

Significant Activity Report

March 9, 2021

Assessor

Joe Turner started as Town of Hartford full time Assessor on March 1st 2021. He's coming from Ashville North Carolina where he worked at county level.

Submitted all documents to Finance regarding 1099 contracted services /vendors subject to 2020 WC Audit.

Received Equalization Study Redetermination. In process of having Select board sign document to accept new 2020 Equalized Grand List Value .

Responded to US CENSUS MAP - 2021 Boundary and Annexation Survey (BAS)-March 1, 2021 Deadline.

2020 and 2021 Grand List TIF DISTRICT OTV values were corrected for 8 parcels with help from Casey Michael O'Hara (Program Manager at Property Valuation and Review Division | Vermont Department of Taxes) and Chris Miele (Vice President – NEMRC - New England Municipal Resource Center). New 411 Form was sent to PVR.

Reviewed Subsidized Housing valuation and consulted attorney for the 2018 Appeal on STONEY CREEK. Post hearing memo sent to judge.

Touched base with attorney on Praise Chapel 2020 Appeal for tax exempt status.

Started the Permit inspection process.

Finance

January bank Reconciliations

Preparing January Financials for distribution to Department Heads & Town Manager

Preparing for Annual Work Comp Audit

Distributed and Collected Annual Purchasing Review Policy with all employees

Continued joint effort with Department Heads to cover overages in certain line items

Beginning discussion with our auditor firm for the FYE 2021 audit process

Begins in May, resumes in August for draft to be presented to board before Thanksgiving as always for final

Working with IT Department head to resolve mail / folding machine that is 4 years old

Machine has been broke down every month for last 6 resulting in finance recruiting staff to help hand fold and stuff the monthly large mailings

Continued monitoring of cash flow

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Fire-Significant Activity Report

03/082021

The department began staffing study Feb 1. The department will begin by staffing the Quechee Station when shift levels are at five personnel on duty. 3 will be staffed at the headquarters station on VA Cutoff and two will be stationed in Quechee for their 24-hour shift cycle. Radio System contract is in development with the Town attorney and the radio system contractor.

The department is advertising for an upcoming opening for a Firefighter/Paramedic/EMT position. 21 applications were received, 12 met entry requirements and have interviews scheduled for Wednesday.

Staff completed car seat inspections.

Staff participated in training at the Armed Forces Reserve Center

Staff conducted fire drills in the community

The Fire Marshal's office has been completing fire investigations, purchase and sales inspections and liquor license inspections. They completed 68 inspections during this period.

The department responded to 99 calls for service during this period.

Incident Log:

Alarm Date	Street	Situation Found
2/21/2021 0:09	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
2/21/2021 2:04	MAPLE ST	Medical assist, assist EMS crew
2/21/2021 3:19	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
2/21/2021 8:44	CENTER OF TOWN RD	EMS call, excluding vehicle accident with injury
2/21/2021 22:56	HARTFIELD LN	EMS call, excluding vehicle accident with injury
2/21/2021 22:57	BALLARDVALE DR	Medical assist, assist EMS crew
2/22/2021 2:15	BROOKMEADE CIR	Carbon monoxide detector activation, no CO
2/22/2021 6:46	WILLARD RD	EMS call, excluding vehicle accident with injury
2/22/2021 7:34	N HARTLAND RD	Central station, malicious false alarm
2/22/2021 8:47	RIVER ST	Dispatched & canceled en route
2/22/2021 9:41	OLD RIVER RD	EMS call, excluding vehicle accident with injury
2/22/2021 10:39	WILLARD RD	EMS call, excluding vehicle accident with injury
2/22/2021 10:45	CROSS ST	Water or steam leak
2/22/2021 11:03	S MAIN ST	EMS call, excluding vehicle accident with injury

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2/22/2021 13:01	CURRIER ST	EMS call, excluding vehicle accident with injury
2/22/2021 13:11	CHRISTIAN ST	Water or steam leak
2/22/2021 15:14	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
2/22/2021 17:37	BALLARDVALE DR	Medical assist, assist EMS crew
2/22/2021 23:35	HILLCREST TER	EMS call, excluding vehicle accident with injury
2/23/2021 4:49	CURRIER ST	EMS call, excluding vehicle accident with injury
2/23/2021 14:27	HITCHCOCK DR	EMS call, excluding vehicle accident with injury
2/23/2021 18:18	MILL ST	EMS call, excluding vehicle accident with injury
2/23/2021 19:47	BALLARDVALE DR	EMS call, excluding vehicle accident with injury
2/23/2021 23:32	OZZY LN	EMS call, excluding vehicle accident with injury
2/24/2021 0:43	N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/24/2021 8:51	TEMPLETON AVE	Medical assist, assist EMS crew
2/24/2021 11:41	W GILSON AVE	EMS call, excluding vehicle accident with injury
2/24/2021 12:04	BLANCHARD DR	Medical assist, assist EMS crew
2/24/2021 12:45	AZALEA CIR	Water problem, other
2/24/2021 12:58	LARCH LN	Medical assist, assist EMS crew
2/24/2021 15:52	CHRISTIAN ST	Smoke detector activation, no fire - unintentional
2/24/2021 20:20	BRIDGE ST	System malfunction, other
2/24/2021 21:19	VA CUTOFF RD	Medical assist, assist EMS crew
2/24/2021 22:02	CENTER OF TOWN RD	System malfunction, other
2/25/2021 0:57	US ROUTE 5	EMS call, excluding vehicle accident with injury
2/25/2021 4:19	FOGG FARM RD	Smoke detector activation due to malfunction
2/25/2021 10:04	FIREHOUSE LN	Assist police or other governmental agency

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2/25/2021 17:06	FOGG FARM RD	Smoke detector activation due to malfunction
2/25/2021 22:53	BLANCHARD DR	EMS call, excluding vehicle accident with injury
2/26/2021 7:33	N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/26/2021 9:24	CURRIER ST	EMS call, excluding vehicle accident with injury
2/26/2021 14:54	CURRIER ST	EMS call, excluding vehicle accident with injury
2/26/2021 19:06	VT ROUTE 14	EMS call, excluding vehicle accident with injury
2/26/2021 19:45	HOLLOW DR	EMS call, excluding vehicle accident with injury
2/26/2021 20:41	CHURCH ST	Building fire
2/27/2021 6:27	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/27/2021 7:10	BLANCHARD DR	EMS call, excluding vehicle accident with injury
2/27/2021 8:53	VILLAGE GRN	EMS call, excluding vehicle accident with injury
2/27/2021 12:17	I 89 N MM5	Gasoline or other flammable liquid spill
2/27/2021 12:36	I 91 S MM68	Dispatched & canceled en route
2/27/2021 20:25	I 91 S MM66	Motor vehicle accident with no injuries.
2/27/2021 22:06	WALNUT ST	Service Call, other
2/28/2021 7:09	N HARTLAND RD	EMS call, excluding vehicle accident with injury
2/28/2021 10:41	LARCH LN	EMS call, excluding vehicle accident with injury
2/28/2021 10:53	CHRISTIAN ST	Assist invalid
2/28/2021 14:44	MAPLE ST	EMS call, excluding vehicle accident with injury
3/1/2021 7:02	ASPEN LN	EMS call, excluding vehicle accident with injury
3/1/2021 9:37	SPAULDING LN	EMS call, excluding vehicle accident with injury
3/1/2021 11:13	N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/1/2021 11:30	WOODSTOCK RD	Dispatched & canceled en route

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3/1/2021 14:30	BALLARDVALE DR	EMS call, excluding vehicle accident with injury
3/1/2021 14:35	ASH ST	EMS call, excluding vehicle accident with injury
3/1/2021 16:58	MAPLE ST	EMS call, excluding vehicle accident with injury
3/1/2021 19:30	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
3/1/2021 21:19	BAKER TURN	Power line down
3/2/2021 3:36	BROTHERS RD	Medical assist, assist EMS crew
3/2/2021 12:52	CURRIER ST	EMS call, excluding vehicle accident with injury
3/2/2021 21:35	WILDLIFE RD	EMS call, excluding vehicle accident with injury
3/2/2021 21:43	CONNECTICUT RIVER RD	EMS call, excluding vehicle accident with injury
3/2/2021 22:43	LARKSPUR LN	EMS call, excluding vehicle accident with injury
3/3/2021 6:42	GRANITE WAY	Medical assist, assist EMS crew
3/3/2021 9:29	FAIRVIEW TER	Medical assist, assist EMS crew
3/3/2021 19:44	RALPH LEHMAN DR	EMS call, excluding vehicle accident with injury
3/3/2021 20:26	PROSPECT ST	Unauthorized burning
3/4/2021 10:57	MAPLE ST	EMS call, excluding vehicle accident with injury
3/4/2021 12:21	UNION ST	Dispatched & canceled en route
3/4/2021 14:51	US ROUTE 5	EMS call, excluding vehicle accident with injury
3/4/2021 21:07	ADVENT HILL RD	Fires in structure other than in a building
3/4/2021 21:34	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/4/2021 23:11	HITCHCOCK DR	Emergency medical service incident, other
3/5/2021 7:24	KINGS HWY	Medical assist, assist EMS crew
3/5/2021 10:36	MAPLE ST	EMS call, excluding vehicle accident with injury
3/5/2021 10:45	EXIT 1 S ON RAMP	Motor vehicle accident with injuries
3/5/2021 14:33	BALLARDVALE DR	EMS call, excluding vehicle accident with injury
3/5/2021 23:03	I 91 N MM67	Motor vehicle accident with no injuries.
3/5/2021 23:13	US ROUTE 5	EMS call, excluding vehicle accident with injury
3/6/2021 4:39	CANDLELIGHT TER	EMS call, excluding vehicle accident with injury
3/6/2021 9:00	HARTFORD AVE	EMS call, excluding vehicle accident with injury

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3/6/2021 10:00	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/6/2021 17:23	N N HARTLAND RD	Emergency medical service incident, other
3/6/2021 23:26	N HARTLAND RD	EMS call, excluding vehicle accident with injury
3/7/2021 0:12	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
3/7/2021 1:40	RUSTIC RD	EMS call, excluding vehicle accident with injury
3/7/2021 8:07	CURRIER ST	EMS call, excluding vehicle accident with injury
3/7/2021 11:45	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
3/7/2021 13:28	S MAIN ST	EMS call, excluding vehicle accident with injury
3/7/2021 16:14	RALPH LEHMAN DR	Medical assist, assist EMS crew
3/8/2021 4:15	N HARTLAND RD & ARBORETUM LN	Medical assist, assist EMS crew

IT

- IT onboarding of new Assessor
- Counter-drug Analyst PC setup
- Dispatch Director PC setup
- Callweaver Phone PBX fix
- Additional Outlook security upgrades/enhancements
- Pointer/DNS records for Police site project
- Internet upgrade negotiation at WABA
- Access Points ordered for WABA

Parks & Recreation Department

Program Highlights

- The After-School Lego Club continues at the Hartford Town Hall. COVID restrictions are in place with many of the activities held outside in Lyman Park. We have 12 participants which is the max we can take for the class.
- Crafternoon Afterschool Program continues as well. The sessions are on Thursday's and held at Hartford Town Hall and Lyman Point Park. The program offers a wide variety of arts and craft

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projects for grades K-5 to stimulate creativity, social interaction, and skill development. COVID guidelines are in place for this program. We have 12 participants which is the max number we can take for the class.

- Youth Karate continues. The program is instructed by Brett Mayfield. COVID Restriction are also in place for this program with 4 participants registered.
- A small group of residents along with our new Town Manger participated in our Step It Up Hartford Program. The group snowshoed Quechee Section 5. This was the last winter walking program for the season.
- Virtual Comics Class continues with 15 enrolled. The class teaches the basics of cartooning to teens ages 13-16. The program covers character design, story structure. By the end of your session that runs through March 19th, participants will have a portfolio of comics and cartoons to share with family and friends.
- The February Card Class was held on the 24th at Town Hall. Seven participants took part in the program. The program is for ages 13 through adults.
- Coordination with the School District for use of the gyms for our Youth Basketball Program is complete. Currently we have close to 100 participants signed up for the K-6 program. The program begins March 8th. The Department worked closely with the Districts COVID Team and the Town Health Officer to develop proper guidance to conduct the program. We will be using OQS and DBS Monday through Saturday. The Youth Basketball Program will run through April 17th.
- The Entertainment Committee reviewed the Entertainment Submissions for the Summer Concert Series. We have 20 submissions for 10 open slots. All the concerts will be at Lyman Park Bandstand. We plan to announce the series in our upcoming program brochure.
- We hope to have our Spring Intern working with us in the next couple weeks. The Intern will begin working on Camp Ventures planning and other activities for the Department.
- The Department is working on our Spring/Summer Brochure that will highlight many of the programs and events scheduled for this summer. The publication will be discriminated through the school and promoted through our social media outlets.
- The Department is busy marketing upcoming programs for the spring season. Programs include Hartford Youth Lacrosse Club Registrations for Grades 3-8, Camp Ventures Summer Camp Program which will go live for registration on March 15th at 9:00am, Introduction to Belly Dancing March 16,18 and 20, Card Making Workshop March 31st.
- The Department started running our background checks for volunteers involved as coaches for the basketball program.
- Keep an eye out for our Mobile Spring Egg Scramble. This mobile event will take place of the large Egg Scramble we have previously held at DBS. The event will be brought to area villages and registration will be required to participate.
- The Department received word that longtime advocated and President of Upper Valley Dog Park, Wendy Smith passed away Sunday night. Wendy was instrumental in the operations of the park and involved in developing many special events such as the Dogaween that took place each Halloween. In addition, Wendy was involved in the Annual Dog Park Calendar. Wendy will truly be missed.

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Parks/Facilities

- The Department is very active with park permit requests for the spring and summer use of our facilities. Park Permits as of this report include: Connecticut River Ironmen (submitted spring/summer schedule), Lightning Soccer May/June at Clifford Park, Hanover High School – interested in reserving Pickleball courts in May, Jenna Kendall interested in reserving Quechee Green/Gazebo September 25, 2021 for wedding, Samantha Ciochi wedding at Quechee Green/Gazebo October 2nd – waiting for signature/payment, White River Indie Films – permit complete; waiting for signature, Sebastien Dube -awaiting permit for WABA Family Skate, MACH-1 Lacrosse permit in planning stages; either Kilowatt South or Maxfield or a mix of both.
- The Park Laborer position closes March 9th. We will be reviewing the applications and setting up virtual interviews within the next couple weeks.
- We continue to operate the Wendell A. Barwood Arena. Reservations will continue through March 20th. If the Hartford High School advances into the playoffs, then the facility will remain open for the school teams to practice. The 26th would be the official closing if teams advance into the playoffs. We will then begin taking the ice out.
- The Department is reviewing the Requests for Proposals for the Parks Turf Treatment, Field Maintenance and Spring/Fall Cleanup. Due to limited submission we sent out a re-bid for the Turf Treatment and the Spring/Fall Cleanup. We hope to award the proposals within the next week.
- The Department has placed the order for our DuraEdge Infield Mix and Warning Track Mix. We anticipate the 64 tons of product to arrive late April. We will be installing the mix on the baseball and softball field at Maxfield.
- As we end with operations at the WABA Arena, the Department is gearing up for spring cleanup in our park facilities. We anticipate high demand for facilities and usage as COVID restriction are relaxed and people are encouraged to be outdoors.
- The Parks & Recreation Office completed updates to the office dividers. A section was elevated and two standup adjustable computer stations were installed. Both standup units were recommended by the ergonomic study completed a few years ago.

Department of Planning and Development

Vermont COVID Economic Recovery Plan - Continued to circulate information on additional federal, state regional and local relief programs, resources, and safety. Vermont Legislature is reviewing the Governor's proposed assistance programs for individual businesses and organizations.

- “*Hartford Dollars*” COVID Buy Local Program – Continuing to work with the Chamber to develop a sustainable program that will be ongoing now and post COVID Pandemic.
- FY2020 Annual TIF Agreed Upon Procedures (AUP) Audit –Town Auditor review was completed with a determination that all AUP requirements were met.
- Zoning Districts Review – The Planning Commission held a Public Hearing on March 1, 2021 regarding proposals to create two new zoning districts which add residential and mixed-use to the current Highway Commercial District in Quechee along RT 4, and to a section of the Industrial Commercial District along RT 5 South in White River Junction. The Planning Commission approved the proposals and to proceed to public hearing before the Selectboard. Staff distributed the required notifications for a March 23, 2021 Selectboard Public Hearing.

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- VT Better Places Grant –The State awarded an \$18,000 grant to White River Indie Films (WRIF) in collaboration with the Town and Vital Communities. The grant will be used to help restart WRJ’s First Friday (of the month) events that stopped due to COVID. The grant will bring film into the built environment by projected “Shows” on buildings primarily focused in the Currier St area, similar to what was piloted in downtown during the winter holidays.
- Northern Stage Theater – Working with the Theater to permit a temporary (COVID) outdoor stage on its property behind its building.
- Hartford WRJ Downtown Designation Program 4-Year Check-In– Completed draft review document followed by a very positive review meeting with the state’s Downtown Program Coordinator on March 4th. A final report from the state anticipated within the next few weeks.
- Vermont Community Development Program Revolving Loan Fund (VCDP-RLF) – Finalizing documents for loan closing and modification of conditions for SB approval.
- Hartford Business Revolving Loan Fund (HBRLF) and VCDP-RLF Administrative Contract - Executed contract with Green MT Economic Development Corporation.
- VLCT 2020 Workers Comp Audit – Assembled and submitted required information for upcoming Audit.
- Wentworth Housing 2 Grant – The Vermont Community Development (VCDP) Grant Agreement was submitted to the state and accepted. The Subgrant Agreement and related documents with Twin Pines Housing Trust are under review.
- Town Forest Recreation Plan – The Conservation Commission is targeting April for a presentation at a Selectboard meeting.
- Historic Preservation Demolition Standards –Staff and the consultant are assembling materials for a workshop in March with the Historic Preservation Commission, Planning Commission and Design Review Committee.
- Bugbee Senior Center Capital Improvements – Continued to work with the Center Director on next steps to complete the planned energy improvements – phase 2 of heat pump installation, insulation, and kitchen equipment upgrades.
- Selectboard Ad Hoc Committee on Homelessness – Continued discussions and follow-up with the Town’s Location Committee on options.
- Sister City Signage – Continued to assist the Sister City Committee with signage options given the state’s stated limitations on signage.
- Climate Action Plan –The consultant continued working with the Climate Advisory Committee and its subgroups to gather and analyze information. Next steps are draft goals, objectives and actions. Continued to provide staff participation.
- TIF and Pool Bond Bank Application - Bond Bank loan closing took place on March 4th. Staff processing post loan closing documents.
- Development Proposals/Building Permit Applications – Continued receiving and processing information requests, Zoning Permit applications, and Certificates of Occupancy. Responded to various development inquiries and review of preliminary information.
- Town Commissions/Board/Committees – Continued to provide staff support and technical assistance to 9 Commissions/Board/Committees.
- Clifford Park Resilient Hartford Use of Open Space –Staff and the Resilience Hartford Committee have been working towards contracting with a consultant to assist in the

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development of an implementation and maintenance plan for planting fruit bearing plants and trees in the park.

- South Main Street TIF Improvement Projects –Continued working with DPW and engineer on finalizing the on engineering and design of the second phase for construction in 2021.
- Town Forest Tree Harvesting – Completing review of a draft scope of work and MOU with the State Forester to prepare a tree harvesting plan for implementation in FY 2022.
- Grant Reimbursements – Continued assembling documentation to request reimbursement of expenditures for projects receiving grant and other funding.
- Mobile Home Water Pipe Heating Solution – The Hartford Energy Commission continues to work with Vital Communities, Efficiency Vermont and the Town of Thetford to work with the University of VT Engineering Dept to develop a solution to easily and inexpensively insulate mobile home hot water pipes.
- Cornerstone Community Center VCDP Planning Grant Proposal – Continued working with the CCC which is interested in resubmitting the VCDP Planning Grant application which did not get funding last Fall. The grant must go through the Town and will require a public hearing and Selectboard approval for an April state submittal deadline.

POLICE DEPARTMENT

Please find the police department’s activity report for the period ending March 6. During that period the department recorded 281 total incidents to include 22 traffic stops and 97 proactive/citizen directed vehicle or foot patrols.

Mar 6th – Two officers investigating a disturbance at the 400 block of N Hartland Road were subsequently assaulted by an individual. The officers were treated and released. The 24-year-old male with no fixed address was lodged in lieu of cash bail on charges of Simple Assault on a Police Officer, Aggravated Assault on a Police Officer, Disorderly Conduct, Unlawful Mischief, and Unlawful Trespass.

2/21/21	0:03	SYKES MOUNTAIN AVE	Citizen Assist
2/21/21	0:24	BALLARDALE DR	Traffic Offense
2/21/21	1:55	MAPLE ST	Assault
2/21/21	10:55	SYKES MOUNTAIN AVE	Paperwork Srv
2/21/21	11:31	MAPLE ST	Found Property
2/21/21	11:44	AIRPORT RD	DLS
2/21/21	12:31	VA CUTOFF RD	Information
2/21/21	12:40	WOODSIDE CIR	Harassment
2/21/21	15:14	HARTFORD AVE	Harassment
2/21/21	15:20	QUECHEE HARTLAND RD	Paperwork Srv
2/21/21	16:03	UNION ST	Custodial Disp
2/21/21	16:26	ROYALL TYLER RD	Burglary Alarm
2/21/21	17:34	N HARTLAND RD	Paperwork Srv
2/21/21	18:17	N HARTLAND RD	Threatening
2/21/21	18:45	OLD RIVER RD	911 Hangup

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2/21/21	21:34	QUECHEE HARTLAND RD	Suspicious
2/22/21	8:33	VA CUTOFF RD	Citizen Assist
2/22/21	11:03	S MAIN ST	Suicide Threat
2/22/21	11:08	N HARTLAND RD	Trespassing
2/22/21	11:31	S MAIN ST	Suspicious
2/22/21	12:01	CAMPBELL ST	Citizen Assist
2/22/21	14:17	N MAIN ST	Family Fight
2/22/21	14:26	WENTWORTH WAY	Citizen Assist
2/22/21	15:35	VA CUTOFF RD	Information
2/22/21	16:27	WOODSTOCK RD	Crash Damage
2/22/21	17:05	N MAIN ST	MV Complaint
2/22/21	17:30	BALLARDVALE DR	Welfare Check
2/22/21	17:56	HAZEN ST	Threatening
2/22/21	19:18	QUECHEE MAIN ST	Mental Health
2/22/21	19:24	VA CUTOFF RD	MV Complaint
2/22/21	19:47	MAPLE ST	Crash Damage
2/22/21	21:54	HARTFORD AVE	Welfare Check
2/22/21	22:48	FERN ST	MV Complaint
2/22/21	23:18	HILLCREST TER	Family Fight
2/22/21	23:57	CHURCH ST	Agency Assist
2/23/21	5:41	AIRPORT RD	MV Complaint
2/23/21	9:25	CONNECTICUT RIVER RD	Welfare Check
2/23/21	10:33	N HARTLAND RD	Drugs
2/23/21	11:18	VA CUTOFF RD	Welfare Check
2/23/21	11:37	MAPLE ST	Agency Assist
2/23/21	11:54	CHRISTIAN ST	Agency Assist
2/23/21	13:44	N HARTLAND RD	Welfare Check
2/23/21	13:45	SYKES MOUNTAIN AVE	Restraining Odr
2/23/21	14:31	VA CUTOFF RD	Citizen Assist
2/23/21	15:41	SYKES MOUNTAIN AVE	MV Complaint
2/23/21	19:26	BALLARDVALE DR	Welfare Check
2/23/21	22:38	OLD RIVER RD	911 Hangup
2/23/21	22:52	QUECHEE MAIN ST	Animal Problem
2/24/21	0:43	N HARTLAND RD	Crash Damage
2/24/21	7:54	TEMPLETON AVE	Assault
2/24/21	10:03	HARTFORD AVE	Fraud
2/24/21	11:35	QUECHEE MAIN ST	Animal Problem
2/24/21	11:41	W GILSON AVE	Unconscious
2/24/21	12:09	WHEELOCK RD	Burglary Alarm
2/24/21	12:18	WATSON PARK	Animal Bite
2/24/21	15:34	HARTFORD AVE	Vandalism
2/24/21	15:39	RIVER RD	Agency Assist

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2/24/21	16:36	N HARTLAND RD	Suspicious
2/24/21	18:31	KENISON RD	Custodial Disp
2/24/21	21:02	MAPLE ST	MV Complaint
2/24/21	21:08	RUNNALS RD	Traffic Offense
2/24/21	22:40	RUNNALS RD	Assault
2/24/21	22:44	N MAIN ST	911 Hangup
2/24/21	23:41	CHAMBERS LN	Citizen Assist
2/25/21	3:26	MAPLE ST	Burglary Alarm
2/25/21	5:45	WOODSTOCK RD	Traffic Hazard
2/25/21	12:29	NORWICH AVE	Juvenile Prob
2/25/21	13:30	GIFFORD RD	Juvenile Prob
2/25/21	14:05	FAIRBANKS TURN	Burglary Alarm
2/25/21	14:21	BALLARDVALE DR	Suspicious
2/25/21	19:29	SYKES MOUNTAIN AVE	Paperwork Srv
2/25/21	20:30	GATES ST	Suspicious
2/25/21	21:06	BRIDGE ST	Wanted Person
2/25/21	23:33	HAZEN ST	Social Media
2/26/21	1:07	WILLARD RD	911 Hangup
2/26/21	3:13	VA CUTOFF RD	Welfare Check
2/26/21	5:09	CHANDLER RD	Suspicious
2/26/21	8:52	HARTFORD AVE	Suspicious
2/26/21	8:56	BALLARDVALE DR	Welfare Check
2/26/21	9:04	FAIRVIEW TER	Animal Problem
2/26/21	9:28	DEMERS AVE	Welfare Check
2/26/21	10:00	TAFT FAMILY RD	Animal Problem
2/26/21	10:28	VA CUTOFF RD	Agency Assist
2/26/21	10:46	KACEY DR	Burglary Alarm
2/26/21	13:50	HOLLOW DR	Family Fight
2/26/21	15:21	BALLARDVALE DR	Agency Assist
2/26/21	17:47	BLUFF RD	Burglary Alarm
2/26/21	18:02	N N HARTLAND RD	Citizen Assist
2/26/21	18:51	QUECHEE MAIN ST	Family Fight
2/26/21	19:06	CONNECTICUT RIVER RD	MV Complaint
2/26/21	19:45	HOLLOW DR	Mental Health
2/26/21	20:33	SOUTH ST	Animal Bite
2/27/21	6:27	N HARTLAND RD	Suicide Attempt
2/27/21	9:00	BRIDGE ST	Burglary Alarm
2/27/21	11:21	VA CUTOFF RD	Information
2/27/21	12:31	N HARTLAND RD	Traffic Hazard
2/27/21	20:25	I 91 S MM66	Crash Injury
2/27/21	21:48	WOODSTOCK RD	Traffic Hazard
2/27/21	22:00	WOODSTOCK RD	Wanted Person
2/28/21	2:14	BALLARDVALE DR	Suspicious
2/28/21	9:25	WALNUT ST	Animal Problem

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2/28/21	10:57	MOOSEWOOD WAY	Trespassing
2/28/21	13:06	HIGHLAND AVE	911 Hangup
2/28/21	14:44	MAPLE ST	Unconscious
2/28/21	15:40	LATHAM WORKS LN	Citizen Assist
2/28/21	15:49	N HARTLAND RD	Welfare Check
2/28/21	16:01	VA CUTOFF RD	Search Warrant
2/28/21	16:16	STAGECOACH RD	Traffic Hazard
2/28/21	16:34	CHRISTIAN ST	Burglary Alarm
2/28/21	20:37	N HARTLAND RD	Citizen Dispute
2/28/21	20:45	COLONIAL DR	Citizen Assist
2/28/21	20:57	SYKES MOUNTAIN AVE	Burglary Alarm
3/1/21	2:10	WOODSTOCK RD	Burglary Alarm
3/1/21	6:54	SCHOOL ST	911 Hangup
3/1/21	9:28	CONNECTICUT RIVER RD	DLS
3/1/21	10:23	LOVELAND HILL RD	Welfare Check
3/1/21	10:26	LARCH LN	Phone Problem
3/1/21	10:37	VA CUTOFF RD	Fraud
3/1/21	12:19	BALLARDVALE DR	Drugs
3/1/21	12:26	ROYALL TYLER RD	Burglary Alarm
3/1/21	12:52	CROSS ST	Citizen Assist
3/1/21	12:59	HARTFORD AVE	911 Hangup
3/1/21	13:12	N HARTLAND RD	Citizen Assist
3/1/21	15:02	BALLARDVALE DR	911 Hangup
3/1/21	16:31	N HARTLAND RD	Theft
3/1/21	18:32	HORSESHOE AVE	Agency Assist
3/1/21	19:29	HARTFORD AVE	Welfare Check
3/1/21	19:30	QUECHEE HARTLAND RD	Overdose
3/1/21	20:38	WOODSTOCK RD	Traffic Hazard
3/1/21	21:19	BAKER TURN	Power Line Down
3/1/21	21:28	US ROUTE 5 S	Agency Assist
3/1/21	21:41	MAPLE ST	Burglary Alarm
3/1/21	22:11	WOODSTOCK RD	Burglary Alarm
3/2/21	4:02	LOWER HYDE PARK	Burglary Alarm
3/2/21	5:44	HILLCREST TER	Suspicious
3/2/21	9:32	FAIRVIEW TER	Suspicious
3/2/21	17:12	LATHAM WORKS LN	Fraud
3/2/21	19:00	N HARTLAND RD	Suspicious
3/2/21	19:04	BALLARDVALE DR	Agency Assist
3/2/21	21:43	CONNECTICUT RIVER RD	Unconscious
3/2/21	22:09	SYKES MOUNTAIN AVE	MV Complaint
3/2/21	22:50	CASCADNAC AVE	Suspicious

**Significant Activity Report
March 9, 2021**

3/3/21	1:25	VT ROUTE 14	Dead Animal
3/3/21	7:35	S MAIN ST	Theft
3/3/21	9:06	BALLARDVALE DR	Suspicious
3/3/21	9:24	TALL TIMBERS DR	Sex Offend Reg
3/3/21	9:35	WILLARD RD	Sex Offend Reg
3/3/21	10:26	COSTELLO RD	Sex Offend Reg
3/3/21	10:32	RAILROAD ROW	911 Hangup
3/3/21	10:52	BALLARDVALE DR	Theft of MV
3/3/21	11:35	BALLARDVALE DR	Suspicious
3/3/21	12:31	SYKES MOUNTAIN AVE	Suspicious
3/3/21	13:19	S MAIN ST	Vandalism
3/3/21	13:49	SYKES MOUNTAIN AVE	Burglary Alarm
3/3/21	14:24	HARTFORD AVE	Agency Assist
3/3/21	16:04	SYKES MOUNTAIN AVE	Paperwork Srv
3/3/21	19:43	S MAIN ST	Threatening
3/3/21	19:44	RALPH LEHMAN DR	Suicide Threat
3/3/21	20:20	OLCOTT DR	Crash Damage
3/3/21	22:05	LANTERN LN	Threatening
3/3/21	22:49	CRYSTAL PL	Traffic Hazard
3/3/21	23:01	HITCHCOCK DR	Traffic Hazard
3/4/21	9:23	MARSH FAMILY RD	Threatening
3/4/21	10:05	VA CUTOFF RD	Sex Offense
3/4/21	12:50	LUCE MEADOW RD	Agency Assist
3/4/21	14:48	VA CUTOFF RD	VIN Inspection
3/4/21	15:58	SPRING CIR	Traffic Offense
3/4/21	16:32	RALPH LEHMAN DR	Agency Assist
3/4/21	19:36	QUECHEE HARTLAND RD	Welfare Check
3/4/21	21:16	HARTFORD AVE	Citizen Assist
3/4/21	23:44	RALPH LEHMAN DR	Burglary Alarm
3/5/21	5:15	RALPH LEHMAN DR	Mental Health
3/5/21	8:40	MAPLE ST	Agency Assist
3/5/21	10:18	HIGHLAND AVE	911 Hangup
3/5/21	10:19	BALLARDVALE DR	Vandalism
3/5/21	10:45	Exit 1 S On Ramp	Crash Injury
3/5/21	13:20	PASSUMPSIC AVE	Sex Offend Reg
3/5/21	13:39	MAPLE ST	Sex Offend Reg
3/5/21	13:40	VERNA CT	Sex Offend Reg
3/5/21	13:51	S MAIN ST	Theft
3/5/21	13:55	N MAIN ST	Sex Offend Reg
3/5/21	15:01	MURPHYS RD	Theft
3/5/21	15:40	VA CUTOFF RD	Agency Assist
3/5/21	20:16	MAPLE ST	Suspicious

Significant Activity Report March 9, 2021

3/5/21	21:15	LADEAU RD	Family Fight
3/5/21	22:24	HOLIDAY DR	Burglary Alarm
3/5/21	23:43	BALLARDVALE DR	911 Hangup
3/6/21	2:13	SYKES MOUNTAIN AVE	Information
3/6/21	9:43	CURRIER ST	Burglary
3/6/21	10:41	BALLARDVALE DR	Suspicious
3/6/21	11:20	N HARTLAND RD	Agency Assist
3/6/21	14:46	WOODSTOCK RD	MV Complaint
3/6/21	15:16	FOREST HILLS AVE	Suspicious
3/6/21	15:36	HOLLOW DR	Welfare Check
3/6/21	17:03	N HARTLAND RD	Trespassing
3/6/21	17:39	N HARTLAND RD	Assault
3/6/21	20:20	WOODSTOCK RD	MV Complaint
3/6/21	20:25	W GILSON AVE	Animal Problem
3/6/21	20:41	Exit 1 N Off Ramp	MV Complaint
3/6/21	21:26	CENTER OF TOWN RD	Suspicious

Town Clerk

Town & School District Meeting: The Clerk's Office is transitioning back into to post-election mode after a successful 2021 Annual Town and School District Meeting Election held on Tuesday, March 2, 2021. We had 2125 voters participate in this election (1221 submitted their absentee ballot by election day and the balance voted in-person); this is an increase from previous, non-presidential election years when the turnout ranges from 1200-1600 voters; presidential election years tend to have a turnout hovering near 3000+/- . A huge thank you to Sherry West, Assistant Clerk, Town Staff, the Board of Civil Authority and the Community Members who assisted with pre-election tasks and on election day. We could not have done this without you. And, I would like to extend my gratitude to the voters who have had to navigate elections in a new way over the past 12 months. These have been challenging times for all on so many levels.

Other News: The volume of recording has tapered off slightly. The Assistant Clerk has been following up with businesses that have not yet submitted their liquor license renewals. We had asked renewal applications be submitted to the Clerk's Office by February 1st so, there was time for the Local Liquor Control Board would have ample time to review them before sending them to the VT Department of Liquor Control by their April 1st deadline. In addition, we have been processing dog licenses and have been advertised the deadline in the Valley News, the Hartford listserv and the Town FB page (dogs must be licensed by April 1st per state statute). The Clerk will be working with the BCA sand Select Board to schedule the March Board of Abatement Hearings.

Significant Activity Report

March 9, 2021

Department of Public Works

Would like to extend a huge thank you to all Public Works employees for the help plowing and sanding this year. The Highway Crew has been understaffed this year and all departments have played a major role in helping to keep our roads clear and our sidewalks safe.

The following are the activities completed by the Public Works Department over the past two weeks:

Highway

1. The Highway Crew has been busy performing road clearing operations due to multiple instances of snow.
 - a. On February 19th the Highway crew reported to work at 4:00am to treat the roads.
 - b. On February 20th four highway crew members were called in to treat the roads.
 - c. On February 22nd the Highway crew worked 11 hours due to snowfall throughout the day.
 - d. On the evening of February 24th into the morning of February 25th, the Highway Crew worked to remove snow and ice from sidewalks throughout Town.
 - e. On February 26th, the Highway crew worked with the Water Department to fix a water main break on Campbell Street.
 - f. On March 2nd the Highway crew scraped and mixed roads. Several trees came down onto wires due to strong winds.
2. At this time, all sidewalks have been scraped and have pavement showing.
3. Performed snow removal in many areas of town as well as cut back banks at intersections with poor visibility.
4. Started the process of cutting back banks with the grader to allow runoff as the warmer temperatures come. This also helps with the drying process during mud season.
5. We continue to make progress around town filling in potholes. If you encounter a hazardous pothole on town maintained roads, please call us to report its location.
6. The highway crew has welcomed our newest staff member, Ethan Bingham. We look forward to a long and mutually beneficial career with Ethan.
7. The Water Department continues to help fill staffing vacancies within the Highway Department. We are very thankful for all of their help!

Water

8. **It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a water leak causing home damage.**
9. The Water Department continues to work with a smaller crew due to quarantine requirements from travel, vacations, holidays, and sick time.
10. Repaired a leak on Division Street.
11. Repaired a leak on North Main Street.
12. Started monthly meter readings.

Significant Activity Report March 9, 2021

13. Completed monthly reports.
14. Completed the first round of water samples.
15. The crew assisted the Highway Department with plowing and sanding during winter weather events.
16. Joe continues to attend his water operator classes.

Wastewater

17. **It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a wastewater leak causing home damage.**
18. The White River Wastewater Crew has been actively working on the following:
 - a. Pushed back snow banks at the treatment plant and pump stations.
 - b. Responded to a plugged line on Ozzy Lane that caused a backup into a resident's home.
 - c. Received an invoice for operating fees for NPDES permit.
 - d. Received a quote for a new push camera.
 - e. Submitted State reports.
 - f. Scheduled valve replacements for the Maple Street pump station on March 23rd and 24th.
19. The Quechee Wastewater Crew has been actively working on the following:
 - a. The Quechee Wastewater Crew has welcomed Aidan Saturley on as our newest employee.
 - b. Transferred 20,000 gallons of sludge to the drying bed #3.
 - c. Submitted a report of problems we are experiencing with the heating system for a RFP.
 - d. Reviewing infrastructure for the 5-E leach field to develop a priority based rating scale for improvements.
 - e. Submitted State reports.
 - f. Computer issues for treatment plant automation caused us to lose almost all our historical data.

Fleet Management

20. Fleet Management performed the following:
21. Made repairs to the Tenco snowblower.
22. Completed repairs on the plow PTO shaft for the trackless. The front driveline was also repaired.
23. H-2 was sent to the dealer for warranty work.
24. H-10 was sent to the dealer for warranty work.
25. H-3 completed State inspection and replaced the front trip spring.
26. H-7 made repairs to the wing spring.
27. H-4 replaced wing trip spring and the buffer spring.

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28. Repaired the plastics and trash compactor at Solid Waste.
29. Replaced lower coolant hose on Wacker Loader. Also repaired the air conditioning compressor mount and installed new work lights on the roof.
30. Performed EGR system repairs on the 120M grader. It was recalibrated by Caterpillar as well.
31. AMB-1 repaired liquid spring suspension.

Solid Waste

32. **At this time, the Solid Waste facility is open Tuesday through Saturday from 8:00 am to 4:00 pm. Our buildings are still closed to the public.**
33. Hannah has been working closely with Dillon Walsh and Ross Libby (Munismart) to resolve data importing issues for Commercial Billing.
34. We have finally received our approved SWIP from the State of Vermont. A huge thank you to all of the support members of the State team were able to provide me.
35. Hannah has been working closely with the VLCT to develop a job description and advertisement to fill the vacancy in administration there. We are anxious to get that role filled.
36. Hannah has been working with industry partners and the State to identify ways to collect food waste in compliance with ACT 148 that is more affordable.

Administrative Active

These are projects or tasks which have a notable update or that members of the Public Works team have dedicated substantial time or energy to.

43. The DPW team continues remain responsive to changes related to Covid-19.
44. Brittney continues to utilize our Facebook page! We are excited to be able to share information to our community. Please continue to check there for good news and DPW updates.
45. The DPW team continues to work with VTrans as the VA Cutoff Bridge Replacement design phase moves forward.
46. The DPW team continues to work with VTrans as the Route 14 Paving Project moves forward. That project is anticipated to kick off in Spring 2021.
48. We continue to work together to fill vacancies in the department.
49. Chris continues to work closely with our consultant to address the failing 5E leach field in Quechee. It is likely that they will require us to address infiltration issues within that portion of the system as part of the new permit.
50. Chris has been working extensively with the State of Vermont to address stormwater permitting requirements for the development associated with Billings Farm Road.
51. Chris has been working with a consultant to work through the certification process (Flood Plain Regulations) to install safety lighting in the Town Hall parking lot. At this time the Town team is identifying sources of funding for the engineering and installation.
52. It seems like a very busy time of year for private construction and real estate changes! Chris has been working closely with developers and individuals on a variety of projects to ensure compliance with standards and assist them in navigating permitting processes.

Significant Activity Report

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- 53. Chris and the Wastewater Team are working with Aldrich and Elliot to move the CSO/LTCP project forward.
- 54. DPW staff has been working with the VLCT on a variety of claims.
- 56. Chris is working closely with Aldrich and Elliot and Lori as we move forward with the second phase of the South Main Street project. A 60% Design Phase meeting is being held this week.
- 57. Chris has been securing/finalizing the last easement for the Quechee Main Box project.
- 59. Hannah has spent a significant amount of time working with attorneys on an active/on-going lawsuit.
- 60. Hannah has spent a significant amount of time on the Norwich/Marion Cross Sewer issue.

Administrative Ongoing

These are projects or tasks that may not have substantial current updates, but worth noting that they exist in the background of our daily operations.

- 61. The Sykes Mountain Project is currently 'shut down' for the winter. We anticipate re-starting up in April.
- 62. The contractor on South Main Street project has demobilized for the winter. They will likely be back in April.
- 63. We are working with Dillon Walsh to repair issues with our phone system. We are experiencing 'dropped calls' on a regular basis and that our voicemail boxes are full, when they aren't. Please be patient while we work to correct this.
- 64. The April 15th, 2019 rain event has been federally declared as a disaster. Jeremy has been working with FEMA on this project. Although FEMA notified us recently that due to the classification of this road as a Federal Aid Route (thus not qualified for FEMA funding), there are State of Vermont funds allocated for repairs to these streets.
- 65. Jeremy Delisle continues to work with FEMA and Vermont Emergency Management to close out the July 1st (2017) storm. It looks like we are getting closer!
- 66. DPW staff continues to work closely with several private contractors around town to ensure that their projects are in permit compliance (Wilder School, Twin Pines, the Simpson Development, and 132 South Main). Chris Holzwarth has been working very closely with the Planning and Zoning Department.
- 67. Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
- 68. DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
- 69. Hannah is closing out the West Hartford Library Project (leftover from TS Irene). She continues to field Requests for Information from FEMA and Vermont Emergency Management.
- 70. A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
- 71. Unfortunately, we are struggling with disposal of our solid sludge that is accumulated from both the Quechee and White River facilities. Historically we have been able to dispose of that waste at the Lebanon Solid Waste facility, however, they aren't able to accept our sludge at the rate we accumulate it due to the restrictions on their composition. We are very actively investigating other options and seeking quotes from our water resources engineers so that we can develop a menu of options for disposal or better processing.

Significant Activity Report

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72. DPW staff is working closely with the State and our consultant to complete the required PFAS testing on the fields which we have formerly land applied. This is an unanticipated, costly expense to our budget.

73. The engineering plans for the proposed 12" ductile iron water main in Quechee Main Street are currently at 50%. We are currently evaluating hydrant placements which could be used for tanker filling and as temporary water connections during scheduled shut downs for culvert replacements or disasters. These placements are complicated by topography and other restrictions making a careful evaluation that weighs their value critical. With Covid-19 restrictions and potential financial complications the project schedule has been extended with engineering/permitting to be completed by December 2021 and potential construction moved to summer/fall 2021.

74. The engineering plans for the proposed utility improvements in Abbey Road are complete and no State permits are required. We are currently waiting on the Town attorney to complete easements for the work which has been delayed due to Covid-19 restrictions. The engineer's projected cost is currently \$225,000, which is far greater than originally anticipated. With financial complications the project schedule has been extended with easement work to be completed by December 2020 potential construction moved to summer/fall 2021. We will be working with the State to determine financing options in the coming months. Town crews will continue to monitor and clean the sewer on a regular basis to prevent back-ups.

75. The engineering plans for the proposed water main improvements in South and James Streets were completed with revisions under way to address State review comments. We expect to receive an engineer's estimate of cost once the revisions are complete. We anticipate construction in the summer/fall 2021. We will be working to determine the funding source once we have an estimate of cost.

Note: The operations and project updates outlined in this memorandum are an overview of our operations and not exclusive to any individual projects.