

Town of Brattleboro
DEPARTMENT OF PUBLIC WORKS
211 Fairground Road, Brattleboro, Vermont 05301
Tel: 802-254-4255 • Fax: 802-257-2316

TO: Peter Elwell, Town Manager
FROM: Steve Barrett, Director of Public Works
RE: Monthly Report for September 2018
DATE: October 1, 2019



Highway Division

This month, the crew began shifting away from routine summer work and transitioned into fall operations. They have been actively cleaning out the drainage ditches on the gravel roads and doing our final grading. In addition to these routine operations, the annual capital paving project was completed as well as sidewalk repairs on Oak St, Hospital Hill, Elliot St and Church St. Early in the month, crews assisted Green Mountain Power with tree removal on Oak St. The Beech Street Retaining Wall project has begun. The highway crew also completed our annual fall line striping (crosswalks and stop bars).

Maintenance Division

This month, the maintenance division has been focused on getting our equipment ready for winter and preparing for the installation of the new equipment lift which has been ordered. As always, their focus is keeping the fleet fully operational and safe through-out our daily operations. We have experienced some minor break downs, but the majority of the work has been routine maintenance.

Distribution & Storage

This month, the Distribution and Storage crew has worked to prepare the manholes and valves for paving projects. They also completed our quarterly meter reading along with change outs and call backs. Progress has been made on the Chestnut Hill Reservoir Project. The overflow pipe and new fencing have been installed and the only items remaining are the installation of a retaining wall and the final paving of the road at Chestnut Hill. Distribution and Storage crew has also been performing routine operations such as hydrant maintenance, landscaping, vehicle maintenance, and various service calls.

Water Treatment

Water Treatment staff test the water daily and are under contract to operate the Welcome Center and the Algiers water system. They continue to do all the daily maintenance of the all the water facilities and patrol the watershed. Staff has been maintaining required certification requirements by attending courses and classes on water treatment. The lagoons were cleaned by P&H Senesac. Staff have also been working with the Utilities crews to assist with the fall flushing.

As always, our facilities are available for public tours and we encourage awareness of our system.

Wastewater Treatment

Wastewater Treatment staff continues to perform routine Plant and pump station operations. They continue to complete all statutory testing as required by our licensure by both State and Federal agencies. The Plant continues to operate in compliance with all permitting requirements. Sludge Press #1 was rebuilt and a new Effluent CL2 Montior has been installed.

In addition to routine operations, the crew has been performing seasonal maintenance and performing repairs to various pumps within the treatment plant.

Administration

- **Upcoming Projects/Events –**

- Exit One Utilities upgrades
- Staff is working on getting RFP's for the Retreat Wells Roof replacement
- Black Mountain Road sidewalk project
- Working on Stormwater permits and compliance
- Selected Banwell Architects of Lebanon, NH and SVE of Brattleboro for DPW Facility upgrade and have had a preliminary review of facility with them
- Re-design intersection at Elliot ST & Church ST
- Forestry Projects at Pleasant Valley and Sunset Lake
- Re-design intersection at Western Ave & Williams ST
- Retaining wall failing near 431 South Main ST

- **Budget Concerns/Impacts –**

- Failing retaining wall on Williams ST, behind Vermont Country Deli

Please note that the Departmental Monthly Activity Report is only a summary of the operations and projects at the Department of Public Works. This report does not include the numerous day to day operations, responses, and projects that occur.



Brattleboro Fire Department

103 Elliot Street * Brattleboro, VT 05301 * 802-254-4831 * FAX: 802-257-2323

Michael Bucossi
Fire Chief

Leonard Howard III
Assistant Chief

To: Brattleboro Selectboard
Via: Peter Elwell; Town Manager
From: Michael Bucossi; Fire Chief
Month: September 2019 (written October 2)

Summary of Major Activities/Projects/Communications

- 8/29 – Several FD staff members attended an opiate themed presentation at the Library entitled “Face of Recovery”.
- 9/6 – C1 and a representative from the Red Cross met with members of the Inclusion Center to answer questions on evacuations and sheltering
- 9/9 – 9/12 – BMH & BFD partnered to bring a 4 day series of presentations on the local opiate issue to the Brown Bag Lunches at the River Garden
- 9/11 – Met w/Kurt White, Director of Ambulatory Services at Brattleboro Retreat to discuss a program/partnership to help BFD personnel with dealing with critical incidents and creating a wellness program.
- 9/12 – C1 & C2 attended the quarterly Windham County Firefighters’ Assc Meeting in Bellows Falls
- 9/12 – Lt Schmidt attended the monthly 13th Ambulance District Meeting in Jamaica
- 9/17 – Staff participated in the first of 2 “mindfulness” trainings in a partnership with Uniform Services Program. The methods learned in these sessions are meant to help us deal with critical incident stress.
- 9/20 – BFD hired in extra staff to ensure public safety during the Climate Emergency Protest. Each station received one extra firefighter, an Engine staffed by 3 personnel was stationed at the north end of town, C2 coordinated fire department operations from the Command Post and C1 roamed with Chief Fitzgerald. This was on top of several hours of planning and preparing ICS forms during the week in preparation for the event.
- 9/21 – Fire Department staff attended the River Valley Credit Union Kids Fair, staffing the VT Division of Fire Safety’s Safety Trailer which aids in teaching children and adults the do’s and don’ts of fire prevention.
- 9/24 – C1 attended the COSU Launch Event at the Latchis Theater
- 9/24 – Quarterly Meeting of the School Crisis Response Committee hosted by BFD
- 9/30 – BFD personnel joined staff from Big Brothers/Big Sisters and the Aids Project to pick up used syringes in the downtown area
- 10/01 – C1 attend the Academy School Safety Committee Meeting
- Annual hose testing of every length of BFD owned hose was performed by staff in September per NFPA specs

Upcoming Events

- Written exam (October 7), Oral Boards (October 10) and Chiefs' Interview (October 15) for an open entry level firefighter. There are 5 candidates.
- Windham Regional Career Center Advisory Board Meeting for the Fire Service Class October 16
- C1 & C2 will participate in a presentation to Early Educational Services parents on the School Crisis Emergency Response Plan and general school safety for their children
- Fire Prevention Week is October 6 – 12 and Fire Prevention Day is October 9.
- BFD staff will be participating in a 10-class training over a 3 month period (October – December) on the skills of a Rapid Intervention Team (RIT). The training teaches firefighters the competences needed for self-rescue when they are trapped and RIT operations when another firefighter is trapped or injured in a burning building. This class, sponsored by the VT Fire Academy, is a very physical and demanding training that is comprised of both classroom and field work, some at the Fire Academy training tower in Pittsford.

Notable Incidents

- 9/13 - Engine 2 to RT 5 near the Walker Farm in Dummerston for a single vehicle rollover crash. BFD extricated the driver (sole occupant) from the car and she was transported to BMH by Rescue Inc.
- 9/13 - Engine 2 & Utility 8, along w/ BPD and Rescue Inc, responded to the rear of Fulflex off Putney Rd for a male subject hit by a train. The subject sustained serious injuries and was later transferred to Mary Hitchcock in Lebanon, NH. He has survived his injuries to this point.
- 9/21 - Engines 2, 3, 4, Utility 8 and Car 1 to 55 Bonnyvale Rd for a garage fire. The 2 bay, single story structure was fully involved upon the arrival of the 1st truck and was destroyed. The cause is undetermined but not suspicious.
- 9/29 - Engine 2 to Sugar House Hill in Guilford for a fire in the cellar. Fire was quickly contained.

Budget Concerns/Impacts

- A long-term illness and a resignation have created several short shifts that have needed to be filled on overtime causing an impact on that line item early in the budget year.

Staff news

- The resignation of Probationary Firefighter Nick Bertrand was accepted on September 20. As noted above the application and testing process is underway.

BFD has responded to 2067 calls for assistance in 2019 as of this writing
218 calls in September

8 reported overdoses in September, no fatalities
121 reported overdoses in 2019/8 fatalities



Brattleboro
Recreation
& Parks

To: The Brattleboro Selectboard
Via: Peter B. Elwell, Town Manager
From: Carol Lolatte, Recreation & Parks Director
Subject: Monthly Departmental Report

Summary of Major Activities/Work Projects:

Skatepark Project – The design firm Stantec of Boston MA has provided BASIC with a preliminary design & construction budget. I have been working with Stantec to re-scope the project and to identify items that can be donated (for example gravel and fill). We re-bid the project and the bids came back extremely high. After speaking with the Stantec we determined it would be in the best interest of the project to reject all bids and re-bid in early November for a Spring Construction, as it is so late into the construction season and contractors have a full schedule.

Special Meetings/Communications/Events:

All Fall Youth Sports/Programs are in full swing (Youth Soccer Pre-K thru grades 6, Field Hockey, NFL Flag, Gymnastics Classes and Chess). All games are began on Saturday September 21ST.

Upcoming Projects/Events:

The Nelson Withington Skating Facility is scheduled to open for the Season on Saturday October 26TH, 2019.

The Gibson Aiken Center will be opening for After School / Evening Activities for youth and adults on Monday October 21ST, 2019.

Brattle-BOO and the Horribles Parade is scheduled for Thursday Oct. 31, 2019, cosponsored by The Brattleboro Police Dept. and The DBA

The Annual Phil and Mary Dunham Ski & Skate Sale is scheduled for Nov. 1, 2, & 4. This event is co-sponsored by The Brattleboro Outing Club.

Facility Improvements –

GPI started their work to improve the thermal efficiency at the Nelson Withington Skating Facility. Most of the indoor work has been completed, then they will be moving to the exterior work. They are expecting to complete the project prior to the opening of the 2019/2020 season.

Bernie LaRock and Sons is wrapping up the Pool Deck Replacement Project. They are working on the punch list items, then the project will be complete.

Staff Changes:

The winter seasonal staff has been hired (Evening Supervisors, Skate Guards and Cashiers). Staff Training is scheduled for Monday October 14TH.

Departmental Monthly Activity Report

To: Selectboard
Via: Town Manager Peter B. Elwell
From: Town Clerk – Hilary Francis
Date: 10/1/19

	<u>Property Transfers</u>	<u>Foreclosures</u>
Aug	17	1
Sept	22	0

Summary of Major Activities/Work Projects:

1. **Elections** – The date for the special school election regarding amended articles for the WSESD has yet to be determined, but will likely take place in November. Planning for the 2020 Presidential Primaries has begun.
2. **Board of Civil Authority** – The Board met on September 5 to make decisions on the final two Property Tax Assessment Appeal Hearings and close the hearings for this season.
3. **The Board for the Abatement of Taxes** – The Board received 7 abatement requests in relation to the scheduled tax sale on October 23 and will meet on October 17 to hear these requests.
4. **Brattleboro Cemetery Committee** – The Committee will meet on October 18 to discuss green burials. One seat on the committee continues to remain open at this time.
5. **Liquor Licenses** – Act 73 passed in the last legislative session, creating a minor change to the way 3rd class liquor license applications are processed. Previously, they bypassed the town approval process and went straight to the DLC. As of July 1, 2019, we will now be processing and approving these locally along with the 1st and 2nd class license renewals before sending them to DLC for final approval. Additionally, Brattleboro currently has four businesses that hold seasonal 3rd class licenses, and the Selectboard approved their applications in September, and will again in February.
6. As time allows, work continues on computerizing cemetery records, digitizing land records and other older town records.
7. Day to day operations continue to operate smoothly.

Special Meetings/Communications/Events:

n/a

Upcoming Projects/Events:

n/a

Budget Concerns/Impacts:

n/a

Staff Changes:

n/a

Attachments:

n/a

Departmental Monthly Activities Report for September 2019

To: Brattleboro Selectboard

Via: Peter Elwell

From: Starr LaTronica, Library Director

Building: Our windows were washed so everyone who visits has a gorgeous view of the foliage on Wantastiquet.

Community Collaboration: I told stories at a pop up event in the alley by the Transportation Center and BML partnered with DBA to Build a Better Block. We staffed a table at the Whetstone Pathway where people could write the title of a favorite book on a ribbon, had a "storywalk" that families could enjoy as they walked up Main St. to the library where the ribbons were woven onto wire sculptures by Cynthia Parker-Houghton. We also now have bright yellow bistro tables and chairs to be used outdoors and on the tiled area. (And, thus was able to respond positively to a patron suggestion for outdoor seating). The tables and chairs will be available for other groups to borrow for events. We hosted a Compassionate Community Conversation on Climate, the first in a new series of events by this community group. I also attended a DBA conversation regarding the downtown plan and a meeting of the Community Equity Collaborative.

Programs: Meg Mott presented another lecture/discussion on the Bill of Rights, this time covering the Fifth Amendment, to a full house and with accompaniment by a local chorus. We are looking forward to continuing the series, funded by the Friends of Brooks Memorial Library. As a partner in the People, Places and Words of Brattleboro we hosted a film and presentation of a story by Mary Wilkins Freeman a 19th Century Brattleboro author. And then, in honor of a contemporary Brattleboro author, we hosted discussion groups for Ann Braden's highly acclaimed book, *The Benefits of Being an Octopus* and a large public program where Ann presented her thoughts on the power of story as the culmination of our community read. The River Gallery has begun its next series of art bookmaking workshops for all ages. Vermont Historical Society, in collaboration with the Vermont Department of Libraries sponsored Community Conversations: 20th Century Development and Progress in Vermont with Paul Searls, based on his recent book. We ended the month with a viewing of *Taking Root: the vision of Wangari Maathai*, with a discussion by the filmmakers, Lisa Merton and Alan Dater. The event was organized by Rolf Parker-Houghton who provided advice, seeds and nuts to plant trees to combat climate change. Our twice weekly Scrabble games continue and were now offer nature backpacks with binoculars and field guides for loan, along with our hiking poles.

Trustees: Lara Keenan provided excellent training for Trustees throughout the region on community engagement in a morning session and led a spirited discussion of policies and outreach for BML trustees in the afternoon.

Professional Development: EAP provided training in Communication: from Conflict to Collaboration for all BML employees.

Publicity—The BML Build a Better Block project received front page coverage on *The Reformer*.

TOWN OF BRATTLEBORO
Finance Department
230 Main Street, Suite 208
Brattleboro, VT 05301
Phone (802)251-8104 • FAX (802)257-2322

To: Selectboard
Via: Peter Elwell, Town Manager
From: John O'Connor, Finance Director
Subject: Finance Department Activity Report – September 2019
Date: October 8, 2019

Summary of Major Activities and Work Projects:

1. Completed preparation of the fiscal year 2019 financial statements and the notes and schedules included with the financial statements. The financial statements are currently under review by the auditors. The auditors completed their on-site field work on September 4th and 5th.
2. On July 2, 2019 VCDP awarded a \$300,000 grant to the Town (Windham Windsor Housing Trust as sub-recipient) for the Red Clover Commons development. The grant agreement is currently being drafted.
3. Mailed 194 utility shutoff notices, 277 past due tax notices and 18 delinquent tax sale notices on September 17th and 18th. Six customers had their water shut off on October 3, 2019. Tax Sale is scheduled to take place on October 23, 2019.
4. Completed the VLCT-PACIF insurance renewal application for calendar year 2020.
5. The Town has submitted a \$375,000 scattered site grant application to VCDP on behalf of the Windham Windsor Housing Trust. The grant application is scheduled to be considered at the 11/7/2019 VCDP board meeting.
6. The Justice Center received a \$20,000 amendment to its grant from the Vermont Department of Corrections.
7. Groundworks' \$500,000 grant application to assist with the construction of a new facility has been submitted to VCDP. The application was considered by the VCDP board at its April 4, 2019 meeting and has awarded a \$400,000 grant for the project. Brattleboro has received a draft grant agreement between the Town and VCDP for the Groundworks project. The Town has committed \$50,000 to the project as a grant from Program Income funds. An additional \$100,000 appropriation from Program Income funds was approved at the July 9, 2019 Selectboard meeting.
8. The Welcome Center Pump Station Upgrade project has been completed. The \$536,714 project cost will be covered by two grants with no out-of-pocket cost to the Town. The Town received a payment of \$333,044 from the State Department of Transportation in July and received a payment of \$100,000 in September from the State Agency of Commerce and Community Development. The final requisition of \$103,670 was submitted to the State Department of Transportation on May 1, 2019 and payment was received on May 17, 2019. Engineers have completed an inspection of the station and the Town is prepared to accept ownership from the State and will operate the station in the future.

Meetings and Training Events:

Upcoming Events – Tax Sale is scheduled to take place on October 23, 2019.

Staffing Changes – None

Budget Issues – None

Finance Department Statistics September 2019

Personnel and Payroll Data

Employee Type	New Hires	Terminations	Paid
On Call	-	-	9
Seasonal	-	35	11
Part-Time	-	-	10
Full-Time	-	2	135
Total	<hr/>	<hr/>	<hr/>
	-	37	165

Pay Periods		2
Gross Pay	\$	664,132.55
Overtime Pay	\$	51,439.06

Accounts Payable Data

Checks Issued		347
Amount Paid	\$	1,334,869.49

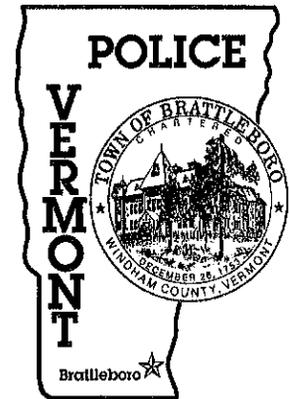
Treasurer's Office Activity

Taxes Collected	\$	367,702.35
Utility Bills Collected	\$	46,555.69
Taxes Billed	\$	-
Utilities Billed	\$	-

BRATTLEBORO POLICE DEPARTMENT
62 BLACK MOUNTAIN ROAD
BRATTLEBORO, VERMONT 05301
(802) 257-7950 **FAX (802) 257-2303**

Michael R. Fitzgerald
Chief Of Police

Mark E. Carignan
Captain



To: Brattleboro Select board
Via: Peter Elwell, Town Manager
From: Michael R. Fitzgerald, Chief of Police
Date: 4 October 2019

SUBJ: SEPTEMBER 2019 MONTHLY REPORT

Summary of Major Activities/Work Projects:

Officers responded to 851 calls for service/incidents and made 53 arrests resulting in 73 criminal charges. Included in these calls for service were 9 overdoses with 0 resulting in death. This does not mean there were only 9 overdoses in Brattleboro for this period. It merely means that these are the numbers that were responded to by police.

40 vehicle operation citations were issued along with 271 warnings. Officers spent approximately 261 hours on foot patrol in the downtown area as well as other neighborhoods and parks in Town.

Cases of Interest:

Brattleboro Police Department responded to a business on Putney Rd for a report of a theft. The investigation showed that Laura L. Frankiewicz had stolen a large sum of money from the business. Frankiewicz was arrested for grand theft larceny.

Brattleboro Police Department responded to a business on Cotton Mill Hill for a report of theft. Subsequent investigation revealed that Aaron A. Aulis took a watch worth approximately \$150.00 from a breakroom self. Aulis was arrested for Petit Larceny.

Brattleboro Police Department took a report of a burglary that occurred at a business on Flat Street. After an investigation, it was discovered that Jesse L. Johnson had smashed a window and stolen several items from the store. Johnson was arrested for Burglary, Grand Larceny and Unlawful Mischief

Brattleboro Police responded to a business on Flat Street for a dispute. Through investigation it was determined that Kimberly A. Morgan caused a disturbance by yelling at employees inside the business. Morgan was located and arrested for Disorderly Conduct. Officers cleared the scene and a short time later, officers responded back to the business on Flat Street on a report that Morgan was back in front of the business yelling and swearing at staff. Morgan was once again arrested for Disorderly Conduct.

A Brattleboro Police Officer was flagged down by a taxi driver who reported a female in his cab appeared to be experiencing a medical issue and was not responsive. The officer located Carol Van Wormer in the back seat huffing on an aerosol can. It was determined that she did not have the means to pay for the taxi and later determined that she did not pay for the remaining cans of the electronics duster in her possession. She was arrested for Theft of Services and Retail Theft.

While on directed patrol on Putney Road, officers of the Brattleboro Police Department conducted a motor vehicle stop for defective equipment. Subsequent investigation revealed the operator of the vehicle, Richard J. Daigle, was wanted on a hold without bail warrant from Windsor County for Child Support Contempt. Daigle was arrested and held until the next court date to face the underlying charge.

Brattleboro Police Department responded Canal Street for a report of a theft and aggravated assault. Subsequent investigation revealed that Bobby Ray Smith had stolen money from a female's backpack. The female sustained minor injuries and declined treatment. Smith was arrested and charged with Larceny from the Person. Smith was held on \$1,000 dollars bail.

Brattleboro Police responded to a local motel on Route 5 for a report of a fight between a male and female. Investigation revealed that Jonathan Burdick had bitten a 25-year-old female. The female sustained a non-life-threatening injury and declined medical treatment on scene. Burdick was arrested and charged with the crime of Domestic Assault.

Officers of the Brattleboro Police Department responded to a Disorderly Conduct report at the intersection of Estey and Williams St. Subsequent investigation lead to the officers arresting Tatianna Mitchell, Courtney Jacobs, Heather Parker, Eric Hurlbert and 1 juvenile with Disorderly Conduct. The 4 adults will appear in Windham County Superior Court Criminal and the juvenile will appear in Windham County Court Family Division.

Brattleboro Police observed a traffic violation on Canal Street. Before the officer was able to conduct a traffic stop, the operator turned onto Brook Street and traveled through Frost Place at a high rate of speed. The operator, identified as Sean S. Wall then crashed into the side of the bridge spanning Elliot Street at Frost Place, as well as another vehicle traveling on Elliot Street. Wall was treated at the scene for minor injuries. Wall was arrested and charged with the offense of Negligent Operation of a Motor Vehicle. The operator of the other vehicle was not injured. There was damage caused to the bridge railing on Elliot Street. Officers on scene were assisted by members of Brattleboro Department of Public Works, Brattleboro Fire, and Rescue, Inc.

The Brattleboro Police Department, along with the Brattleboro Fire Department and Rescue Inc., responded to Justin Holden Drive for a report of man struck by a train. When officers arrived, they discovered James Dyer Jr. lying in the area with serious injuries. Dyer was transported to Brattleboro Memorial Hospital with serious injuries. Dyer was later transported to Dartmouth Hitchcock Medical Center in Dartmouth NH for further treatment. Investigation into the cause of the collision is ongoing. There are no criminal charges related to this incident at this time

Brattleboro Police Department responded to a residence on Western Ave to investigate a possible domestic dispute. The complainant reported receiving a concerning phone message regarding a friend of his who may be in distress due to a subject violating a restraining order. Officers responded to the residence where it was determined that Carlos J. Rodriguez was in violation of an active abuse prevention order. Subsequent investigation led to further charges of sexual assault, burglary of an occupied dwelling, and aggravated stalking. Rodriguez was transported to the Brattleboro Police Department where he was lodged and ordered held without bail.

Brattleboro Police responded to a residence on South Main Street for a reported fight. The individuals involved left the scene prior to police arrival. The investigation revealed that Matthew Raymond engaged in fighting behavior throughout the day. Raymond returned to the scene and was arrested for disorderly conduct.

Brattleboro Police department responded to a motor vehicle crash on Main St. It was reported a truck had struck 2 unoccupied parked vehicles. A witness on scene reported the truck left the scene but was able to provide a registration number. The witness reported the suspects truck sustained damage to the passenger front wheel. Dept of Motor vehicle records indicated the suspect vehicle was registered to William Laporte of Guilford. A truck matching the description was located several hours later on a trailer being towed behind another truck. The plates had been removed, the damage still visible. Laporte was operating the second truck and admitted to having been involved in the crash. Laporte was arrested for Leaving the Scene of an Accident.

Brattleboro Police responded to a report of a male and female arguing in the area of Main Street and Flat Street. Responding officers observed a female chasing a male. The male left the area before he could be detained and identified. The female identified as Kristin B Pierce, continued to scream and cause a disturbance in the area. Pierce was arrested for Disorderly Conduct.

Officers of the Brattleboro Police Department were on patrol on Putney Road. Officers located a subject in the middle of the roadway creating a traffic hazard. The subject was not allowing a vehicle to pass on Putney Road which is a public highway. The subject was also not listening to commands given by the officers. Justin A. Kidd. Kidd was placed under arrest for Disorderly Conduct and transported to the Brattleboro Police Department where he was ordered to be held until sober.

Brattleboro Police observed a vehicle parked in a lot on Canal St. This lot is known to Police for high criminal activity. Police contacted the operator of the vehicle, Shenandoah Gilbert, a 43-year-old female from Vernon, VT. Investigation revealed that Gilbert was in possession of heroin. Gilbert was placed under arrest and transported to the Brattleboro Police Department. There she was processed and released on a citation.

Brattleboro Police Department conducted a motor vehicle stop on Oak Grove Avenue for an illumination required violation. The operator of the vehicle was identified as Ryan Cobb. Subsequent investigation revealed that Cobb's driver's license was suspended in Vermont. Cobb also gave a fictitious name. Cobb was arrested for Driving with a criminally Suspended License, and false reports to law enforcement authorities.

Brattleboro Police were conducting a foot patrol in the area under the Elm St. Bridge. While on patrol, they observed a female displaying indicators of drug usage. Investigation revealed that Tamsyn Maskell was in possession of heroin. Maskell was arrested for possession of the heroin.

Officers of the Brattleboro Police Department were on directed foot patrol when they were dispatched to a report of a male exposing their genitals to a female in the Harmony parking lot. Subsequent investigation lead to the arrest of Shawn P. Gallagher. Gallagher was transported to the Brattleboro Police Department where he was held on \$1,000 bail.

Brattleboro Police Department received a report of 2 males fighting on South Main St. Upon arrival of officers one of the subjects had left the scene. Subsequent investigation led to the arrest of James Douglas Jr. and James Douglas Sr. Both were arrested for Disorderly Conduct.

The Brattleboro Police Department responded to a complaint that Carol VanWormer would not get out of a vehicle on Canal St. The owner of the vehicle stated that he gave a ride to VanWormer and once they arrived at Canal St., he wanted her to get out of the vehicle, but she refused. When the officers arrived VanWormer was still in the vehicle and exited once they directed her to. Once VanWormer exited the vehicle she was seen inhaling a can of electronic duster. VanWormer was arrested for Disorderly Conduct.

Brattleboro Police responded to a residence on Cottage St. to assist another agency with a compliance check. Upon searching Akey's residence it was found that he was in possession of heroin, crack cocaine, and multiple prescription pills that he did not have a prescription for. Akey was also in possession of a stolen iPad. Akey was arrested on multiple charges.

The Brattleboro Police Department was on patrol on Putney Rd. An officer located a vehicle that had crashed into a small ravine in the area of the rotary. Investigation revealed that John Burch was traveling on Putney Rd when he drove off the travel portion of the road, drove through a light pole and ended up in the ravine. Further investigation led to the arrest of Burch for driving under the influence of alcohol. The Police Department was assisted on scene by the Brattleboro Fire Department, Rescue Inc and A's Towing.

The Brattleboro Police Department responded to a local motel for a report of a family fight. Subsequent investigation revealed that Timothy Calkins had assaulted a family member on three separate occasions spanning approximately 4 months and on one of those occasions held the family member against their will. Nobody was treated for injuries on scene. Calkins was arrested for Second Degree Aggravated Domestic Assault x 3 and Unlawful Restraint. Calkins was transported to Southern State Correctional Facility where he was held without bail per the order of the court.

Special Meetings/Communications/Events:

Officer's and staff continue to make numerous appearances to meet and discuss the concerns of the citizens at the senior center, elementary schools, with various organizations and community centers. The topics included personal safety, crime trends, homelessness and internet safety. The Brattleboro Police Department continues to make strides in educating and informing the citizens of our activity and to solicit their feedback on how we can improve our services.

Budget Concerns/Impacts:

Monitoring the FY 2020 budget. Preparing for the FY2021 budget.

Staffing:

One officer completed the Brattleboro Police Department's 12-week Field Training Program and is assigned to the 2nd shift.

We currently have two recruits attending the Vermont Police Academy 108th Basic class.

The Department is short 3 positions. We are continuously accepting applications as we will anticipate filling vacancies from turnovers and retirements.

To: Brattleboro Select Board
Via: Town Manager
From: Jenepher Burnell, Assessment Office
Subject: Departmental Monthly Activity Report
Date of Report: October 8, 2018

Summary of Major Activities/Work Projects:

In the Assessment Office during the month of September the Town Assessor attended an IAAO course. The Assistant Assessor has been setting up site visits and organizing the permit list. Business License reminder letters were sent out for renewing licenses by January 1. The online form, accessed from the Town web site, has be reset to receive updated or new information for 2020 Business Licenses. The Town Assessor was on vacation the third week of September.

To: Selectboard
Via: Peter Elwell, Town Manager
From: Sue Fillion, Planning Director
Date: October 10, 2019
Re: Departmental Monthly Activity Report – October 10, 2019

Summary of Major Activities/Work Projects:

- **Land Use Planning**
 - Creative Placemaking: project partner in the “What Floats Your Boat” pop-up event at the Transportation Alley on September 6. Worked with DBA, Experienced Goods, VT Center for Photography, Brattleboro Area Prevention Coalition, CT River Conservancy, and the River to the River artists to create a welcoming space in the alley. This event had over 300 people attend. Café tables and chairs bought with funding for the grant will be available to borrow from the Brooks Memorial Library.
 - Downtown Design Plan: Held the Better Block Challenge the weekend of September 20. Three projects were installed – a temporary bike lane on Flat Street, a Story Walk along Main Street with an art installation at the Library, alley beautification and gallery in an alley adjacent to Insight Photography.
 - Downtown Design Plan: released a public survey on public spaces in downtown
 - Downtown Design Plan: met with the DBA Merchants group to discuss public spaces and areas for improvement
 - The Conservation Commission participate in the CT River Source to Sea cleanup by conducting a cleanup at the West River Park and continued their efforts to manage Japanese knotweed at West River Park.
 - Participating on the Winston Prouty Campus Planning Committee to help create a campus strategic plan to ensure the campus is sustainable and a community asset (Winston Prouty goals)
 - Helped the Brattleboro Outing Club prepare their Act 250 filing

- **Tri-Park Master Plan**
 - Tri-Park Master Plan Steering Committee meeting to discuss the preparation of the draft report.
 - Met with Windham Windsor Housing Trust to discuss potential roles they could have in providing relocation assistance

- **Health Officers**
 - Responded to health complaints concerning bed bugs and trash.

- **Meetings/Conferences**
 - Planning Director and Planning Technician attend the Vermont Planner’s Association Fall Conference where the presentations included Act 250 Reform, Housing, and Energy Planning.
 - Met with US 2020 Census Partnership Specialist to discuss the timeline of the 2020 Census, methods of response, and ways to increase community response to the survey.
 - Met with Town Arts Fund Working Group members to discuss the fund and areas that the Planning Services Department can assist.

- Met with VTrans staff and their engineers to discuss conceptual landscaping plans for the Putney Road plan
- Participated in an Act 250 Reform conference call with the VT Planners Association
- Planning Director and Zoning Administrator attended the Chamber of Commerce's breakfast presentation on Cannabis which discussed the current state of legislation and opportunities for growing it as a business.