

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: April 24, 2017



Town Administrator: This past week's activities included the final review of legal work on the transfer of Town property at 4 Whittier Highway, prepared for and attended the Select Board's regular meeting. Meetings included: FEMA representatives and staff to review the cost impact to the Town from the March 14th snow storm for a potential Presidential Emergency Declaration; representatives from the Laconia Community Land Trust regarding housing development opportunities; representatives of the Dollar General development company on punch list items prior to the store's opening in May; Interim Town Planner Jerry Coogan regarding the CIPC's process and schedule; Gary Karp and Vision Appraisal representative to discuss the future work plan; and the MMANH meeting and training. This coming week includes finalizing the closing date for the sale at 4 Whittier Highway, preparing and issuing an RFP for the appraisal of the former Lions Club property, attending the monthly Milfoil Committee meeting, and preparing for and attending the Select Board's monthly work session. I will be out of the office Friday afternoon for the Lakes Region Managers Group monthly meeting and training. Have a great week!

Finance: Nothing to report this week.

Assessor: Mike Tarello, Vision Project Supervisor, Joe Jenkins, Vision Data Inspector and I completed the sales review which is the first step in the 2017 Statistical Update of Values. New construction was also reviewed and valued. The review will continue this week. The list of seasonal owners at the 2 seasonal campgrounds were received and ownership changes will be made. Carol has received roughly 45 new applications since the Town approved RSA 72:28-b, All Veterans' Tax Credit.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: The crew continued to remove logs and other debris from the March 14th and 15th snow/wind storm for much of the week. The debris removal is being done in various formats to make this project as efficient as possible. Staff replaced signs that had been taken or damaged from the winter season. Due to the weather, the week ended by removing plows, sanders and other equipment from the trucks and equipment.

Moultonborough Police Department: The Police Department recorded 405 log entries, which included the following calls for service, 49 motor vehicle stops, 7 assists to Fire/EMS, 0 Directed Patrols, 0 arrests, 3 complaints, 0 MV Accidents, 4 MV Complaints, 7 residential alarms, 2 commercial alarms and 4 K-9 complaints.

Training: April 17th, Det. John attended intox recert. April 20th, Dept. training, CPR/AED and NARCAN.

Moultonborough Fire Rescue: Year to date 242 calls for emergency service. For the period of 04/14/17 to 04/20/17, there were 13 calls for service: 1-Brush/grass fire; 5-EMS incidents; 1-Aircraft landing stand by-DHART; 1-Water evacuation; 1-Assist the physically disabled; 1-Unauthorized burning; 2-Dispatched & cancelled en-route; 1-Smoke investigation. No automatic or mutual aid was required during this period. There was one overlapping incident during this period.

| | |
|--|---------------------|
| <u>Staffing:</u> Overall average staffing per incident | 4 |
| Average Daytime (7 AM-5 PM, Mon-Fri) staffing | 4 |
| Average Night/Weekend staffing | 4 |
| <u>Response Times:</u> Overall average response time of first arriving unit | 07:26 mins/sec. |
| Average Daytime (7 AM-5 PM, Mon-Fri) response time | 04:32 mins/sec. |
| Average Night/Weekend response time | 09:05 mins/sec. |

Operations: 4/17 & 4/18 - four department members attended pump operations training in Northfield at the Tilton-Northfield, Park Street fire station. Lakes Region Mutual Aid sponsored the training featuring Fire Department Support Services. FDSS provides training programs that are geared toward the development of pump operator/engineer practical skills that translate directly to the fireground experience and improved proficiency. Utilizing a portable 2500-gal. water tank and computerized controls, they are able to produce realistic pumping scenarios faced on the fireground. Firefighters get to experience real life pumping issues, learn how to address them safely without damaging pumps, while increasing their competency as a pump operator.

Open Burning & Fire Permits: Fire danger continues to rise with warmer temperatures and windy conditions. Residents should use caution when burning and consider holding off on burning brush until conditions improve. Burning brush requires a Category III fire permit and is permissible from 5 PM to 9 AM or when raining. All burning requires a fire permit. Fire permits may be obtained at the Public Safety Building or at Chick-A-Dee Station, online at www.NHFirePermit.com, with a \$3.00 fee.

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

Human Services: Nothing to report this week.

Recreation Department: Friday, MRD hosted their first Mother/Son Backyard BBQ event. Due to the weather, the event was moved indoors at MCS. After the BBQ meal of cheeseburgers, salads, and watermelon, participants headed to the gym for various activities, the favorite being Beach Ball Volleyball. The evening concluded with ice cream cups and cookies for dessert. There is no indoor pickleball this week, as the Meredith facility is not available during school vacation camp for students. Opening day for T-Ball and Softball is this Saturday, April 29, at the field at Kraine Meadow Park on Playground Drive. Registrations for the Granite State Track program are now being accepted until May 18th and practices start May 23. May 13th, MRD will once again host the State's Landing Clean up Green Up day, rain date June 20th. After a morning of preparing the area for the summer, participants will enjoy a BBQ lunch. Seats are still available for the adult trip to the Charlestown Naval Shipyard area on May 15. Participants will visit the USS Constitution Museum with a tour of the ship itself, and explore the area around the shipyard which is home to other historical landmarks like the Bunker Hill Monument and the Massachusetts Korean War Veterans Memorial.

Important Dates to Remember

Board of Selectmen's Work Session, April 27, 2017, 5 PM

Department Head Meeting, Tuesday – May 2, 2017, 9 AM