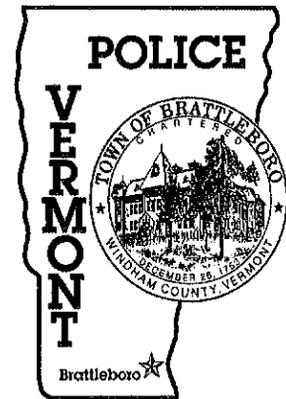


BRATTLEBORO POLICE DEPARTMENT
62 BLACK MOUNTAIN ROAD
BRATTLEBORO, VERMONT 05301
(802) 257-7950 **FAX (802) 257-2303**

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: 7 January 2020

SUBJ: DECEMBER 2019 MONTHLY REPORT

Summary of Major Activities/Work Projects:

Officers responded to 794 calls for service/incidents and made 37 arrests resulting in 60 criminal charges. Included in these calls for service were 3 overdoses with 0 resulting in death. This does not mean there were only 3 overdoses in Brattleboro for this period. It merely means that these are the numbers that were responded to by police.

25 vehicle operation citations were issued along with 245 warnings. Officers spent approximately 245 hours on foot patrol in the downtown area as well as other neighborhoods and parks in Town.

Cases of Interest:

Brattleboro Police Officers were called to an unlawful mischief complaint at a local business's parking lot on Main St. An investigation determined Zachary Engel slashed the tires of an employee at this local business. Engel was located and arrested for Unlawful Mischief.

Officers of the Brattleboro Police Department responded to a residence on Putney Road for a report of Domestic Assault. Subsequent investigation revealed that Mitchell A. Barber had assaulted a female he once lived with. The investigation also revealed Barber was in violation of his conditions of release by engaging in criminal behavior. Barber was arrested for 2nd Degree Aggravated Domestic and Violations of Conditions

Brattleboro Police Officers were dispatched to a motor vehicle accident on Main St. where a vehicle left the scene after the accident. After an investigation officers were able to locate and identify the operator as Heather Walker. Walker was arrested for Leaving the Scene of an Accident, driving with a criminally suspended license, and issued a traffic ticket for operating without liability insurance.

Brattleboro police arrested Anthony T. Wilson for sales of cocaine and possession. Wilson was also found in contempt of his court ordered conditions of release. Wilson was placed under arrest Possession of Cocaine and Criminal Contempt and was transported to the Brattleboro Police Department for processing.

Officers of the Brattleboro Police Department conducted a motor vehicle stop on Canal Street for an expired registration violation. The operator of the vehicle was identified as Mark Zostant. Subsequent investigation revealed that Zostant's driver's license was suspended in Vermont. Zostant was arrested for driving with a criminally suspended license.

Officers of the Brattleboro Police Department responded to a business on Main Street for a report of a female acting out of control. Upon arrival, officers located the subject who was identified as Jennifer G. Jarvis. Witnesses stated that Jarvis had been acting aggressively and disorderly in public. Jarvis was arrested for Disorderly Conduct.

Brattleboro Police conducted a motor vehicle stop on Putney Rd. Subsequent investigation lead to the arrest of the operator, Jeremy Snyder for possession of fentanyl (misdemeanor).

Brattleboro Police responded to an apartment on Elliot St. for a 911 hang up. Investigation revealed that Glenn Obrien had caused physical pain to his partner. Obrien was placed under arrest and transported to the Brattleboro Police Department. There he was processed and lodged due to being ordered held without bail. Obrien has previous domestic assault convictions, making any subsequent domestic assault charges 1st degree in nature. The victim received minor injuries and did not require treatment.

Brattleboro Police observed a suspicious vehicle parked at a closed business on Canal St. Police contacted the occupants. One of the occupants, Brianna Butler was found to have an extraditable warrant out of MA stemming from drug charges. Butler was placed under arrest and transported to the Brattleboro Police Department. There she was processed and lodged in lieu of \$25k bail. Furthermore, probable cause was developed that Butler possessed narcotics in her purse. A search warrant for her purse was applied for and granted. The subsequent search of her purse revealed fentanyl. Butler was arrested for possession.

Brattleboro Police Department responded to a business on Canal St for a report of a shop lifter. Upon arrival, it was determined that Kaili R. Williamson had stolen items from the store. She was arrested for retail theft.

Brattleboro Police Department responded to the area of Oak St. and Chapin St. for a report of a vehicle that crashed, and a possible intoxicated driver. Upon arrival it was found that an altercation had taken place between Mariah Matyas and her partner. Matyas had bitten her partners middle finger, scratched his neck, and hit him in the head several times. Matyas had left the scene. The male partner sustained non-life-threatening injuries and did not seek medical attention. Matyas was later found and arrested for Domestic Assault.

Officers of the Brattleboro Police Department responded to a residence on Frost Street for a suspicious complaint. Residents called saying that a strange man had come into their house uninvited. Upon arrival the officers found John R. Faulkner, along with the resident family. Subsequent investigation revealed that Faulkner, who was not a resident, had come into the apartment without permission or any reason to think that he was allowed there. Further, Faulkner was found to be in possession of Ecstasy. Faulkner was arrested for Unlawful Trespass and Possession of Ecstasy.

Brattleboro Police Officers responded to the area of Main St near the intersection with High St. for an assault. During the investigation it was learned that Jeffrey Rivard had assaulted the victim. Rivard was later located and arrested for simple assault and violations of court conditions.

Brattleboro Police Department was actively investigating a motor vehicle collision in the exit 3 roundabout when a second collision occurred. The second collision involving a passenger car and a box truck occurred on the north end of the roundabout causing significant damage but no injuries to either operator. The roundabout was intermittently closed for approximately one hour causing heavy delays in traffic.

Brattleboro Police Department responded to a business on South Main St. for a report of a possible stolen vehicle. It was reported that Shyanne M. Cote had stolen a vehicle from the parking lot and drove off. Cote was later found operating the vehicle on Main St. It was later found that Cote's driver's license was criminally suspended. Cote was arrested for operating without owners consent and driving while being criminally suspended. The vehicle was returned to the owner.

Brattleboro Police with assistance from the Vermont State Police conducted a search warrant at a business on Canal St. As a result of the warrant Brandon Lee, Amanda Fogg, Jeremy Snyder, and Debra Bemis were all placed under arrest for various drug possession offenses. Subsequent charges included contempt of court, hindering arrest, and persons prohibited from possessing firearm. Fogg, Snyder and Bemis were also arrested on in state warrants. Fogg also had an extraditable warrant out of NH. All were taken into custody for their offenses. Fogg, Snyder and Bemis were held on their active warrants.

The Brattleboro Police Department responded to a report of females fighting in a common area of an apartment building on Garfield Drive. Subsequent investigation revealed that Heidi Heger, Katie Beam were yelling and fighting in the common area of the apartment building. Both females sustained some bruising and scratches. One of the females was transported to the hospital for non-life-threatening injuries. Both females were arrested for aggravated disorderly conduct.

The Brattleboro Police Department were informed of a violation of conditions of release. Officers found evidence that Corey Whidden violated his conditions of release by being out during his designated curfew hours. Whidden was arrested for the violation.

Brattleboro Police responded to the area of Putney Road and Browne Court for a report of a motor vehicle collision with possible entrapment. Brattleboro Fire and Rescue Inc. also responded. Dylan R. Ray d was turning onto Putney Road from a business parking lot. Elaine M. Greenwood was traveling north on Putney Road and collided with Ray's vehicle. Ray was treated on scene and did not sustain any injuries. Greenwood was transported to Brattleboro Memorial Hospital for non-life-threatening injuries.

Brattleboro Police Department responded to a local store on Main St. for a report of a theft. It was stated that a male had come into the store earlier in the day and stole items from the store. Further investigation revealed that Buck Mitchell had gone into the store twice and both times had stolen items. Mitchell was previously trespassed from the store. Mitchell was later found and arrested for retail theft and unlawful trespass.

Brattleboro Police located and arrested Brandon P Lee while on a motor vehicle stop on Winding Hill Road. Lee was held in lieu of \$25,000 bail for a Vermont warrant stemming from charges of Unlawful Restraint, Impeding a Public Officer, Weapons Offense, False Information to a Police Officer and Possession of Cocaine. Lee was also held with a consecutive \$50,000 bail for a charge of Fugitive from Justice stemming from a Possession of Cocaine Charge from New Hampshire.

The Brattleboro Police Department responded to a business on Canal Street for a female acting disorderly. Subsequent investigation revealed that Cheryl Tine was acting disorderly and fought with the police. Tine was charged with simple assault as a result of her kicking a medical professional. Tine was arrested for simple assault and disorderly conduct.

Brattleboro Police Department received a complaint for a male attempting to go into vehicles on Moore Ct. Upon arrival, Brattleboro Police recognized Corey Whidden, standing on School St. near Moore Ct. Whidden has court ordered conditions, and one of his conditions is curfew. Whidden was arrested for violating court ordered conditions.

Members of the Brattleboro Police Department conducted a motor vehicle stop on Canal St. for defective equipment. Officers were able to identify the passenger of the vehicle as Reginald Dessasure who had two outstanding Vermont arrest warrants. Dessasure was placed under arrest for the warrants. A search incident to arrest revealed that Dessasure was in possession of an unprescribed narcotic. Dessasure was also charged with possession of a narcotic.

Officers of the Brattleboro Police Department responded to a local financial institution for a report of several fraudulent checks being passed to members of the community. The bank and several victims identified Patricia A. Benedetto as the subject who distributed checks to be cashed. The checks were not the property of Benedetto and had been written on a frozen account. Benedetto was located and arrested for fraud.

The Brattleboro Police Department responded to a local hotel for a report of a domestic assault. The female complainant reported the male half of the dispute had left in his vehicle. A general description of the vehicle was provided by the complainant. Upon arrival the officers contacted the male who was with his vehicle in the parking lot. The male had sustained minor injury and reported having been assaulted by his girlfriend, Heather Parker. The male victim declined medical attention. Parker was located at a business a short distance from the hotel. Parker was arrested for Domestic Assault.

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:

We currently have two recruits attending the 12-week Field Training. They are expected to complete their training and assigned a shift in March.

Background investigation has been completed on Ostockeo Rodrigues and he is enrolled in the 109th Basic class at the Vermont Police Academy which begins in February 2020.

Officer Winkler resigned for personal reason.

The Department currently has 3 openings.

Departmental Monthly Activity Report

To: Selectboard
Via: Town Manager Peter B. Elwell
From: Town Clerk – Hilary Francis
Date: 1/6/20

	<u>Property Transfers</u>	<u>Foreclosures</u>
Nov	22	1
Dec	11	1

Summary of Major Activities/Work Projects:

- 1. Town Meeting Day, Presidential Primary and Representative Town Meeting** – Preparations have begun for the March 3 Presidential Primaries and local elections, as well as Representative Town Meeting scheduled for March 21, in BAMS multi-purpose room. Petitions are now available for town officer candidates as well as town meeting member positions. Petitions must be returned no later than 5pm on Monday January 27. Article petitions must be returned no later than 5pm Thursday January 16.
- 2. Board of Civil Authority** – Members of the Board will be meeting on January 7 to discuss election logistics.
- 3. Liquor/Entertainment License Renewals** – Renewal forms have been mailed to all Brattleboro establishments that sell or serve or sell unopened containers of alcohol. The list of renewals will likely be presented before the board on February 4 or February 18.
- 4. Dog Licenses** – 2020 dog licenses are now available.
- 5. Brattleboro Cemetery Committee** – The Committee will meet on January 17 to continue our discussion on green burials.
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

To: Brattleboro Select Board
Via: Town Manager
From: Jenepher Burnell, Assessment Office
Subject: Departmental Monthly Activity Report
Date of Report: January 7, 2020

Summary of Major Activities/Work Projects:

In the Assessment Office during the month of December the Town Assessor and Assistant Assessor were busy with permit inspections. We had one Business Personal Property & one Real Estate assessment corrected that was settle through a grievance. There were two State appeal hearings and an inspection of the new Snow Block property. The office received 801 Business License renewals and New Business Licenses. Of those, there are 26 new and 60 closed businesses thus far. The Town Assessor proctored an exam for an individual studying for their realtor license. The Town Assessor, Assistant Assessor along with two other staff members interviewed for the new position of Assessor Technician. A candidate was chosen and will start on January 27, 2020. The office continues to work with other departments on various projects.

To: Selectboard
Via: Peter Elwell, Town Manager
From: Sue Fillion, Planning Director
Date: January 10, 2020
Re: Departmental Monthly Activity Report – December 2019

Summary of Major Activities/Work Projects:

- **Land Use Planning**
 - Downtown Design Plan: reviewed survey results, met with consultant to review progress of the report, which will be in an ArcGIS Story Map format with an executive summary and poster
 - Downtown Design Plan outreach with students at BUHS
 - Intervened in an Act 250 jurisdictional opinion that erroneously was going to subject the Burger King development on Canal Street to Act 250 review due
 - Received feedback on potential barrier in the Land Use Regulations from the VT Agency of Commerce and Community Development's *Zoning for Great Neighborhoods* project
 - Working on a Neighborhood Development Area Designation application

- **Tri-Park Master Plan**
 - Met twice with the Tri-Park Steering Committee to discuss draft Plan and legislative outreach
 - Participated in the Vermont Affordable Housing Coalition Mobile Home Park Subcommittee meeting to discuss Tri-Park needs as part of a large push for a housing bond
 - Represented Brattleboro at a Bellows Falls meeting of the Senate Economic Development, Housing and General Affairs discussing the needs of mobile home parks

- **Health Officer**
 - Inspections and ongoing enforcement at 6 Reynolds and 48/50 Central Street
 - Two court appearances regarding 6 Reynolds and 48/50 Central Street. One in the judicial bureau because landowner appealed a ticket and the other at the Superior Court regarding an injunction.

- **Meetings/Conferences**
 - Represented Brattleboro at a meeting with NH Senator Jeanne Shaheen about the Hinsdale Bridge Project
 - Provided a community tour and logistical support for the VT Outdoor Recreation Collaborative Steering Committee meeting in Brattleboro
 - Participated in a meeting with stakeholders about a grant application to the Working Communities Challenge. Group submitted a planning application to address housing. Winston Prouty was the applicant.
 - Attended a meeting with the Northeast Director of Rails to Trails Conservancy on Rails with Trails

- **Staffing**
 - Stephen Dotson was hired as the Sustainability Coordinator and will start February 3

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 – December 2019
Date: January 9, 2020

Summary of Major Activities and Work Projects:

1. On July 2, 2019 VCDP awarded a \$300,000 grant to the Town (Brattleboro Housing Authority as sub-recipient) for the Red Clover Commons development. The Brattleboro Housing Authority is requesting an extension in order to satisfy the award conditions.
2. Mailed 214 utility shut-off notices and 280 past due tax notices on December 17th. Tax Sale took place on October 23, 2019. The Town was the only bidder on the former Country Kitchen building. The Town paid \$11,359.20 for the property and the owner has one year to redeem the property before the Town takes ownership of the building.
3. The Town was awarded a \$375,000 scattered site grant from VCDP on behalf of the Windham Windsor Housing Trust. The Windham Windsor Housing Trust is working to satisfy the award conditions.
4. 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 not yet 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.
5. 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 has assumed ownership from the State and will operate the station in the future.

Meetings and Training Events: 12/16/19 NEMRC Payroll/AP Yearend Webinar
Upcoming Events – None
Staffing Changes – None
Budget Issues – None

Finance Department Statistics December 2019

Personnel and Payroll Data

Employee Type	New Hires	Terminations	Paid
On Call	-	-	12
Seasonal	-	-	17
Part-Time	-	-	10
Full-Time	-	1	136
Total	-	1	175

Pay Periods	2
Gross Pay	\$ 759,008.02
Overtime Pay	\$ 63,888.71

Accounts Payable Data

Checks Issued	396
Amount Paid	\$ 1,898,749.86

Treasurer's Office Activity

Taxes Collected	\$ 312,361.46
Utility Bills Collected	\$ 57,968.48
Taxes Billed	\$ -
Utilities Billed	\$ -



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: December 2019 (written January 10, 2020)

Summary of Major Activities/Projects/Communications

- The Truck Committee is finishing up the specifications for the replacement for Engine 1. On January 6 we met with the Pierce dealer to thoroughly review our specs and make any last changes. We should see a draft spec document very soon. If the budget is approved in March we will be ready to order the new truck.
- We have started our work with a wellness coach who is coming in once a week in January to lead us in exercise, as well as teach us nutrition and relaxation techniques. I have submitted paperwork for a grant through VLCT to enable us to extend this work for 20 more weeks.
- Four members of staff met with and received training from BCTV staff which allows us to access their software remotely and post scrolling message banners to get messages out to a bigger local audience before, during and after different types of emergencies and events.
- 12/09/19 - C1 attended a *First Responders Wellness Conference* in Montpelier
- 12/12/19 – Chief Fitzgerald and I met with BUHS Principal Steve Perrin and several guidance councilors to discuss bringing a series of presentations into the high school for students. Our goal is to focus on prevention of opiate use before addition. A Parents' Night presentation is scheduled for February 3.
- 12/19/19 – C1 attended the *Governor's Emergency Preparedness Council Meeting* in Montpelier
- 01/09/20 – C1 & C2 attended the Diversity & Bias training at Central Station
- 01/09/2020 - C2 attended a Windham County Firefighter Association Meeting in Jamaica

Upcoming Events

- 01/16/20 – Traffic Safety Committee
- 01/16/20 – Workshop with the Academy School Safety Committee to review/rewrite their EOP
- 01/21/20 – School Crisis Response Committee Meeting
- 01/22/20 – First Responder Wellness Workshop / Central Station
- 01/27/20 – Franklin Pierce College Job Shadow
- 02/05/20 – NWS Spring Flood Outlook Presentation / Central Station
- We are working on several larger training opportunities to take place in the coming months, a couple worth mentioning here; *Active Response Integrated Response to Active Shooter Incidents* in April and have invited BPD & Rescue Inc to join us, and we have secured funding to send all of our staff to the VT Fire Academy for *Fireground Operations* in May. Though many of us have been to the Academy for a class/training or two, this is the first time the entire department has gone up in groups to train in the “burn building”. The training will take place over a two-day period (different groups each day) and will cover evolutions to include search and rescue, self-rescue, incident command, use of self-contained breathing apparatus, ventilation and much more.

Notable Incidents

BFD responded to 2735 calls for assistance in 2019, our highest ever annual run total. An interesting side note to the numbers which is an indicator of how busy we are getting, 742 times or 27%, we were answering simultaneous calls and sometime 3 calls at once. There were 102 overdoses that resulted in 9 deaths. In 2018 it was 54/5.

Budget Concerns/Impacts

Spending in some line items is high however the bottom line is on mark.

Staff news

We have received the resignation of Firefighter Brody Burke. Brody was hired in October 2019 upon his graduation from Southern Maine College and has decided to return to Maine to build his career. We will start the hiring process immediately.



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). Later this month we will be putting the project back out to bid for Spring Construction.

Special Meetings/Communications/Events:

Our winter youth sports programs are in full swing (Boys and Girls Basketball, Co-Ed Basketball, and Kindergarten Basketball).

Kindergarten	22 Participants
1 ST & 2 ND Co-Ed	29 Participants (4 teams)
3 RD & 4 TH Boys	32 Participants (4 teams)
3 RD & 4 TH Girls	17 Participants (2 traveling teams)
5 TH & 6 TH Boys	33 Participants (4 teams)
5 TH & 6 TH Girls	19 Participants (2 traveling teams)

I attended a planning meeting of the 2020 Brattleboro Winter Carnival on Thursday December 12TH.

Upcoming Projects/Events:

The Nelson Withington Skating Facility is open for the Season for Youth Hockey, BUHS Hockey, Adult Hockey, and Figure Skating Club. During the month of December we have had 1,739 Public Skaters and Stick Time Users and 806 Skate

Rentals.

The Men's and Women's Basketball League is well under way. We have 18 Men's Teams and 4 Women's Teams.

The Gibson Aiken Center is open for After School / Evening Activities for youth and adults (Youth Basketball, Volleyball, Badminton, Pickleball, Zumba, Kung Fu, Cardio Kick Boxing, Gymnastics, Open Gym & Game Room, Chess Classes, R.A.D. Classes, Tai Chi, Yoga & Pilates, Table Top Tuesday, and Table Tennis) During the month of December we had 225 utilize the Open Gym and Game Room Program.

Staff is working on plans for special activities to be held during school Winter Carnival Week February 17-21, 2020.

Facility Improvements:

Staff Changes:

No changes at this time.

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
Dan Tyler, Highway/Utilities Superintendent
RE: Monthly Report for December 2019
DATE: January 2, 2020



Highway Division

This month the Highway crews have been working on clearing and trimming brush along roadways in an effort to reduce damage to plowing equipment and other vehicles during storms. Crews have also been working on repairing and replacing signs as needed. The first of the month brought our first large storm of the season, the storm was the largest we've had in nearly 20 years and due to the volume and weight of the snow, it created a challenge. Crews did a great job working long hours for several days to get the roads cleared and snow removal done as quickly as possible. The addition of the second sidewalk tractor has made a vast improvement to sidewalk maintenance.

Maintenance Division

This month, the maintenance division has been focused on keeping our equipment operational for round the clock winter operation. As always, their focus is keeping the fleet fully operational and safe throughout our daily operations. We have experienced some minor break downs, but the majority of the work has been routine maintenance.

Distribution & Storage

This was a difficult month for the Distribution and Storage staff as they lost their most senior co-worker, Anthony Bombicino. Anthony worked for the department for eight years before he was diagnosed with stage 4 liver cancer this fall. The Distribution & Storage crew was a large part of helping his family with setting up and cleaning after his funeral. The Town Family really banded together to do as much as possible for the family.

Also, this month, the crew has been working closely with Highway Division staff as needed to assist with snow clearing and snow removal as needed. They've also been following up the quarterly meter reading with meter repairs and callbacks as necessary. Distribution and Storage crew has also been performing routine operations such as hydrant maintenance, 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. They have also been working closely with a consultant to start looking at scoping out plant upgrades.

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

Wastewater Treatment

This month the Wastewater Treatment Plant experienced an electrical problem between the transformer and the main breaker. A L Tyler and Green Mountain Power both worked on the issue and found that there was a broken underground wire causing electrification of the generator catwalk. Testing was performed and it was found that the plant could safely operate with the underground wire disconnected. Arrangements are being made to replace the damaged wire.

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.

The sludge dryer pilot program continues and staff continues coordinate with consultants in an effort to control odors.

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.

Departmental Monthly Activities Report for December 2019

To: Brattleboro Selectboard

Via: Peter Elwell

From: Starr LaTronica, Library Director

Building: Our book theft detection system on the second floor has been malfunctioning. Russ has examined it and I have been in touch with the manufacturer to discuss repairs.

Community Collaboration: A representative for the upcoming census has been staffing a table on several occasions to recruit census workers and publicize the importance of the upcoming count. I met with several members of the community and the incoming sustainability coordinator, all of who are interested in establishing a tool lending library, (at a difference site). Compassionate Brattleboro continued its community conversations with a panel who discussed safety downtown. IT was well attended and the discussion was thoughtful.

Programs: Our First Wednesday program on the history of U.S. Immigration Policy elicited an agitated response from an audience member who, unfortunately, only heard the last 10-15 minutes of his presentation. The presenter expressed his appreciation for the way the situation was handled. The audience member was not asked to leave, though she chose to do so. We held a Saturday evening poetry reading to celebrate the winter solstice, which was a gratifying success! About 40 people attended, many of whom were young adults. People enjoyed mulled cider and ginger snaps and lingered to mingle.

Display: The adult department featured displays of Winter Reads and Short Stories for Long Nights.

Website project: We are finalizing the contract with MRW to move forward with our website redesign.

Personnel: The final report on pay for non-Union, part time employees has been completed. Town administration intends to move forward with wage reform.

Town activities: I presented the proposed operations budget for Library to the Selectboard, (thank you for the opportunity to talk about the Library). I participated in the annual December breakfast for Town employees.

Professional Development: I moderated a panel of illustrators who demonstrated their process for a group of librarians at the Society of Illustrators on NYC.

Friends: The Friends conducted a very successful "like new" booksale and basket raffle. They are still receiving donations for their Annual Appeal which funds enhancements to library services, such as Kanopy and our programs.

Publicity: Jeanne Walsh did a spectacular job promoting book, libraries and reading as a guest on VPR's Winter Reading episode of Vermont edition.

Many patrons (and some employees and volunteers) have suggested that we establish a coffee bar at the library. While that is too ambitious at this time, (staffing, etc.) we have begun offering coffee (donations welcome) on Friday mornings. It has been appreciated and we may expand the service.

11,890 items were checked out of the library in December.