

Town Of Hartford
Town Staff
Significant Activity Report, March 26 – April 8, 2019

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TOWN MANAGER HIGHLIGHTS

Respectfully submitted for your consideration:

- Quechee Gorge Bridge Meeting – VTrans and its consulting engineers presented several design options for the Quechee Gorge Bridge at a public information meeting yesterday evening. This \$5M+ project will be constructed over two seasons, beginning in 2021, and is funded with Federal (80%) and State (20%) dollars. The project will include 5’ to 6’ wide sidewalks on and approaching both sides of the bridge, protective barrier on the bridge walks, and a decorative protective rail overlooking the gorge. Of those in attendance, the design preferences included: green color (instead of black); inward curved top rail (not straight or angled); decorative lower rail with circles (instead of plain balusters); and raised concrete protective barrier + 24” rail (instead of no concrete and 36” barrier). The public is invited to select design preferences via a survey to be set up on the VTrans project website.
- The Public Works and Finance Directors and staff have completed the transition the water & sewer billing operation to the Finance Department. There is a vacant Finance Assistant position in the Finance Department that is currently being advertised that will have primary responsibility for performing billing operations and supporting other Finance functions.
- The house and property at 63 Division St., which the Town acquired through tax sale in November 2017, was vacated by the previous owner and occupant on March 30. The person who offered to purchase it from the Town has stated he renewed interest in acquisition. I have received one other unsolicited offer during the last week.

- Staff reviewed the plan developed last Fall to install parking meters in downtown as part of a larger strategy for downtown parking improvements. Meters were recommended for the on-street spaces with a 2-hour limit, in keeping with the strategy to maximize turnover of these spaces and encourage long-term parkers to use the untimed parking lot and spaces on the periphery of the downtown core. Staff is developing an RFP for state-of-the-art meters, equipment and system that will notify police officers of the specific spaces with expired meters, allow online payments and minimize the back-end collection processes for Town staff.
- Energy Coordinator Geoff Martin is revisiting EV lease-purchase options available from the Climate Mayors, a network of US mayors with a vehicle purchase collaborative agreement. Our efforts to lease-purchase from regional car dealers through competitive bids were unsuccessful, as dealers objected to the standard local government non-appropriation clause for a lease. Given the rapidly changing landscape of new EVs with longer-lasting charges on the market, our objective has been to secure an operating lease with an option to purchase. Where previously we were looking at the 2018 Chevy Bolt as the vehicle with the longest range, now the 2019 Nissan Leaf has been released and has an equal range.
- Attended the Hartford Chamber of Commerce Legislative Update on Monday. In attendance were Sen. Clarkson and Reps. Bartholomew, Kimbell, Ralph, and Szott. I spoke to express the Town's support for the plastic bag/Styrofoam ban bill (S.106), the Municipal Self-Governance bill (S.106), and the elimination of the 500kW net metering cap on net metering systems for municipalities (H.423). Although there is not any current legislation on it, I stated that local police departments such as Hartford's spend an extraordinary amount of time waiting to obtain felony warrants, primarily because State's Attorney's offices are underfunded and understaffed. Whether the underfunding is a criminal justice policy issue or just a limited resources issue, I urged them to consider the impact on local law enforcement. Chief Kasten has been working with the Chief Judge, the Attorney General, the State Police Commander and Rep. Kevin Christie on possible statewide state-wide staffing solutions.

DEPARTMENT HIGHLIGHTS

Assessor:

- reviewing the Parcel Mapping Data for State of Vermont, due Friday April 5th
- sending tax maps modifications to the CAI, mapping vendor
- processing Property Tax Transfers for closing dates up to and including April 1st 2019
- processing homestead declarations
- reviewing sales
- updating properties with changes

- evaluating applications for Public, Pious and Charitable exemption requests received by April 1st
- participated at the Town Officers Education Conferences in Fairlee, VT

Clerk:

- We had a busy week licensing dogs (we have reached 622 at time of this memo). Sherry and I will review our files next week prior to the list of unlicensed dog owners being turned over to HPD for follow-up.
- The final liquor license renewal applicants will be appearing before the Select Board on Tuesday. We continue to receive and distribute the completed Licenses for May 1, 2019 from VT DLC to the businesses.
- I attended TOEC on Thursday in Fairlee. It was a good conference with some interesting sessions. The opening presentation was an historical recap of the evolution of Vermont Town Mtg.-style governance. I also attended a Town Clerk's Forum as well as sessions on "Know your Community" which included statistical resources, such as the Census and others, regarding data helpful to Towns for planning purposes on many levels; "Leadership Resources Promoting Community Livability"; and, an interesting session called "Vermont's Quiet Digital Revolution"-this session included a documentary on the history and evolution of the Front Porch Forum. The Conference closed with a session presented by UVM Law Enforcement regarding "Tools for De-escalating Touch Encounters". There were some valuable take-aways from each session.
- I have forwarded to LT. Gov. Zuckerman's Office the responses I received from departments pertaining to Energy and environmental efforts/initiatives. Thank you for passing along the information.
- We continue to monitor legislative activities pertaining to the Clerk's office.
- On April 18th, I will be attending the Vermont Municipal Clerk's/Treasurer's Association Annual Training in Fairlee.
- On April 30th, I will be attending the VLCT Tax Appeal Training in Fairlee.

Finance:

- Completed and Distributed February Financials
- March Bank Reconciliations in progress
- March Financials
 - Issuing Financials week of April 26th
 - Setting up meetings with directors
- Continued Monthly Grant reviews & requisitions with staff
- Closed Work Comp Audit (Calendar Year 2018) from March 8, 2019
- Rapid water billing training
- Continued Preparation for FYE 2019 Audit Interim Testing
 - Ambulance Billing
 - Long Term & Current Debt Schedules
 - Accrued Interest

- Fixed Asset Schedules
- SEFA review
- Continued communications with staff and auditors regarding the upcoming leasing changes coming in FYE 2021 GASB 87

Fire:

- All documents for our accreditation assessment have been uploaded for review by the peer assessment team. The team will review over the next few weeks and will inform us of our readiness for a site visit tentatively scheduled for May.
- Attended the EMS District 9 meeting in Norwich.
- Held a station tour for Selectboard members.
- The department had a kick off meeting with Spillman and their GIS managed services program. The process has started in updating our current GIS data in the Spillman software.
- Provided a walk through with heating and ventilation contractors for quotes on heat pump installations.
- Met with Geoff Martin to discuss solar credits received at Public Safety.
- The new Car 1 has arrived and is in service. This vehicle replaces a 2010 Explorer. The 2010 vehicle will be used by the Fire Inspector.
- Chief Cooney attended the New England Division of the International Association of Fire Chiefs annual meeting and educational seminar in Providence, RI from 4/1-4/3. Speakers/programs included the retired Col. Stebbins of the Connecticut State Police who was the Incident Commander for the Newtown incident, PTSD for first responders, firefighter cancer prevention, legal issues for the fire service, fire liability review, photo taking liability and social media challenges in the fire service.
- The department has schedule a boat operations/water rescue drill on April 17th 0800-1200. Staff will be operating in the White and Connecticut River from Lyman Point Park.
- The elevator at Public Safety has been malfunctioning over the last few weeks. The contractor has made numerous repair trips and plans to reinstall system software to correct the problem. The elevator is currently 30 years old, Chief Kasten and Chief Cooney are reviewing options as we anticipate further repairs/updating equipment will be needed.
- Boat motors have been cycled out for servicing.
- Two middle schools students visited the department as part of a regional job shadow day.
- Performed Car Seat inspections.
- Provided ride a long time to multiple EMT students.
- The fire prevention office conducted 28 inspections during this period.
- The department responded to 105 calls for service during this period. This represents a 5 percent increase in calls for service from last fiscal year.

Incident log for this period:

Alarm Date	Street	Situation Found
3/24/2019 6:04	WILLOW CIR	EMS call, excluding vehicle accident with injury
3/24/2019 13:26	MAPLE ST	EMS call, excluding vehicle accident with injury
3/24/2019 14:13	WOODLAWN DR	EMS call, excluding vehicle accident with injury
3/24/2019 18:44	DEPOT ST	Smoke or odor removal
3/24/2019 19:41	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/24/2019 20:58	BUGBEE ST	Dumpster or other outside trash receptacle fire
3/24/2019 21:05	QUECHEE MAIN ST	Smoke detector activation due to malfunction
3/24/2019 21:46	S MAIN ST	Medical assist, assist EMS crew
3/25/2019 0:07	S MAIN ST	EMS call, excluding vehicle accident with injury
3/25/2019 1:10	FOREST HILLS AVE	EMS call, excluding vehicle accident with injury
3/25/2019 7:18	CHITTENDEN DRIVEWAY	EMS call, excluding vehicle accident with injury
3/25/2019 8:00	VA CUTOFF RD	Removal of victim(s) from stalled elevator
3/25/2019 8:22	WOODSTOCK RD	EMS call, excluding vehicle accident with injury
3/25/2019 14:02	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
3/25/2019 14:11	CHITTENDEN DRIVEWAY	Medical assist, assist EMS crew
3/25/2019 17:01	I89N / I 91 N	Motor vehicle accident with injuries
3/25/2019 17:53	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/26/2019 9:22	N MAIN ST	Medical assist, assist EMS crew
3/26/2019 10:01	CHRISTIAN ST	Dispatched & canceled en route
3/26/2019 15:05	VA CUTOFF RD	Medical assist, assist EMS crew
3/26/2019 15:24	S MAIN ST	EMS call, excluding vehicle accident with injury
3/26/2019 18:06	STONECREST AVE	EMS call, excluding vehicle accident with injury
3/27/2019 6:53	VETERANS DR	Dispatched & canceled en route
3/27/2019 7:45	JERICO ST	EMS call, excluding vehicle accident with injury
3/27/2019 9:49	PROSPECT ST	EMS call, excluding vehicle accident with injury
3/27/2019 14:55	BALLARDVALE DR	Water problem, other
3/27/2019 15:05	WOODLAWN DR	Medical assist, assist EMS crew
3/27/2019 17:51	N MAIN ST	Steam, other gas mistaken for smoke, other
3/27/2019 21:03	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/27/2019 21:39	MAIN ST	Dispatched & canceled en route
3/28/2019 2:25	S MAIN ST	EMS call, excluding vehicle accident with injury
3/28/2019 9:18	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/28/2019 11:20	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/28/2019 13:06	S MAIN ST	Smoke detector activation, no fire - unintentional
3/28/2019 13:51	BUGBEE ST	EMS call, excluding vehicle accident with injury

3/28/2019 15:12	WHEELOCK RD	EMS call, excluding vehicle accident with injury
3/29/2019 5:25	TEMPLETON AVE	Medical assist, assist EMS crew
3/29/2019 9:00	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
3/29/2019 9:48	N MAIN ST	EMS call, excluding vehicle accident with injury
3/29/2019 9:57	WOODSTOCK RD	Unintentional transmission of alarm, other
3/29/2019 10:29	NORWICH AVE	EMS call, excluding vehicle accident with injury
3/29/2019 21:11	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
3/30/2019 9:10	BARNES AVE	EMS call, excluding vehicle accident with injury
3/30/2019 10:13	MAPLE ST	EMS call, excluding vehicle accident with injury
3/30/2019 11:09	WILDLIFE RD	Medical assist, assist EMS crew
3/30/2019 11:16	VT ROUTE 14	EMS call, excluding vehicle accident with injury
3/30/2019 19:24	RIVER ST	EMS call, excluding vehicle accident with injury
3/30/2019 20:50	QUECHEE MAIN ST	EMS call, excluding vehicle accident with injury
3/30/2019 21:16	CHAMBERS LN	Medical assist, assist EMS crew
3/30/2019 21:56	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
3/31/2019 3:26	US RT 5	EMS call, excluding vehicle accident with injury
3/31/2019 5:45	HARTFORD AVE	EMS call, excluding vehicle accident with injury
3/31/2019 7:51	DAWN DR	Assist invalid
3/31/2019 9:52	WRIGHT RESERVOIR RD	EMS call, excluding vehicle accident with injury
3/31/2019 10:17	DAVENPORT LN	EMS call, excluding vehicle accident with injury
3/31/2019 11:51	I 91 N MM72	Cultivated grain or crop fire
3/31/2019 13:43	DOTHAN RD	Medical assist, assist EMS crew
3/31/2019 16:20	S MAIN ST	EMS call, excluding vehicle accident with injury
3/31/2019 19:02	MANNING DR	Assist invalid
3/31/2019 22:07	S MAIN ST	Alarm system sounded due to malfunction
4/1/2019 10:08	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
4/1/2019 11:53	HOLIDAY DR	Detector activation, no fire - unintentional
4/1/2019 11:56	BUGBEE ST	EMS call, excluding vehicle accident with injury
4/1/2019 12:00	DAWN DR	EMS call, excluding vehicle accident with injury
4/1/2019 15:43	VETERANS DR	Alarm system sounded due to malfunction
4/1/2019 15:55	VETERANS DR	Alarm system sounded due to malfunction
4/1/2019 16:54	CHRISTIAN / HEMLOCK	Motor vehicle accident with no injuries.
4/2/2019 5:54	GATES ST	EMS call, excluding vehicle accident with injury
4/2/2019 12:50	S MAIN ST	Medical assist, assist EMS crew
4/3/2019 0:03	QUECHEE-W HARTFORD RD	System malfunction, other
4/3/2019 10:47	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
4/3/2019 12:57	SPRING CIR	EMS call, excluding vehicle accident with injury
4/3/2019 13:59	MAPLE ST	EMS call, excluding vehicle accident with injury
4/3/2019 16:33	MAPLE / CHRISTIAN	Forest, woods or wildland fire
4/3/2019 21:10	TEMPLETON AVE	Medical assist, assist EMS crew
4/3/2019 21:52	WATSON PARK	Forest, woods or wildland fire
4/3/2019 22:07	CHITTENDEN DRIVEWAY	Medical assist, assist EMS crew
4/3/2019 22:56	QUECHEE MAIN ST	Natural vegetation fire, other

4/4/2019 6:09	MILL ST	EMS call, excluding vehicle accident with injury
4/4/2019 11:15	MAPLE ST	Forest, woods or wildland fire
4/4/2019 12:29	S MAIN ST	Grass fire
4/4/2019 18:15	HARTFORD AVE	EMS call, excluding vehicle accident with injury
4/4/2019 19:42	HARTFORD AVE	EMS call, excluding vehicle accident with injury
4/5/2019 1:02	HILLSIDE RD	EMS call, excluding vehicle accident with injury
4/5/2019 12:33	SUMMER ST	Medical assist, assist EMS crew
4/5/2019 15:38	VA CUTOFF RD	Medical assist, assist EMS crew
4/5/2019 19:32	URBAN BRIDGE	EMS call, excluding vehicle accident with injury
4/5/2019 23:05	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
4/6/2019 0:54	FAIRVIEW TER	Public service
4/6/2019 5:13	MAPLE ST	EMS call, excluding vehicle accident with injury
4/6/2019 10:15	HOLIDAY DR	Smoke detector activation, no fire - unintentional
4/6/2019 12:34	WINTER ST	EMS call, excluding vehicle accident with injury
4/6/2019 13:45	PINETREE LN	Medical assist, assist EMS crew
4/6/2019 14:57	CHRISTIAN / HARTFORD	Citizen complaint
4/6/2019 16:25	B 39 VETERANS DR	EMS call, excluding vehicle accident with injury
4/6/2019 19:11	URBAN BRIDGE	Unauthorized burning
4/6/2019 19:33	COUNTY RD	EMS call, excluding vehicle accident with injury
4/6/2019 22:30	BALLARDVALE DR	EMS call, excluding vehicle accident with injury
4/7/2019 7:42	URBAN BRIDGE	False alarm or false call, other
4/7/2019 14:48	QUECHEE MAIN ST / DEWEYS MILLS	Good intent call, other
4/7/2019 15:50	S PARK ST	Cover assignment, standby, moveup
4/7/2019 18:23	CHANDLER RD	EMS call, excluding vehicle accident with injury
4/7/2019 20:52	HOLLOW DR	EMS call, excluding vehicle accident with injury
4/7/2019 22:18	N MAIN ST	EMS call, excluding vehicle accident with injury
4/8/2019 4:08	LARCH LN	EMS call, excluding vehicle accident with injury

Information Technology:

- Fixed GPS routing issue that wasn't allowing Ambulances to be shown on Spillman
- Assisted Fire Dept. with ArcGIS Server punch list for their Geovalidation project
- Updated Spillman Server to newest OS version
- Worked through phone punch list at DPW after cutover (ringing procedures, specific buttons, etc).
- Helped diagnose internet outage at WABA with Consolidated Communications
- Set-up generic email for certain Police personnel to receive traffic court schedules
- Configured Scan to email feature on Dispatch printer

Parks and Recreation:

Program Highlights

- UVAC Splash Night was held on Friday, March 29th. 60 participants attending.
- The Youth Lacrosse program remains using indoor space at the elementary schools. Depending on weather and park opening, will determine when they can get outdoors and onto the fields.
- Baseball is planned to kick off its season on the weekend of April 8th & 9th with skills assessments. We have 2 teams in the 3rd and 4th grade division and 2 teams in the 5th and 6th grade division.
- Indoor Pickle Ball continues on Monday's from 7:00pm to 9:00pm at Our Court Tennis Club.
- Youth Karate continues on Monday and Wednesday from 5:00pm to 6:00pm.
- The Free Swim Program at UVAC continues on Wednesday after school until 5:00pm. The session for White River Elementary School continues through April 10th.
- Indoor Basketball programs continue. 50+ Open Basketball at Hartford Middle School from 7:00pm to 8:30pm on Wednesdays, 18+ Open Basketball continues at White River Elementary School on Thursdays from 7:00pm to 9:00pm and 25+ Open Basketball continues at Hartford High School from 5:00pm to 7:00pm on Sundays.
- Department is preparing for the April Camp Ventures Program scheduled the week of April 15th. The program is full and will be held at the White River Elementary School throughout the week.
- Selectboard Member Dan Frazer completed his tour of the Parks & Recreation Department on Tuesday, April 2nd. We were able to meet with a few staff members and tour many of our facilities.
- Department attended the HCC Block Party meeting on Wednesday, April 3rd at Town Hall. The Block Party is scheduled for June 12th here at Lyman Park.
- Department is preparing for the 3rd Annual Egg Scramble to be held on Saturday, April 20th. Infant to 2 year olds will scramble for eggs at 10:00am. Ages 3-5 year olds will be at 10:30am and ages 6-10 will be at 11:00am. This is a free event and participants are asked to bring their own baskets.

Parks/Facilities

- Parks staff have been working outside with basic cleanup of entrance areas and taking care of plow damage and other damage caused by the winter season. We have been assessing all locations for priority clean up.
- The Department met with the Department of Corrections to discuss the upcoming season and our working agreement with the Probation and Parole Program. We anticipate weekend work beginning the first week of April and working in the weekday

schedules once the mowing season begins. Department of Corrections had a crew out the past two weekends working a few of the parks.

- The plowing contractor who took care of the municipal lot will be on site to repair the playground fence sometime during the week beginning April 14th. During the winter, they plowed piles of snow up against the fence. The fence collapsed and needs to be repaired.
- Parent Construction has mobilized at WABA and work has begun. The dasher boards have been removed and the interior of the building is getting tarped and covered for the process of cutting and removing the old floor. In addition, the glycol will be pumped out of the system and reused.
- The lease documents for the Zamboni purchase have been signed and submitted to National Cooperative Leasing. Once they receive the original documents we will work with them to secure the order of the Zamboni.
- The sales agreement for the dasher board system was signed and submitted. The system will be designed and submittals will be forth coming for review prior to fabrication.
- The Department attended the Watson Dog Park Committee Meeting on April 2nd at Town Hall. The committee is preparing for their spring opening and cleanup. Additional information can be found on the Watson Dog Park Facebook.
- Kilowatt South Park received damage by a motorized vehicle the late evening of April 2nd or early morning April 3rd. The turf was damage from a vehicle spinning around across the fields. The area damaged is on the east side of the Kilowatt Dam Road. This area is used for parking and not part of the athletic fields. However, the damage is unfortunate and will need to be repaired once the ground begins to dry up. We have promoted the damage on Facebook and constant contract in hopes to retain information from someone who may know about the incident. In addition, we have opened up the boat launch road. However, the boat launch and docks will not be installed until the buoys are put in place by Great River Hydro.
- We have begun the opening procedures for Maxfield Sports & Recreation Complex. This involves charging the domestic and irrigation water. The domestic water for the bathrooms at each pavilion location will be treated with chlorine and then tested for any sign of bacteria. This process takes several days and we hope to have the facilities open and available by the weekend of April 12th. In addition, we have begun spring cleaning of the park and will tackle the infield prep once the frost is out of the ground and the water table decreases.
- Last fall, the Department began to rehabilitate the youth baseball fields at Maxfield. This involved cutting and edging the base paths and preparing for new infield mix. However, the cold fall kept us from finishing the projects. We plan to finish two of the fields this spring.

- A water line break in the irrigation line by the baseball field will be repaired the week of April 8th. We had anticipated repairing in the fall but the fall weather interfered with our ability to get it done.
- Noah Crane from the Upper Valley Nighthawks met with the Department and Building Inspector, Mike Bedard about what he needs to provide to complete the concession project. His only hold up is obtaining his Architectural Code Review Plans that need to be submitted for approval. Currently he only has on file the structural documents that do not cover the code review items.
- We anticipate all parks being open during the week of April 8th as we begin to prep them for the summer season. Swings will be installed once the frost is out of the ground.

Planning and Development

- Town Plan Update – Revisions for 2nd Planning Commission meeting on March 26th, at which the Commission approved the Plan to be forwarded to the Selectboard for consideration.
- Wilder Well Solar Project –Work continued with the Olcott Mobile Home Park management group on development and review of a draft agreement for the community solar distribution of energy credits. Vermont Law School provide legal review.
- Town Electric Vehicle - Continued working with vendors to identify options to lease or purchase a vehicle.
- Bugbee Community Facilities Grant Application for the Roof Repair –Application determined to be eligible. Grant award pending
- Fire Department Heat Pumps – Met with vendors for walkthrough week of March 25th for quotes.
- Cemetery Oral History Project – Research in Town record and interviews continued. Completed progress report for the grant.
- Town-Wide Button-Up Weatherization Program – Continued to followed up with the 52 people who signed up in November with vendors for free energy walk-throughs.
- Bridge and Main VCDP Housing Project Grant Closeout – Following the March 26th public hearing, worked with developer to completed final report.

- Met with developers for the former Kibby buildings to review redevelopment application.
- Began review on new applications for the Planning Commission.
- Electric Vehicle Charging Stations – Pursuing grants and identifying locations in town for charging stations.

Police:

- March 24th – Patrol officers responded to reports of an altercation along the 700 block of Hartford Avenue. First responders found a woman suffering from head injuries, but through investigation learned the woman had tripped and struck her head against the curb after an acquaintance pulled her from falling into the roadway. Paramedics were summoned for and the woman was taken by ambulance to Dartmouth Hitchcock Medical Center for assistance.
- March 24th – The Police Department hosted selection testing for Police Officer applicants.
- March 25th – Patrol officers were dispatched to the 300 block of Passumpsic Avenue for a report of vandalism of a parked vehicle. Unknown suspects scratched the side of the vehicle. The investigations continues.
- March 25th – The Police Chief participated in a discussion of mental health issues and the criminal justice system at the Community College of Vermont.
- March 26th – Patrol officers and the Police Social Worker were dispatched to a vehicle stopped along South Main Street for a behavioral emergency involving a juvenile in crisis. The Police Department assisted the family with transportation to Mount Ascutney Hospital for assistance.
- March 26th – While patrolling overnight, police officers located a transient man complaining of exposure to the cold. Officers provided the man with a blanket, hand warmers and worked with 211 to find short term housing.
- March 26th – The Police Chief participated in the regular meeting of the Town of Hartford Selectboard.
- March 27th – Patrol officers received a report of a wallet that was taken from the purse of a Hartford Village resident while she had provided a courtesy ride from Lebanon to a man staying at the Pine Crest Motel. The investigation continues.

- March 27th – Patrol officers participated in the annual Biography Fair at the Dothan Brook School.
- March 27th–28th – Detective Sergeant Moody and Detective Howell attended updated training on Opioid Overdose Death Investigations hosted by the South Burlington, Vermont Police Department.
- March 28th – The Police Chief met with a group of government leaders, including elected officials, police executives and prosecutors to discuss process improvements in obtaining arrest warrants.
- March 29th – Patrol officers were dispatched to a private residence along Overlook Drive for reports of a woman in crisis. Police located the woman and provided her with transportation to Dartmouth-Hitchcock Medical Center for assistance.
- March 30th – Patrol officers were dispatched to a domestic altercation at the Shady Lawn Motel. Through investigation, officer learned the argument was verbal – with one party locked outside the room and yelling through the closed and locked door. The parties were separated for the evening, and have since been trespassed from the property by management.
- March 30th – Patrol officers responded to a retail business along Sykes Mountain Avenue for reports of a theft of cash. The investigation continues.
- March 30th – Patrol officers were dispatched to a disturbance at a private residence along Chambers Lane. As police entered the neighborhood, an intoxicated man in crisis emerged from side street and charged the police car as it drove along Walsh Avenue. Angry, he yelled and began banging on the side of the police car. The man was taken into custody by police and with the assistance of paramedics, transported by ambulance to Dartmouth-Hitchcock Medical Center for assistance. The man was later cited for disorderly conduct and related offenses.
- March 31st – Patrol officers were dispatched to a private residence along the 300 block of South Main Street for a disorderly, intoxicated man in crisis. Police found the man walking away from the home, took him into custody and transported him to Mount Ascutney Hospital for assistance. Following his release, he was taken to Southern State Correctional Facility while awaiting arraignment in the District Court for Disorderly Conduct and related charges.
- April 1st – Patrol officers were dispatched to a motor vehicle collision along Christian Street at Woodhaven Drive. No injuries, property damage only. Operator(s) were cited and released accordingly.

- April 1st – The Police Chief participated in the regular meeting of the Adult Mental Health Standing Committee at the HCRS Hartford Village Offices.
- April 1st – Patrol officers and detectives responded to reports of a domestic altercation between a father and his adolescent child. Following investigation, police arrested a 47 year old Hartford man for Aggravated Domestic Assault and related crimes. The man, who was on probation was returned to custody pending trial.
- April 2nd – Patrol officers were dispatched to reports of burglary and theft of tools taken from an open garage along the 100 block of Locust Street. The investigation continues.
- April 2nd – Patrol officers were dispatched to reports of shoplifting at a retail business along the 200 block of Maple Street. The investigation continues.
- April 2nd – The Deputy Police Chief participated in a planning meeting at the Montpelier Police Department for the annual Police Training Conference hosted by the FBI National Academy Associates, New England Chapter.
- April 2nd-3rd – Police supervisors and communications personnel participated in updated training on the use of the National Incident Based Reporting System (NIBRS).
- April 3rd – The Police Chief met with Upper Valley Haven Executive Director Michael Redmond.
- April 3rd – Patrol officers were dispatched to reports of vandalism to the athletic fields at Kilowatt Park. Unknown persons drove on and through the fields, leaving large ruts and turf damage. The investigation continues.
- April 4th – The Police Department hosted selection testing for Emergency Communications Center applicants.
- April 4th – The Patrol Commander participated in the regular meeting of the Hartford School District Safety Team.
- April 4th – Patrol officers were dispatched to reports of an unconscious woman at a private residence along the unit block of Templeton Court. First responders arrived and found a 32 year old woman suffering from an apparent overdose. Nasal Naloxone was administered by police and paramedics before the

woman regained consciousness. The woman was treated by paramedics at the scene and released.

- April 4th – Patrol officers were dispatched to reports of a motor vehicle collision involving a motorcycle along Jericho Street at Dothan Road. No injuries were reported, although the motorcycle was totaled after the operator laid the motorcycle down to avoid striking a car that from Dothan Road in front of him. Operator(s) were cited and released accordingly.
- April 4th – Detectives Fernandes and Howell presented on the topic of substance use to Scout Troop 260 at the Wilder Library.
- April 5th – The Police Social Worker participated in the regular meeting of the Hartford Area Child Protection Team.
- April 5th – Patrol officers and investigators arrested 31 year old Ian Crowley of Walpole, Massachusetts without incident after he was recognized in a television news report for being wanted in connection with the domestic related stabbing of his mother in Massachusetts. His arrest, brought about by public tips and tenacious investigation by police and communications personnel ended a nearly 48 hour manhunt.
- April 6th – Patrol officers responded to an altercation involving two couples in the roadway along the unit block of Abbott Street overnight. The parties were separated by neighbors prior to police arrival, no serious injuries resulted. The investigation continues.

Public Works:

Highway

- The highway vacancy closes on Friday, April 12th and we will be holding interview shortly after.
- The Highway Division continues to respond to storms as necessary. Please remember that it can take up to six hours to complete one route. At this time, we are currently down one member of that team and Kai Eastman from the Water Department has been filling in. Thanks Kai!
- The Highway crew actively checks on known 'problem' areas in their routes or resident complaints.
- State wide, we are experiencing the worst mud season in decades. We are making all efforts to keep bad spots passable. Please travel slowly on our gravel roads and minimize your trips, if possible.
- The Highway crew continues cleaning and organizing the equipment bays.

- The Highway crew has been very busy keeping the equipment maintained and ready for action. We are starting to transition equipment to summer mode.
- During our 'warm up' these past few weeks, we are experiencing a high number of potholes. Unfortunately, wet conditions make it nearly impossible for us to make repairs. Please drive carefully through puddles and always let us know if you see a pothole so that we are aware of them. Crews are out repairing them as conditions allow. Recently, DPW staff has been experimenting with different pothole filling products and observing their longevity.
- The Highway crew has been assisting the Fleet Mechanic as needed to repair a container from the Solid Waste facility.
- The Highway crew has performed some clean up and tree removal after a recent heavy wind storm.
- The Highway crew is very thankful for the assistance from the other departments.
- Routine operations continue as always.

Water

- The Water crew continues to train their new employee. Kai Eastman is attending his certification class. We are in the process of onboarding the candidate selected for the vacancy in the Water Department.
- The Water crew is continuing work on the O&M manual for the Quechee Well.
- Members of the Water Crew have attended several trainings, meetings, and conferences.
- The Wilder Well Project is continuing to move forward. At the time of this report, the well drilling is complete, as is the pump draw down test. The well has VERY favorable conditions and is replenishing at over 1000 gpm. We are currently finalizing the design of the plumbing and new building associated with the project. The construction permit is currently under review at the ANR. The engineering consultant is getting bid documents together for the completion of the project.
- The Water Crew is working on replacing a pump at the Sugar Hill Pump Station.
- As always, the water crew continues routine operations, meter reading, sampling, and testing in accordance with state and permit requirements.
- The Water Department and Administrative team is working together with the VA to review their tank (private) rehabilitation project.
- The Water crew has completed the 2018 Water Quality report and has sent it out for printing.
- The Water crew is starting the annual hydrant testing.
- 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.

- The Wastewater crew has been meeting with Geoff Martin to look at energy efficient lighting in the plants. They are also looking at pumps and equipment that could be updated to improve energy efficiency and possibly secure rebates. Thanks Geoff!
- The Wastewater crew at both plants is doing seasonal maintenance as needed (snow removal, etc.). They have regularly been assisting the Highway Crew with storm response during winter events including sidewalks and intersection.
- The Wastewater crew has been routinely hauling biosolids to the Lebanon Landfill.
- The Wastewater crew is working diligently on reviewing all leach field permits and designating a work plan to address deficiencies. They are currently in the process of completing leach field permit applications.
- The Quechee Waste Water crew continues to help out Highway with the sidewalks in Quechee.
- The Wastewater crew continues to operate both systems routinely. They have been sampling and testing in accordance with state and permit requirements.
- The Wastewater crew is working closely with our Project Manager to evaluate the Generator Proposals received last week.
- The Wastewater crew is actively monitoring and maintaining the sewer lines on Abbey Road to prevent back-ups.
- The Wastewater crew is working with the administrative team to better understand the infrastructure on Talbert Street after a recent back up.
- The wastewater crew has performed several mark-outs.
- The wastewater crew has performed manhole inspections on Cascadnac and Ravenswood.
- 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

- Bob and Wanda are working on the ACT148 requirements for outreach and business audits.
- A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA.
- We are currently investigating a variety of funding strategies and taking a hard look at our operations at the Solid Waste Facility to develop better economic stability.
- This year, our requirement to hold HHW events went from three events per year to four per year. Unfortunately, the contractor that previously held these events has been absorbed by a larger company who no longer wants to participate in HHW events. The GUV solicited proposals from contractors to perform these events, but only got one response with a price point over double the previous contracts, which is unaffordable. Hannah is working with Tom Kennedy and the State to find a resolution.

- The Closed Landfill Recertification is completed and submitted. The State had some follow up questions which we are preparing responses to.
- The Solid Waste Facility continues to operate routinely.
- The solid Waste crew continues to encourage outreach and tours to raise awareness of the facility.

Administrative

- The posting for the administrative assistant position is currently active and is closing on April 19th.
- Effective April 8th, water and sewer billing will now be handled by the Finance Department. DPW and Finance is working to ensure a smooth transition. We will continue to provide the physical meter reading and other technical services.
- DPW Staff is continuing to work close with FEMA to close out the July 1 storm.
- Hannah is working with VLCT to develop training for DPW supervisors in basic employment practices and human resource information. That training has been postponed and we do not have a schedule for that at this time.
- DPW Staff completed the Fixed Asset Reporting Review.
- The 'Yard Sale' project to sell unused items/damaged/obsolete items has been revived. Staff is developing an inventory, description of sale items, and a procedure. The sale process and dates will be publicly advertised.
- DPW Staff is working closely with other Town Departments and the developer who purchased the Kibbe Buildings while that project is coming to fruition. In April, a meeting was held with the developer to discuss a few items regarding that property.
- The vehicle registration process is currently on hold. We will continue to address this item.
- Upon further research, because the Emerge Building at Maxfield is covered by Act 250, an amendment to that permit must be completed prior to demolition. Scott Hausler has located an asbestos report identifying tiles and mastic as containing asbestos. That will need to be addressed prior to demolition.
- DPW staff continues to work closely with several private contractors around town to insure that their projects are in permit compliance (Waldorf School, Wilder School, Sykes Mountain Avenue dealerships, Currier Street, Twin Pines, and the Simpson Development).
- DPW staff is preparing to take on the South Main Street parking lot expansion as soon as the ground thaws! The RFP for engineering services has been released and will receive proposals in April.
- DPW Staff is working closely with consultants to keep the South Main Street and Downtown Stormwater Improvement projects moving along. They are currently at about the 80% design phase and going through permitting processes. Hannah is currently securing the last few easements necessary for the project.
- UVM Students are preparing their final reports and will be sharing them with the university staff in May.

- The Sykes Mountain Avenue Roundabout Project is in the ROW acquisition phase. The project team is currently continuing the development and review of the updated Traffic Management Plan. The project team is organizing a public meeting that will be held near the project site when the weather is a little bit more cooperative (tentatively scheduled for May 14th). We will continue to keep the public posted as we firm up more details.
- VTrans will be attending a Selectboard meeting on May 7th to present alternatives for the VA Cutoff/Hartford Village Bridge. We are engaging in public outreach on this item.
- Paula Nulty continues to provide us with support on a variety of hiring and human resources items. We appreciate all of her assistance.
- The Quechee Main Street Culvert Project is currently under review for constructability. We have determined that a total closure of Quechee Main Street with the proposed detour is too impactful to the community and that the project should really be done and maintain alternating one way traffic. This will bump out construction of that project to 2020. We are working with VTrans to get grant extensions to cover that project extension.
- Hannah is closing out the West Hartford Library Project (leftover from TS Irene).
- Hannah has met with two contractors to look at repairing and extending the railing on the sidewalk on Bridge Street under the railroad overpass to improve safety in that location. She is following up with those contractors to receive pricing. A temporary railing has been installed by DPW staff for safety purposes.
- Hannah and Chris Holzwarth has been working with the Planning Department and associated parties to close out the CO's on several large projects including the Village, 241 South Main Street, and the Waldorf School.
- DPW staff is working the Vermont Drinking Water Division to provide feedback and comments to changes they are making to their permitting processes.
- The following RFP's have been developed and posted:
 - Abbey Lane Sewer Line Engineering
 - Maple Street Scour/Washout Construction
 - Wastewater Generators
 - South Main Street Parking Lot
 - Quechee Main Street Water Main Design
 - South and James Street Water Mains Design
 - Sidewalk Replacements

**** End of Significant Activities Report ****