



## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Walter P. Johnson, Town Administrator  
**RE:** Weekly Report  
**DATE:** February 13, 2017



**Town Administrator:** This past week's activities included continued research and work on documents for transfer of Town property at 4 Whittier Highway, directed the monthly Department Head meeting, prepared for and attended the Select Board's weekly meeting, and the proposed FY 17 operating and capital budget and Town Meeting Warrant hearing, attended the Planning Board's Master Plan update hearing, met with Superintendent Noyes and met with Primex CEO Ty Gagne. This week I will continue work on revisions to the employee evaluation form and process, place ads for the Town Assessor and floater and DPW clerk positions, submit budget and warrant to DRA for pre-review, attend the Milfoil Committee meeting and the monthly NH Municipal Managers meeting and training, and prepare for the Select Board's meeting on Thursday at 7 p.m. Have a great week!

**Finance:** Nothing to report this week.

**Assessor:** Vision Government Solutions is continuing the cyclical measure and list for 2017. They will be continuing inspections in the eastern end of Town and will also be starting the review process for all sales and building permits that have occurred since April 1, 2016. All Vision personnel drive a marked vehicle, carry an introductory letter from the Town and always have a photo ID.

**Tax Collector:** Nothing to report this week.

**Town Clerk:** Nothing to report this week.

**Public Works & Facilities:** Last week Highway crews continued to perform routine winter fleet maintenance both prior to and after the storm event. With more salt and sand deliveries, the crews continued to make the "magic mix" and also restock the sand/salt shed.

**Transfer Station:** This week we shipped 1 msw and 1 demo. Staff kept the facility clear of snow and safe for the residents.

**Moultonborough Police Department:** The Police Department recorded 301 log entries, which included the following calls for service, 7 motor vehicle stops, 10 assists to Fire/EMS, 0 Directed Patrols, 3 arrests, 3 complaints, 4 MV Accidents, 1 MV Complaint, 5 residential alarms, 2 commercial alarms and 3 K-9 complaints.

**Training:** Feb. 9<sup>th</sup>, Off. Melanson attended OC Recertification.

**Moultonborough Fire Rescue:** Year to date 71 calls for emergency service. For the period of 02/03/17 to 02/09/17, there were 5 calls for service: There was: (5) EMS incidents. Automatic Aid: None received.

Overall Average Response Time:  
Overall Average Staffing:

10:17 mins/sec.  
4 firefighters/incident

Daytime Average Response Time (M-F, 8 am – 5pm):	12:29 mins/sec.
Overall Average Staffing:	3 firefighters/incident
Night/Weekend Average Response Time:	07:01 mins/sec.
Overall Average Staffing:	5 firefighters/incident

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

**Human Services:** Nothing to report this week.

**Recreation Department:** Last Friday over 200 people attended the Full Moon Snowshoe/Hike event that was organized by Moultonborough Recreation and the Castle in the Clouds. The cold weather didn't seem to be a factor, as the event was a huge success. Several people even hiked the trail two or three times throughout the evening. Of course, they refueled in between laps with hot cocoa and s'more's. The fire pit and telescope were also big hits during the event, as many people took advantage of both. The clouds held off just long enough for us to have a great view of the stars, planets, and the penumbral eclipse of the moon. Everyone enjoyed themselves! MRD is looking forward to our next collaborative event with the Castle staff: The Cardboard Box Sled Derby is coming up on Saturday, February 25, at 1 p.m. Basketball for most teams wrapped up this past Saturday, February 11. The grade 5 & 6 teams participated in a tournament in Meredith, while grades 3 & 4 were on the big court at Moultonborough Academy for an in-house round robin. The girl's team, sponsored by "Lacewood", won the girls tournament! Congratulations! MRD and MA Athletic Director, Matt Swedberg have teamed up once again for another exciting event. On Tuesday, February 14, MRD's girls and boys grade 5 & 6 teams will compete against each other during half time at the varsity games. The girls have the early game, and the boys have the second game. On Friday, February 17, MRD will host the annual Father/Daughter Dance at MCS, from 5:30-8 p.m. We are expecting about 70 people to attend the dance, which will include a turkey dinner, catered by Café Services. In addition to great food, there will also be a DJ playing the latest tunes, crafts, and lots of dancing!

### **Important Dates to Remember**

**Board of Selectmen's Meeting, February 16, 2017**

**Board of Selectmen's Work Session, February 23, 2017, 4 PM**

**\*Department Head Meeting, Tuesday – March 7, 2017, 9 AM\***