

Hartford Parks and Recreation Commission

UPDATED AGENDA

Date 11/10/2022

Time 5:00 PM

Hartford Town Hall

- Call to Order
- Approval of Previous Meeting Minutes
- Citizens Comments
- Commission Comments
- Directors Report to be Disseminated
- Old Business
 - Evaluation Plan Review
- New Business
 - Marketing and Community Relations Plan Review
 - Hartford Community Coalition – Ordinance Change Request
- Agenda Items for Next Rec Commission Meeting
- Adjournment

Parks & Recreation Department**Significant Activity Report****October 14th, 2022****Respectfully Submitted By: Scott Hausler, Director****Program and Park Highlights**

- Many of our fall programs continued the past two weeks. NFL Flag Football, Youth Karate, Youth Soccer, Chess Club, DBS After School at VINS, Afterschool in the Parks.
- Our Halloween-ie Movie Night was held on Friday, October 7th. This was a collaboration with the Special Needs Support Center and the Hartford Community Coalition where we had a weenie roast, smores cooked over a firepit, the movie Hocus Pocus was shown at dusk, decorate a pumpkin and other crafts.
- Kids Paper Crafting Class was held on October 11th where children ages 8-15 learned to do use paper products to make cards and other gifts. The course was instructed by Karen McNall from Parks & Recreation.
- The Department held a Teen Adventure Getaway to Strategy Zone Outdoor Lazer Tag on October 11th. We had a full van load of teens that took part. Teen Adventure Getaway's are held on no school days. Our next Getaway will be on November 3rd for a trip to the Get Air Trampoline Park.
- The Hartford Parks & Recreation and UVAC Free Swim Program has started. The Learn to Swim program began October 12th and is held at the Upper Valley Aquatics Center. The program is designed for 3rd graders.
- We are accepting donations of candy for the upcoming Trunk or Treat scheduled for Saturday, October 29th. The candy will be distributed to the groups that sign up to be "trunkers" who have decorated their vehicles in a Halloween theme for the event.
- Programs that we are pushing out for future enrollment include: Boys Basketball Camp, Small Games Hockey Camp with the Hurricanes, Maxfield Monday Walks and Ice Skating Lessons. We are still in the need for an instructor for Skating Lessons.
- Parks Maintenance Staff were busy the past week installing the sheet of ice at the Wendell A. Barwood Arena. We opened for skating groups on Monday, October 10th. Our first weekend of Public Skating will be Saturday, October 15th. For a complete schedule of skating dates and times visit www.hartfordrec.com. This transition period from parks to the arena is challenging for staff as we continue to manage our parks system while trying to operate the arena at 100%. We are thankful for our staff and their expertise with getting the ice in place for the 2022/2023 season.
- Staff are working on programming out this school year No-School Fun Days.
- The pool cover was installed and most of the pool facility is winterized for the season. The winterization was completed by South Shore Pools. They will return in the spring to complete an opening for us. We will return to the pool later this month to winterize the main water lines in the control building and pump house.

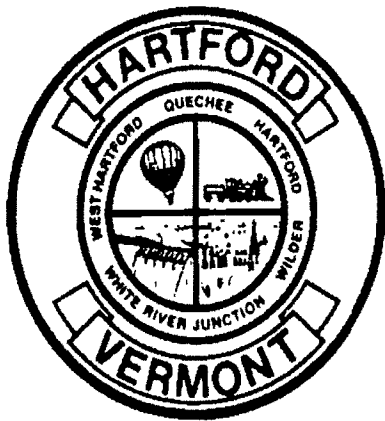
**Parks & Recreation Department
Significant Activity Report
October 28th, 2022**

Respectfully Submitted By: Scott Hausler, Director

Program and Park Highlights

- All of our fall season sports have ended. We are gearing up for winter indoor youth sports and pushing out the Small Games Camp with Hartford Hurricanes and our Youth Basketball Camp.
- The Department held a Candy Drop at the Hartford Town Hall the week of October 17-26th. Bags of candy were received by many community members as a donation to our Trunk or Treat Event on Saturday, October 29th. We want to thank all those that donated candy. The candy is distributed to all the Trunk or Treat Displays, helping them provide additional candy and to lessen the financial burden on those displaying at the event.
- The Department is busy preparing for the Trunk or Treat Event on Saturday, October 29th. The event is from 4pm to 6pm. We have 25 Trunks pre-registered and anticipate a few more. The event will be at the Hartford Town Hall.
- After School in the Parks, White River and DBS After School at VINS continues. Pickleball at Maxfield continues to be popular on Tuesday and Thursday starting at 5:30pm
- WABA Arena Operations includes Public Skating on Friday from 1:15pm to 2:30pm, Saturday's from 4:15pm to 5:30pm and Sunday's 3:45pm to 5:00pm. We also provide a Noontime Hockey Open Skate on Friday's from 12:00noon to 1:00pm.
- Staff in Parks and Facilities continue to transition from outdoor maintenance to the indoor operations of the WABA Arena. The arena schedule this season is 7 days per-week with mostly afternoon/night shifts and our weekend Saturday and Sunday operation consists of 12 to 16 hours each day.
- Park facilities continue to be busy even though most of the youth sports are over. The mild weather has been helpful allowing residents to continue using parks and open spaces. Portable toilets in the parks will be removed prior to October 31st. All parks will remain open until the colder weather hits and snow flies. At that time, we will close gated parks, but most locations will be open for winter public usage. Park locations are not maintained during the winter, except for plowing various access roads for winter access.
- The new parks truck is fully equipped and was put into service. The equipment box trailer and the trailer for our outdoor adventure equipment should be arriving soon.
- The Parks & Recreation Commission held a Parks Tour on the 19th. The tour covered Lyman Point, Frost Park, Kilowatt, Clifford Park and the West Hartford Community Center and Library. At Clifford Park, members of the Clifford Park Food Forest provided a tour and update on the project.

HARTFORD, VT
PARKS AND RECREATION
DEPARTMENT



MARKETING / COMMUNITY
RELATIONS PLAN

“Our mission is to serve the recreational needs of the community by offering lifelong learning through recreational and educational programming utilizing existing parks and facilities.”

Updated 03/04
Updated 03/05
Updated 03/07
Updated 04/09
Reviewed/Updated 03/11
Updated 03/12
Reviewed & Updated 3/14
Reviewed & Updated 3/16
Reviewed & Updated 6/18
Reviewed 11/1
Reviewed 10/14/21 and 11/18/21

Hartford Parks and Recreation Department Marketing / Community Relations Plan

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Hartford Parks and Recreation Department Marketing / Community Relations Plan

Introduction

The department is dedicated to providing citizens with accurate, up to date and relevant information about programs, special events and facilities. The department will strive to inform the public of current news relative to on-going programs. The marketing efforts will include a variety of mediums to ensure the department provides Hartford citizens with a variety of opportunities to discover the many services offered by the department. Implementation of the Marketing / Community Relations Plan is based on the department's vision and mission statements.

Vision Statement

The residents of Hartford and the surrounding communities recognize the vital importance of natural places and recreation. Through diverse programming that aims to reach all, regardless of age, gender, race, physical or mental ability, sexual orientation or socioeconomic background, the Hartford Parks & Recreation Department cooperates with community groups to bring a variety of recreational opportunities to local residents. The department is committed to maintaining the highest quality parks and facilities while dedicating itself to improving its program offerings and practices to meet current and future needs.

Mission Statement

Our mission is to serve the recreational needs of the community by offering lifelong learning through recreational and educational programming utilizing existing parks and facilities.

I. Administration

A. Review

The Hartford Parks and Recreation Commission, Director, Superintendent of Recreation Programs, Superintendent of Parks & Facilities, Administrative Assistant and Town Manager will review the plan yearly. The review will consist of evaluating marketing promotional material, sequence of distribution and methods of distribution.

B. Staff Responsibilities

The Director will be responsible for updating the plan, distributing the plan and overseeing the administration of marketing activities for the department. The Administrative Assistant and Superintendent of Programs will develop the seasonal program guide, event fliers, press releases, website, and online presence.

II. Marketing Tools

The following tools will be implemented to announce programs and special events:

A. News Releases / Feature Articles

When appropriate – news release will be sent out announcing activities of the department (new programs, capital improvements, etc.) All news releases will be submitted through the appropriate media choices at least three weeks prior to the program, activity, and/or event date. Reminders will be sent weekly prior to events using Constant Contact, websites, and social media.

B. Web

All activities and general information about the department will be maintained and updated on an “as-needed” basis on the Town’s official web site and on www.hartfordrec.com. The seasonal program guides will

be posted on the town's website and on www.hartfordrec.com, which allows participants to view or print out the document. All social medial platforms will also be utilized for promoting events, deadlines, and notifications.

C. Bulletin Board

Communication information will be maintained at the entrance bulletin board at the Parks & Recreation office in the Municipal Building, the WABA, the pool and all schools. When appropriate, fliers/posters will be distributed to local bulletin boards and storefront windows.

D. Recreation Telephone

The phone line (802) 295-5036 –will be maintained as a direct contact to the Department.

E. Paid Advertising

Advertising will be utilized for season openings of major facilities and announcements of special events.

F. Internet - Email

Emailing and use of social medial platforms will be used to engage potential participants. This format will be utilized to directly target the appropriate market that we want to reach. Marketing documents and press releases to every household in our database, through both www.hartfordrec.com and Constant Contact mailings.

G. Direct Mail

Direct mail marketing is an option for the department to use for marketing of programs and special events. However, in today's technologically advanced world, the department finds it more beneficial to market via social media, emails, and websites. Due to social media and our available technology, cost prohibitive direct mailing is being phased out as a means of marketing. We do, however, mail promotional materials upon request.

H. Seasonal Program Guide

Two program guides will be developed and published: One in late February and the other in late August. The February guide will announce the spring / summer information and the August publication will announce the fall / winter information. The publications will be distributed to the schools (copies for each student, faculty and staff), village post offices, libraries, WABA, municipal pool, general stores and municipal offices.

I. Facebook, Twitter, Text Messages & Instagram

Social media posts are utilized for program marketing by creating events and posting status updates to inform people of announcements, cancellations, and programming. Facebook and Twitter are linked, so that anything added to Facebook is automatically added to Twitter. Twitter links are embedded on the website, as are links to Facebook. Social media posts will show up on all social media platforms.

J. Text messaging is an option available within the MyRec system. However, the method of set-up and maintenance require a tremendous amount of administrative oversight. Until the department is able to focus on that means of communication, texting is a method that we'll work toward in the future, allowing for last minute cancellations or updates to programs and events.

Program Guide Time Line

February Publication

Nov – Dec determine programs and gather information
December 2nd week / review with Commission
January 1st week – design layout
January 2nd week – finalize program content
January 4th week – final draft to be edited
February 1st week – make final revisions
February 2nd week – send to printer, upload to website
February 3rd week – print and pick-up
February 4th week – distribute

August Publication

Apr – June determine programs and gather information
June 2nd week / review with Commission
July 1st week – design layout
July 2nd week – finalize program content
July 4th week – final draft to be edit
Aug. 1st week – make final revisions
Aug. 2nd week – send to printer, upload to website
Aug. 3rd week – print and pick-up
Aug. 4th week – distribute

III. Special Events

A. Marketing Tools

Marketing of special events demand a variety of marketing tools to assure significant exposure is created. Along with the Marketing Tools listed in the plan, the following marketing techniques will also be implemented:

1. Poster and Rack Cards distributed throughout Upper Valley
2. Guests on radio and local cable access talk shows
3. Radio Advertising (if financially able)
4. Distribution of fliers at concerts and/or designated public gatherings
5. Event-Specific invitations on all social media platforms.
6. Feature articles and positioning past/post pictures.
7. Constant Contact
8. Promotional flyers submitted to local cable access bulletins boards.
9. Posting HPRD events on partner social media platforms.

B. Special Event Marketing Time-Line

The outline below is a guideline for starting of marketing of annual special events.

Event	Event Month	Kick-Off Marketing
Glory Days of the Railroad	September	November - previous yr.
Halloween	October	1st week of October
Opening of Ice Arena	October	1st week of October
Turkey Skate	November	1st week of November
Elves Workshop	December	4th week of November
Skate with Santa	December	2nd week of December
New Year's Eve Skate Party	December	3rd week of December
RedZone 5K	February	2 nd week of December
Youth Ice Fishing Derby	February	2nd week of January
February Community Entertainment	February	3rd week of January
Boston Flower Show -Bus Trip	March	1st week of December
Lyman and Quechee Concert Series	June	1st week of April
Open of Municipal Pool	June	1st week of May
July 4 th Fireworks Festival	July	1 st week in March
Hurricane Hill Trail Run	July	1 st week in April

*Other events as developed and when fundraising is needed, should kick off marketing at least 8-12 weeks prior. Some events, such as annual road races, require marketing through trade magazines and websites at least 8 to 10 months in advance.

IV. Community Relations Plan "A Work In Progress"

Policy Statement

It is essential for the department to have a "presence" in the community by having an active, on-going public relations campaign. Each of the staff, whether seasonal or full-time, plays a crucial role in representing the department. Whether in the office with patrons or in the parks/facilities with visitors – the staff should reach out to insure positive community relations. The department must create close ties with the whole Town (Town of Hartford) without losing the sense of each village community. A demonstration of caring and follow through of the department's mission and vision must be evident.

V. Staff Responsibilities

The Superintendent of Programs will serve as the public relations liaison to the Hartford School District. The Director is the “point” person for all public relations internal and external of the department with the media, community civic agencies and general public. The efforts of positive “community relations” involve the entire staff, whether working within departments within the Town government and/or the wide spectrum of civic and private groups externally.

The following methods will be used to enhance positive community relations (externally):

A. Weekly Recreation Bulletin

Submission to the Valley News Thursday Recreation Page each Monday for Thursday’s paper and the Thursday Constant Contact communication.

B. Annual Speaking Engagements

Speak at a variety of local civic groups, clubs, schools and service organizations.

C. Parks and Facilities Brochure and Program Guide

Utilize these publications to “thank” volunteers and recognize volunteer service award recipient. Directions to parks and facilities for tourists.

D. Civic Cooperation

The department will work with civic groups within the community and identify needs through collaboration. Department and identified groups/agencies will engage in events and programs as a cooperative sponsor and/or participant. Example: Current relations with WRJ Rotary-Polar Express, Chamber of Commerce-Balloon Festival, Hartford

Community Coalition activities, Hanover School District's Summer Camp Fair.

E. Community Involvement

The department will assist in a variety of community oriented activities, such as; club youth sports organizations, civic organization activities and the like.

F. Parks and Recreation Commission

Meetings are posted and the public is welcomed and encouraged to attend. Each member of the commission has liaison responsibilities to a variety of youth sport activities, civic organizations and the school district.

G. Word of Mouth

The power of "one on one" to inform citizens about what's going on in the department is crucial to building a positive public image. If a person has a question that a staff member cannot answer – all best attempts should be made to find and convey the answer.

H. Weekly Program Newsletter

Newsletter is submitted electronically to each of the Hartford Schools which list all of the upcoming programs for the current month. Constant Contact distribution also serves as a weekly Upcoming Program newsletter.

VI. Community Assessment / Quality Assurance

The department will make an effort to assess and evaluate the programs, activities and events offered to the citizens. Citizens input will be obtained to assure the parks are safe and in quality condition.

A. Community-Wide Parks and Recreation Survey

The last community wide survey was completed in 2017. The development of the next survey is scheduled for summer of 2021. The parks and recreation department will administer the survey, with the assistance of various organizations and stakeholders. Survey Monkey or other institutions may be used to collect and validate the data. Results of the survey are used to develop future capital improvement projects and budgets.

Collaboration with other community organizations' surveys assists us in data collection that supports community recreation and parks.

Assessments through the review and updating of the Town's Master Plan also provides input from stakeholders on how the department is doing. Currently (July 2018) the department is participating in an overall Master Plan Update that includes community wide input on parks and services.

B. Community Meetings

The department will collaborate with the Planning & Development Office of the Town and other organizations, such as Hartford Community Coalition (HCC), to address community needs, problems and concerns through community-wide meetings. Past department participation includes HCC events, where various issues and concerns were addressed providing a true voice of the community. Additionally, the department has participated in Planning and Development village meetings and has utilized a collaborative called the Facilities & Field Committee which includes various interests throughout the community to assess and plan for facility and field uses and needs. The committee has representation from all sport and club organizations along with the Hartford Athletic Director and Director of Parks & Recreation.

C. Programming Evaluations

Evaluations are created and maintained through Survey Monkey by the Superintendent of Programs and sent to program participants via Email through MyRec or direct email as needed. All programs are evaluated by the participant and seasonally by the Department. The results of the evaluations are compiled and presented in a program report at the end of each program season.

D. Implementation of Evaluation Procedures

1. Workshops, Classes and Seminars: The data will be reviewed and tabulated by the Superintendent of Programs – to be put into the quarterly program report.
2. Youth Sports/Programs and Facilities: Evaluations will be emailed to all participants using MyRec or direct email as needed. The data will be reviewed by the Superintendent of Programs – to be put into the seasonal program report. The evaluation process is also available via a link on our www.hartfordrec.com website.
3. Ventures Camps: The Superintendent of Programs will distribute camp evaluations via email on the Friday of each respective camp session. The evaluations will be reviewed and tabulated by the camp director and a written report submitted to the Program Coordinator.

VII. Market Research Methodology

The following methods will be implemented to determine the effectiveness of programs and facilities:

A. Program Evaluations

1. All programs will be evaluated seasonally at the end of the program.
2. The results of the evaluation will be presented to the Parks and Recreation Commission and the Parks and Recreation Director.

3. The Director and Superintendents of Facilities and Programs will create the evaluation report and maintain the responses for future program offerings.

B. Bi-Annual Program Review

1. Twice a year the Parks and Recreation Commission will review the slate of proposed programs.
2. The Parks and Recreation Director will conduct the workshop session.
3. The School Board and Selectboard liaisons will be encouraged to attend and participate. The session will occur at a regular scheduled commission meeting.
4. This group will review the program line up with the over-all strategic plan.

C. Tracking System

1. The means of how programs are advertised, the registration and evaluation review process will be tracked two times a year as part of the seasonal program review.

D. Community Survey

1. The department will conduct a community survey every five years.
2. The last survey was conducted in 2017.
3. The next survey is scheduled to occur in the summer of 2021.

E. Monthly Program Reports

1. Reports consisting of program attendance, revenue/expense, inventory, evaluation and scholarships given will be submitted to the Parks and Recreation Director by the Superintendent of Programs. This report is also submitted to the Finance Director for review and comment.
2. These reports will be used in evaluating the programs offered.

F. Annual Park and Facility Reports

1. Reports consisting of park/facility practices, preventive maintenance recommendation, the Superintendent of Parks & Facilities and Park Labor staff will meet to discuss needs for the department facilities. The Superintendent will submit the status of facilities and equipment and any revenue/expense reports to the Director when requested.

G. Public Forums

1. Public meetings are held to discuss future programs and park/facilities needs when executed by the Director.

H. Park and Facility Evaluations

1. Through the program evaluation distributed to participants –questions will refer to the park and/or facility being used for the program.

**TOWN OF HARTFORD, VERMONT
PARKS ORDINANCE**

ARTICLE I ARTICLE II ARTICLE III ARTICLE IV
ARTICLE V ARTICLE VI ARTICLE VII ARTICLE VIII
ARTICLE IX ARTICLE X

PURPOSE DEFINITIONS
AUTHORITY AND ADMINISTRATION NO
PERSON IN A PARK SHALL
BEHAVIOR- NO PERSON IN A PARK SHALL
MERCHANDISING-ADVERTISING-SIGNS
BICYCLE, SNOW VEHICLES AND MOTORBIKES
VIOLATION and PENALTIES
EFFECTIVE DATE
NO PREEMPTION OF PRIVATE REMEDY

ARTICLE I

PURPOSE

The purpose of this article shall be to preserve the public peace and maintain order on lands owned and managed by the Town of Hartford, Vermont, ~~and to~~ contribute to the safety and enjoyment of the users of such parklands by regulating the use of the property properties and protecting users from exposure to the harmful effects of secondhand smoke/vapor on the properties.

ARTICLE II DEFINITIONS

1. **"Town"** the governing entity consisting of the following villages: Quechee, Wilder, West Hartford, Hartford and White River Junction.
2. **"Park"** is any area in the Town under the direct jurisdiction of the Town Parks and Recreation Department and Conservation Commission. Parks and Conservation Lands include: Quechee Green Park, Watson Memorial Park, Erwin Clifford Park, George Ratcliffe Park, Hurricane Wildlife Refuge Park, Frost Park, Kilowatt North and South Parks, Veterans Park, Quechee Green Park, Meeting House Common, Lyman Point Park, Fred Briggs Park (Engine 494), Hurricane Town Forest, Maanawaka Conservation Area, David Chang Conservation Area and all open public properties managed by the Parks and Recreation Department and Conservation Commission.
3. **"Person"** is any individual, group, association, corporation, company or organization of any kind.
4. **"Vehicle"** is any conveyance, whether motor-powered, animal-drawn or self-propelled. The term shall include any trailer in tow of any size, kind or description.
5. **"Tobacco Products"** include cigarettes, little cigars, roll-your-own tobacco, snuff, cigars, new smokeless tobacco, and other tobacco products as defined in 32 V.S.A. § 7702.
6. **"Tobacco Substitute Products"** are products, including electronic cigarettes or other electronic or battery-powered devices, that contain or are designed to deliver nicotine or other substances into the body through the inhalation of vapor and that have not been approved by the U.S. Food and Drug Administration for tobacco cessation or other medical purposes as defined by 7 V.S.A. § 1001(8) Products that have been approved by the U.S. Food and Drug Administration for tobacco cessation or other medical purposes shall not be considered to be tobacco substitutes.
7. **"Cannabis"** includes all parts of the plant *Cannabis sativa L.* as defined by 7 V.S.A. § 831.

ARTICLE III AUTHORITY AND ADMINISTRATION

The Department of Parks and Recreation is charged with the administration of this article and the posting of signs designating parkland within the town. The rules and regulations set forth herein shall apply to and be in effect in all parks under the control, supervision and jurisdiction of the department. Under authority granted in 24 V.S.A. §§ 2291 (4), 2291 (7), 2291 (14), 2291 (17), and 2291 (18), the Selectboard of the Town of Hartford, Vermont hereby adopts the following civil ordinance regulating the Parks.

Commented [1]: We recommend legal counsel review for completeness.

ARTICLE IV NO PERSON IN A PARK SHALL

1. Buildings and grounds
 - a. Willfully mark, deface, disfigure, injure, tamper with, displace or remove, any building, bridges, tables, benches, grills, railings, paving/paving material, water lines, or other public utilities or parts or appurtenance thereof, signs, notices, or place cards (whether temporary or permanent), monuments, play equipment, facilities or park property or appurtenances whatsoever, either real or personal.
 - b. Dig or remove any soil, rock, stones, down timber or other wood or materials, or make any excavation by tool, equipment, blasting, or other means or agency.
 - c. Erect Structures: Construct or erect any building or structure of whatever kind,

whether permanent or temporary in character, or run, or string public service utility into, upon or across such lands. Exception is here made as to any person acting by and under the authorization by permit of the Town.

2. Trees, Shrubby, Lawns

- a. Damage, cut, carve, transplant, or remove any tree, flower or plant or injure the bark, of any tree or plant. Nor shall any person attach any rope, wire or other mechanical device to a tree or plant. A person shall not dig in or otherwise disturb turf areas.

3. Hunt and Trap

- a. Hunt or trap on Park Properties, with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan

4. Sanitation

- a. Pollute the natural waters located in and next to the Parks.
- b. Bring in or shall dump, deposit or leave any bottles, broken glass, ashes, paper, boxes, cans, dirt, rubbish, waste, in or contiguous to any park, or left anywhere on the grounds thereof, but shall be placed in the proper receptacles where these are provided; where receptacles are not provided, all such rubbish or waste shall be carried away from the Park by the person responsible for its presence, and properly disposed of elsewhere.
- c. Keep a dog or dogs off leash. Owner or person having custody of any dog shall keep the dog on a leash at all times, unless in an off-leash designated area on the park grounds. A dog may not defecate on any park properties, unless said defecation is removed immediately and properly disposed of in a designated dog waste container. No dogs are allowed on athletic fields. *Cross reference Dog Ordinance Chapter Sections: 27-4, 27-5, 27-8, 27-9 & 27-10*

5. Traffic

- a. Fail to comply with State laws, Town ordinances and with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan in regards to recreational equipment and operation of vehicle of any kind.
- b. Operate any vehicle or recreational equipment on any area except the designated road / driveway areas and or trails.
- c. Park a vehicle in other than established or designated parking areas

6. Recreational Activities

- a. Frequent any waters or places of park grounds before or after park posted hours. Parks are open from dawn to dusk, unless said activity is approved by the Town to be conducted after park posted hours.
- b. Carry or possess firearms of any description, or air rifles, spring-guns, paint-ball guns/rifles, bow and arrows, sling, knife, slingshot, dagger, or any other types a dangerous weapon(s), with the exception what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan.
- c. Picnic Areas and Use
 - 1) Picnic or have large food serving stations in a place other than those designated for that purpose.
 - 2) Large groups are required to submit a Park Use Permit. A large group consists of ten or more people.
 - 3) Light and create open fires, and/or fire pits with the exception of what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan.
 - 4) Leave a picnic area before the fire is completely extinguished and before all trash, garbage and all other refuse is placed in the disposal receptacles. If no such trash receptacles are available, all refuse is to be taken out of park and properly disposed of elsewhere.
- d. No person shall set up tents, shacks, or any other temporary shelter for the purpose of overnight camping, nor shall any person leave in a park after closing hours any movable structure or special vehicle to be used for, or that could be for, such purpose of overnight camping, with the exception of what may be permitted by the rules and regulations as outlined in the Hurricane Town Forest Recreation Management Plan or without permission from the Hartford Parks and Recreation Department.
- e. Take part in organized athletic games without written permission of the Department of Parks and Recreation.
- f. Ride a horse or any other animal in the parks, with the exception of what may be permitted by the regulations as outlined in the Hurricane Town Forest Recreation Management Plan.

ARTICLE V BEHAVIOR- NO PERSON IN A PARK SHALL:

1. Bring or possess alcohol beverages, ~~smoking~~-tobacco products, ~~tobacco substitute products, cannabis~~ or any illegal drug, nor shall any person drink alcohol beverages, or use any ~~smoking~~ tobacco products, ~~tobacco substitute products, cannabis~~, or illegal drug at any time in the park ~~(-including but not limited to parking areas, restrooms, off-leash areas of dog parks)~~, except when allowed by the rules or regulations of the ordinance relating to the use of alcohol beverages. *Cross reference Open Container Ordinance*
2. Engage in loud, boisterous, threatening, abusive, insulting or indecent language, or engage in any disorderly conduct or behavior tending to breach the public peace. *Cross reference Noise Ordinance.*

Commented [2]: State statute permits people 21 years or older to carry up to 1 oz of cannabis on their person. It prohibits cannabis consumption in public places.

ARTICLE VI MERCHANDISING-ADVERTISING-SIGNS

1. Expose or offer for sale the article of thing, nor shall he/she station or place any stand, cart, or vehicle for the transportation, sale or display of any such article or thing. Exception is here made as to any person acting by and under the authorization by permit of the Town.
2. Announce, advertise, or call the public attention in any way to any article or service or service for sale or hire-without written permission from the Town.
3. Paste, glue, tack or otherwise post any sign, placard, advertisement, or inscription, nor shall any person erect or cause to be erected any sign on park properties. Exception is here made as to any person acting by and under the authority by permit of the Town.

ARTICLE VII BICYCLE, SNOW VEIDCLES AND MOTORBIKES

1. No person shall ride a bicycle upon the lawns, walks, or foot trails in the parks unless otherwise posted.
2. No motorized snow vehicles shall be permitted in the area of a park except where permitted by the Town.
3. No motorized vehicle shall be permitted in any area of the parks, with the exception of those permitted by the rules and regulations of each park.

ARTICLE VIII NOTICE TO PARK USERS

Signs shall be prominently placed at all applicable town park and recreation areas and facilities, notifying the public of the prohibition against the use of all tobacco and cannabis products and use of tobacco substitutes (including vaping devices).

Commented [3]: Some signage is available at no cost from the state of Vermont.

ARTICLE VIII VIOLATION AND PENALTIES

A violation of this ordinance shall be subject to civil enforcement in accordance with the provisions of 24 VSA Section 1974a and 1977 et seq. A civil penalty of not more than \$500.00 may be imposed for a violation of this civil ordinance and the waiver fee shall be set at \$50.00 for the first offense, \$100.00 for the second offense within a six month period, and \$200.00 for all subsequent offenses within a six month period. Each day violation shall constitute a separate violation of this ordinance.

ARTICLE IX EFFECTIVE DATE

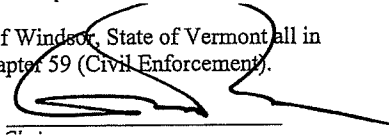
Effective Date: This ordinance shall take effective sixty days after the adoption by the Select Board for the Town of Hartford, Vermont.

ARTICLE X NO PREEMPTION OF PRIVATE REMEDY

b.

Nothing in this ordinance shall be construed to limit or modify any remedy which may be available to any private person under existing common law or statute for abatement of nuisance, nor shall any enforcement process begun or completed by the Town of Hartford against any person be deemed or construed to exempt such person from imposition of liability resulting from pursuit of civil remedy by any other person.

Adopted this 14th day of April at Hartford, County of Windsor, State of Vermont all in accordance with Title 24 VSA (14) and 24 VSA Chapter 59 (Civil Enforcement).

A handwritten signature in black ink, appearing to be "S. J. [unclear]", written over a horizontal line.