



MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: December 30, 2019



Town Administrator: This past week's activities included: Met with the HR Manager and Police Chief on personnel matters, a meeting with the Town Planner, prepare for and attend the Select Board's work session and continue work on year end closing details. This coming week's activities include: Continue work on FY19 and FY20 budget updates, meeting with HR Manager on wage survey and classification update, a meeting with Chief Monaghan and HR Manager to review pending conditional offers, continue research on building permit fees, continue discussions with Waste Management regarding a proposed contract extension and prepare for and attend the Select Board's meeting. Have a great week and a Safe and Happy New Years!

Finance: Nothing to report this week.

Assessor: We continue to work on updating the Current Use files to ensure they comply with the RSA's and CUB Rules and updating the Avitar program with sketches and table changes. We are working on the 2nd year cyclical program, printing the cards to be inspected beginning January 2020. Property owners will be notified that a visit will occur. We started to measure and list commercial properties to ensure the data is correct and all attributes are considered. If property owners have any questions or concerns regarding assessing, please contact the Assessor's Office, Monday - Friday 7:30 a.m. to 4 p.m.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Department of Public Works: Highway's week began with the team doing maintenance on the trucks and equipment. The crew continued the week organizing the facilities and grounds at the Highway Department to prepare for the upcoming ice storm. The week ended plowing, salting and sanding during an ice and freezing rainstorm event.

Facilities & Grounds: Nothing to report this week.

Fleet: TRK9 2014 Kenworth - finished PM Service. Cleaned the shop. Did year end paperwork.

Transfer Station: Last week we shipped out 1 container of municipal solid waste, 1 of single stream recycle and 3 of construction and demolition. Car counts for this week: Monday 282, Tuesday 97, Friday 208, Saturday 290 and Sunday 209. A total served of 1086.

Moultonborough Fire Rescue: Nothing to report this week.

Moultonborough Police Department: The Police Department recorded 163 log entries, which included the following calls for service, 22 motor vehicle stops, 8 assists to Fire/EMS, 0 Directed Patrols, 2 arrests, 4 complaints, 4 MV Accidents, 3 MV Complaints, 10 residential alarms, 0 commercial alarms and 1 K-9 complaint.

Land Use Department: Nothing to report this week.

Recreation Department: Our Teen Event held on Friday evening, December 27th was very successful with 27 5-8 grade youth participating. Due to the weather and rink conditions we utilized “Plan B” which was to move the event indoors to the Academy where the kids enjoyed gaga ball, basketball, and other active games as well as board games, time to socialize and plenty of food. The full schedule of youth basketball gets underway this Saturday, January 4th, with our grades 3-4 and 5-6 teams playing against teams from Meredith and Sandwich, and our younger players start with their first practices and fun skills. Donna K. and Dan will be attending the Northern N.E. Park and Recreation Conference January 7-9. Donna is one of the presenters again this year. Donna will be there for Tuesday and Wednesday and Dan will attend the full day on Wednesday. The Adult Strength and Balance program is slated to get underway on January 8th. Youth skating lessons begin on January 7th. The rink is open for the season – thanks to the DPW crew!

Important Dates to Remember

Board of Selectmen’s Work Session, December 26, 2019, 4 PM

Happy New Year! All Non-Emergency Depts. Closed, January 1, 2020

Board of Selectmen’s Meeting, January 2, 2020, 7 PM

Board of Selectmen’s Meeting, January 16, 2020, 7 PM

Board of Selectmen’s Work Session, January 23, 2020

Board of Selectmen’s FY20 Budget Public Hearing, January 30, 2020, 7 PM

Department Head Meeting, January 7, 2020, 9 AM