

SIGNIFICANT ACTIVITY REPORT

July 25, 2023

Environmental Sustainability Coordinator

-Advance Transit received permission from VTrans on Monday July 10th to install a solar motion light in the bus stop shelter located at the Wilder Park and Ride and had the light installed the following morning. The motion light is triggered when someone enters the bus shelter. A VTrans grant opportunity for additional funds for lighting is expected to come out next month.

- Vermont Works for Women's Trailblazers green construction training program is happening August 8th-September 21st at the Hartford Area Career and Technical Center. The Hartford Energy Commission and volunteers from surrounding communities have been helping to publicize the training along with Trailblazers outreach staff and have found that there is a lot of interest in the program. As of last week they have 8 students enrolled, 6 potential students in the intake process, and another 5 women had reached out the Trailblazers about the training. Classes are usually capped at around a dozen students and we're trying to figure out how many can enroll in this session.

-The Bugbee Senior Center feasibility report is moving forward, architects from Studio Nexus met with Town Staff to discuss the take-aways from the recent community meeting, what the vision is for the building, and what the priorities are.

-Vermont has released Municipal Energy Resilience Program building assessment applications. Building assessments of municipal buildings will be managed by Regional Planning Commissions, RPC's will identify contractors, cover the cost of the assessments, and handle any related reporting. We are applying to have the DPW main office as our first priority and the Wendell A Barwood Arena will be our second priority. It's expected that applications for the next phase of this program, making the energy improvements identified during the audits, will be available in early 2024.

ASSESSING DEPT

- Assisted Finance Dept with printing of tax bills

Assessor

- Met with Various Taxpayers to Review Property Assessments
- Validating Real Estate Sales for Equalization Ratio Study by State

Assistant Assessor

- Every Monday until November 1st running the homestead reports and reviewing other state reports (Current Use applications or withdrawals).
- Assisted with reconciliation between the Assessor office and Finance
- Took Vacation Week of 17 July

Department of Public Works

Administration

All staff responded to the storm event in various capacities to include:

- Participated in numerous meetings to discuss storm related damage to roads, bridges, and Quechee Dam.
- Attended daily EOC meetings.
- Closed Quechee Covered Bridge to vehicular and pedestrian traffic.
- Temporary closed the following roads due to flooding and or debris:
 - River Road by the Taftsville Bridge north to town line.
 - Section of Quechee Main Street between Old Quechee Road and Deweys Mills Road.
 - Section of Deweys Mill Road by Deweys Pond
 - Section of Murphys Road between River Street and Lakeland Dr.
- Engaged structural engineer to assess the damage to the northern riverbank slope at the Quechee Covered Bridge and released a competitive bid package for repairs.
- Engaged excavating contractor to perform temporary repairs to Quechee Main Street damage and completed repairs on 7/15/23.
- Performed town-wide road assessments for storm related damages.
- Assisted Highway Division with traffic control and placement of traffic signage.
- Oversaw and coordinated technical design of road and structural repairs with Highway Division.

Highway Division

Installed tarps on eroded riverbank to minimize further soil erosion at Quechee Covered Bridge from storm on 7/10/23.

Repaired numerous road shoulder washouts and culverts on roads from the storm damage.

Filled sink holes and placed a steel road plate at the Quechee box culvert.

Responded to numerous resident concerns from 7/10/23 storm.

Placed safety cones and barricade on damaged roads to alert drivers of hazards.

Continuing 2023 paving projects.

Ordered speed bumps for Summer Street and installed additional road signage.

Continue roadside mowing.

Culvert cleaning all around Town.

Water Division

Called in for VA Bridge Construction 7/8/2023.

Called in for a leak on Perkins Place 7/8/2023.

Called in for Flooding 7/10/2023.

Assisted Highway Division as needed with storm damage repairs.

Called in for Treatment Plant SCADA issues 7/11/2023.

Put up detour route signage for Quechee Main Street for repair 7/15/2023.

Fixed leak on Perkins Place 7/17/2023.

WRJ Pollution Abatement Plant

White River treatment plant power outage on 7/9/2023, wet well flooded, problems with Influent pumps.

Called Champlin Associates 7/9/2023 about Influent pumps.

7/10/2023 Champlin Associates replaced transducer and one float.

HEAVY RAIN 7/10/2023, wet well flooded again, Bridge Street pump station pumps plugged.

South End pump station problems, Olcott Park pump station alarm 7/10/2023

Avg. daily flow at the White River treatment plant is 0.500 MGD – 7/10/2023 Avg. was 2.376 MGD

Assessed control panel problems at Aquatic Park pump station and researching best method to fix control panel issues. Currently, pumping station is working on wet-well float backup.

Sent in June 2023 State Reports.

Renewing wastewater licenses for staff.

3rd quarter biosolids testing for PCB's and metals.

Performed routine maintenance at the wastewater treatment plant.

Dewatered 250,000 gallons of sludge.

Went over things with Manosh, hauling Quechee sludge.

Dewatered 25,000 gallons of sludge brought in from Quechee treatment plant.

Hauled all dewatered biosolids and grit to Lebanon land fill.

Performed general mowing and other grounds maintenances at plant and some of the pump station lawns.

Performed routine maintenance at all ten wastewater pump stations.

Working with Nott's on by-pass pumping Ferry Boat pump station. (Hartford Village new bridge)

Worked on Bridge Street pump station, unplugged pumps again.

Locate request marked out sewer mains.

Clayton checking in on and working with Quechee crew.

Called Vermont Life Safety for an alarm box problem.

Call in: Helping Highway Dept. jetted culvert on Wildlife Road. 7/13/2023

Call in: Alarm at treatment plant, power outage and wet well flooded 7/16/2023

Quechee Pollution Abatement Plant

Power to the Whitman Brook pump station was intentionally shut-off during the height of the flooding to prevent overload to the main plant. Our VT DEC official was notified prior to shut down and approved of the plan. The following day the plant was returned to service.

The remaining stations were checked and found to have not been impacted by the flooding.

EQ Basin pump #2 was found to be inoperable. It was removed and is at the Flyght repair facility and we are awaiting an estimate for rebuilding the pump.

When possible, routine mowing will recommence. The flail mower blades have been ordered and expected to be in today (07/20) or tomorrow.

A risk assessment inspection by Wade Masure, Vermont League of Cities and Towns (VLCT) was performed on 07/06/23. We received assessment report on 07/19 and will work on resolving the minor deficiencies noted in the assessment.

Jamie Bates (VT DEC) will be arriving on 7/20 to conduct an inspection of related to flood damage.

Received the Dubois & King inspection reports for the community leachfields and will coordinate recommendation corrective action maintenance plan DPW Director and Project Manager.

Coordinating with VT DEC (Michelle Kolb) regarding conversion from paper forms to electronic data entries.

Solid Waste Facility

Continuing with the issuance of new permits for FY 24.

Continuing with preparation for Hazardous Waste Day (7/22)

Deployed new open/closed and special event sign

Continued general cleanup for grounds and mowing.

Parks & Recreation

Program and Park Highlights

- Camp Ventures is in week 5 of the season.
- A new Pool Vacuum was ordered, and staff received training on the auto vacuum system. This will allow staff to install the unit at the end of the day and insert it into the pool to clean the bottom and walls.
- The Department took 12 teens to the Get Air Trampoline Park.
- The Summer Flag Football program started on July 11th. We have 16 enrolled.
- Youth Beatz kicked off last week's concert in the park (followed by The Flames) to celebrate July is Parks & Recreation Month.
- This week we have water games/activities, followed by a concert with Chad Hollister
- The two-week long theater camp – Broadway Ventures runs through July 21st. The program has 44 participants enrolled in the program.
- Swim Lessons started on July 8th with three separate groups/days with 32 swimmers enrolled.
- The Track & Field team is participating in the State Track Meet this Saturday, July 22nd in St. J. Hartford Parks & Recreation has 32 participants enrolled.
- The Department was busy assessing and cleaning up areas hit by the storm and flood waters. Continued assessment takes place at the Quechee Falls Park. The lower section received the most significant amount of damage with railing and fencing being destroyed. A section of the retaining wall on the park side was also damaged. Watson and Clifford Parks were under water and silt was deposited but not in a destructive way. There will be some cleanup needed but reseeding will likely take place to get some of the turf back. Parks remained closed until this past week due to the high flows.
- The Parks Staff continue to be down two staff members and we hope to have on of the full time positions filled by August 4th. Seasonal positions still remain.
- The Hurricane Hill Trail Run is postponed until August 26th due to the current wet trail conditions in the Town Forest and the Recreation Reserve.

- Park Permits continued throughout the past couple weeks. 48 reservations totaling 229 hours of usage. Parks utilized by permit reservations included Frost Park, Ratcliffe Park, Lyman Point Park, Maxfield, Veterans and West Hartford Community Center Library.

Department of Planning and Development

- Storm – Emergency Operations Team – Participated in and responded to daily needs of the Town’s Emergency Operations Team and community inquiries.
- Taft’s Flat Historic District Nomination to the National Register - Completed a draft Request for Proposals to hire an architectural historian to prepare the historic district nomination.
- Clifford Park Food Forest & Abenaki Garden – Held an on-site volunteer workday on July 18th to assess the damage from the flood, collected soil samples, did clean-up and prepared a nursery tree bed.
- FYE 2023 Year-end Closeout – Completed report on Department’s FYE 2023 expenditures for reimbursement in FYE 2024.
- Town Plan Housing Chapter Update – Staff continued work on draft housing goals, strategies and actions for the chapter update. Had work session with the Planning Commission/Town Plan Steering Committee on July 12th. Next workshop in mid-August in preparation for a community wide discussion in mid-September. Look for more information at the *Homes for Hartford* Page on the Town Website.
- Land Development Review and Permits: Staff reviewed and completed draft Findings of Fact and packets on 5 applications for the July 26th Zoning Board of Adjustment Public Hearing, and draft Findings of Fact and packets on 9 applications for the July 31st Planning Commission Public Hearing. Continued to assist the community regarding inquiries on development and permitting process, and conducted inspections of completed projects for issuance of Certificates of Occupancy.

Hartford Police Department

The department speed cart has been removed from Hartford Avenue, and the HPD speed study has been completed. A detailed report of the data collected will be made public after being analyzed and reviewed.

Eight department representatives, both sworn and civilian, attended the funeral on July 18 for Rutland City Police Department Officer Jessica Ebbighausen, who was killed in the line of duty on Friday, July 7, 2023. Over 700 law enforcement officers from Vermont and other New England states, federal law enforcement officers, and hundreds of community members attended the services held at Castleton University in Castleton, Vermont.

The department will host the FBI-LEEDA Executive Leadership Institute on July 24-July 28 with HPD Sergeants attending. The ELI class description: *“This cutting-edge program is designed for executive-level law enforcement and focuses on the challenges facing our profession today”*. Topics covered will include Trends in law enforcement, implications of the

President's Task Force on 21st Century Policing, Public Trust and legitimacy, bias and diversity, employee wellness, transformational leadership, and social and emotional intelligence.

Chief Sheldon and Communication Specialist Jeff Mayo will attend the First Responder Wellness Conference on July 26 & 27 at Castleton University.

HPD continues to support other town departments where possible with the storm clean-up efforts and EOC meetings.

Chief Sheldon met with Clara Martin Executive Director Danielle Clayton to discuss a new grant which will provide HPD with an embedded overdose response person at Public Safety.

HPD calls for service: July 2 – July 15

Nature of Incident	Total Incidents
911 Hangup Call	13
Agency Assistance	10
Animal Bite	1
Animal Problem	12
Burglary	1
Burglary Alarm	25
Car Fire	1
Citizen Assist	20
Citizen Dispute	3
Condition of Release Violation	1
Traffic Accident with Damage	11
Traffic Accident with Injuries	1
Custodial Dispute	1
Deliver Message	1
Directed Patrol	120
Disorderly Conduct/Noise	1
Driving - License Suspended	2
Controlled Substance Problem	2
Embezzlement	1
Falls	2
Fire Call Undetermined Type	1
Fireworks	1
Foot Patrol	6
Found Property	6
Illegal Burning	1
Dumping	1
Information Report	12
Intoxicated Person	2
Juvenile Problem	6
Litter/Pollution/Public Health	1
Mental Health Emergency	2
Missing Person	1
Motor Vehicle Complaint	24
Paperwork Service	6
Parking Problem	3
Phone Problem /Harassment	1
Property Damage, Non-Vandalism	2
Public Speaking	1
Search Warrant	1

Seizure	1
Sex Offender Registry	3
Special Detail	1
Attempted Suicide	1
Suspicious Person	7
Suspicious Person/Circumstance	30
Theft	10
Theft of Motor Vehicle	2
Threatening	2
Traffic Hazard	2
Traffic Violation	2
Training	1
Trauma	2
Trespassing	4
Unresponsive Person	4
Unlawful Mischief	3

Total Incidents for This Report: 395

This a reminder about the online program CityProtect that all citizens can access to see calls for service for police, fire, and rescue.

Town Clerk

- On July 13th, two representatives from Vermont State Archives and Records Administration (VSARA) made a scheduled visit to the Town Clerk’s office to provide guidance as we continue to enhance our document retention process and begin to develop a Records Management Plan for the Clerk’s Office.
- The Clerk joined other staff members to assist at the Emergency Operations Center On Tuesday, July 11th to deal with the aftermath of the July 10th storm.
- The Secretary of State hosted the Clerk’s Advisory Council via Zoom on July 18th. The focus was to check in regarding communities impacted by the storm and to provide an update on the SOS offices housed in Montpelier. Her office and the elections division have relocated to the Office of Professional regulation until utilities can be safely re-established. Their staff is also assisting various communities with clean up.
- We will be advertising for the part-time Assistant Clerk position.