

# Significant Activity Report

## September 7, 2021

### POLICE DEPARTMENT

The police department investigated a custodial interference kidnapping whereas the estranged parent and child were successfully able to be intercepted at the airport by the FBI.

The police department provided CRASE (Citizen Response to Active Shooter Event) training to staff at the Upper Valley Aquatic Center.

Police Social Worker, Whitney Hussong tendered her resignation with HCRS as she will be relocating to another state. Whitney has been a tremendous asset to the community and the department and will be greatly missed. We are actively working with HCRS to seek her replacement.

The police department held a small plaque dedication ceremony in commemoration of Tropical Storm Irene to recognize the 18 department members (past and current) who worked the active hours of the storm.

During this reporting period the department handled 277 incidents with 11 arrests. The breakdown is as follows:

Animal Problem – 9  
Assault – 5  
Citizen Dispute – 5  
DLS – 1  
Drug Possession – 3  
Fraud – 2  
Juvenile Problem – 6  
MV Disturbance – 11  
Noise Disturbance – 3  
Suspicious Person or Circumstance – 33  
Traffic Accident – 5  
Vandalism – 3  
All other – 191

### DEPARTMENT OF PUBLIC WORKS

1. On Tuesday, Jeremy and Hannah met with Henry Hazen to begin learning about burials, plot location, and other operational matters. It was quite the learning experience and there is quite a bit more work involved than we were aware.
2. DPW received bids/proposals for the following projects:
  - a. Lighting for South Main Street (to finish installation of the decorative/safety lighting on South Main)
  - b. Waterline Relocation for Gates Street Hill
  - c. Solid Waste Facility Closure
  - d. Winter Parking Lot Plowing
3. Hannah has been working closely with Paula and Tracy to address the desperate hiring situation that we are currently in. At this time, our Highway Crew of nine is down three employees. Our advertisements have either garnered few or zero applicants or

candidates who are being considered want far more money than works within our CBA. Unfortunately, we cannot compete with the rates that private companies are paying. Hannah and Paula are running some incentive ideas by an attorney to ensure that there aren't any unforeseen consequences with our Union.

4. DPW staff has been working closely with our pavement contractor to get as much completed of that contract as we can. Culvert pipe has become nearly impossible to find (or afford!) and their staffing situations are as dire as ours are. It is likely that several of our roads will be postponed until next calendar year under this contract.
5. DPW staff worked closely with Tracy, the Police Department, and consultants to present two big agenda items (South Main Street Parking Lot Progress Report) and Parking Ordinance Updates.
6. DPW has continued to operate routinely.

## **FIRE DEPARTMENT**

The Fire Marshal's office has been out in the community completing purchase and sales inspections and education facility inspections our many schools throughout Town. Schools open 8/24. They completed a total of 29 inspections during this period.

The department has been conducting fire drills with the schools as student have returned to classes.

Staff assisted the high school athletic department with touchdown flags and are scheduled to provide CPR and "Stop the Bleed" training to some of our educators.

Staff attended the Overdose Awareness Vigil.

The department responded to 107 calls for service during this period.

Incident Log:

<b>Calls for Service 8/20-9/1</b>	107		
<b>Incident Type Categories</b>			
Fires	1		
Overpressure Rupture/Explosion	0		
Rescue/Medical	71		
Hazardous Conditions	1		
Service Calls	5		
Good Intent	7		
False Alarm	22		
Weather Emergency	0		
Special Incident/Other	0		

## **ASSESSOR**

- Worked on FY 2023 Assessors Budget
- Processed homestead declarations, state payments, and property transfers
- Finished qualifying property transfers for the 2022 common level of appraisal
- Began FY 2023 tax burden study
- Worked with CAMA vendor on custom modifications
- Began CAMA system audit on property transfers physical inconsistencies

## **TOWN CLERK**

1. We have welcomed Assistant Clerk, Sherry West, back to work on a half day basis for now (some remote, some in-office). So wonderful to have her back!
2. The Board of Civil Authority completed the 2021 Biennial Checklist Review on September 1<sup>st</sup>. The Clerk has performed the necessary post-review tasks and Certified to the Secretary of State the review has been conducted/completed. A big thanks to the BCA for a great job.
3. The Clerks have been busy with a continued steady flow of recording and assisting visitors to the office. The number of Notary Services and Marriage License requests has been increasing in recent weeks.
4. The BCA will be scheduling hearings by the Board of Abatement for the latter part of September (date/time/location will be forthcoming).

## **Department of Planning and Development**

- Downtown WRJ Public Parking Counts – Completed our summer survey of public parking usage. This consists of 20 counts over a two-week period staggered over different time periods of different days of the week including evenings and weekends. A summary report will be completed over the next few weeks. The department started this process in 2005 with a summer and winter count and added a fall count a couple of years ago. This information has been very helpful in assessing parking demand with development proposals and town capital planning
- Clifford Park Food Forest – Working with Resilient Hartford Committee to finalize the Food Forest multi-year plan for a community discussion on September 9<sup>th</sup>. Planting of Phase 1 is scheduled for September 18<sup>th</sup>.
- Hartford Growth Center Designation – Continued working on the 5-year update of the designation granted to a section of the Town in March 2010 and updated in 2015. The draft report submittal is due to the state in September and the final report is due in November.
- Housing – Working with Vital Communities Upper Valley Workforce Housing committee on planning community workshops in October focused on the development of Accessory Dwelling Units as one of the tools to increase Workforce Housing in the Upper Valley. Continued working on options with members of the Town Committee on Emergency Housing.
- Property Development – Continues to be busy responding to inquiries related to improvements to properties, reviewing and processing permit applications.