

## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Walter P. Johnson, Town Administrator  
**RE:** Weekly Report  
**DATE:** August 14, 2017



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**Town Administrator:** This past week's activities included: Preparing for and attending the Board's regular meeting, assisting the Town Planner with preparing for the CIPC public hearing on August 16<sup>th</sup>, continue to work on personnel matters and performance evaluations. This coming week's activities include: A citizen meeting concerning the Neck Road pathway, assisting with the final preparations for the CIPC public hearing on Wednesday, preparing for and attending the Board's regular meeting, addressing a number of questions regarding the public hearing for the declaration of private roads as emergency lanes, attend a meeting on recycling at LRPC, continue to work with HR Manager Norm O'Neil on personnel matters and training, and attend the Lakes Region Managers meeting. Have a great week!

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

**Assessor:** This year we had a total of 96 taxpayers who requested hearings, 5 of which did not keep their appointment. Of the 96 total hearings, 23 were telephone hearings. We will be finalizing values in the next week so that we may begin preparations for the MS-1 report for the New Hampshire Department of Revenue.

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

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

**Public Works & Facilities:** The Highway crew worked in many different locations this week. Part of the team spent the majority of the week grading Tara, Cottage, Jones, Kent, Randall, and Blake Roads. The rest of the crew continued with Bodge Hill drainage at the beginning of the week. Due to some heavy rains they had to move and take care of some drainage issues in multiple places on the sides of Severance Road. The week was ended with cleaning of culverts on Lees Mills, Bodge Hill, and Red Hill Roads.

**Facilities & Grounds:** Summer work continues, cutting grass and maintaining facilities.

**Fleet Maintenance:** TRK6: Replaced exhaust system from motor to muffler and muffler to stack, diagnosed no start greased cart removed onspots. TRK7: Serviced truck removed spinner assy. And onspots to repair. Found broken bolt in oil pan sent to liberty international for warranty work. EQ37: Replaced flange on semi-trash pump and get running. CAR132: Performed L.O.F. service performed state inspection replaced cabin air filter diagnosed fuel inlet message. TRK1: Ordered tailgate handle Weld up driver side strobe light assy. TRK6: Replaced leaking hydraulic line to dump piston. UTILITY 1 - Perform state inspection. TRK3: Get back to shop and diagnose no start condition. TRK7: Deliver to Liberty and pick up after warranty work.

**Transfer Station:** This week we shipped out 36 tons of msw, 18 tons of demo, 19.5 tons of single stream recycle, 6 tons of clean wood and 10 tons of shingles. We also had 9 tons of mixed scrap metal shipped.

**Moultonborough Police Department:** The Police Department recorded 372 log entries, which included the following calls for service, 36 motor vehicle stops, 9 assists to Fire/EMS, 0 Directed Patrols, 1 arrest, 4 complaints, 5 MV Accidents, 7 MV Complaints, 8 residential alarms, 0 commercial alarms and 8 K-9 complaints.

**Moultonborough Fire Rescue:** Nothing to report this week.

**Office of Development Services - Planning:** I attended Planning Board meeting and the Board considered: a) Amendment of the MLP site plan, b) Tamarack 5-lot subdivision, and c) interpretation of previously-granted Site Plan approval for a new tenant at the Galaxy Gym property. I attended a meeting with neighbors of the Kona property re proposed country club site plan and 22-lot subdivision. I met with Town Attorney Matt Serge re the Kona proposal for a country club site plan and 22-lot subdivision. Continued familiarization with Town land use regulations.

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

**Recreation Department:** Summer camp programs ended last Thursday and Friday. This week we are hosting Children's Stage Adventure and British Challenger Soccer Camp. Summer staff wrap up and end of the year appreciation will be held today and tonight. At the field trip to the Fisher Cats game on August 2<sup>nd</sup>, Moultonborough participated in the Camp Color Wars Competition and Moultonborough won against the likes of Exeter, Plymouth and many others. As the winning team, one of our camp shirts was raised up the Fisher Cats Flag Pole! The Moultonborough Pathway 5k and 10k "Fund" Run and Walk was held last Saturday with 54 participants. The Family Fun Day, also held last Saturday and in partnership with the Castle in the Clouds and Lakes Region Conservation Trust was a huge success with over 350 people in attendance. Life guarding of Long Island Beach will end this Friday August 19<sup>th</sup>, with many guards returning to school. Early Bird Registration deadline for youth soccer is this Wednesday August 17<sup>th</sup>, with the deadline of August 24<sup>th</sup>. Last Thursday Dan and Donna K. attended the Moultonborough Academy Parent-Player Informational Meeting to help with the explanation of the new policy regarding 6<sup>th</sup> grade participation in Middle level sports. Last Tuesday Donna K. and Donna T. met with representatives of the Castle regarding their outreach programs and partnerships with the Moultonborough and other Recreation Departments.

**Important Dates to Remember**

**Board of Selectmen's Meeting & Public Hearing, August 17, 2017, 7 PM & 7:30 PM**

**Board of Selectmen's Work Session, August 24, 2017, 4 PM**

**Board of Selectmen's Public Hearing, RSA 231:59-a, Academy Auditorium, Aug. 24, 2017, 6 PM**

**\*Department Head Meeting, Tuesday – September 5, 2017, 9 AM\***