

**Town Of Hartford
Town Staff
Significant Activity Report, September 13 - 26, 2017**

TOWN MANAGER HIGHLIGHTS

- Respectfully submitted for your consideration.
- The Energy Coordinator has resolved the questions about the solar facility at the landfill. In the end it does save the town money. We saved \$28,516.99 in calendar year 2016. This offsets the costs for electricity for WABA, Town Hall and the WRJ Wastewater plant.
- Work continues on delinquent taxes. We collected another \$215K in the last 90 days and removed 65 properties from the delinquent list. Tax sale efforts continue.
- The Clerk's Office has completed a two volume set of Burial Permits on Record within the Town of Hartford. This covers from 1903-2016. Great work by the Assistant Clerk in putting this together as a resource for the Town.
- We continue to work with Ben Green, State Dam Engineer and have made connection with Mike Adams from the Army Corp of Engineers regarding Wrights Reservoir. Additionally, Weston & Sampson Engineering's Kenneth Bisceglia will be coordinating a discussion regarding the permit-ability with Army Corp to finalize alternative designs for restoration. Plan will be to summarize alternatives and present to the Selectboard for guidance and apply for permits if necessary.
- We are working on a dedication and recognition for the Maxfield Family at Maxfield Sports Complex on Saturday, September 30th. 10:45am dedication followed by the Hartford High School Girls Soccer Team Game at 11:00am. Dedication ceremony will include members of the HHS sports teams, youth sports teams and we hope several members of the general public.
- Town Solar Projects - RFP released on September 18th for implementation of three solar projects for which the Town received Certificates of Public Good earlier this year – WABA, WRJ Wastewater Facility, and Public Works Building. Conducted Pre-bid meeting and site visits on September 22nd.
- Listed below are those highlights pulled from each Department Head's report. Further under are the full highlights from each Department.

STAFF HIGHLIGHTS

- There were four separate classroom sessions held last week regarding operation of and safety of Amtrak cars for on-duty and off-duty personnel as well as any mutual aid departments. This was followed up with a hands-on training session of Amtrak cars in the rail yard near the train station.
- Glory Days of the Railroad netted \$1,900 after all expenses related to the event. Planning for next year begins with the Glory Days Closeout Meeting on October 10th.
- A letter submitted to the Department of Corrections and Hartford's state reps in the House and Senate, regarding continuation of the Offender Work Program, has resulted in discussions with a few local reps. The Parks Department has heard from Representative Sue Buckholz, Representative Gabrielle Luck and Senator Alison Clarkson. DOC Commissioner Lisa Menard has also responded. Commissioner Menard has indicated the program has not been cut, only closing the prison in Windsor. She also indicated that the Department of Corrections will be working with Bill Soule, our manager for probation and parole to hopefully find the resources allowing his office to run the program. More to come as we continue to obtain further information from them.
- Lower Sykes Mt Ave Sidewalk Improvements – Construction on the improvements began. Notifications provided directly to the surrounding community as well as in the newspaper and on the website.
- September 14th – Patrol officers and investigators assisted the Lebanon Police Department with their response and investigation of an active shooting event at Dartmouth-Hitchcock Medical Center. Several officers were recalled to duty to assist with the response and provide mutual aid with general calls for police service during the post incident investigation.
- July 1, 2017 flooding: The Highway Department continues to work on the numerous list of washouts that occurred on July 1st. Headway has been made on the washouts while still performing general maintenance and staying up with the paving operations. It is anticipated that 42 of the 56 road segments will be completed by the end of September with the remaining completed in October.

DEPARTMENT HIGHLIGHTS

Assessor:

- NSTR.

Finance:

- Working July/August Bank Reconciliations.
- Working FY 2017 Closeout with staff and with the auditors.
- Completed encumbrance review and recommendation.

Fire:

- The department's Annual Compliance Report was submitted to the Center for Public Safety Excellence for approval as required for accreditation.
- Members conducted confined space training at the Dartmouth College heating plant along with members of the Lebanon and Hanover Fire Departments.
- Call Firefighter Drill was held on 9/13. The topic was ladders/Aerials.
- Four Paramedics completed the final three days (of six) of Paramedic Refresher Training.
- Members participated in numerous fire drills, clear the halls drills and evacuation drills at most area schools.
- C-Shift participated in a touch-a-truck for the UVAC Grand Re-Opening
- C-Shift participated in a Scout Jamboree In Quechee on 9/23
- The Department took delivery of our new Engine #4. Members continue to work on mounting equipment and making the radios operational to get it into service soon.

- Members participated as proctors for the Candidate Physical Ability Test (CPAT). This was held over three days in Williston as orientation dates. The actual test will be offered in November. Lt Laliberty and Lt Morse were trained to be proctors for the CPAT as well, bringing our pool of proctors to 7. The CPAT is a nationally recognized physical ability test that is required to get hired by most full-time fire departments nation-wide.
- There were three sessions of “hands-only” CPR offered for teachers and parents at Dothan Brook School. Over 30 people were taught this simple task.
- The Fire Department responded to 92 calls in the past two weeks.

Information Technology:

- NSTR.

Parks and Recreation:

- Youth soccer, NFL flag, field hockey and youth cheerleading continue.
- Hunter Education Course began on Monday, September 11th at DBS and the Hartford Rod & Gun Club. The program goes through September 21st.
- Pickleball continues at Maxfield on Tuesdays.
- Wednesday Walkers scheduled a hike to Prosper Trail on Mt. Tom on September 12th.
- Adult Golf Clinic, fall session begins at Fore U Golf Center on Wednesday.
- Archery in Motion began September 21st. Program is held at Dothan Brook School.
- Youth Karate fall session began September 11th with Brett Mayfield instructing the course. Classes are held at the middle school.
- Drop in youth in-line hockey at WABA continues. The program is for girls interested in skating and playing hockey using inline skates.
- Hartford Tree Board held a Tree Identity Walk at Clifford Park on Saturday, September 16th from 10 to 12 noon.

- Ultimate Frisbee continues at Watson Park through next week.
- The Vermont Chapter of the Alzheimer's Association has an awareness event at Lyman Point Park on Sunday September 24th. Event permit is from 7am to 2pm at Lyman Point Park.
- Christ Redeemer Church held an event at Kilowatt North Park on September 10th from 12:00 to 2:30pm.
- Vermont Ventech cleaned the air handling ventilation at the WABA Arena. The cleaning of the duct work is the first time it was done since completion of the arena. Cleaning is important annually for preventative maintenance on the ventilation system. Dirty sensors connected to the fire alarm system caused false alarms last season.
- Vermont Commercial Refrigeration has been on site repairing brine leaks and prepping the chiller for startup. We had planned to turn on the refrigeration units September 18th but due to an issue with the module, that has been delayed. Painting crews will be pushed out until October 4th. We hope to have a further update soon on the chiller module. Our planned opening is October 15th.
- We have completed our group ices sales for the WABA Arena. Contracts have been sent and returned by users. A majority of the prime time slots have been secured. Non-prime slots, which consists of weekday timeslots between 7am and 3:00pm are still available. We have a few programs that we hope to generate interest in during the non-prime slots. Homeschool PE and an Adaptive Curling Program through the Upper Valley Curling Club. Weekend slots for the arena of full and weekday slots after 3pm have filled up nicely. We do have a few openings the beginning of the season.
- New England Club Baseball Association rented Maxfield baseball field Saturday, September 16th and will host a double header on October 1st.
- Mowing has slowed down some allowing us to continue tackling projects in the parks.
- The scoreboard at the Maxfield Soccer Field is near completion.

- Communicated with Michelle Jenks from VT Dept of Environmental Conservation Drinking Water and Groundwater Protection regarding their August 14th letter that the Town had not closed out the project with them. They confirmed that they received the town documents related to closeout and will update their files. We should receive a letter within the next couple weeks. We sent them the letter from SVE that identified the closeout materials that were submitted to the State. Operations Manual and Record Drawings.
- Swing for Clifford Park arrived but was damaged during shipment. The company will be reshipping new poles to replace the damaged ones. We hope to receive them soon as the project is ready to go for installation.
- Parks crew completed installation of benches at Kilowatt South entrance. Benches were purchased from a grant through the Windsor County Board of Realtors and provide a breathtaking view of the park area and the Connecticut River.
- Connecticut River Conservancy, formerly the Connecticut River Watershed Council will be holding a cleanup day of near the West Hartford Bridge. The cleanup consists of trash removal. Ibex and Sharon Academy are the volunteer groups working the cleanup. Parks & Recreation will assist with removal of trash items to support the efforts.
- King Arthur Flour is also sponsoring a trail cleanup along Kilowatt North and South Friday, September 22nd. Parks & Recreation will assist with removal of trash items to support the efforts.
- Department met with Matt Cole from Great River Hydro regarding the use of Kilowatt South and the off lease dog area. We reviewed the boundary between the companies storage building and the off leash area. Additionally, they have asked us to relocate the dog waste box to the northern area of the off leash area and provide signage to direct off leash dog walkers to the main access parking areas. Future improvements at Great River Hydro will eliminate access to a parking area at the bottom of Wilder Dam Road. Parks & Recreation will work with Great River Hydro on signage for both parties to begin educating the public on usage.
- The Department continues to work with Cat Buxton and the Latham Works Neighborhood Working Group. The group has applied for a grant that will provide free technical assistance from the Dartmouth Thayer School of Engineering for work related to the Hartford trail.

Planning and Development:

- Quechee Pocket Park – Construction continues to progress towards completion.
- Planning Commission (PC) and Zoning Board of Adjustment (ZBA) Applications – Completed drafting and distributing Findings of Fact for applications going before the PC on September 25th and the ZBA on September 27th.
- WRJ Parking Study – Public notification and preparation for presentation and discussion at the September 26th SB meeting.
- July 1 Flood Damage – Continuing to work with the state, UV Strong, and TRORC to assist property owners impacted by the flood.
- Budget and CIP – Preparations for FY 2018-2019.

Police:

- September 10th – Patrol officers provided traffic management services in support of the Health Care Rehabilitative Services 5K Race in Wilder.
- September 11th – The Police Department met with representatives at the Upper Valley Haven, Listen and Health Care & Rehabilitative Services regarding coordinated outreach, shelter and other services to assist under-housed persons at several areas throughout Town.
- September 11th – Patrol officers responded to a motor vehicle crash with injuries along Route 4 at the Ramp to North I-89. Investigation and clean-up caused extended delays.
- September 11th – Patrol officers and the police social worker assisted paramedics with an intoxicated, disorderly man interfering with emergency medical services being provided to a woman behind a business along the unit block of Maple Street.
- September 12th – Patrol officers and the Police Social Worker assisted the Town Health Officer with several health violations at a vacant residence along the 900 BLK of Sykes Mountain Avenue.

- September 15th – Patrol officers and the Police Social Worker, assisted by Upper Valley Haven staff assisted several persons encamped on private property in connecting with assistance and housing alternatives.
- September 15th – The Police Department participated in a “Coffee with a Cop” outreach event hosted by the Co-op Food Store on Maple Street.
- September 15th – Patrol officers responded to a motor vehicle collision at the intersection of Hartford Avenue & Maple Street resulting in significant damage to both vehicles. At fault driver was cited and released.
- September 15th – Patrol officers responded to a rear-end motor vehicle collision on Hartford Avenue at the entrance to Cumberland Farms which resulted in significant damage to both vehicles. At fault driver was cited and released.
- September 16th – Patrol officers assisted the Vermont State Police and paramedics with an intoxicated, disorderly man arrested for DUI who became violent during processing.
- September 16th – Communications specialists answered 911 calls from witnesses reporting a fatal motorcycle collision in Maidstone, Vermont. Fire, rescue and police services were dispatched by Emergency Communications Center personnel as appropriate.
- September 17th – Patrol officers assisted Hartford Fire Department personnel with the recovery of a submerged Toyota Tacoma Truck from the Ottaquechee River above the Taftsville Covered Bridge. Rescue personnel determined the vehicle was unoccupied, which was verified by follow-up investigation by police. The investigation continues.
- September 18th – Patrol officers were summoned to a residential apartment along the 100 BLK of Lantern Lane for a reported theft of antique dolls. The investigation continue.
- September 19th – Patrol officers responded to a complaint of shoplifting at the Co-op Food Store on Maple Street. Then investigation continues.
- September 19th – The Police Chief and Police Social Worker joined several members of the Truancy Workgroup in a presentation to Dartmouth College Students to assist with researching the local truancy issue.

- September 19th – Patrol officers responded to a private residence along the 100 BLK of Maple Street for an unconscious woman. First responders deploying nasal Noxalone were able to revive woman, who was taken by Hartford Ambulance to Dartmouth-Hitchcock Medical Center for additional medical assistance.
- September 19th – Patrol officers were dispatched to a theft of cash from the Quechee Club Locker Room. The investigation continues.
- September 20th – The Deputy Police Chief and Police Social Worker participated in the regular meeting of the Windsor County Special Investigations Unit Executive Board.
- September 20th – The Deputy Police Chief and Police Social Worker participated in the regular meeting of the Hartford Community Coalition Executive Board.
- September 21st – Patrol officers assisted staff at the Community College of Vermont with an Emergency Preparedness Drill.
- September 21st – The Chief and Deputy Police Chief participated in the Senate Government Operations Committee outreach meeting on Policing in Vermont.
- September 22nd – Officer Fernandes assisted by Upper Valley Haven staff assisted several persons encamped on private property in connecting with assistance and housing alternatives.
- September 23rd – Sergeant Pedro participated in the “Touch-A-Truck” event hosted by the Upper Valley Aquatic Center.

Public Works:

- The roof of the Hazardous Waste building at the Recycling Center was replaced at no cost to the Town during the week on 9/18.
- A section of the Quechee sewer lines in the location of Morgan Road, Morey Lane as well as section 1 and 2 have been flushed and televised.
- The Centrysis went down on September 13. Scott McKinney and Clayton Whitmarsh with the help of Centrysis were able to diagnose this as a failed hydraulic controller. A new part was ordered and they were up and running the next morning.

- Rick Kenney determined the leak the Water Dept. repaired on Monday, Sept 11, 2017 was 60 +/- gallons per minute. This leak was a huge find for the water Department, particularly in a location least expected and at a depth of 12 feet. The result is a saving in the average day demand of approximately 80,000 gallons.
- Jeremy Delisle and Everett Hammond met with Nick Burnham on Tuesday (9/19) to discuss the hydrant painting. Nick will begin painting the hydrants in White River Junction area over the next month. Whatever he does not complete will be finished in the spring.
- The Water Dept. patched water cuts.
- Pocket Park update: The construction of the wall is ongoing. A portion of the sidewalk was poured on Monday (9/25).
- The roadside mowing operations continue while the road repairs are underway.
- Paving Project updates:
 - o A section of Jericho Road was reclaimed, gravel added and repaved.
 - o Old River Road (2 sections) have been completed
 - o Marsh Family Road has been shimmed.
- The contracts for the Lower Sykes Mountain sidewalk were signed. The contractor will be DuBois Construction, the inspection services will be performed by DuFresne Group.
- The North Main Street project began no parking along North Main Street on Sept 11, 2017.
- The "DO NOT ENTER" signs for Bridge Street have been installed.
- Truck H5 (2011) is in need of a Diesel Particulate Filter (DPF) at a cost of \$7,851. The DPF has been required in diesel trucks since the EPA regulations were tightened up in 2007 to remove soot and gases from the exhaust.