

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 1, 2016
CC: All Departments



Town Administrator: This past week’s activities included attending a meeting with Chiefs Wetherbee and Bengtson, Highway Foreman Ed Wakefield and Town Engineer Ray Korber to review the plans and schedule for Phase I of the reconstruction of the Public Safety Building parking lot, the monthly milfoil committee meeting, the NHDOT Transportation Alternative Program grant workshop in Lincoln, the regular Select Board meeting Thursday evening and the Lakes Region area managers group meeting on Friday. A candidate for the DPW Director position was interviewed by the Select Board prior to Thursday’s regular meeting. This week I will meet with Superintendent Noyes in preparation for the join School and Select Boards meeting on August 9th, our monthly department head meeting will be on Tuesday, attend a review of the new Moultonborough Natural Resource Inventory draft and the 2016 road projects pre-bid meeting on Thursday. The Select Board will hold a work session on Thursday evening at 7:00pm for a non-public personnel matter. Have a great week everyone!

Finance: Nothing to report this week.

Assessor: Vision will be conducting the informal hearings this week and part of next week. Hearings are by appointment only and should be scheduled through the 800 number listed on the preliminary values letter sent to every taxpayer. Sales information as well as an old to new values spreadsheet are on the Town of Moultonborough website for those who want to do some research before their hearing. The hearings are being held in the south meeting room, not the large meeting room as in years past. Taxpayers are requested to take a seat in the lobby and they will be called for their appointment. I plan to sit in on the hearings when I am here and Vision will have additional staff when I am not here.

Tax Collector: Real estate taxes were due July 1, 2016 and as of that date we had collected approximately 95.8% of the total July, 2016 Real Estate Tax Warrant which is slightly higher than in years past. We are preparing courtesy reminder letters to all outstanding taxpayers with an expected mail date of August 3, 2016. To date online tax payments have increased approximately 50% since last year. Monday, July 25th I ordered mortgage searches from the abstractor beginning the process necessary for the upcoming tax deeding for unpaid 2013 real estate taxes. Tax deeding is scheduled for October 12, 2016. Monday, August 8th I will be attending an all-day recertification class. Office Clerk Jennifer Martel will be attending a full week of certification classes the week of August 8th and Deputy Ashley Pouliot will be on vacation August 10th and returning August 16th.

Town Clerk: Nothing to report this week.

Public Works & Facilities: The crew completed ditching on Red Hill Rd and Saw Mill Way, and moved to Evans Rd for ditching operations. The “Rock Hog” an outside contractor which does rock fracturing did approximately 6-8 rocks on Ben Ayers Rd, Bartlett Landing and Cottage

Roads. The crew assisted with the backhoe to remove the rocks and back filled the areas with gravel. The crew graded Bodge Hill Rd and the intersection of Blake & Lees Mill Rd, and assisted the Rt.25/Old 109 intersection contractor with removal of the jersey barriers. The contractor began work on pulling the pavement in the abandoned slip lane. The intersection island areas were excavated, and the excavated areas were then loamed. The crew did maintenance on the pathway with mowing of the sides of pathway phase 1 & 2. The crew finished cutting side growth brush and sweeping /blowing off the pathway. The crew installed delineators on Lee Rd from the Mini Golf to the Lincoln residence to delineate edge of roadway. The crew did cold patching throughout town, and finished repairs to Truck #7's axle bolts. The crew also loaded out 1- tractor-trailer of woodchips and dumped the Milfoil trailer twice during the week. The highway crew assisted the F&G TL with dock section construction and installation. Foreman Wakefield attended a pre-conference meeting with staff regarding the PSB parking lot reconstruction project. Agt. Kinmond assisted the intersection contractor with notification to NHDOT that the Old Rt 109 & Rt 25 Intersection reconstruction was starting.

Facility & Grounds Division: The grounds crew was busy with mowing and trimming of the common areas, playground and cemeteries. F&G TL Kepple was called out Sunday after Agt. Kinmond was notified of the dock at LI Beach Launch was damaged by a boat and was unsafe. F&G TL Kepple responded and closed the dock, and placed caution tape around the dock. Agt. Kinmond would like to thank Scott Bartlett the local weed watcher for making the call to alert the DPW staff. The F&G TL Kepple with assistance of the highway crew constructed new dock sections and reinstalled them. The Highway Crew handled a full grave opening at Middle Neck Cemetery. The F&G crew also did trimming around the Highway garage in preparations for HHW Day on Aug. 6th and F&G TL Kepple assisted Highway crew with cold patching.

WMF Division: The crew serviced the loader, and evaluated the rusted headlamp holders, which were temporarily repaired using packing tape. The Highway HEO/Mechanic installed a new door on the skid steer and repaired the forks. (Thanks Jim) The facility shipped 4- MSW, 4- Recyclables, 4- Demo containers and 1- scrap metal container.

Moultonborough Police Department: The Moultonborough Police Department recorded 432 log entries, which included the following calls for service, 26 motor vehicle stops; 20 assists to Fire/EMS; 0 Directed Patrols; 3 arrests; 8 complaints; 2 MV Accident; 7 MV Complaints; 7 residential alarms; 2 commercial alarms and 7 K-9 complaints.

Moultonborough Fire Department: Year to date there has been 504 calls for emergency service. For the period of 07/25/2016 to 7/31/2016, there were 22 calls for service: (1) Building fire; (15) EMS incidents; (1) Carbon Monoxide incident; (1) Arcing, shorted electrical equipment; (1) Dispatched, cancelled en route; (1) Alarm system activation due to malfunction; (1) Alarm system activation, unintentional, no fire; (1) Carbon Monoxide detector activation, no Co found upon metering. Moultonborough received automatic aid for one incident from Center Harbor. There was six instances of overlapping incidents (two incidents ongoing simultaneously).

Overall Average Response Time (Time of dispatch to apparatus/rescue on scene) 10:32 min/sec

Overall Average Manpower per incident: 4 Firefighters/Incident

Day Time Average Response Time (Time of dispatch to apparatus/rescue on scene) 09:33 min/sec

Overall Average Day Time Manpower per incident: 4 Firefighters/Incident

Night/Weekend Average Response Time (Time of dispatch to apparatus/rescue on scene) 13:17 min/sec

Overall Average Night/Weekend Manpower per incident: 4 Firefighters/Incident

Office of Development Services Planning: Nothing to report this week.

Human Services: Nothing to report this week.

Recreation Department: Long Island Beach is under an advisory by NH DES for high levels of bacteria. The results came on Friday and the beach has been posted since then. The water is being re-tested August 1st with results expected Tuesday afternoon. Lifeguards are not on duty. Unbelievable as it may seem, we are in our last week of camp for RECKing Crew and Happy Campers. Both will wrap up with their end of the year field trips – Happy Campers to Storyland on Thursday and RECKing Crew to Funtown Splashtown USA on Friday. Teen Adventure extends for another week. Tennis lessons and swimming lessons also wrap up this week, although depending on the DES results, make up swim lessons may need to extend into next week. Next week RECXPLORATION Camp will be held – a theme based camp, as well as Children’s Stage Adventures – a theater camp. The Performance for Stage Adventures will be on Friday Aug. 12th (two performances – 1:00 PM and 6:00 PM). Last week’s concert featured Tim and Dave, a “Folk N Rock Duo” – with nearly 50 people in attendance. This week’s concert is Bryan and Nick who feature memorable music from the 50’s – 80’s. Our last concert will be the New Horizon Band on Aug. 10th. Edith’s Tourney will be held this Saturday Aug. 6th. We have had a lot of interest in the tourney this year. The trip to Cabbage Island last Friday was a great success with 54 people in attendance.

Important Dates to Remember

Board of Selectmen’s Work Session, August 4, 2016, 7 PM

Board of Selectmen’s Meeting, August 11, 2016, 7 PM

Board of Selectmen’s Meeting, August 18, 2016, 7 PM

Board of Selectmen’s Work Session, August 25, 2016, 4 PM

Staff Meeting, Tuesday – August 2, 2016, 9 AM