

## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Walter P. Johnson, Town Administrator  
**RE:** Weekly Report  
**DATE:** October 23, 2017



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**Town Administrator:** The T.A. is attending an out of state conference and will report next week.

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

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

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

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

**Public Works & Facilities:** The Highway team spent the entire week spreading loam on the sides of Paradise Drive. R. DeDucca spent a couple of days updating FEMA paper work from the March 14<sup>th</sup> and 15<sup>th</sup> spring storm.

**Facilities & Grounds:** This past week the F&G crew continued removing leaves from the cemeteries and Town properties. We continue to maintain the lower Neck portion of the bike path. A new furnace was installed in the Selectmen's office.

**Fleet:** EQ23 (Grader) - Performed 500-hour service, checked out operator complaints. EQ12 (Backhoe) - Ordered joystick assembly (on national back order) and installed new beacon. TRK 5 (F550) - Sent to Irwin's for warranty work. TRK19 (Ranger) - Rebuilt rear frame, replaced rear spring hangers and shackles, replaced water pump and belt, resealed water pump, got running, state inspected.; EQ14 (Cat Loader) - Swapped out left rear tire for repair.

**Transfer Station:** This week we shipped out 2 msw, 2 single stream recycle, 3 demolition. We also had 131 Freon units evacuated.

**Moultonborough Police Department:** The Police Department recorded 356 log entries, which included the following calls for service, 20 motor vehicle stops, 8 assists to Fire/EMS, 0 Directed Patrols, 2 arrests, 4 complaints, 2 MV Accidents, 4 MV Complaints, 7 residential alarms, 2 commercial alarms and 3 K-9 complaints.

**Training:** Oct. 18, 19, 20, Off. Melanson and Off. Pare attended Crime Scene Boot Camp training.

**Moultonborough Fire Rescue:** Year to date 724 calls for emergency service. For the period of 10/13/17 to 10/19/17, there were 12 calls for service: 9-Emergency medical incidents; 2-Motor vehicle accident with injuries; 1-Dispatched & cancelled en route. During this period, four automatic aid responses received from Stewart's Ambulance. Mutual Aid: None given or received. No overlapping incidents occurred during this period. Overlapping incidents are where two or more incidents were being mitigated simultaneously.

<u>Staffing:</u>	Overall average staffing per incident Average Daytime (7 AM-5 PM, Mon-Fri) staffing Average Night/Weekend	2 firefighters 3 firefighters 2 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit Average Daytime (7 AM-5 PM, Mon-Fri) response time Average Night/Weekend response time	07:34 mins/sec. 07:03 mins/sec. 08:13 mins/sec.

Operations: 10/13 - Life Safety/Fire Code consultation for a rental property on Paradise Drive. 10/13 - Meeting with Gemini Electric regarding new generator at PSB. Building & Grounds, TA and Selectman Mudgett discussed surge protection with Matt Connors of Gemini Electric. 10/16 - In partnership with Franklin Regional Hospital, firefighters Dow and Searles inspected smoke detectors and changed batteries for senior citizens at four residences. The Senior Safety Day event is a program of Franklin Regional Hospital that works with local fire departments to go out in their communities and make fire safety inspections to check for working smoke and carbon monoxide detectors, change batteries, install new battery-operated detectors if needed and identify potential slip and fall hazards in the home. 10/16 - Supra installation on Moultonboro Neck Road. 10/17 - Firefighter Vosgershian performed two smoke and carbon monoxide detector inspections and installed new detectors. 10/17 - Chief Bengtson met with the Town Administrator for preliminary 2018 budget review. 10/18 - EMS continuing education training with paramedic John Burdette. Training focused on pediatric cardiac arrest and airways management. 10/19 - Chief Bengtson performed two smoke and carbon monoxide detector inspections.

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

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

**Recreation Department:** The weather was perfect for Youth Soccer on Saturday, which was the last day of the season for most teams. The Carroll County team has one week to go, before they wrap their season up at the Carroll County Tournament, Saturday, October 28, hosted by Moultonborough Recreation. Youth Volleyball also wrapped up their season last week. Youth basketball registration is now open for grades K-6. The next couple of weeks are busy for the Rec. Dept. In addition to the soccer tournament on Saturday, the annual Halloween Party is scheduled for Friday, October 27 at MCS beginning at 5:30 p.m. Next week, Basketball clinics begin for grades 3-6. On Friday, November 3, our annual Basketball Hoopla with the PSU teams will take place at the Academy from 5:30-7:00 p.m. On Saturday, November 4, MRD has teamed up with Castle in the Clouds once again, to host a Full Moon Hike, on the Meadows by Shannon Pond. The event is for all ages to enjoy. For the younger kids, we offer a short trek around the pond, and for others looking for a more challenging hike, there will be an extended trail open as well. Everyone will enjoy a campfire, telescope viewing, and refreshments including our "Meteor S'mores"! The event begins at 6:30 p.m.

#### **Important Dates to Remember**

**Board of Selectmen's Work Session, October 26, 2017, 4 PM**

**Board of Selectmen's Meeting, November 2, 2017, 7 PM**

**Board of Selectmen's Meeting, November 9, 2017, 7 PM**

**Veterans' Day, All Non-Emergency Departments Closed, November 10, 2017**

**Board of Selectmen's Meeting, November 16, 2017, 7 PM**

**Happy Thanksgiving, All Non-Emergency Departments Closed, November 23 & 24, 2017**

**Board of Selectmen's Work Session, November 30, 2017, 4 PM**

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