

SIGNIFICANT ACTIVITY REPORTS

December 12, 2023

Assessor

- Met with Various Taxpayers to Review Property Assessments.
- Presented to Selectboard Errors and Omissions on TIF District Parcel – at State recommendation.
- Analyzed BIDs for 2025 Town Wide Reappraisal
- Completed Assessor’s Town Report
- Completed recommendation to Selectboard for 2024 re-appraisal vendor, to be presented to Selectboard on 12 December, 2023 meeting.

Assistant Assessor

- Assisted Various Taxpayers with questions on property cards (ownership, real values, homestead, payments, HS122 etc.), processing property tax transfers, data entry on permits.
- Every Monday until November 1st, downloaded homestead declarations and state payments. After that processed Errors and Corrections sent by state. Sent corrected tax bills and typical reports to finance.
- Assisted Assessor with Errors and Omissions, BIDs review.
- Working with District Adviser on reviewing Grand List exemption categories

Fire Department Incident Log

Incident Type Report (Date Range From 11/23/2023 to 12/07/2023)

Company: All Companies

Hartford Fire Department

	Count	Pct of
Incident Type		Incidents
1 Fire		
138 Off-road vehicle or heavy equipment fire	1	1.12%
Totals	1	1.12%
2 Overpressure Rupture, Explosion, Overheat(no fire)		
Totals	0	0.00%
3 Rescue & Emergency Medical Service Incident		
311 Medical assist, assist EMS crew	4	4.49%
3111 Called Paramedic Intercept.	1	1.12%
321 EMS call, excluding vehicle accident with injury	52	58.43%
324 Motor vehicle accident with no injuries.	4	4.49%
331 Lock-in (if lock out , use 511)	1	1.12%
353 Removal of victim(s) from stalled elevator	1	1.12%
Totals	63	70.79%

4 Hazardous Condition (No Fire)		
424 Carbon monoxide incident		1 1.12%
	Totals	1 1.12%
5 Service Call		
500 Service Call, other		3 3.37%
510 Person in distress, other		1 1.12%
531 Smoke or odor removal		1 1.12%
550 Public service assistance, other		1 1.12%
551 Assist police or other governmental agency		1 1.12%
554 Assist invalid		2 2.25%
	Totals	9 10.11%
6 Good Intent Call		
600 Good intent call, other		1 1.12%
611 Dispatched & canceled en route		3 3.37%
622 No incident found on arrival at dispatch address		1 1.12%
651 Smoke scare, odor of smoke		1 1.12%
672 Biological hazard investigation, none found		1 1.12%
	Totals	7 7.87%
7 False Alarm & False Call		
700 False alarm or false call, other		1 1.12%
730 System malfunction, other		1 1.12%
733 Smoke detector activation due to malfunction		1 1.12%
735 Alarm system sounded due to malfunction		1 1.12%
743 Smoke detector activation, no fire - unintentional		1 1.12%
744 Detector activation, no fire - unintentional		1 1.12%
745 Alarm system activation, no fire - unintentional		2 2.25%
	Totals	8 8.99%
8 Severe Weather & Natural Disaster		
	Totals	0 0.00%
9 Special Incident Type		
	Totals	0 0.00%
Date: 12/07/2023		
	Totals	89

Police Department

Significant Acts – Hartford Police Department – October 12, 2023, Select Board Meeting

Officers are finishing their yearly low light firearms qualifications and training under the instruction of Lieutenant Howell.

The Outreach Division officially began on December 1st under the supervision of Lieutenant Ebbighausen.

Clara Martin Center Executive Director and Chief Sheldon interviewed two applicants for the Overdose Response Coordinator position that will be embedded at the police station. This individual will work closely with the embedded social/crisis worker from HCRS, Alecia Armstrong, and HPD's Lt Ebbighausen.

Chief Sheldon and Commanders Kelley & Ebbighausen, and Communications Supervisor Scott Smith will be attending the Vermont Association of Chiefs of Police meeting at the Norwich University on Friday, December 8 for training on Best Practices in Hiring and Discipline for Law Enforcement.

Police Department Incident Log

Nature of Incident	Total Incidents
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911 Hangup Call	8
Agency Assistance	12
Animal Bite	2
Animal Problem	7
Assault	1
Burglary Alarm	18
Citizen Assist	14
Citizen Dispute	7
Condition of Release Violation	1
Traffic Accident with Damage	9
Accident with Extrication	1
Directed Patrol	79
Controlled Substance Problem	1
Family Fight/Domestic	2
Foot Patrol	11
Found Property	3
Fraud	4
Gunshot Victim	1
Information Report	2
Juvenile Problem	1
Mental Health Emergency	3
Motor Vehicle Complaint	14
Noise Disturbance	1
Overdose	1
Paperwork Service	2
Phone Problem /Harrassment	1
Pornography	1
Suicide Threat	1
Suspicious Person	7
Suspicious Person/Circumstance	12
Theft	2
Theft of Motor Vehicle	1
Threatening	1
Traffic Hazard	4
Traffic Violation	1
Training	5
Unresponsive Person	1
Unlawful Mischief	1
Wanted Person	3
Welfare Check	8

Total Incidents for This Report: 254

Parks & Recreation Department - Program and Park Highlights

- The Department's holiday programs have been organized and promoted. Coloring contest, letters to Santa and our Light Up Hartford. Check www.hartfordrec.com for details and further information.
- After school programs continue with Lego Club on Monday, Board Game Club on Tuesday, Improv Comedy at OQS on Wednesday, Cooking Club on Thursday. We are also collaborating with Craft Studies in providing a Sewing Club on Tuesdays.
- Indoor Pickleball at White River Elementary School continues on Tuesday and Thursday from 5:30pm to 7:30pm.
- The WABA Arena continues to be a busy facility operation seven days a week. The Hartford High School Hockey Programs have started which fills the weekly slots. The past two weeks the facility had 143 hours of reservations.
- Over the past two weeks we have had 281 registrants participating in programs.
- The Department spends a considerable amount of time as a partner with the White River Rotary Club's Polar Express. The event is scheduled for December 9th and 10th. The Parks & Recreation Department manages the North Pole which is in Norwich. The North Pole will be busy with elves celebrating the arrival of the Polar Express and preparing Santa to join the kids on the train.
- The Department will hold our first Glow Skate on Saturday evening, December 9th from 6pm to 9pm. This is a teen event in collaboration with the Hartford Community Coalition.
- Public skating continues Saturday from 4:15 to 5:45pm and Sunday 3:30pm to 4:45pm. Noontime Hockey is on Friday from 12:00 noon to 1:00pm.
- The Department met with stakeholders related to the Lyman Point Park Project. We will be distributing the RFP for design work very soon.
- We are working with Tim Schaal Engineering on the structural posts needed for the electronic messaging board. We hope to have the preliminary design completed and a final concept ready of the top section of the display which will take place of the existing Town Hall Sign.
- The Department is overseeing the repainting of several 1st floor rooms. After almost 8 years of use, the rooms were ready for a fresh coat of paint and repairs to various cracks and damage to the sheetrock walls. Valleys View Painters is completing the work and will be on site for another week.

Environmental Sustainability Coordinator

The contract for Bugbee Senior Center to get a Tesla Power Wall installed through Green Mountain Power's program to provide backup batteries has been executed. This will allow Bugbee, which is used at times as an emergency heating and cooling center, to operate at times when the grid is down. Bugbee had heat pumps installed at the end of 2021 so in addition to keeping the lights on the Tesla Power Wall will allow the heat pumps to continue heating and cooling during black outs.

-Norwich Solar sent a letter to the Town of Hartford that it intends to submit an application to the Public Utilities Commission for approval to install a 500kW solar array on Braley Dr on January 15th. This is the required 45-day notification of their intent to submit an application. During this period anyone can express their concerns directly to the Public Utilities Commission. Once they submit their application on January 15th they will provide the Town of Hartford a copy of their application which will contain all of the required information, including studies on rain runoff, impacts on wildlife and natural resources, and site plans. At this point there will be an additional 30 day comment period.

-The Zoning Administrator and Environmental Sustainability Coordinator are starting to see more interest from builders in the Residential Building Energy Standard. The Hartford Energy Commission held a three hour training back in October on the Energy Standard with Efficiency Vermont and a number of builders attended that training. Since then a number of builders have reached out to the Environmental Sustainability Coordinator to talk about home insulation options, have a site visit, and find out about incentives and rebates.

Department of Public Works

Administration

Met with the Town Manager and a resident regarding the Wilder Park & Ride.

Met with State representative regarding Solid Waste Management Plan requirements for state mandated public outreach program.

Continued discussions with FEMA regarding road restoration project for Country Lane.

Met with VTrans representative regarding the Quechee Gorge Bridge project and the impact on our 8" water main located under the bridge.

Attended budget wrap session on Dec. 5.

Highway Division:

Plowed and treated town roads on November 27th and December 4th.

Installed permanent emergency gate on Walsh Ave to eliminate unauthorized access from Chambers Village.

Contractor installed new band rails on Old River Road, Jericho Road, Center of Town Road and Quechee Main.

Installed Jersey barriers on Country Lane and Taftsville-River Road/Otis Hill Road until completion of July 10 storm damage next year.

Hauled sand and received 700 tons of winter salt at the DPW garage and Quechee WWTF.

Assisted Fire Department by plowing/sanding Valley View Road related to an emergency response call.

Water Division:

Restarted Lead-Copper program inspections.

Sent out Monthly Reports to State.

Assisted Highway crew with plowing/sanding/sidewalk clearing for the Nov. 27th and Dec. 4 snow events.

Read WRJ Village meters. (Corrective Note – Last report should have read “meter edits for Widler” not WRJ.

WRJ Pollution Abatement Plant

Performed routine maintenance/ daily running operations at the wastewater treatment plant.

Dewatered 250,000 gallons of sludge.

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

Hauled all dewatered biosolids and grit to Lebanon land fill.

Sent in November C.S.O. and other reports to the State of Vermont.

Changed oil, oil filter, and performed general preventative maintenance on the tractor.

Performed routine maintenance/ daily running operations of all ten wastewater pump stations.

Still working with Yankee Generator on pump station generators.

Performed Dig Safe request to mark out sewer mains.

Checked problem manholes around town, removed grit and rags from manholes.

Quechee Pollution Abatement Plant

Working to complete the installation of pump # 1 at the Jay Hill Pump Station the week of 12/8/23.

Continue with corrective actions to address maintenance/operational issues with effluent filter # 1 touchscreen, a sludge valve actuator on Tank #2, and ventilation for the headworks and UV buildings.

Conducted residential real estate transaction inspections to check for unauthorized connections to the sanitary system.

Finalizing corrective action issues associated with VLCT'S worksite risk inspection.

Solid Waste/Transfer Station

Devised a way to increase scrap metal volume by removing bases from TVs, while reducing electronic equipment transportation costs.

Department of Planning and Development - Period Ending December 9, 2023

- Downtown South Main Street Parking Lot Reconstruction (behind Northern Stage, Trail Break and VFW) – Worked with DPW to reopen parking lot and closeout the temporary parking spaces. Final paving, striping and lighting upgrades will be completed next spring We appreciate the generosity of the following property owners for providing the temporary parking during construction: Consolidated Communications, St. Paul's Church, Tip Top Building, and the State of Vermont.
- Town Plan Economic Development Chapter Update – Distributed RFP to hire a consultant specializing in the field to assist the Town in the update.
- Town Report: Completed Department report and assisted 8 Town Committees in completion of their reports.
- Clifford Park: Held a community discussion at the West Hartford Library on December 5th regarding next steps for the Clifford Park Food Forest.
- Land Development –Held Planning Commission public hearing on December 4th for four applications related to the proposed housing project off Sykes Mountain Avenue. Reviewed Gates Street housing project with Design Review Committee on December 7th. Continued to assist the community regarding inquiries on development and permit processing, and conducted inspections of completed projects for issuance of Certificates of Occupancy.
- TIF District – Worked on FY 2023 Annual Report for submittal to the state.
- WRJ Designated Downtown Program – Continued development of FY 2024 work program for submittal to the state. Worked on CY 2023 Annual Report for submittal to the State.
- July Flood – Continued working with Town staff and state agencies to assist property owners to address impacts of the flood.