

## **SIGNIFICANT ACTIVITY REPORT**

**May 3, 2022**

### **Town Clerk**

1. The Clerk worked with the Secretary of State's Office and Hartford's E-911 Coordinator, Jack Hedges, to complete Legislative Apportionment revised District/Street Assignments. Special thanks to the BCA for their work formalizing recommendations to the Legislative Apportionment Committee, our local Legislators, and the Legislature; Jack Hedges and the Secretary of State's Elections Division staff for their guidance and support throughout this arduous project.
2. The Board of Abatement will convene on the evening of Monday, May 23, 2022, for Abatement Hearings (one application for Abatement has been received). The Notice and Agenda will be posted as the date approaches. The Clerk will send an "Abatement Basics" packet to each Board member in preparation for the meeting.
3. The Clerk attended a Vermont Municipal Clerk's and Treasurer's Association Training Day in Fairlee on April 27, 2022. As always, the courses provided, the networking opportunity and exchange of ideas with other Clerks was invaluable.
4. The new voting tabulators were delivered to the Clerk on Tuesday, April 19<sup>th</sup>. The Clerk and two BCA members participated in a demo/overview and practice session with the tabulators. The Clerk and five BCA/election workers will attend a more in-depth Voting Tabulator Training the first week in May.
5. The Secure Ballot Drop Box provided by the Secretary of State's Office is expected to be delivered on or about May 2<sup>nd</sup>. The Board of Civil Authority had previously approved the use of a Secure Drop Box for Ballots, as required. The Clerk will submit a zoning application to the Zoning Administrator for placement & installation of the Drop Box at Town Hall. State statute outlines specific requirements for installation and use.

### **Police Department**

The three candidates in the police academy are doing very well. They are wrapping up Week 6.

Corporal Leombruno and Officer Furnari completed "R.A.D." Rape Aggression Defense instructor training. The goal is for the Hartford Police Department to start offering R.A.D. classes.

Officer MacDonald has been scheduled to attend a professional development course on "Recruiting & Retaining the Next Generation of Law Enforcement". This course is designed to help agencies build stronger partnerships with the community and create empowering internal cultures that attract and retain the best.

Communications Specialists Martha Morse and Avery Hodgdon are attending the National Spillman Conference. Spillman is the database that is used by the police department for dispatching and reports. The conference provides training on the

different modules that Spillman has so that we can best utilize the system to suit our needs.

Animal Problem – 7  
 Arrest on Warrant – 2  
 Citizen Assists - 12  
 Citizen Dispute - 2  
 Family Disturbances - 3  
 Fraud – 1  
 Juvenile Problem – 5  
 MV Disturbance – 5  
 Noise Disturbance – 3  
 Suspicious Person or Circumstance – 22  
 Traffic Accident – 8  
 Untimely – 3  
 Miscellaneous - 160

**Assessor**

- Finishing up annual inspections and data entry
- Began reviewing all value changes for the 2022 Grand list
- Attended a VLCT webinar: PVR Updates and Roundtable Discussion
- Attended a two day webinar through our CAMA provider VISION
- Processed property transfers, processed homestead declarations and current use files

**Fire Department-**

Incident Log:

<b>Calls for Service 04/16/22-04/29/22</b>	70		
<b>Incident Type Categories</b>			
Fires	1		
Overpressure Rupture/Explosion	0		
Rescue/Medical	53		
Hazardous Conditions	0		
Service Calls	8		
Good Intent	4		

False Alarm	4		
Weather Emergency	0		
Special Incident/Other	0		

The Fire Prevention Office completed 50 inspections during this period. Including numerous residential, new construction, and existing buildings.

Renovation of the living quarters at Station 1 are near completed. We are still awaiting carpet installation. Dorm spaces should be completed by May 1<sup>st</sup>.

Department conducted a Swift Water rescue drill including Lebanon and Hanover Fire Departments.

**Department of Planning and Development Highlights**

- Planning and Zoning Public Hearings - Completed and distributed draft Findings of Fact for development applications being considered by the Hartford Planning Commission and Zoning Board of Adjustment at respective Public Hearings on April 25<sup>th</sup> and April 26<sup>th</sup>. Received new applications for public hearings in May, and began comprehensive review.
- Clifford Park Food Forest Planting - Prepared for Resilient Hartford Committee’s Food Forest tree planting community event in Clifford Park on April 30, 2022.
- Bylaws Modernization Project – Participated in two Regional Commission informational (remote) public meetings on why review of local regulations is needed to facilitate development of more housing, and how to go about doing this.
- VT Community Development Program (VCDP) - Completed and submitted VCDP planning grant award conditions and progress report for Cornerstone Community Center project. Completed and submitted VCDP implementation grant closeout report for the Wentworth Community Housing 2 project.
- Hartford Green-up Day on May 7<sup>th</sup> – Sign-up for participation going very well at Town Hall and the Quechee Library where people can pick-up bags and identify areas they will clean-up. Dumpsters will be at Town Hall and Quechee Green on Wednesday, May 4<sup>th</sup>.
- Property Development – Continued to respond to information requests and development inquiries, review building permit applications for improvements to properties, process permit applications, and conduct site visits/issue Certificates of Occupancy for completed projects.

**Environmental Sustainability Coordinator**

-On April 23<sup>rd</sup> the Hartford Energy Commission took part in the Drive EV event that took place in Norwich. This event showcased around 20 electric vehicles and two local EV bike dealers and gave Upper Valley residents a chance to speak with local EV owners. Attendees had a chance to get a close look at, and in some cases ride in, cars that they have been considering purchasing. The event provided a great opportunity for those interested in EV’s to ask questions about charging, battery life, and what ever else was on their minds.

-Over the past two weeks seven households have signed up for Window Dresser's inserts. The 52 inserts that were requested over the past two weeks brings us to 159 insert request orders so far for this fall. We have set a goal of making 250 inserts during this year's build, this is the maximum number of inserts that is recommended for a first-time community build.

- Hartford recently partnered with Lebanon and Hanover on a Request for Proposals from EV charging station manufacturers. The deadline for submittals was last week and received information from two companies. Although this response was a little less than we were hoping for it was a great opportunity for us to collaborate on sustainability issues with our neighbors from across the river and a recognition that communities in the Upper Valley realize that the impacts of climate change don't recognize state or municipal boundaries.

### **Parks & Recreation Department Program and Park Highlights**

- The Department is busy with interviews for summer seasonal positions. We have filled about 25% of our workforce so far. We have had some luck with our continued advertising through social media outlets.
- Park staff continue to work on spring cleanup in the parks. We have been busy working on the baseball and softball field at Maxfield to get it ready for the season. The cool and wet weather continues to cause us delays.
- Department is busy working on park permits for the upcoming season. We have the White River Indy Film Festival that we are collaborating with for the use of the movie screen. Arbor Day Tree Sale event on May 7<sup>th</sup> and Tucks Rock Dojo will hold a concert on May 8<sup>th</sup> that will be free to the public. Bugbee Senior Center is renting the pickleball courts at Maxfield throughout the spring and summer season. Hanover High School continues to use the Tennis Courts at Maxfield for tennis matches. Lightning Soccer will host a summer camp at Maxfield. Also working with the Quechee Garden Club for their annual plant sale.
- Baseball and Softball programs are in full swing with practices and games.
- The Maxfield Walking Program continues every Monday through November 2<sup>nd</sup>.
- We had our monthly card class with the theme of Wildlife.
- Tuesday and Thursday Pickleball has 42 registered participants. The demand for additional courts are being requested.
- We are working on preparations for the Covered Bridges Half Marathon on June 5<sup>th</sup>. The Department sets up and organizes parking and signage for the area in Hartford.
- The pool construction continues. Tile work is near complete. We are still awaiting warmer weather in order to plaster the pool. We continue to be on schedule for a June opening.

