

SEPTEMBER 19, 2023
SIGNIFICANT ACTIVITY REPORT

Environmental Sustainability Coordinator

- Vermont is getting a new energy code in 2024, on October 24th at 9am we will have staff from Efficiency Vermont at Town Hall to present to builders and others on the changes that are coming next year. These changes were supposed to go into effect in 2023, but builders, architects and tradesmen asked the legislature to postpone implementation of the code for a year to give those involved in homebuilding more time to learn about the changes and how to implement them safely. For instance, homes are getting tighter and require a certain amount of ventilation based on a buildings size and occupancy, both to provide fresh air and remove moisture, not having a tight home properly ventilated can lead to issues like mold. This event is geared towards builders but open to the public. Please email Dana Clawson at dclawson@hartford-vt.org to register.

-The Hartford Energy Commission's Window Dresser's build has wrapped up measuring for the year. Measurements have been sent to the Window Dresser's facility in Maine, there the pieces for the custom-made frames will be cut and then sent back to us on October 12th. We had a lot of orders this year, and thankfully the Hanover/ Norwich build took some of our orders to keep the number of inserts we're making reasonable, but we are on track to make 201 inserts next month. Our build is taking place at Damon Hall October 12th-19th. If anyone is interested in volunteering, they can find the sign-up link at Windowdressers.org.

-Vermont Works for Women's Trailblazers green construction training program is wrapping up and will have their graduation for their 15 students on Thursday September 21st at the Vermont Agency of Transportation District 4 garage in White River Junction. From 4:00-5:15 there will be a panel discussion on equity at the workplace, followed by a networking event and a graduation event at 6:00.

-Graduates of the Trailblazers program will also be able to take part in the Vermont Adult Learning heat pump training taking place September 25th-28th in Hartford. This program is also open to the general public as well and will offer students OSHA 10 hour certification and an EPA certification to handle heat pump fluids.

- The Upper Valley EV Expo is happening on Saturday September 5th at the Lebanon Town Hall. There will be EV car demos, food, panel discussions on electric vehicles and EV infrastructure, and if Park & Recreation's new electric mower has been delivered by then we plan to have it at the event for show & tell.

Department of Public Works

Administration

Overseeing the installation of the Quechee Main Street box culvert project.

Overseeing the construction of S. Main Street Parking Lot project.

Continued coordination with Highway Division the road work to be completed by the town so the contractor can proceed with final paving of roads.

Started the FY 25 department budget process.

Attended TRORC Transportation Advisory Committee meeting.

Highway Division:

Continue with roadside mowing and have completed most roads.

Picked up trees down from various wind/rainstorms.

Continue road shoulder and grading/ditching work related to paving projects.

Assist Water division with leaks on James Street and Maple Street.

Assisted Solid Waste with Sept. 12 HHW event.

Ordered equipment to replace non-function traffic signal light at the intersection of Maple and Prospect Street with estimated delivery date of 4-6 weeks.

Assisted state and local first responders with accident on RT 4.

Water Division:

Repaired leaks on James Street and Maple Street.

Assisted contractors with the location of water line and charging of waterlines on Fairview Street and Goudreau.

Performed Dig Safe request to mark out water mains.

Read water meters for White River.

Took multiple samples to remove residents from boil water advisory.

Started our fall hydrant flushing.

Assisted Solid Waste with Sept. 12 HHW event.

Removed speed bumps in the Summer Street area.

WRJ Pollution Abatement Plant

Performed routine maintenance at the wastewater treatment plant.

Held a division meeting to discuss general operating and maintenance processes that need to be completed.

Ordered new control panel for Aquatic Center pump station.

Received positive results for 2023 DMR-QA 43 lab proficiency test.

Alliance Mechanical performing maintenance on facility heating system.

Dewatered 250,000 gallons of sludge.

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

Hauled all dewatered biosolids and grit to Lebanon land fill.

Worked with Highway Division to repair several sanitary manhole covers.

Performed Dig Safe request to mark out sewer mains.

Checked problem manholes around town. (Removed T.P.- rags, bricks, and grit from manholes)

Quechee Pollution Abatement Plant

Replaced defective wet well at the Jay Hill Pump Station.

The EQ Basin pump (Pump #2) has been installed and is working as expected.

One of the three pumps at Whitman Brook pump station is inoperable and are researching replacement/repair options.

The primary pump at the Quechee Main Pump Station has a leaking seal and are researching replacement/repair options.

IT (Dillon & Will) continue to work on electronic storage for files and have upgraded us to SharePoint, providing 100% off-site file back-up capability.

Tom Coates has just completed a laboratory proficiency course hosted by Vermont Rural Water.

Solid Waste Facility

In conjunction with Greater Upper Valley Solid Waste District, held our second Hazardous Waste disposal event on Tuesday, September 12 from 1:30-5:30pm, with a total of 177 vehicles and 41 being from Hartford.

Continue with general facility and grounds maintenance.

Assessor

- Met with Various Taxpayers to Review Property Assessments
- Reviewed boundary lot line adjustment legal implications on ownership – preparing packet for Selectboard member on Error and Omission
- Sent Grievance Determination for property at 186 Hillcrest Terrace
- Attended Vermont Assessors and Listers Association (VALA) Annual Conference

Assistant Assessor

- Assisted Various Taxpayers with questions on Tax Bills (real values, homestead, payments, HS122 etc.)
- Every Monday until November 1st, downloaded homestead declarations. Sent corrected Tax Bills to finance (due to homesteads, BCA decision, Errors, and Omissions).
- Processing Property Tax Transfers that were recorded after April 1st, 2023, as part of maintenance work for 2024 Grand List.
- Received “The Steven Jeffrey Rising Star Award” - as a part of VALA’s mission to promote and recognize commitment to education and participating in various VALA activities.

Fire Department- Significant Activities Report

Congratulations to our recently promoted officers in the department: Captain Will Laliberty, C- Shift (14 years of service) and Lieutenant Brett Quillia, D-Shift (4 years of service). Both were sworn-in by the Acting Town Manager this week.

The department welcomed a new employee this week. Gabrielle Poole accepted the position of Deputy Fire Marshal and will begin her training to be a certified inspector. October is Fire Prevention month. The Public Safety building will be holding and open house on a date yet to be determined in October.

The department expects delivery of a new ambulance on Friday Sept. 15. The unit should be in-service after a few days of upfitting serving the community.

Hartford Fire Department Incident Type Report (Summary)

Fire Totals 0 0.00% \$0 0.00%

2 Overpressure Rupture, Explosion, Overheat (no fire)

Totals 0 0.00% \$0 0.00%

3 Rescue & Emergency Medical Service Incident

311 Medical assist, assist EMS crew 7 6.60% \$0 0.00%

3111 Called Paramedic Intercept. 1 0.94% \$0 0.00%

320 Emergency medical service incident, other 1 0.94% \$0 0.00%

321 EMS call, excluding vehicle accident with injury 55 51.89% \$0 0.00%

322 Motor vehicle accident with injuries 3 2.83% \$0 0.00%

324 Motor vehicle accident with no injuries. 2 1.89% \$0 0.00%

350 Extrication, rescue, other 2 1.89% \$0 0.00%

356 High-angle rescue 1 0.94% \$0 0.00%
361 Swimming/recreational water areas rescue 1 0.94% \$0 0.00%
381 Rescue or EMS standby 1 0.94% \$0 0.00%

Totals 74 69.81% \$0 0.00%

4 Hazardous Condition (No Fire)

411 Gasoline or other flammable liquid spill 1 0.94% \$0 0.00%
444 Power line down 1 0.94% \$0 0.00%

Totals 2 1.89% \$0 0.00%

5 Service Call

511 Lock-out 2 1.89% \$0 0.00%
550 Public service assistance, other 4 3.77% \$0 0.00%
553 Public service 2 1.89% \$0 0.00%
554 Assist invalid 6 5.66% \$0 0.00%
561 Unauthorized burning 1 0.94% \$0 0.00%

Totals 15 14.15% \$0 0.00%

6 Good Intent Call

600 Good intent call, other 1 0.94% \$0 0.00%
611 Dispatched & canceled en route 5 4.72% \$0 0.00%
622 No incident found on arrival at dispatch address 1 0.94% \$0 0.00%

Totals 7 6.60% \$0 0.00%

7 False Alarm & False Call

700 False alarm or false call, other 1 0.94% \$0 0.00%
733 Smoke detector activation due to malfunction 2 1.89% \$0 0.00%
734 Heat detector activation due to malfunction 1 0.94% \$0 0.00%
735 Alarm system sounded due to malfunction 1 0.94% \$0 0.00%
741 Sprinkler activation, no fire - unintentional 1 0.94% \$0 0.00%
743 Smoke detector activation, no fire - unintentional 1 0.94% \$0 0.00%
745 Alarm system activation, no fire - unintentional 1 0.94% \$0 0.00%

Totals 8 7.55% \$0 0.00%

8 Severe Weather & Natural Disaster

Totals 0 0.00% \$0 0.00%

9 Special Incident Type

Date: 09/14/2023 Page: 1

Totals 0 0.00% \$0 0.00%

Totals 106 \$0

Date: 09/14/2023 Page: 2

Police

Hartford Police Department – Call log

911 Hangup Call 10
Agency Assistance 6
Animal Problem 5
Burglary Alarm 14
Citizen Assist 15
Citizen Dispute 2
Condition of Release Violation 1
Court Time 1
Traffic Accident with Damage 5
Traffic Accident with Injuries 2

Directed Patrol 86
Driving - License Suspended 1
Family Fight/Domestic 2
Foot Patrol 12
Found Property 5
Fraud 2
Head Injuries 1
Illegal Burning 1
Dumping 1
Information Report 2
Juvenile Problem 1
Litter/Pollution/Public Health 2
Lock Down Drill 2
Medical Emergency 1
Mental Health Emergency 1
Motor Vehicle Complaint 16
Noise Disturbance 6
Overdose 1
Panic Alarm 1
Paperwork Service 3
Parking Problem 2
Power Line Down 1
Sex Offender Registry 17

Sexual Assault 1
Special Detail 1
Suicide Threat 1
Suspicious Person 2
Suspicious Person/Circumstance 17
Theft 1
Theft of Motor Vehicle 1
Threatening 2
Traffic Hazard 5
VIN Number Inspection 1
Wanted Person 2
Welfare Check 8

Total Incidents for This Agency: 270

Department of Planning and Development Highlights

- Town Plan Housing Chapter Update – Staff finalized draft chapter and reviewed with the Planning Commission/Town Plan Steering Committee Meeting on September 12th. Staff started making the agreed upon changes in preparation for a community meeting in October.
- Economic Development Town Plan Chapter Update - Developing Request for Proposals to hire a consultant to work with the Town on the update.
- Downtown WRJ Parking Lot Reconstruction (Behind Northern Stage, Trail Break and VFW) – Continued working with DPW providing alternative parking during the

South Main Street Municipal Parking, and weekly updates for the Town Website, downtown business and interested people. For construction question contact DPW at 802295-362, and Matt Osborn mosborn@hartford-vt.org for parking related questions.

- Taft's Flat Historic District Nomination Project RFP - Received one proposal from a historic preservation specialist to prepare the documentation for submittal to State and Federal agencies for listing on the National Register of Historic Places.
- Hartford's Performing Art History Project: Promoting a public presentation of the project to be held on September 20th at 6:30 PM at Town Hall.
- Land Development Review and Permits: Continued to assist the community regarding inquiries on development and permitting process and conducted inspections of completed projects for issuance of Certificates of Occupancy. Since January we have issued 150 permits.
- Administrative Assistant: Reviewed applications for our vacant position and began interviewing candidates.

Parks & Recreation

Program and Park Highlights

- Over the past two weeks the parks had a total of 49 permit reservations for a total of 149 hours of usage. Maxfield Sports Complex had the most reservations with a total of 38.
- The ribbon cutting of Ratcliffe Park's new beginner friendly dirt, bike track took place on September 13th. We want to thank Emily Strizich and On the Right Track Project for not only coordinating the event yesterday but organizing the community effort to build the track. Hartford Parks & Recreation and all our new and avid bikers appreciate what Emily has done. We look forward to continuing our relationship and bringing more experiences like this to other parks.
- Our after school programs have started up and are full. Lego Club, Dungeons & Dragons, OQS Adventure and Clay Play.
- Hartford High School continues fall sports at Maxfield.
- Pickleball continues at Maxfield on Tuesday and Thursday from 5:30pm to 7:30pm.
- NFL Flag Football, Soccer, Field Hockey all continue throughout the parks system.
- The Department continues to work with the WWI Monument Committee. We anticipate the foundation for the monument to be installed this fall. Lowery Property Services will be donating their services to dig the area for the foundation. Weld-Tek was on site to look at the information kiosk in Veterans Park. They will be looking to restore the legs, sand blast and repaint.

- Parks Staff cleaned up the lower deck of Quechee Falls Park. However, we are unable to open that section until the fencing is replaced. A third vendor is scheduled to look at the project. The vendors are very busy and it is uncertain when it will be replaced once the vendor is chosen.
- We continue mow regularly between the wet weather. This still makes it difficult for staff to work on individual projects in the parks.
- The Barwood Arena Draft Schedule is complete and we have sent contract out to all our users.

Town Clerk

1. The attended the Vermont Municipal Clerks & Treasurers Association Annual Conference on Sept. 12th & 13th. There were many wonderful training options; the Clerk attended the following sessions: Conflict Resolution & Communication Strategies presented by Cindy Nolte; 2024 Presidential Primary & General Election overview from the VT Elections Division; VT Department of Liquor and Lottery licensing portal updates/improvements; Equity & Diversity: IDEAL VT Initiative presented by Shalini Suryanarayana, Vt Racial Equity Education and Outreach Associate; Center for Tech and Civic Life did a presentation regarding online communication of election-related information for voters; and, Cemetery Best Practices and Home/Green Burials by Patrick Healy, Green Mount Cemetery Director & president of the VT Cemetery Association.
2. The clerk will be attending the Secretary of State's Clerk Advisory Council meeting in Middlesex & Montpelier on Tuesday, Sept. 19th.
3. We have received 10 requests for Abatement to date. The Board of Abatement will be holding five Abatement hearings on Thursday, September 21st. A second date for Abatement hearings has been set for October 16th to hear the remaining requests.
4. Election Training dates are rolling out in preparation for the three major elections in 2024. The Clerk and some BCA members will be attending training for the Accessible Voting Systems (AVS) on two dates in early October and a Voting Tabulator Training in early November. Each of the respective companies that service the AVS (Democracy Live), and the tabulators (LHS) will be providing maintenance on the machines this fall.