

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: February 27, 2017



Town Administrator: This past week's activities included continued research and work on documents for transfer of Town property at 4 Whittier Highway, attended the Select Board's work session with several neighboring communities Select Board representatives, prepared for and attended the Select Board's monthly work session meeting, attended a special Milfoil Committee meeting, developed and placed ads for vacant staff positions, and met with a representative from NH Electric Co-op regarding their solar array project. This week I will continue work on revisions to the employee evaluation form and process, prepare our Town Meeting newsletter, meet with the auditors as needed during the week, and attend a meeting with NH Electric Co-op, Planning Board and Con. Com. representatives and others on their solar array project. I will be out of the office on Friday, but available if needed at times throughout the day. Have a great week!

Finance: Nothing to report this week.

Assessor: Vision Government Solutions is continuing the measure and list for all properties that sold or had a building permit since April 1, 2016. These properties are located throughout the Town. 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: With a needed break in the weather pattern, the crews were able to enjoy a long holiday weekend with the President's Day holiday on Monday. The balance of the week consisted of many winter fleet repairs to catch up with that had been put off due to the multiple recent snow storms. The crews continue to push back many intersections and snow banks, on both the Town and private roads, opening site distance, making room for future storms, and to widen out some of the narrow passes. With the warm temperatures this week and looking to continue into next, the Seasonal Road Postings were set on 2/23/17 with a 6-ton limit. Finally, we ended the week with pothole repair to several of the dirt and paved roads including filling and grading of dirt roads as needed and using cold patch on the paved roads.

Transfer Station: This week we shipped out 1 MSW, 1 single stream recycle and 1 demo.

Moultonborough Police Department: The Police Department recorded 346 log entries, which included the following calls for service, 18 motor vehicle stops, 4 assists to Fire/EMS, 3 Directed Patrols, 2 arrests, 4 complaints, 1 MV Accident, 2 MV Complaints, 6 residential alarms, 0 commercial alarms and 3 K-9 complaints

Training: Feb. 21st, Off. Melanson and Off. Pare attended Male Victims of Sexual Violence training.

Moultonborough Fire Rescue: Year to date 98 calls for emergency service. For the period of 02/17/17 to 02/23/17, there were 12 calls for service: 6-EMS calls ; 1-Motor vehicle accident with injuries; 2-Dispatched & cancelled en route; 2-Smoke detector actions due to malfunction 1-Detector activation, no fire-unintentional. Automatic Aid: no automatic aid was received during this period. Overlapping Incidents: there was one occurrence where two or more incidents were being mitigated simultaneously.

Staffing: Average overall staffing per incident (4); Average staffing per incident, Day Shift 7 AM to 5 PM: (4); Average staffing per incident, Nights & Weekends; (4).

Response Times:

Average overall response time:	10:53 mins./sec.
Average response time, Day Shift:	11:11 mins./sec.
Average response time, Nights & Weekends:	11:14 mins./sec.

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

Human Services: Nothing to report this week.

Recreation Department: The Cardboard Box Sled Derby has been postponed to March 4. We are hoping for some colder temps and more snow for this event to take place. MRD is hosting a Sledding Party on Tuesday, February 28, from 12-2 p.m. at Playground Drive. This event is dependent on the snow conditions on the hill. Any changes to the event will be posted on our Website and Facebook Page on Tuesday morning. Also, this week, the two Carroll County basketball teams will compete in the Carroll County Basketball Tournament. The girls' games will be played at the Kenneth A. Brett School in Tamworth, and the boys will play at the new North Conway Community Center. Dan and Donna K. will be attending the games. Good luck to the teams! MRD and Castle in the Clouds staff have teamed up again, to host another Full Moon Hike on March 11, from 6:30-8 p.m., by Shannon Pond, at Castle in the Clouds. Our February Snowshoe/Hike was so popular, we decided to do it again. This time, we have expanded the trail to give patrons the option of a short hike or longer hike. Refreshments, a fire pit, and a telescope will all be available to make for another great evening under the stars and moon. The event is free, and open to all ages.

Important Dates to Remember

Board of Selectmen's Meeting, March 2, 2017, 7 PM

Board of Selectmen's Meeting, March 9, 2017, 7 PM

Election Day, Public Safety Building, March 14, 2017, 7 AM to 7 PM

Board of Selectmen's Meeting, March 16, 2017, 7 PM

School & Town Meeting, Moultonborough Academy, March 18, 2017, 9 AM

Board of Selectmen's Work Session, March 23, 2017

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