

Town of Hartford

Town Staff

Significant Activity Report, August 25 – September 5, 2020

POLICE

Please find the police department's significant policing activities for the week ending September 6th, when the police department recorded 360 activities.

August 24th – Patrol officers responded to reports of a theft of power tools taken from a business along the 1200 block of VA Cutoff Road. The investigation continues.

August 25th – Patrol officers were dispatched to reports of a loose dog in the roadway along Quechee-West Hartford Road. The dog was safely recovered by police and returned to its owner.

August 26th – Patrol officers responded to a property damage collision involving three vehicles along Route 4 at the Quechee Gorge parking areas. Investigation and removal of the vehicles delayed traffic for nearly an hour, operators were released on citations.

August 27th – Patrol officers responded to the courthouse along the unit block of Railroad Row for reports of a domestic altercation. Following investigation, Hartford Police arrested a 49 year old New Hampshire man for violating an active abuse prevention order and, assisted the Lebanon Police with an investigation into an earlier offense originating in Lebanon. The investigation continues.

August 28th – Patrol officers were dispatched to a single vehicle collision along the unit block of Christian Street. Investigation found the vehicle had left the roadway, struck and snapped a utility pole before coming to rest over a fire hydrant. Rescue, investigation and restoration of the utility pole and service took several hours. The operator was taken to Dartmouth-Hitchcock Medical Center for treatment of non-life threatening injuries. Charges are pending.

August 29th – Patrol officers were dispatched to an altercation at a private residence along the 600 block of Bugbee Street. Following investigation, police arrested a 64 year old Hartford woman for domestic assault. The woman was cited and released pending a court hearing.

August 30th – Patrol officers arrested a 33 year old Hartford woman for grossly negligent operation of a motor vehicle and several related offenses after she struck a guardrail on Fairview Terrace while fleeing from police, who were attempting to stop her for suspicion of driving impaired. The woman was taken to Southern State Correctional Facility where she was held on \$10,000 bail.

August 31st – Patrol officers arrested a 32 year old Hartford woman for domestic assault, she was released on citations pending a court hearing.

September 1st – An officer patrolling along Maple Street in White River Junction found a vehicle stopped along the roadway. Approaching to assist, police found the operator experiencing a medical emergency, administered first aid and summoned paramedics for assistance. The operator was taken by ambulance to Dartmouth-Hitchcock Medical Center for assistance.

September 2nd – Patrol officers were dispatched to check on the wellbeing of a man that had not shown for a scheduled appointment. Police entered the home and found the man in semiconscious, administered first and summoned paramedics. The man was taken by paramedics to Dartmouth-Hitchcock Medical Center for assistance.

September 3rd – Patrol officers arrested a 26 year old Hartford woman for domestic assault, she was released on citations pending a court hearing.

September 4th – Patrol officers responded to a private residence along the 1900 block of Old River Road for a domestic altercation where a woman was reportedly hiding with her child as her boyfriend stood outside the home threatening her life. Police found the boyfriend in the home and arrested the 48 year old Hartford man for Aggravated Domestic Assault and related charges. The man was taken to Southern State Correctional Facility where he was held on \$10,000 bail.

September 5th – Patrol officers assisted the Vermont State Police with a motor vehicle that had rolled over along I-91 in Hartland.

September 6th – Patrol officers responded to reports of a burglary and the theft of collectable items from a business at Quechee Gorge Antique Mall along Route 4. The investigation continues.

FIRE

The EOC Operations Section continues to monitor the welfare and needs of our vulnerable population, medical professionals and businesses throughout the community and report our findings at regular intervals.

Members of the departments testing team assisted with the Dept of Health in an asymptomatic testing site in Hartford.

Shift continuing in service training with Ladder 1.

Staff participated in confined space rescue training in Hanover, NH.

Engine 3 has been repaired and is in service.

Attended Coronavirus committee meeting

Attend Selectboard meeting.

Staff provided ride a longs for VA emergency room staff.

The Fire Marshal's office conducted 34 inspections during this period.

The department responded to 125 calls for service during this period.

Fire Marshal's Office completed 43 inspections during this period.

The department responded to 117 calls for service during this period.

Incident Log: 08/24/20-9/7/20

Alarm Date	Street	Situation Found
8/24/2020 8:24	HARTFORD AVE	EMS call, excluding vehicle accident with injury
8/24/2020 14:07	DEWITT DR	EMS call, excluding vehicle accident with injury

8/24/2020 18:28	N MAIN ST	EMS call, excluding vehicle accident with injury
8/24/2020 22:06	HARVEST LN	EMS call, excluding vehicle accident with injury
8/25/2020 0:04	HORTON HL	Called Paramedic Intercept.
8/25/2020 4:11	HARTFORD AVE	Medical assist, assist EMS crew
8/25/2020 6:53	CLIFFORD RD	EMS call, excluding vehicle accident with injury
8/25/2020 10:21	WILLOW CIR	Alarm system activation, no fire - unintentional
8/25/2020 13:00	N HARTLAND RD	EMS call, excluding vehicle accident with injury
8/25/2020 13:46	HARTFORD AVE	Medical assist, assist EMS crew
8/25/2020 17:13	SARGENT ST	EMS call, excluding vehicle accident with injury
8/26/2020 9:22	PASSUMPSIC AVE	EMS call, excluding vehicle accident with injury
8/26/2020 12:45	JERICO ST	Water problem, other
8/26/2020 13:56	LARCH LN	Emergency medical service incident, other
8/26/2020 15:26	MAXFIELD LN	EMS call, excluding vehicle accident with injury
8/26/2020 16:39	WOODSTOCK RD	Medical assist, assist EMS crew
8/26/2020 17:50	MAPLE ST	Medical assist, assist EMS crew
8/26/2020 21:43	HILLSIDE RD	Emergency medical service incident, other
8/27/2020 0:23	HOLLOW DR	EMS call, excluding vehicle accident with injury
8/27/2020 4:18	JERICO ST	Emergency medical service incident, other
8/27/2020 4:27	MURPHYS RD	EMS call, excluding vehicle accident with injury
8/27/2020 8:31	VETERANS DR # B	EMS call, excluding vehicle accident with injury
8/27/2020 8:42	QUECHEE HARTLAND RD	Medical assist, assist EMS crew
8/27/2020 13:51	SYKES MOUNTAIN AVE	EMS call, excluding vehicle accident with injury
8/27/2020 14:31	RAILROAD ROW	Medical assist, assist EMS crew

8/27/2020 14:48	REDFIELD PROCTOR RD	Medical assist, assist EMS crew
8/27/2020 15:16	FERRY BOAT XING	EMS call, excluding vehicle accident with injury
8/27/2020 20:48	COLONIAL DR	EMS call, excluding vehicle accident with injury
8/28/2020 5:08	STAGECOACH RD	Medical assist, assist EMS crew
8/28/2020 8:20	BALLARDVALE DR	Sprinkler activation due to malfunction
8/28/2020 9:23	LARKSPUR LN	Assist invalid
8/28/2020 9:49	SANCTUARY CIR	Assist invalid
8/28/2020 9:51	REDFIELD PROCTOR RD	Motor vehicle accident with injuries
8/28/2020 10:55	MAXFIELD LN	EMS call, excluding vehicle accident with injury
8/28/2020 12:00	HARTFORD AVE	EMS call, excluding vehicle accident with injury
8/28/2020 12:50	US ROUTE 5	EMS call, excluding vehicle accident with injury
8/28/2020 13:04	HIGHLAND AVE	Medical assist, assist EMS crew
8/28/2020 15:04	HIGHLAND AVE	EMS call, excluding vehicle accident with injury
8/28/2020 16:52	CHRISTIAN ST	Motor vehicle accident with injuries
8/28/2020 18:44	N MAIN ST	EMS call, excluding vehicle accident with injury
8/28/2020 20:00	N MAIN ST	Assist invalid
8/29/2020 5:51	CANDLELIGHT TER	Assist invalid
8/29/2020 11:30	BYRON HL	Authorized controlled burning
8/29/2020 12:26	REDFIELD PROCTOR RD	EMS call, excluding vehicle accident with injury
8/29/2020 19:29	N EXIT 1 ON RAMP	Good intent call, other
8/29/2020 20:50	WOODSIDE CIR	EMS call, excluding vehicle accident with injury
8/29/2020 21:19	STATE ST	Dispatched & canceled en route
8/30/2020 14:26	FAIRVIEW TER & AIRPORT RD	Medical assist, assist EMS crew

8/30/2020 16:10	MURPHYS RD	EMS call, excluding vehicle accident with injury
8/30/2020 18:09	HIGHLAND AVE	Motor vehicle accident with injuries
8/30/2020 18:25	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
8/30/2020 20:09	WILLIAMS LN	Dispatched & canceled en route
8/31/2020 8:47	REDFIELD PROCTOR RD	EMS call, excluding vehicle accident with injury
8/31/2020 8:53	I 89 N MM1	Motor vehicle accident with injuries
8/31/2020 10:03	HARTFORD AVE	Assist invalid
8/31/2020 14:18	KRISKARLI DR	EMS call, excluding vehicle accident with injury
8/31/2020 16:17	HILLSIDE RD	Medical assist, assist EMS crew
8/31/2020 16:48	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
8/31/2020 19:32	RALPH LEHMAN DR	Smoke detector activation, no fire - unintentional
8/31/2020 19:59	VT ROUTE 14	Called Paramedic Intercept.
8/31/2020 21:29	BARNES AVE	Alarm system sounded due to malfunction
8/31/2020 21:31	N N HARTLAND RD	EMS call, excluding vehicle accident with injury
8/31/2020 22:34	CANDLELIGHT TER	Medical assist, assist EMS crew
9/1/2020 0:18	LINDEN DR	Medical assist, assist EMS crew
9/1/2020 8:33	QUECHEE HARTLAND RD & WOODSTOCK RD	Motor vehicle accident with injuries
9/1/2020 9:04	HARTFORD AVE	Assist invalid
9/1/2020 9:45	VETERANS DR # B	EMS call, excluding vehicle accident with injury
9/1/2020 11:02	CANDLELIGHT TER	EMS call, excluding vehicle accident with injury
9/1/2020 11:18	FERN ST	EMS call, excluding vehicle accident with injury
9/1/2020 12:50	SYKES MOUNTAIN AVE	Medical assist, assist EMS crew
9/1/2020 15:32	LAKELAND DR	EMS call, excluding vehicle accident with injury
9/1/2020 17:08	MAPLE ST	Medical assist, assist EMS crew

9/2/2020 17:25	ALBERT ST	EMS call, excluding vehicle accident with injury
9/2/2020 18:31	INTERSTATE 89 S	Smoke scare, odor of smoke
9/2/2020 20:48	RUSTIC RD	EMS call, excluding vehicle accident with injury
9/2/2020 22:09	US ROUTE 5	Assist invalid
9/3/2020 8:13	VOX LN	Cover assignment, standby, moveup
9/3/2020 14:52	S MAIN ST	Medical assist, assist EMS crew
9/3/2020 15:20	W W GILSON AVE	Smoke detector activation, no fire - unintentional
9/3/2020 18:32	MAPLE ST	Public service assistance, other
9/3/2020 20:25	N MAIN ST	Medical assist, assist EMS crew
9/3/2020 23:18	OLD RIVER RD	EMS call, excluding vehicle accident with injury
9/3/2020 23:33	TALL TIMBERS DR	Medical assist, assist EMS crew
9/4/2020 7:58	VOX LN	Cover assignment, standby, moveup
9/4/2020 15:20	VA CUTOFF RD	Medical assist, assist EMS crew
9/4/2020 15:52	MAPLE ST	Assist invalid
9/4/2020 16:04	VA CUTOFF RD	Medical assist, assist EMS crew
9/4/2020 16:48	VA CUTOFF RD	EMS call, excluding vehicle accident with injury
9/4/2020 16:51	CURRIER ST	EMS call, excluding vehicle accident with injury
9/4/2020 18:45	INTERSTATE 91 N	Motor vehicle accident with injuries
9/4/2020 19:42	JERICO RD	Carbon monoxide incident
9/4/2020 23:11	US ROUTE 5	EMS call, excluding vehicle accident with injury
9/5/2020 11:01	LARCH LN	Medical assist, assist EMS crew
9/5/2020 11:38	INTERSTATE 89 N	Medical assist, assist EMS crew
9/5/2020 13:03	HATLEY RD	Medical assist, assist EMS crew
9/5/2020 20:54	CURRIER ST	EMS call, excluding vehicle accident with injury

9/5/2020 21:29	WILLARD RD	EMS call, excluding vehicle accident with injury
9/6/2020 2:35	VA CUTOFF RD	Medical assist, assist EMS crew
9/6/2020 4:23	HARTFORD AVE	EMS call, excluding vehicle accident with injury
9/6/2020 8:30	FAIRBANKS TURN	Dispatched & canceled en route
9/6/2020 9:21	CASCADNAC AVE	Smoke detector activation due to malfunction
9/6/2020 11:17	COLONIAL DR	Medical assist, assist EMS crew
9/6/2020 12:29	POMFRET RD & QUECHEE WEST HARTFORD RD	Called Paramedic Intercept.
9/6/2020 12:52	FERN ST	Medical assist, assist EMS crew
9/6/2020 12:56	S MAIN ST	EMS call, excluding vehicle accident with injury
9/6/2020 13:23	S MAIN ST	EMS call, excluding vehicle accident with injury
9/6/2020 17:58	N MAIN ST	EMS call, excluding vehicle accident with injury
9/6/2020 18:28	CHRISTIAN ST	EMS call, excluding vehicle accident with injury
9/7/2020 8:17	QUECHEE HARTLAND RD	EMS call, excluding vehicle accident with injury
9/7/2020 9:24	SANCTUARY CIR	Medical assist, assist EMS crew
9/7/2020 9:34	WALNUT ST	EMS call, excluding vehicle accident with injury
9/7/2020 11:00	FERN ST	EMS call, excluding vehicle accident with injury
9/7/2020 13:28	NORWICH AVE	Medical assist, assist EMS crew
9/7/2020 14:10	ASPEN LN	EMS call, excluding vehicle accident with injury
9/7/2020 15:59	SPRING CIR	EMS call, excluding vehicle accident with injury
9/7/2020 18:10	HAZEN ST	Unauthorized burning
9/7/2020 23:33	DAVIS CIR	EMS call, excluding vehicle accident with injury

ASSESSORS

- Processed Homestead Downloads (every Monday until November) and sent Reconciliation Reports to Finance
- Processed Property Tax Transfers
- Regular office work (answer public questions, change of address, etc)
- Started processing Permit (data entry) and Permit reporting

- Responded to ongoing TIF audit questions
- PVR discussion and review of sales for the equalization study
- Reviewed Town of Hartford owned properties
- Discussion with developers of new State “Grand List” software Axiomatic with possible improvements and system requirements for the new roll out
- Deed research for current use value change

Agenda for Week of 9-8-2020

- 1) *Processing homestead declarations*
- 2) *Prepare for budget discussions*
- 3) *Continue to respond to TIF questions from auditors*
- 4) *Finishing up details on counteroffer to the Villages (after review with Town Manger)*
- 5) *Website review for possible updates and changes*
- 6) *Research Abatement cases for Sept. 21st hearing*
- 7) *VISION discussion about GIS data*

TOWN CLERK

1. The volume of Recording continues to be high and consumes a far amount of time within the Clerk’s Office. We continue to have a steady appointment schedule of researchers/attorneys on M-W-F. Beginning Monday, August 31st, we increased the number of researchers to two at a time for 90 min. appointments, socially distanced at the public computers within the office. This allows us to accommodate the increased demand for time.
2. We have had an increase in marriage license requests in recent weeks. We processed five the first week of September and have several scheduled in the coming week. We continue to provide this service curbside and limited to VT & NH residents. It has been working well.
3. The volume of calls/questions related to the November election is significant. Many are expressing concerns about how to obtain an early/absentee ballot; concerns about the mail delivery because of all the recent media coverage; alternate ways to vote/deliver ballots, etc. This year, the VT Secretary of State’s Office will be mailing ballots to every active registered voter (they pulled the mailing list for that effort on August 31st at 10am). **State-issued ballots will be mailed the last week in September.** If a voter does not receive a ballot from the State by early October, we encourage them to contact the Town Clerk’s Office so, we can assist. Any who registered to vote after August 31st, who wishes to vote early, will need to contact the Town Clerk’s Office (802-295-2783 or loneil@hartford-vt.org) to request an absentee ballot; we will then mail a ballot to them. **We encourage voters to request their ballots as soon as possible.** Until Town Hall re-opens, voters will not be able to obtain or complete their ballot at the Clerk’s Office. Voters may visit the My Voter Page, <https://mvp.vermont.gov/>, to verify voter registration, to request a ballot, etc. or contact the Clerk’s office as stated above. We have been receiving a flurry of inquiries from potential election volunteers. We are appreciative of the many willing resident voters. We will be updating our volunteer list in the coming weeks and preparing the schedule for the variety of tasks for both pre-election and on election day/evening. We anticipate a high volume of voters both in-person and absentee. Ballots for Military and/or Overseas voters who have requested ballots will be issued electronically on September 18th. Beginning the last week of September until NOON on Monday, November 2nd, a Ballot Drop Box will be placed outside of Town Hall (at the back entrance facing Lyman Point

Park) during business hours (M-F, 8am-5pm) for voters to deposit their ballots in advance of the election. On election day, there will also be drop boxes outside both the entrance and exit of the polling place (Hartford High School Gym) for voters to deposit their absentee ballots. As with the Primary, voters will be required to wear a mask to enter the polling place. If a voter is unable to wear a mask, they may vote early/absentee or come to the back of the gymnasium to vote via a separate entrance.

4. The Tax Abatement Hearing is scheduled for Monday, September 21st beginning at 9am. On Friday, September 4th the Tax Abatement Notice & Agenda was posted and sent via certified mail to taxpayers who have requested a Tax Abatement.
5. The Clerk will be out of the office September 14th-16th.

PLANNING AND DEVELOPMENT

- Hartford Business Recovery Grant through HBRLF Program – Forty-six applications for Town Special COVID grants received by the deadline from businesses significantly impacted by COVID: all were eligible. Prepared information and awards of the 25 lottery recipients for Selectboard consideration at its August 25th meeting.
- Continued to attend briefings and strategy meetings on the Governor’s COVID Economic Recovery Plan on state Programs announced by the state and disseminated information to businesses and organizations: Buy Local Program; Everyone Eats; Sole Proprietors Grants; Landlord Tenant Rental Stabilization; Municipal Public Service Grants; expansion of state direct Economic Recovery Grants to businesses.
- COVID “Restart Vermont Regional Marketing and Stimulus” VT Grant – Worked with the Chamber and Vital Communities on a \$10,000 grant application to initiate a “Hartford Dollars” program to stimulate consumer spending at Hartford retail, restaurant and lodging businesses. The Chamber will be the lead applicant and fiscal agent. Grant application was submitted on August 31st, with awards by Sept 30th and funds expended by November 15th.
- COVID “Better Places, Safer Places” Funding – The Governor’s proposal for additional funds to stimulate spending in Downtowns and village centers under review by the legislature still under VT Legislative review.
- Special COVID Municipal Public Service Grant - COVID related equipment and services supporting low-and-moderate income (LMI) populations (HUD funds through VT Community Development Program). Grants are \$5000 to \$25,000. The Haven has expressed interest in applying through the Town.
- Hazard Mitigation Plan: Revisions completed and resubmitted for State and FEMA review.
- FY2021-2022 Budget – Initiated budget development process.
- Development Proposals for Public Hearings Zoning/Building Permits – Followed up on applications for the September 9th ZBA and September 14th PC meetings. Continued to review submittals for development projects prior to formal applications. Continued receiving and processing information requests and requests for Zoning Permit applications. Responded to compliance issues.
- Shelter for People Experience Homelessness – Responded to Town Manager request for information for the SB regarding Town parcels for a campground.
- South Main Street TIF Improvement Projects – Executed documents for the State Revolving Loan Funds through the VT Bond Bank executed. Continued working with DPW to support project implementation and coordination with private sector redevelopment.

- Historic Preservation Demolition Ordinance – Completed draft Request for Proposals to hire a consultant to assist the Town in drafting an ordinance for demolition of historic structures. Targeting distribution in September. This is funded through a Certified Local Government grant (and Town matching funds) approved by the SB and awarded in FY2020.
- Cornerstone Community Center – Continued working on Vermont Community Development Program planning grant application for building renovations to the former Elks Club, for community service programs for August 25th Public Hearing, SB decision and application submittal.
- Grant Reimbursements – Continued assembling documentation to request reimbursement of expenditures for projects receiving grant funding and other sources.
- Trails in the Town Forest - The Vermont Youth Conservation Corps completed improvements to the Pine Drop the week of August 24th. Staff inspected and is completing necessary paperwork to close out the project with the VYCC.
- TIF Five-Year State Audit – Continue to follow-up on requests for additional information.
- Roundabout and Upper Sykes Sidewalk Project – Construction underway. Continue working with DPW and project team.
- Town Forest Trail Maintenance – Community members continued to register on-line and take on maintenance of trail sections for COVID safety in lieu of the traditional annual Trails Day coordinated by staff and the Conservation Commission.
- Climate Action Plan – Ten proposals to develop a Hartford Climate Action Plan were received by August 31st, and under review to narrow down a shortlist of respondents for interviews.
- Bugbee Senior Center Roof –Processed invoices. Grant sign-off and reimbursement underway, with closeout to follow.
- Bugbee Senior Center HVAC System –Project underway.
- Currier Street TIF Project – Curbing and sidewalk installation underway to be followed by paving.
- Town Forest Management Plan – Following public comments received. the draft plan was revised and under review by the Conservation Commission.
- Town Forest Recreation Plan – The Commission and staff are continuing with the Plan update.
- Tafts Flat Historic Preservation Survey – Consultant finalizing the draft report for presentation at a future public meeting.
- Public Safety Building HVAC- Bids received exceeded available funding. Project put on hold.
- WABA Water Heater and Ice Making – Continued to assisted Parks and Rec Department on finalizing contract documents, financing and Efficient Vermont Grant.
- Upper Valley Bike Loaner Program – Working with Hartford Energy Commission to coordinate Hartford’s hosting in the later part of September.
- Town Hall Ventilation Pilot Project –Low bidder identified and execution of contract in process.
- Resilient Hartford – Working with Parks and Rec Dept, finalized community survey on broader uses of open space in parks for plantings and process to distribute

FINANCE

Provided June Financials & Estimated Unassigned balance to Interim Town Manager & Department Heads

Preparation & Submission of FYE 20 year end reports/schedules to auditors. FYE 20 audit will be conducted the weeks of 9/14, 9/21 and 9/28.

Working with finance software support representative to setup budget module for 3 draft budgets for FYE 22. Will provide a training to department heads whom would like assistance in the new 3 budget format.

Submitted two reimbursement requests for allowable COVID expenses

PARKS AND RECREATION

Program Highlights

- Our Agency completed the virtual accreditation review which ended on Friday, August 28th. Members of the Commission for Accreditation of Park and Recreation Agencies (CAPRA) managed the re-accreditation using ZOOM and Microsoft TEAMS throughout the week. Members of the review team were from North Carolina, Colorado and Texas. We will go before the National Recreation & Park Association CAPRA Commission during the virtual NRPA Congress in October. A tremendous amount of work went into the re-accreditation process and much of the credit goes to our professional staff, Karen McNall, Jay McDonough and Dylan Kreis in preparing for our visitation.
- Camp Ventures finished the extended summer camp season finishing up week 11 and week 12 of our camp program. The summer camp season ended with many fun activities for the kids including Music Monday with lots of music, dancing, singing and games. Tuesday campers were able to wear their favorite team jersey. Wednesday campers came wearing whacky clothing and hair and watched a movie on our inflatable screen in the WABA Arena. Thursday the campers spent the day at the Vermont Institute of Natural Science. The final day of camp include a variety of field games. Credit goes to the amazing staff we had this summer. They provided a safe, healthy and well-organized program.
- The Hartford Parks & Recreation Fall and Winter Guide is published and available by using the following link <https://www.hartford-vt.org/DocumentCenter/View/4418/Fall-Winter-Program-Guide-2020-2021> Karen McNall continues to produce a great publication for the Department. The guide is sponsored in part by Members Advantage Credit Union. The guide includes a variety of programming. Included is the WABA Arena public skating schedule and several special events. All of which will be contingent upon COVID Guidelines. Despite the challenge, we are prepared exciting opportunities for the entire community.
- Our fall programs were marketed and will be starting. They include: Youth Soccer for Pre-School through 6th grade, Youth Field Hockey for grades 3 through 6, Fall NFL Flag Football for grades K through 6. Solid Speed and Agility has also started up its fall session.
- The Pickleball program at Maxfield continues Tuesday and Thursday from 6:00pm to 7:30pm. The last several weeks we have had 15 to 18 participants. Due to the popularity of the program we purchased additional net equipment for the 4 courts at Maxfield.

Parks/Facilities

- Several park permits were issued over the past couple weeks. The week of August 23rd and 30th included the Connecticut River Ironmen Games at Maxfield, Northern Stage at Lyman Point, Belly Dance with Gina at Kilowatt, Open Door Integrative Wellness Contemporary Dance and Sports Training at Lyman Point. Open Door also held Improvisation and Choreography along with Kids Karate during the past two weeks. Sessions will continue for them during the fall. Additional permits included the 5th Annual Hartford Overdose Awareness Candlelight Vigil at Lyman Point, Hartford Conservation Commission outdoor meeting at Lyman Point and a few local Veterans held a Guitar Jam in the bandstand at Lyman Point. Paul Mahoney Tai Chi held sessions in Lyman Point Bandstand. Paul's permit continues Friday's.
- Fall 15U-10U/12U Baseball continues to utilize the Maxfield Sports Complex. The baseball fields will continue to be used quite extensively during the next several weeks with the baseball program along with all the Parks & Recreation Department Soccer Program and Hartford High School use of the facility for soccer.
- A few members of the Parks & Recreation Commission met to discuss the idea of a community center project for the Town. The group asked for the next Parks & Recreation Commission Meeting to include the discussion on the agenda. The next regular meeting of the Commission will be September 10th at 5:30pm at the Hartford Town Hall.
- Members of the Pool RFQ Review Committee will interview one of the firms on Thursday, September 10th at 2:00pm. The interview will be with the team that the firm has put together for the pool project. Depending on the outcome of the interview, the Department will present a recommendation to the Selectboard for review, approval and announce the firm that was chosen.
- All other routine operations continue within the parks system. Mowing, string trimming and grooming of infields continues to keep staff busy. Additionally, we are lining fields weekly for all the fall sports.
- The Department started working on the ice arena schedule for the upcoming season. A new COVID Plan was developed for the facility and will be distributed to all the groups. The plan includes extra time between user groups to eliminate contact exposure between groups arriving and departing the facility. Additionally, this time will allow staff to thoroughly clean touch points and bathrooms for new groups entering the facility. The plan will not allow for use of the locker rooms and transforms the concession stand into a holding area before groups enter the ice.
- The Department will have an additional concert at Lyman Point Park on September 9th. Third Avenue will perform at 5:30pm.
- On September 11th the Department will have a movie in the park showing Goonies. The movie showing is in collaboration with the Hartford Community Coalition.

PUBLIC WORKS

Highway

1. Started road reconstruction on Bliss Road (Culvert replacement, underdrains, and ditching).
2. David, Jean, and Ross have been helping to fill staffing holes at the Solid Waste Facility.
3. Roadside mowing for Recreation Department.
4. Washout repairs from the storms.
5. Grading gravel roads and preparing for winter.
6. Sweep washed gravel off paved roads.
7. Jeremy and Chip went to Randolph to demo a loader mounted roadside mower.

8. "If you see something, say something!" Please keep Public Works notified if you see potholes, washouts, etc. Although we always have our eyes open, our community often sees things that we don't.

Water

9. It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a water leak causing home damage.
10. Completed monthly meter readings.
11. Started hydrant testing.
12. First round of monthly bacteria sampling completed.
13. Completed monthly State reports.
14. Worked with contractors on the South Main Street and Route 5 projects.

Wastewater

15. It is our goal to take all necessary steps to maintain the health and safety of our employees and community. Until further notice, we will not be entering any homes unless we are notified of a wastewater leak causing home damage.
16. The White River Wastewater Crew has been actively working on the following:
 - a. Received quotes for new dump body.
 - b. Trying to get quotes for dump truck F-800 rust repair.
 - c. Mark out on Abbott Street.
 - d. Submitted request for new D.O. monitor for basin #3.
 - e. Communication with DHMC about COVID-19 wastewater testing.
 - f. Verified the over flow was connected on Sykes Mountain Ave Roundabout Project.
 - g. Roy's refrigeration on site to repair HVAC system.
 - h. Kyle finished his webinar training for grade two operator.
 - i. Finished up WETT testing.
 - j. Did toxicity tests for NPDES permit.
17. The Quechee Wastewater Crew in Quechee has been actively working on the following:
 - a. Received a quote for Stern Pac 70 from Allen Engineering.
 - b. Received plans for leach field 5E replacement.
 - c. Did remote plant inspection with the State.
 - d. Trouble shooting SCADA problems. (At this time it is still not working correctly)
 - e. Worked on controller problems at Dupuis Pump Station.
 - f. Inspected main line on Marsh Family Road. Investigation found the main line is fine.
 - g. Eric is now a grade two operator.
 - h. Finished WETT testing.
 - i. U.V. maintenance and E-Coli testing.
 - j. Extra Phosphorous testing.

Fleet Management

18. Fleet Management performed the following:

- a. LF-303 transmission leak.
- b. H-4 Fuel purge valve air fitting replaced and air line repairs to purge valve.
- c. H-9 LHR tail light rewire and bulb replacement
- d. H-3 modulator valve replacement and air line repair LFD.
- e. H-131 wiring repairs to auto feed dump block and relay wiring for temporary reverse function.
- f. H-9 tire swap over started.
- g. Falcon hot box burner rebuild and service by John.
- h. W-120 state inspection.
- i. WS-512 serviced by Kai, Evan, and Joe.
- j. H-8 Dickey John wiring repairs, new tarp installed. Tarp switch rewired and relocated. Reverse camera wiring repair. Replaced plate light assembly.
- k. Car-2 serviced.
- l. Ladder one plymovent end installed on exhaust and checked over on the lifts.
- m. Eng-4 state inspection.
- n. Eng-3 turbo replaced CAC washed out and pressure tested all intake piping washed and cleaned. New K&N style air cleaner installed. Serviced truck and completed quarterly inspection. New air intake pipe made for truck at ROBCO, Wells River, VT.
- o. PD-1 state inspection.
- p. PD-8 state inspection.
- q. PD-10 state inspection.
- r. PD-6 YAW sensor replacement at Lebanon Ford.

Solid Waste

19. At this time, the Solid Waste facility is open Tuesday through Saturday from 8:00 am to 4:00 pm.

Our buildings are still closed to the public.

20. We are still waiting for our new computer and printer to arrive at the scale house.

21. Hannah and Mia Roethlein had a healthy discussion with the Selectboard on June 2 to touch on waste management topics and state regulations. Subsequent to that meeting, Hannah has been working with the Town of Brattleboro to understand their collection system and expenses. Brattleboro provides curbside collection of trash, recycling, and organics only to residents. Although they have a higher population than Hartford at 12,000 people, they have 44 fewer miles of roadway on their collection route. Their total, proposed FY21 solid waste budget is \$862,485, nearly \$25,000 more than the FY20 budget. The income generated by Pay as You Throw bags is estimated to be \$305,000. Hannah is still waiting to hear what it would cost to join the district.

22. At this time, all required business outreach for changes to food scrap management has been suspended. Hannah has reached out to the State to inquire how to manage that requirement with Covid.

Administrative Active

These are projects or tasks which have a notable update or that members of the Public Works team have dedicated substantial time or energy to.

23. The DPW team continues remain responsive to changes related to Covid-19.
24. The DPW team is working on a variety of year end close out items.
25. Brittney continues to utilize our Facebook page! We are excited to be able to share information to our community. Please continue to check there for good news and DPW updates.
26. Working with other department heads, Hannah dedicated a substantial amount of time to the evaluation of the outdoor/on street dining requests.
27. The contractor for the Sykes Mountain Projects has completed mobilization and will begin removing median islands on Route 5, then paving over them. Hannah has been attending various project meetings.
28. At this time, the VA Cutoff Bridge has been re-opened.
29. Hannah and Jeremy have been working closely with Brannon, Paula, Scott Hausler, and Brian Monaghan regarding changes with our union, primarily that they are seeking alternative representation. At this time, a July 23rd meeting with the Union, Vermont Labor Board, and the Town.
30. Hannah, Jeremy, and Brittney have been working through the hiring process for a vacancy in the Wastewater Department, Solid Waste Facility, and the Highway Department.
31. Chris continues to work closely with our consultant to address the failing 5E leach field in Quechee. It is likely that they will require us to address infiltration issues within that portion of the system as part of the new permit.
32. Chris developed a formalized process to review, track, approve, and document submittals for DPW managed projects.
33. It appears that the Prospect Street traffic light may have sustained damage from a lightning strike causing further malfunctions there. Our contractor has been onsite to diagnose and parts are ordered to repair. At the same time, the pedestrian button closest to the Municipal Center on the Pine Street lights was malfunctioning. The State was able to repair that issue last week.
34. The DPW team was contacted again by the project team at the VA Hospital to have another project meeting. That meeting is happening today at 1:00 pm.
35. The DPW team has been working with appropriate town staff regarding a series of alleged violations on Hathaway Road, Dothan Road, Quechee Main Street, Verna Court, and South Main Street. The investigations and follow up work on these issues take a substantial amount of staff time, however be assured that we make all efforts to work in the best interest of the community to have the violations resolved in a timely manner.
36. We were recently notified by the project team on the Colodny Building that they have discovered more damage than initially anticipated and they will be on the project longer than anticipated. When we have more information about that we will be sharing that.

37. At this time the contractor for South Main Street Project has mobilized on site and will be laying water main in the coming weeks. DPW team members are working closely with that project team on a variety of items. DPW team members are working closely with property owners to resolve some access improvements.
38. The DPW team is working closely with our consultant (Dubois & King) to look at what alternative schedules may look like for the South Main Street Parking Lot Improvements that minimize the impact on our downtown. We are exploring what it may look like to install a proposed retaining wall at the back side of the lot and proceed with the surface improvements in 2021. A boring contractor will be onsite soon to perform geotechnical explorations.
39. Chris has been getting the Currier Street (completion) project back on track. It looks like the curbing contractor should be onsite shortly.

Administrative Ongoing

These are projects or tasks that may not have substantial current updates, but worth noting that they exist in the background of our daily operations.

40. We are working with Dillon Walsh to repair issues with our phone system. We are experiencing 'dropped calls' on a regular basis and that our voicemail boxes are full, when they aren't. Please be patient while we work to correct this.
41. The April 15th, 2019 rain event has been federally declared as a disaster. Jeremy has been working with FEMA on this project. Although FEMA notified us recently that due to the classification of this road as a Federal Aid Route (thus not qualified for FEMA funding), there are State of Vermont funds allocated for repairs to these streets.
42. Jeremy Delisle continues to work with FEMA and Vermont Emergency Management to close out the July 1st (2017) storm. It looks like we are getting closer!
43. DPW staff continues to work closely with several private contractors around town to ensure that their projects are in permit compliance (Wilder School, Sykes Mountain Avenue dealerships, Currier Street, Twin Pines, the Simpson Development, and 132 South Main). Chris Holzwarth has been working very closely with the Planning and Zoning Department and the project team from 132 South Main to keep that project moving forward.
44. Recently, the Norwich School District requested that we continue to work with them to develop an MOU for exploring the possibility of a sewer connection. At this time, we continue to remind them that the work to complete the State mandated CSO study ultimately takes precedence and may render the connection an impossibility.
45. Paula Nulty continues to provide us with support on a variety of human resources items. We appreciate all of her assistance.
46. DPW staff is working to ensure that our permitting process (various items) are issued and reviewed consistently.
47. We have recently been getting a lot of inquiries for repairs to driveway culverts. There are intricacies around the responsibility and ownership of them and we are working with the VLCT to clearly define them so we can respond appropriately and consistently.
48. Hannah is closing out the West Hartford Library Project (leftover from TS Irene). She continues to field Requests for Information from FEMA and Vermont Emergency Management.

49. Recently, Casella contacted the Town with an offer to take over the operation of the SW facility in a long term (20 year) memorandum of understanding (MOU). At this time, Casella has requested that the town consider the offer and enter into non-binding, good faith negotiations. Although the current offer is zero sum, this has the potential to relieve the Town from being in the Solid Waste business at a facility that requires substantial capital improvements to continue operation.
50. A consultant has been hired to complete the Spill Prevention, Control, and Countermeasure Plan required by the EPA for the Solid Waste facility.
51. Unfortunately, we are struggling with disposal of our solid sludge that is accumulated from both the Quechee and White River facilities. Historically we have been able to dispose of that waste at the Lebanon Solid Waste facility, however, they aren't able to accept our sludge at the rate we accumulate it due to the restrictions on their composition. We are very actively investigating other options and seeking quotes from our water resources engineers so that we can develop a menu of options for disposal or better processing.
52. DPW staff is working closely with the State and our consultant to complete the required PFAS testing on the fields which we have formerly land applied. This is an unanticipated, costly expense to our budget.
53. Although the design and permitting phase of the Quechee Main Box Culvert is completed, that project was put on hold until next year due to the Quechee Balloon Festival's re-schedule. Unfortunately, it looks like that event has been cancelled for this year. Do to the scale of work there, it is too late for us to issue the bids and complete the project within the in-stream work permitting requirements.
54. The engineering plans for the proposed 12" ductile iron water main in Quechee Main Street are currently at 50%. We are currently evaluating hydrant placements which could be used for tanker filling and as temporary water connections during scheduled shut downs for culvert replacements or disasters. These placements are complicated by topography and other restrictions making a careful evaluation that weighs their value critical. With Covid-19 restrictions and potential financial complications the project schedule has been extended with engineering/permitting to be completed by December 2021 and potential construction moved to summer/fall 2021.
55. The engineering plans for the proposed utility improvements in Abbey Road are complete and no State permits are required. We are currently waiting on the Town attorney to complete easements for the work which has been delayed due to Covid-19 restrictions. The engineer's projected cost is currently \$225,000, which is far greater than originally anticipated. With financial complications the project schedule has been extended with easement work to be completed by December 2020 potential construction moved to summer/fall 2021. We will be working with the State to determine financing options in the coming months. Town crews will continue to monitor and clean the sewer on a regular basis to prevent back-ups.
56. The engineering plans for the proposed water main improvements in South and James Streets were completed with revisions under way to address State review comments. We expect to receive an engineer's estimate of cost once the revisions are complete. We anticipate construction in the summer/fall 2021. We will be working to determine the funding source once we have an estimate of cost.

Note: The operations and project updates outlined in this memorandum are an overview of our operations and not exclusive to any individual projects.