

# **Significant Activity Report**

## **March 8, 2022**

### **Department of Public Works**

1. DPW had another all hands on deck winter storm event that they responded to. They have continued to address sidewalks and sight distance issues as they arise.
2. DPW administrative staff has been interviewing several candidates for the vacancies within the department. We have also successfully on-boarded a new Highway candidate and a new water department candidate.
3. The mitigation of the C&D pile at Solid Waste has been put on hold temporarily as there was much more material there than anticipated while we evaluate next steps and internal funding mechanisms.
4. Our Project Manager has been diligently getting project documents together for the upcoming construction season.
5. Hannah has been working with her team and peers within the Town to ensure a smooth leadership transition.

### **Parks & Recreation Highlights**

- The Department received 17 applications for the Part Time Administrative Assistant Position. A questionnaire was distributed to all candidates to obtain a little more information from each of them. The questionnaire will be used for review and selection of interviews.
- As we gear up for the spring season, we are putting final touches all our spring program offerings. Program offerings will be in the soon to be published brochure. Final layout and design of the Spring and Summer Brochure has been a focus for staff the past several weeks.
- April Vacation Ventures Camp filled up within an hour of open registration. We were only able to take 26 participants due to staffing / camper ratios. We have a total of 18 on the waiting list.
- We have started our recruitment for seasonal hires at Summer Ventures and the Sherman Manning Aquatic Facility. All positions are seasonal.
- Lego Club, Solid Speed and Agility Program, Tiny Tots and Levels 1-2 Skating Lessons, Youth Karate, Open Basketball and Comics Class for Kids continues.
- The Wendell A Barwood Arena has entered the last three weeks of seasonal operation. The facility will be hosting High School Hockey Playoffs the first week of March as both the hockey teams are hosting playoff games. Our season will end with the Pot of Gold Tournament that is organized by the Woodstock Youth Hockey Association. This tournament hosts teams from all over New England and games are played at WABA, Union Arena in Woodstock and Champion Rink in Hanover over the weekend of March 18<sup>th</sup>-20<sup>th</sup>. The Department will also host an Ice Out Public Skating Party on March 12<sup>th</sup> with music, games and snacks from 4pm to 6pm.

- Public Skating at WABA continues to be very popular. To date, season pass holders have 759 visits, we have sold 1939 daily admissions, rented 833 pair of skates, and sharpened 157 skates.
- The Department is working with Sustainability Coordinator, Dana Clawson on specifications for the replacement of R-1 Truck and addressing updated heating in the Zamboni bay and refrigeration room at the WABA Arena.
- With the new outdoor aquatic facility coming online this June, we have started purchasing some safety equipment, deck features and supplies as we ramp up and prepare for operations.

### **Assessor**

- Finalized grand lists from 2018, 2019, 2020, and 2021 with “No Appeal or Suit Pending” certification
- Reviewed commercial apartments values
- Began conducting annual property inspections for the 2022 grand list
- Processed property tax transfers and homestead declarations

### **Fire Department**

Incident Log:			
<b>Calls for Service 02/17/22-03/04/22</b>	121		
<b>Incident Type Categories</b>			
Fires	2		
Overpressure Rupture/Explosion	0		
Rescue/Medical	96		
Hazardous Conditions	2		
Service Calls	9		
Good Intent	6		
False Alarm	6		
Weather Emergency	0		
Special Incident/Other	0		

March 3, 2022, at 2:478 am the Hartford Fire Department responded to an extinguished fire located at the Super 8 442 N Hartland Rd., White River Junction, VT. Units arrived to find an extinguished mattress fire in one of the occupied rooms.

The cause of the fire is currently under investigation by Hartford fire investigators to determine cause and origin.

The Fire Department staff wishes to congratulate Deputy Chief Brad Vail on his new position. Our thanks for all you have done in serving this community. You will be missed as a partner in providing services to this community. Best of luck!

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## **POLICE DEPARTMENT**

- Our two newest officers, Daniel Bennett and Christian Hernandez were officially sworn in as police officers and have begun their orientation period. They will begin the police academy on March 21<sup>st</sup>.
- Sergeant Scott Moody was promoted to the rank of Acting Lieutenant – Support Services Commander.
- Sergeant Connie Kelley was promoted to the rank of Acting Lieutenant – Patrol Commander.
- Officers participated in the funeral services to honor the late former Deputy Chief of Police Eddie Leavitt.
- Officers investigated five non-fatal overdoses during this period. Overdose outreach efforts are underway with the individuals.
- During this reporting period the department handled 254 incidents with 6 arrests. The breakdown is as follows:
  - Animal Problem – 4
  - Arrest on Warrant – 2
  - Assaults - 4
  - Burglary - 1
  - Citizen Dispute – 3
  - Disorderly Conduct – 3
  - Drug Possession – 1
  - DUI – 4
  - Fraud – 3
  - Juvenile Problem – 9
  - MV Disturbance – 6
  - Noise Disturbance – 1
  - Parking Problem – 2
  - Suspicious Person or Circumstance – 23
  - Traffic Accident – 18
  - Trespassing – 3
  - Vandalism – 2
- All other – 165

## **Planning and Development**

- Hartford Tax Increment Financing District – Completed and Submitted FY2021 Annual Report and Certification. Annual TIF Auditor review completed.
- Vermont Municipal Planning Grant – Executed agreement for \$20,000 grant to update the Housing Section of the Town Plan. Preparing Request for Proposal for consultant to work with the Town on the update. This initiative has a strong community participations process including a citizen Steering Committee and community wide meeting.
- Regional Housing Initiative – A special regional grant was approved by the state for TRORC to assist Hartford and 6 other communities to review and revise Town regulations to address the critical housing needs. This project dovetails with the update of the Housing Chapter of Hartford’s Town Plan. Town representatives had the first kick-off meeting with TRORC, and TRORC is in the information gathering stage. The project has strong community participation process
- White River Junction Parking Survey- Completed winter parking count survey conducted over three weeks at various times of the day and days of the week. A summary report will be completed in the next few weeks including a comparison to past surveys completed of over 10 years. This is one of three annual surveys done that provide information to the Planning Commission and Selectboard regarding parking demand and availability.
- Property Development – Significant increase in work involving review of applications for public hearings with the Planning Commission and Zoning Board of Adjustments. Continued to respond to high volume of information requests and development inquiries, reviewing and processing building permit applications for improvements to properties, and conducting site visits/issuing Certificates of Occupancy for completed projects.