

**Town Of Hartford  
Town Staff  
Significant Activity Report, November 8 - 20, 2018**

**TOWN MANAGER HIGHLIGHTS**

- Respectfully submitted for your consideration.
- Finance is exploring other options in increase efficiency and transparency now that 2nd full year audit is complete:
  - o Designing procedure to have checks cut directly from other accounts (non-General Fund) to increase efficiency. The first AP run in January 2019 will be the date of implementation.
  - o Grants Management, working with VCDP and the Commerce Dept. to schedule a staff training.
- The fire department continues to see an increase in calls for service of 14 percent over last year. To date the department has responded to 2,003 calls for service, in 2017 we responded to 1,734. An increase of 269 calls for service. There were 92 calls during this period.
- The Town has received the Local Option Tax payment for the last quarter. The payment was \$90,148.20. Over the course of a year, the Town received \$278,596.08 in payments. This quarter there were 206 returns processed by the state for a total of \$130,010.90. The difference remained with the state.
- The Village at WRJ Assisted Living Job Creation Application – The Town was awarded \$750,000 grant for a loan to the Village in support of 40 new jobs.
- Infrastructure Public Art Program Grant – This grant provides funds to integrate art into infrastructure improvements. Working with Park and Rec Department to define an “Arts in the Park” project, involving designing and constructing benches to replace the deteriorated benches in Lyman Point Park. Grant application due December 10th, with an award up to \$15,000.
- The Town received a generous grant from VTrans to help us pay for bridge joint repairs on the Hartford Village Bridge. They will be covering 90% of those funds. Daniels Construction will be completing that repair in December and it will require a 4 day closure of that bridge (tentatively). Work is planned for the week of December 3<sup>rd</sup>.
- Town Staff met with VTrans and a private consultant to start the design process for paving a section of Routes 4 and 14. At this time, they are in the data gathering

phase. We will keep everyone posted as more information develops for this project. There is an anticipated 2021 construction schedule to address paving, signage, some ADA items, and line striping.

- Listed below are those highlights pulled from each Department Head's report. Further under are the full highlights from each Department.

### **STAFF HIGHLIGHTS**

- We are beginning to plan for Town Meeting.
  - o We received and verified two sets of petitions for Appropriations (CATV & Advanced Transit).
  - o We are still trying to find a moderator and will be posting all available positions soon.
  - o We are compiling information for Town Report.
- Historic Preservation Cemetery History Project – In final stages of interviewing the three consultants that submitted proposals.
- State Electric Vehicle Charging Station (EVCS) Grant Program – Pursuing an application for two dual port EVCS at the Upper Valley Aquatic Center (UVAC). UVAC will be providing the grant match funds. Application due November 30th.
- The White River crew installed one new diffuser on the worst blower at the plant with very effective results. A minimum of 10 decibel drop has been identified with all the other equipment running at the time. A second diffuser has been ordered and will be installed upon arrival.
- A local concerns meeting for the US Route 5 Safety Corridor Project was held on November 15 at 6:00 pm. There was a hearty turnout with a LOT of constructive feedback to VTrans for this project. We are looking forward to their implementation strategies.
- Although not technically a DPW item, our very own Joan Ponzoni joined the delegation for the Sister Cities ceremony in France. If you see her, she has some great pictures and stories to share. We are grateful for her participation in this unique opportunity for our Town!

## DEPARTMENT HIGHLIGHTS

### Assessor:

- There is a total of 380 Active Permits that need review. We inspected the active permits within West Hartford and Quechee. We found a significant amount of permits are completed and captured on the property card (due to revaluation) but not noted in the system as complete.
- Worked with VISION on three tickets for reported system error with owner's address (ticket # CS-15100), street names (ticket# CS-15087) and neighborhood (ticket # CS-15089) – this will be fixed in the next upgrade. The abutter's report (not working in the CAMA system) is a known issue by developer and will be addressed.
- Continued to process property transfers and verify sales.
- Assisted public with inquires.

### Clerk:

- Sherry has entered all address and name changes we collected on Election Day. Lisa is finishing up entering the 125 same day voter registrations into the Statewide Checklist system. Once completed, Lisa will enter Voter Participation into the system. It should be completed within the next few days.
- There are a couple upcoming Town Meeting Preparation Webinars in December and a Town Meeting "Tune-Up" in February the Clerk is looking into. She will likely participate in all.

### Finance:

- FYE 18 Financial Review Complete with Audit Firm:
  - o Statements will be presented at the November 20th board meeting.
- Working with Department Directors on FYE 2020 Budget items and MuniSmart.
- October Bank Reconciliations:
  - o Verifying our internal records balance to the bank's records.
- Prepared & Distributed September 2018 Financial Statements to Directors & Town Manager.

- Preparing for 2018 Calendar year close out.
- Annual staff review and sign off on the current Purchasing Policy by 12/31/18.
- Beginning annual submission for U.S. Census Bureau Survey.
- Preparing revised Vermont Sub-recipient Report for Grants based on the accepted 2018 Financial Statements (Single Audit).

**Fire:**

- Chief Cooney participated as an evaluator for the HPD Lieutenant process.
- Conducted ride a longs with Hartford High School students
- Staff completed car seat inspections and installations
- Staff conducted public education sessions at the Ottaquechee School
- A call Firefighters drill was held a Station 1 during this period. Members practiced forcible entry techniques on a prop provided by the Norwich Fire Department.
- Attended a Touch a Truck event at the World of Discovery Daycare
- Provided basic CPR and AED training to St. Paul's Church.
- Staff review response procedures with the closure of Route 5 South
- Ladder 1 is currently out of service. Damage occurred in a minor accident to the rims and tires on one side of the vehicle due to icy road conditions. Parts are being ordered.
- Members of the Fire and Police Department participated in a Tactical Combat Casualty Care (TCCC) course this weekend. This class provides ongoing training to members in the response to handling active shooter events.

**Incident Report for this period:**

<u>Alarm Date</u>	<u>Street</u>	<u>Situation Found</u>
11/4/2018 10:02	933 SYKES MOUNTAIN AVE	No incident found on arrival at dispatch address
11/4/2018 14:12	647 BUGBEE ST	EMS call, excluding vehicle accident with injury
11/4/2018 16:42	23 LARCH LN	No incident found on arrival at dispatch address
11/4/2018 16:56	589 HARTFORD AVE	Lock-out

11/4/2018 17:11	144 N MAIN ST	EMS call, excluding vehicle accident with injury
11/4/2018 18:35	2680 HARTFORD AVE	EMS call, excluding vehicle accident with injury
11/5/2018 6:30	218 LATHAM WORKS LN	Medical assist, assist EMS crew
11/5/2018 14:51	2820 CHRISTIAN ST	EMS call, excluding vehicle accident with injury
11/5/2018 15:17	76 COLONIAL DR	Medical assist, assist EMS crew
11/5/2018 16:55	I 89 N / I 91 N	Motor vehicle accident with injuries
11/5/2018 21:37	102 RAILROAD ROW	EMS call, excluding vehicle accident with injury
11/6/2018 1:09	URBAN BRIDGE	Medical assist, assist EMS crew
11/6/2018 7:57	62 FOGG FARM RD	Smoke or odor removal
11/6/2018 13:04	66 INTERSTATE 91 S	Motor vehicle accident with no injuries.
11/6/2018 18:15	355 LYMAN BATCHELLER #9	EMS call, excluding vehicle accident with injury
11/6/2018 19:54	89 N / 91 S	Motor vehicle accident with no injuries.
11/6/2018 21:10	320 S MAIN ST	EMS call, excluding vehicle accident with injury
11/7/2018 4:45	121 IRIS WAY	Medical assist, assist EMS crew
11/7/2018 10:46	118 PROSPECT ST	No incident found on arrival at dispatch address
11/7/2018 11:07	80 DEPOT ST	EMS call, excluding vehicle accident with injury
11/7/2018 13:39	1450 VT ROUTE 14	Citizen complaint
11/7/2018 18:52	171 BRIDGE ST	EMS call, excluding vehicle accident with injury
11/7/2018 20:01	69 INTERSTATE 91 S	Motor vehicle accident with no injuries.
11/7/2018 20:45	355 LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/8/2018 1:51	2820 CHRISTIAN ST	EMS call, excluding vehicle accident with injury
11/8/2018 8:00	812 VA CUTOFF RD	Service Call, other
11/8/2018 10:00	812 VA CUTOFF RD	Service Call, other
11/8/2018 10:54	123 NUTT LN	Smoke detector activation due to malfunction
11/8/2018 11:08	200 DEPOT ST	EMS call, excluding vehicle accident with injury
11/8/2018 16:00	812 VA CUTOFF RD	Service Call, other
11/8/2018 16:51	355 LYMAN BATCHELLER #9	EMS call, excluding vehicle accident with injury
11/8/2018 21:10	223 B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
11/9/2018 7:41	119 GATES ST	Smoke detector activation, no fire - unintentional
11/9/2018 8:17	2680 HARTFORD AVE	EMS call, excluding vehicle accident with injury
11/9/2018 14:13	7 CANDLELIGHT TER	EMS call, excluding vehicle accident with injury
11/9/2018 14:57	136 BEECH ST	EMS call, excluding vehicle accident with injury
11/9/2018 15:26	237 LOWER HYDE PARK	EMS call, excluding vehicle accident with injury
11/9/2018 15:54	223 VETERANS DR	System malfunction, other
11/9/2018 19:14	687 MAPLE ST	Citizen complaint
11/9/2018 20:46	355 LYMAN BATCHELLER #9	EMS call, excluding vehicle accident with injury
11/9/2018 21:22	45 BESWICK DR	EMS call, excluding vehicle accident with injury
11/9/2018 23:25	65.8 INTERSTATE 91 S	Motor vehicle accident with no injuries.
11/10/2018 3:08	15 HUGHES DR	Carbon monoxide incident
11/10/2018 12:20	44 HENDEE WAY	Lock-out
11/10/2018 12:28	355 LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/10/2018 13:08	I 89 S MM .1	Motor vehicle accident with no injuries.
11/10/2018 16:50	1370 NEAL RD	Dispatched & canceled en route
11/10/2018 19:14	62 PAULINE COLE DR	Medical assist, assist EMS crew
11/10/2018 19:48	39 S MAIN ST	Medical assist, assist EMS crew
11/10/2018 21:38	16 CRYSTAL PL	Detector activation, no fire - unintentional
11/11/2018 4:52	118 TALL TIMBERS DR	EMS call, excluding vehicle accident with injury
11/11/2018 11:16	223 B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
11/11/2018 14:28	205 LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/11/2018 15:32	320 S MAIN ST	Medical assist, assist EMS crew
11/11/2018 17:30	812 VA CUTOFF RD	Service Call, other
11/11/2018 18:04	277 SOUTH ST	EMS call, excluding vehicle accident with injury

11/11/2018 20:57	4460 WOODSTOCK RD	EMS call, excluding vehicle accident with injury
11/12/2018 0:32	687 MAPLE ST	EMS call, excluding vehicle accident with injury
11/12/2018 1:29	1424 NEAL RD	Dispatched & canceled en route
11/12/2018 12:31	102 JERICHO ST	Authorized controlled burning
11/12/2018 15:49	102 JERICHO ST	Smoke scare, odor of smoke
11/12/2018 16:29	52 BRIDGE ST	No incident found on arrival at dispatch address
11/12/2018 18:26	142 IZZO PL	Smoke scare, odor of smoke
11/12/2018 21:21	754 HARTFORD AVE	EMS call, excluding vehicle accident with injury
11/12/2018 23:18	250 MILLER RD	EMS call, excluding vehicle accident with injury
11/13/2018 3:03	1301 HILLSIDE RD	Alarm system activation, no fire - unintentional
11/13/2018 6:55	798 VT ROUTE 14	Motor vehicle accident with injuries
11/13/2018 11:32	1027 VALLEY VIEW RD	EMS call, excluding vehicle accident with injury
11/13/2018 13:49	812 VA CUTOFF RD	Medical assist, assist EMS crew
11/13/2018 16:21	85 N MAIN ST	EMS call, excluding vehicle accident with injury
11/13/2018 17:20	812 VA CUTOFF RD	Medical assist, assist EMS crew
11/14/2018 12:42	35 SPAULDING LN	Dispatched & canceled en route
11/15/2018 4:22	132 LAUREL LN	Service Call, other
11/15/2018 12:58	64 INTERSTATE 91 S	Motor vehicle accident with no injuries.
11/15/2018 14:08	174 FAIRVIEW TER	EMS call, excluding vehicle accident with injury
11/15/2018 17:54	53 LYME RD	Building fire
11/15/2018 19:26	355 LYMAN BATCHELLER RD	EMS call, excluding vehicle accident with injury
11/16/2018 9:00	812 VA CUTOFF RD	Service Call, other
11/16/2018 13:10	175 CLAY HILL RD	Medical assist, assist EMS crew
11/16/2018 15:00	812 VA CUTOFF RD	Service Call, other
11/16/2018 18:02	I 89 S EXIT 1	Called Paramedic Intercept.
11/16/2018 20:39	126 W FISHER RD	CO detector activation due to malfunction
11/16/2018 20:59	97 S MAIN ST	EMS call, excluding vehicle accident with injury
11/17/2018 8:04	35 MILL ST	EMS call, excluding vehicle accident with injury
11/17/2018 11:14	152 LANTERN LN	EMS call, excluding vehicle accident with injury
11/17/2018 12:22	3755 QUECHEE MAIN ST	EMS call, excluding vehicle accident with injury
11/17/2018 17:02	114 MOREY LN	Carbon monoxide incident
11/17/2018 18:21	200 DEPOT ST	EMS call, excluding vehicle accident with injury
11/17/2018 23:24	5817 WOODSTOCK RD	EMS call, excluding vehicle accident with injury
11/17/2018 23:40	1108 QUECHEE HARTLAND	Emergency medical service incident, other
11/18/2018 12:29	1108 QUECHEE HARTLAND	Medical assist, assist EMS crew
11/18/2018 19:30	68 CHITTENDEN DRIVEWAY	EMS call, excluding vehicle accident with injury

### Information Technology:

- Fixed Remote Issue where users couldn't login to payroll.
- Resolved AVG update issue where new update messed with Firewall settings and locked users out of the internet.
- Attended 3 day Spillman conference with Scott Smith on how to better utilize Spillman, fix common issues, learn about CJIS compliance, and design a failover high availability backup system for the current server.

## **Parks and Recreation:**

- Small Games Hockey Camps for grades 7 – 12 at WABA took place the week of November 12th. Instructors were Coaches Todd Bebeau, William Boldsworthy and Erin Stevens. There were 25 registered in the boys camp and 18 registered in the girls camp. The program ended on November 16th.
- Youth Basketball Camps were held the week of November 12th for grades 9 – 12. There were 28 participants enrolled in the program. The camp for grades 3 – 8 had 38 enrolled. Coaches Steve Landon and Heidi Bushway from Hartford High School instructed the camps.
- Youth Basketball Assessments took place November 11th through November 15th. We currently have 2-5th & 6th boys teams, 2- 3rd &4th boys teams, 1-5th & 6th girls team and 1-3rd & 4th girls team for a total of 88 registered participants. We are currently taking registrations for the 1st & 2nd grade program and our kindergarten age program.
- Indoor Pickleball at Our Court started. Currently there are 11 participants enrolled in the program.
- Noontime hockey continues on Friday's at WABA from 12 noon to 1pm.
- The indoor Futsal League started the week of November 11th. The program is coordinated by the Department and the Hartford Soccer Club. There are 5 teams enrolled and games are played on Sundays afternoons at the White River Junction Elementary School.
- Public Skating continues at WABA on Saturday's 4:15 to 5:30pm and Sunday's 3:30pm to 4:45pm. Also the facility holds a public skate from 11:30am to 1:00pm on Wednesdays.
- Adult drop in basketball 25+ continues. The program is from 6pm to 8pm on Sunday's at Dothan Brook School. The 18+ program continues and runs Thursday nights from 7pm to 9pm at White River Elementary School. The 50+ drop in program continues and runs from 7pm to 8:30pm every Wednesday at Hartford Middle School.
- The After School Swim Program for OQS School with UVAC concluded on Wednesday, November 14th.

- Jay McDonough attended the Vermont Recreation & Park Association Entertainment Showcase on November 15th. The Showcase is designed for organizations such as ours to experience a variety of entertainers for the purpose of booking them for programs and events. This is a great opportunity for block booking entertainers which saves departments in the region a considerable amount of money.
- Learn to Skate, Rock Climbing and Youth Karate programs continue. The next session of Learn to Skate begins on December 2nd. Green Mountain Rock Climbing's next session begins on February 4th and the next session for Youth Karate begins on January 7th.
- Splash night was held at the Upper Valley Aquatic Center on Friday, November 16th. There were 54 participants.
- The Department has 3 planned public skating opportunities during the Thanksgiving break. Public skate will be held on Wednesday, November 21st from 11:30am to 1:00pm, Friday, November 23rd from 1:00pm to 2:45pm and the regular Saturday, November 24th from 4:15pm to 5:30pm and Sunday, November 25th from 3:30pm to 4:45pm.
- All outdoor park equipment was taken down and stored for the season. Clifford, Ratcliffe, Kilowatt S., Deweys Landing, Quechee Falls Park gates have been closed and the inner gate at Maxfield is closed for the season.
- Operations continue to go well at WABA. There were a few complaints from users and staff concerning an individual loitering within the facility and creating a nuisance. We are working with staff, users groups, high school administrators, as well as the police department to address the situation.
- The two students from the Regional Resource Center continue to provide operational support at WABA. Their assistance is much appreciated and is a great help to our staff.

### **Planning and Development:**

- Town Plan Update – Work continued on development of draft sections of the Plan.
- Town Forest Recreation Management Plan – On November 9th, the draft Plan was presented at a statewide Town Forest Summit comprised of all 10 towns participating in the current VT Town Forest Recreation Planning Community Assistance Program. As with Hartford's Plan, understanding recreation's impact on natural resources and habitat were high priorities across all 10 towns.



- Electric Vehicle Charging Station in Town South Main St. Parking Lot – The charging stations are active. Signage to identify the EVCS slots and direct users to them are on order,
- Town Electric Vehicle –The Town received one proposal on November 6th for a Nissan Leaf. Review is underway.
- Sykes Mt Ave Vermont Community Development Program Grant – Received a satisfactory determination from the state grant monitoring.
- Currier Street Extension Construction Project – Working with the surveyor to obtain additional information for the easements needed to complete improvements.
- Wilder Well Solar Project – Contracts executed and project underway.
- AT&T Telecommunications – Reviewed DeMinimis petition to the Vermont Public Utility Commission Modification to an existing telecommunications facility at 1405 CT River Road. Will not increase the height or width, and no issues identified.
- Land Use Applications – Prepared Findings of Fact for a lot line adjust. Worked with developer team on a new Honda Dealership in preparation for November 9th site development review application submittal.

**Police:**

- November 4th – Patrol officers responded to reports of a disorderly man threatening customers at a business along the unit block of Sykes Mountain Avenue. The man, who was recognized by police on arrival as being on pre-trial release, was found in possession of two knives. Consequently, the White River Junction man was taken into custody and returned to Southern State Correctional Facility pending trial for violating the conditions of his release.
- November 5th – Patrol officers responded to a property damage motor vehicle collision along North Hartland Road at Winsor Drive. Operators were cited and released.
- November 6th – Patrol officers responded to reports of abandoned, unregistered motor vehicles parked along Connecticut River Road. The investigation continues.
- November 6th – Patrol officers responded to reports of an intoxicated man at a business along Maple Street. The man was found by police to have a .238 Breath

Alcohol Content, and subsequently taken by officers to Dartmouth Hitchcock Medical Center for assistance.

- November 8th – Patrol officers assisted staff at the White River & Ottaquechee Schools with emergency preparedness drills.
- November 8th-9th – The police department hosted an Assessment Center for internal and external applicants for the vacant position of Patrol Commander.
- November 9th – Patrol officers assisted VTrans with traffic control during overnight paving operation along Route 5 at Sykes Mountain Avenue and the Urban Bridge.
- November 9th – The Deputy Chief attended the regular meeting of the New England Police Accreditation Coalition.
- November 11th-15th – Emergency Communications Center Administrator & Town IT Director attended the Annual Motorola-Spillman Computer Aided Dispatch/Records Management System Training Conference in Utah.
- November 13th – Sergeant Pedro attended the Annual Governor’s School Safety Conference in Burlington.
- November 13th – The Police Department hosted interviews for the position of certified police officer.
- November 14th – Sergeant Pedro assisted staff at the Health Care & Rehabilitative Services, Hartford Office with emergency preparedness training.
- November 15th – The Police Social Worker assisted with a presentation at the Hartford Career & Technology Center.
- November 15th – Patrol officers assisted staff at the Dothan Brook School with an emergency preparedness drill.
- November 16th – The Police Social Worker attended the regular meeting of the Upper Valley Public Health Council.
- November 16th – Emergency Communications Specialists answered numerous 911 calls reporting weather related motor vehicle collisions and traffic incidents. Patrol officers responded to several weather related traffic incidents throughout town.

- November 16th – Police Officer Josh Reyes graduated from the Vermont Police Academy, having successfully completed the 16 week Full Time residential training program.
- November 16th – Patrol officers responded to reports of a domestic altercation at a private residence along the 2700 block of Christian Street. Parties were separated and cited for what was found to be a mutual affray.
- November 17th – Patrol officers responded to reports of a suspicious vehicle parked at a business along Ballardvale Drive. The vehicles operator and another associate were found in possession of heroin, arrested and charged accordingly.
- November 17th – Sergeant Pedro assisted security personnel at the Naval Reserve Center with an Emergency Planning and Preparedness exercise.

## **Public Works:**

### **Highway:**

- The Highway crew worked on raising a catch basin on Gifford Road.
- The Highway crew made some substantial repairs to Wildlife road including installing 60' of 6" underdrain, hauled about 60 tons of hard pack and graded.
- The Highway crew took down some dead trees in Quechee.
- The Highway crew continues to review signs around town to address ones that were damaged, conveyed incorrect information, are covered by vegetation, or just needed an update.
- The highway crew paved various patches around town including RT 5 water cut and a catch basin on Perkins place.
- The Highway crew repaired a swale on Harry Gibbs Road.
- The Highway crew started winterizing equipment including the hydro seeder and sweeper.
- Highway crew came in at about 12:30am on November 13th for a 3" snow storm that lasted most of the day. Did an excellent job for the first plowable storm of the year.
- Highway crew installed new tires on H-5, H-6 and H-1.

- The Highway assisted Quechee Waste Water with a manhole repair on Cross Street in Quechee.
- The Highway crew checking and replacing all cutting edges on plows and wings.
- Routine operations: grading, checking roads and servicing equipment.

### **Water:**

- The Water crew continues to train new employees. A candidate was selected for the vacancy in that department and is working through the hiring process. This new employee will start on Monday the 26th of November.
- Rick Kenney and Evan Eccher attended the GMWEA trade show.
- The Water crew completed meter reading and monthly sampling.
- The Water crew assisted QLLA with the installation of a new service line for an ice rink.
- The Water crew is continuing work on the O&M manual for the Quechee Well.
- The Water crew also continues to work on inventorying the system. This is a very long process.
- The Wilder Well Project is continuing to move forward. At the time of this report, the contractor is on site developing the well. The next step is the three day pump test that is planned to be completed next week.
- As always, the water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.
- Our plant and facilities are always available for tours. We encourage everyone to come see where their water comes from!

### **Wastewater:**

- The Wastewater crew continues to train new employees, including CDL training and wastewater classes.

- Chief Operator Brock worked with his crew to develop an Emergency Power Failure Plan for the White River plant as required by the state. That has been submitted for review and approval.
- The Wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- Members of the Wastewater crew are diligently working to address noise concerns from the blower system. They installed one new silencer that made a significant difference and ordered a second.
- The Wastewater crew worked with Holland on pricing for chemicals.
- The Wastewater crew uncovered the contact chamber.
- The Wastewater crew actively completing all state reports (quarterlies).
- The Wastewater crew installed the new VFD at the White River plant.
- The Wastewater crew continues to work on leach field inspections and maintenance.
- Kyle Moses attended the fall trade show.
- The Wastewater crew both Quechee and White River spent one day each cleaning pump stations and other problem areas.
- As always our wastewater treatment facilities are open for tours. We encourage everyone to see what the Town of Hartford does to control pollution!

**Solid Waste:**

- Solid Waste crew worked with Highway and Waste Water on a septic system problem that they have encountered.
- The Solid Waste Facility continues to operate routinely.
- The solid waste crew continues to encourage outreach and tours to raise awareness of the facility.
- The plow on the truck at the Solid Waste facility is not currently working. They will work with Paul Saucier to diagnose the problem and decide a path to move forward.

### **Administrative:**

- DPW Staff is continuing to work close with FEMA to close out the July 1 storm.
- DPW staff is coordinating with Green Mountain Power to have some dead pine trees threatening the overhead utilities on Quechee Main Street. Thanks to Leo for pointing this out to us!
- DPW Staff continues to work with Geoff Martin and Norwich Technologies to facilitate the installation of solar panels adjacent to the Wilder Well.
- Pathways Consulting has installed 'control points' on Fairview Terrace to begin the monitoring process.
- DPW Staff is diligently working towards insuring that ALL DPW vehicles, equipment, and trailers are registered. We are working with Vermont DMV staff to generate duplicate titles for several missing ones, then proceed with the registration process. Unfortunately this is a slow process, but we are continuing to figure this all out. We are organizing a trip to Montpelier to receive direct assistance from DMV Headquarters to keep this project moving along.
- DPW staff is still planning to demolish the Emerge Building at Maxfield this winter as time allows.
- DPW staff continues to work closely with several private contractors around town to insure that their projects are in permit compliance (Sykes Mountain Avenue dealerships, Currier Street, Twin Pines, and the Simpson Development).
- DPW staff is set to move forward with the South Main Street Lot expansion. We are anticipating (weather permitting) starting this the last week of November or first week of December.
- DPW Staff is continuing to work closely with a consultant to perform a mandatory assessment of our Waste Water System's overflow outfalls.
- UVM Students have completed the 'data gathering' portion of their project and will be moving forward with some solutions to some of the issues that have been identified. We look forward to continuing to work with them on this exciting project.
- The Sykes Mountain Avenue Roundabout Project is in the ROW acquisition phase. Design engineers are bringing the plans into compliance with the newly released 2018 VTrans standards. A traffic management plan has been developed and is currently under review.

- DPW Staff is continuing work on the budget and CIP!
- DPW Staff has been notified by the State of Vermont that they will be holding a stakeholder meeting for the larger project to address the Hartford Village Bridge. Unfortunately this meeting was rescheduled to December due to inclement weather.
- DPW staff is working with Paula Nulty on addressing a few Human Resource issues.
- Several great applications have been received for the Project Manager opening at Public Works. We will be holding interviews after Thanksgiving!
- Hannah engaged in the two day Lieutenant Assessment Center/Interview Process with the Police Department and several outside participants. It was a great learning experience and I'm grateful for being included.
- DPW staff has been working towards improving the traffic flow conditions around the Route 5 closure due to the culvert issues. We will continue to work with VTrans on this issue.
- 100% plans should be prepared by the first week of December for the Quechee Main Street Culvert.
- We encourage tours and visits to all of our facilities.