

## MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Walter P. Johnson, Town Administrator  
**RE:** Weekly Report  
**DATE:** October 21, 2019



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**Town Administrator:** Walter will be out of the office this week and will return Monday morning.

**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.

**Department of Public Works:** The Highway team spent the first part of the week installing a new catch basin, culverts and working on drainage on Sawmill Way. Due to the high winds and heavy rains the crew spent the balance of the week cutting, chipping, removing trees and debris from the roads throughout the entire town.

**Facilities & Grounds:** This past week the F&G crew continued fall and storm cleanup. We did some minor building repairs, fixed the threshold and exhaust fan at the Lions Club. The electrician replaced lights in the salt barn and emergency exit signs at the Highway Dept. The contractor is making progress on the pavilion.

**Fleet:** 15-E-1 - diagnose steering wandering, retightened steering box and repaired p/s leak at pump. TRK20 2007 F550 - finished installing cab mounts and performed state inspection. TRK18 2010 Dodge van - took to Pemi Glass to have tailgate glass reinstalled then delivered to the Rec. Dept. TRK3 2018 Dodge 3500 - plugged right front tire. TRK8 2003 F350 – picked up and replaced front bumper repainted bumper supports replaced tie rod end and stabilizer. Fluid film chassis. EQ34 Plate Compactor - repaired throttle and restraighten handle assembly. TRK19 2018 Dodge 1500 - plug pass. front tire. EQ16 2015 Cat 262d skid steer - set up new door glass. EQ14 2015 Cat 926M loader - grease unit. TRK5 2015 F550 - take to Northeast tire for an alignment. Went to training class on intermittent electrical/computer issues in Concord put on by NAPA Tech Training. Loaded trucks and moved dirt.

**Transfer Station:** Last week we shipped out 2 containers of municipal solid waste, 2 of single stream recycle and 6 of construction and demolition. The brush pile was burned. The car counts for this week were Monday closed, Tuesday 602, Friday 154, Saturday 311, Sunday 321, a total of 1,388 served.

**Moultonborough Fire Rescue:** For the period of 10/11/19 to 10/17/19, there were 18 calls for service: 1 – Brush fire; 9 – EMS incidents; 1 – Motor vehicle accident with injuries; 1 – Motor vehicle accident with no injuries; 1 – Power line down; 1 – Public service; 2 – Trees down blocking roadway; 2 – Smoke detector activation, no fire, unintentional. Incidents Year to date: 724. Automatic Aid: Center Harbor and Tuftonboro provided automatic once, each. Mutual Aid: None. Overlapping Incidents: There were 4 instances where 2 incidents were occurring concurrently.

<u>Staffing:</u>	Overall average staffing per incident	4 firefighters
	Average Daytime (7 AM-5 PM, Mon-Fri) Staffing	5 firefighters
	Average Night & Weekend Staffing	3 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit	10:36 mins/sec.
	Average Daytime (7 AM-5 PM, Mon-Fri) response time	06:04 mins/sec.
	Average Night & Weekend response time	14:46 mins/sec.

Operations: 10/11 - Chief Bengtson attended a training at the NH Fire Academy on updates to the State Fire Code. The State Fire Code has adopted by reference the 2015 Editions of NFPA 1, the Fire Code and NFPA 101, the Life Safety Code. 10/12-10/14 - At the request of Chief Call, the Department provided manpower assistance to Sandwich during the Sandwich Fair for fire and EMS coverage. 10/17 - Chief Bengtson and CEO Zalewski investigated a code complaint for a Bean Road occupancy.

**Moultonborough Police Department:** The Police Department recorded 277 log entries, which included the following calls for service, 18 motor vehicle stops, 12 assists to Fire/EMS, 0 Directed Patrols, 0 arrests, 5 complaints, 6 MV Accidents, 3 MV Complaints, 8 residential alarms, 3 commercial alarms and 0 K-9 complaints.

Training: 10-6-9 - All officers attended fall firearms training.

**Land Use Department:** Nothing to report this week.

**Recreation Department:** It was a busy Saturday for MRD. The 2019 season ended for Youth soccer for grades K-4. The Carroll County team competed at the Mount Washington Valley Soccer Tournament, making it to the final round, placing 3<sup>rd</sup> overall with a record of 3-1. They will compete this Saturday, October 26 at the Carroll County Tournament, hosted by the Moultonborough Recreation Dept., at the Academy, starting at 8 a.m. Also, last Saturday, about 1,000 people enjoyed strolling down Jack-O-Lantern Lane at our Pumpkin Walk event, hosted in collaboration with Castle in the Clouds and Lakes Region Conservation Trust. Families of all ages enjoyed the sights along the Pond Trail and enjoyed refreshments and roasting marshmallows over the fire pits. Kids came in costume, as well as many adults to get into the Halloween spirit. Once again, the event was a huge success, and we look forward to working together to offer this event next year. Friday, October 26, is MRD's annual Halloween Party, at MCS from 6-8 p.m. and is geared toward children in K-4, including toddlers and preschoolers. Older kids are welcome to join in as volunteers to help run the games and activities offered. The Haunted Hallway returns this year, along with goodies, costume judging and parade, with ribbons to be awarded in several categories. MRD staff is looking for information from village business owners regarding any Holiday Open Houses they are planning. In the next few weeks, MRD staff will be creating the Holiday Happenings Flyer. The flyer is professionally printed and distributed to each participating business to help publicize their open house or holiday event planned. The goal of the flyer is to list the many events to help people become more aware of the holiday happenings in the village. Any business owner interested in finding out more information, can contact Donna Tatro at the Recreation Department. Submissions must be received by November 1, at the Recreation office.

### **Important Dates to Remember**

**Board of Selectmen's Work Session, October 24, 2019, 4 PM**

**Board of Selectmen's Meeting, November 7, 2019, 7 PM**

**Veteran's Day, All Non-Emergency Depts. Closed, November 11, 2019**

**Board of Selectmen's Meeting, November 21, 2019, 7 PM**

**Thanksgiving Holiday, All Non-Emergency Depts. Closed, November 28 & 29, 2019**

**Department Head Meeting, November 5, 2019, 9 AM**