



## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Walter P. Johnson, Town Administrator  
**RE:** Weekly Report  
**DATE:** March 26, 2018



**Town Administrator:** Walter returns from his vacation, Monday April 2<sup>nd</sup>.

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

**Assessor:** Vision Government Solutions (Vision) started visiting properties this week for property owners that obtained a building permit or were under construction as of April 1, 2017. The State of NH DRA will be in the field reviewing properties to ensure the Town data is accurate. If a homeowner has any questions during this process, please don't hesitate to contact the Town Office or the Police Department. At Town Meeting, voters approved to adopt the solar energy tax exemption (Article #16). Vision will be valuing solar panels for the 2018 tax year. **Taxpayers who have solar panels on their property can apply for the solar exemption by April 15, 2018 for the 2018 tax year.** The solar exemption will be in the amount equal to 100% of the assessed value of the qualifying solar energy system. If you have a question pertaining to the exemption, please don't hesitate to contact the Assessing Office. The religious/educational/charitable BTLA A-9 forms have been mailed to entities receiving a tax exemption. All forms are due in the Assessing Office on or before April 15, 2018.

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

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

**Public Works & Facilities:** The Highway crew began the week filling potholes and doing some grading throughout Town. They continued the week doing maintenance on the bucket truck, chipper, backhoe, and loader to prepare them for the spring season. The team worked the balance of the week cutting and chipping trees on Severance Road. The week ended with an appreciation luncheon for all private contractors and Town employees that helped with plowing, salting, and sanding during the 2017/2018 winter season.

**Fleet Maintenance:** TRK15 09 F550: Repaired strobe light wiring and sander flap that was bent up; TRK18 Dodge Caravan - road call to Town Hall for a reported no start; TRK10 07 Peterbilt - replaced front wing cable; TRK9 2014 Kenworth - performed P.M. service, adjusted hood; CAR132 2013 cruiser - performed P.M. service, replaced rear brake pads, rotors and rear calipers; CAR151 2016 cruiser - performed P.M. service; TRK20 F550 bucket truck - extract broken tap and repair bucket control mounting studs; EQ17 Mobark chipper - swap knives around and adjust anvil; TRK2 2011 F550 - work on putting back together from turbo replacement. I attended a training in Laconia for air brake systems.

**Facilities & Grounds:** This past week we cleaned up the buildings and grounds after Town Meeting. Work has begun on pricing and design for the new pavilion at the Playground. I visited a site in Holderness that is doing the same project. We continue winter maintenance and monitoring the aquatherms.

Transfer Station: Last week we shipped out 2 municipal solid waste, 2 single stream recycle and 2 construction and demolition.

**Moultonborough Police Department:** The Police Department recorded 272 log entries, which included the following calls for service, 14 motor vehicle stops, 3 assists to Fire/EMS, 0 Directed Patrols, 0 arrests, 4 complaints, 1 MV Accident, 4 MV Complaints, 9 residential alarms, 6 commercial alarms and 1 K-9 complaint.

Training: March 19<sup>th</sup> thru March 23<sup>rd</sup>, Off. C. Alberico attended the Police Academy.

**Moultonborough Fire Rescue:** For the period of 03/16/18 to 03/22/18, there were six calls for service: 3 – Emergency medical incidents; 1 – No incident found at dispatched location; 1 – Alarm sounded due to malfunction; 1 – Alarm system activation, no fire, unintentional. Automatic Aid: none during this period. Mutual Aid: none. Overlapping Incidents: none.

<u>Staffing:</u>	Overall average staffing per incident	4 firefighters
	Average Daytime (7 AM-5 PM, Mon-Fri) staffing	4 firefighters
	Average Night/Weekend/Holiday	4 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit	12:31 mins/sec.
	Average Daytime (7 AM-5 PM, Mon-Fri) response time	10:57 mins/sec.
	Average Night/Weekend response time	12:50 mins/sec.

Operations: 3/16 - Chief Bengtson conducted a place of assembly inspection at an Ossipee Park Road occupancy. 3/19 - Deputy Chief Beede, firefighter Burke and Chief Bengtson attended a seminar on emergency vehicle operations and ladder truck placement at the Tilton School. The seminar was presented by the Tilton-Northfield Professional Firefighters Association and featured nationally recognized speaker Michael Wilbur, retired lieutenant of FDNY and principle of Emergency Vehicle Response.

Fire Permits: NH Fire permit laws require a fire permit any time there is insufficient cover to prevent the combustion or ignition of woodland fuels like grass, leaves and brush. Adequate ground cover is defined as the following, “Ground Covered with Snow” means the area within a 100’ radius from the fire edge is covered with snow or other frozen precipitation sufficient to prevent the combustion of woodland fuels until the fire is completely extinguished. Fire permits can be obtained from the Fire Warden or online at [www.nhfirepermit.com](http://www.nhfirepermit.com).

Land Use Office: Nothing to report this week.

**Recreation Department:** Youth Softball and T-Ball registrations are now being accepted at the Recreation Office. Early bird registrations will be accepted until Thursday, April 5. The registration deadline for T-Ball and Softball is on Thursday, April 12. Clinics for grades 2-6 are scheduled at Moultonborough Academy Gym on April 7 and April 14. The last indoor session of Adult Pickleball will begin on April 3. The toddler drop-in program continues to be a popular activity on Thursday mornings. MRD and the Public Library will offer a second session of Music and Movement for this group of patrons beginning on April 5. The first session was a great success, so a second session was added. MRD will be hosting a Mother/Son BBQ Bash on Friday, April 13. The event will take place from 6-8 p.m. at MCS and will be catered by Café Services, with several games and activities planned for the evening. MRD is working with Belmont Parks & Recreation on a trip to Boston, Monday, April 23<sup>rd</sup> (school vacation week). Patrons have a choice of venue for the day at either the New England Aquarium or the Museum of Fine Arts. Seats are limited and filling up quickly. More information

about this trip is available at the Recreation Department. Staff is currently creating the 2018 Summer Brochure and we hope to have it online in the beginning of April, and available in hard copy in early May.

**Important Dates to Remember**

**Board of Selectmen's Meeting, April 5, 2018, 7 PM**

**Board of Selectmen's Meeting, April 12, 2018, 7 PM**

**Board of Selectmen's Meeting, April 19, 2018, 7 PM**

**Board of Selectmen's Work Session, April 26, 2018, 4 PM**

**\*Department Head Meeting, Tuesday, April 3, 2018, 9 AM\***