

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 21, 2017



Town Administrator: This past week's activities included: 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, attending a regional round table meeting on recycling at LRPC, continuing to work with HR Manager Norm O'Neil on personnel matters and training, and attending the Lakes Region Managers' meeting. This coming week's activities include: Attending the Milfoil Committee meeting, preparing for the Emergency Lane public hearing, preparing for the Select Board's monthly work session, continuing work on personnel evaluations and training program. I will be out of the office on Friday this week. Have a great week!

Finance: Nothing to report this week.

Assessor: The Assessing Department is busy preparing for the filing of the MS-1 report which is due September 1st.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Public Works & Facilities: The entire Highway crew began the week removing the pavement from Lees Mill Road. The team split up during the middle of the week. They worked with Center Harbor's crew to do some grading and ditching on Singing Eagle Road, ditching on Bodge Hill Road and finished the grading and rolling on Lees Mill Road. The week ended with some ditching on Randall Road and removing pavement on Shaker Jerry Road.

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

Fleet Maintenance: TRK 15 09 F550: Replaced wiper motor, repaired lights, and state inspection. TRK 6 2000 GMC C8500: Get the truck running, replaced fuel pressure regulator and icp. sensor. TRK 1 06 GMC 2500HD: Replaced tailgate latch assembly, and bezel. TRK 8 03 Ford F350: Replaced fuel transfer tank hose and swivels. TRK 9 14 Kenworth Dump Truck: Road call to Rte. 25 and Vittum Rd. to replace blown tire, replaced the rest of the tires to match. TRK 15: Replaced defective wiper motor. EQ 14 CAT 926m Loader: Repaired left rear fender. TRK3 03 GMC C8500 Dump: Get truck running. I went to state inspection class in Concord and picked up parts, performed administrative duties related to job, and supervised radio work on trucks.

Transfer Station: This week we shipped out 24 tons of msw, 18 tons of demo and 13 tons of single stream recycle.

Moultonborough Police Department: The Police Department recorded 410 log entries, which included the following calls for service, 35 motor vehicle stops, 15 assists to Fire/EMS, 3 Directed

Patrols, 0 arrests, 7 complaints, 4 MV Accidents, 5 MV Complaints, 4 residential alarms, 5 commercial alarms and 7 K-9 complaints.

Training: August 15th, Off. Melanson attended RAD (Rape Aggression Defense) Recertification.

Moultonborough Fire Rescue: Nothing to report this week.

Office of Development Services - Planning: I attended the Zoning Board of Adjustment meeting; considered a request for a variance re Accessory Dwelling Unit (ADU) greater than 1,000 square feet. Applicant down-sized the ADU so that no variance was needed. I also attended the CIPC's Public Hearing for presentation and consideration of proposed Capital Improvement Program funding to be included in the 2018 proposed budget which will be considered at Town Meeting 2018. I also prepared draft minutes of the CIPC Public Hearing. I met with property owner Jeff Coombs re un-merger of previously involuntarily merged property which he owns in the Ossipee Mountains. This matter will be brought to BOS for appropriate action. I met with Steve Bradley re Berry Pond Center, his attorney Chris Boldt, his consulting Engineer Joanne Coppinger and his Landscape Designer Chris Maroun and reviewed the site plan and landscaping plan. I continue to familiarize myself with Town land use regulations.

Human Services: Nothing to report this week.

Recreation Department: Last week we hosted the Children's Stage Adventure and British Challenger Soccer Camp. There were 24 participants in the Children's Stage Adventure and 20 in the British Challenger Soccer Camp. The summer staff wrap up and end of the year appreciation was held last Monday. Guarding of Long Island Beach ended Friday August 19th, as so many guards had to return to school. Early Bird Registration for youth soccer was last Wednesday August 17th, with a deadline of August 24th. Next Monday, Tuesday, and Wednesday we will be holding youth soccer clinics in conjunction with the MA varsity and junior varsity boys' soccer teams. They will be held at MA's soccer field from 4-5 p.m.

Important Dates to Remember

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

Board of Selectmen's Meeting, September 7, 2017, 7 PM

Board of Selectmen's Meeting, September 14, 2017, 7 PM

Board of Selectmen's Meeting, September 21, 2017, 7 PM

Board of Selectmen's Work Session, September 28, 2017, 4 PM

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