

MEMORANDUM – OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: March 16, 2020



Town Administrator: Unable to report due to COVID-19 Virus preparation and activities.

Finance: Nothing to report this week.

Assessor: We continue updating the Avitar program with sketches, table changes, ownership and current use values. Commercial properties are being measured and listed to ensure the data is correct and all attributes are considered. Whitney Consulting Group (WCG) will begin reviewing new construction building permits within a few weeks. New subdivisions, boundary line adjustments, lot mergers, site plans, etc. have been entered in the CAMA system to reflect the 1st half tax bill, mailed May of 2020. Abatements are being reviewed and processed. Notices for Tax-exempt properties were mailed to remind owners the BTLA Forms are due by April 15, 2020. We are reviewing exemption and credit applicants to ensure they continue to qualify for 2020. NH Department of Revenue Administration (DRA) will monitor work completed by WCG which includes monitoring a sample of the cyclical work and qualified sale properties. Taxpayers may receive notice from the DRA that they were chosen as part of the monitoring sample. Property owners with 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: The Highway team started the week grading gravel roads throughout town. The week continued doing preventative maintenance to include degreasing, washing and painting equipment and sanding and painting plows. The week ended going over roads to ensure there wouldn't be any drainage concerns during the rainstorm event.

Facilities & Grounds: We began the parks and cemeteries spring clean-up and spring equipment maintenance. We setup and took down election day polling stations and equipment and prepared the Academy Auditorium for town meeting day.

Fleet: EQ12 2009 John Deere backhoe replaced driver side door hinges, replaced door strut, adjusted door to shut correctly. EQ14 2015 CAT 926M loader - cut off old bucket wear pads, welded new plates to bucket, welded hook. EQ17 Morbark chipper - extract broken bolt in radiator shield. Cleaned the shop. Worked on paperwork and Dossier.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 of single stream recycle, and 4 of construction and demolition. Car counts for the week Monday 180, Tuesday 290, Friday 173, Saturday 318 and Sunday 297, a total of 1258 served. Spring cleanup has started. Residents are bringing in brush and yard waste daily.

Moultonborough Fire Rescue: Unable to report due to COVID-19 Virus preparation and activities.

Moultonborough Police Department: The Police Department recorded 279 log entries, which included the following calls for service, 12 Assist Citizens, 32 Motor Vehicle Stops, 8 Assists to Fire/EMS, 0 Directed Patrols, 0 Arrests, 3 complaints, 2 MV Accidents, 4 MV Complaints, 1 Residential Alarm, 4 Commercial Alarms and 2 K-9 complaints.

Training: March 9th - March 11th, Sergeant Boucher attended Critical Incident Management. March 9th - March 11th, MPO Blaser attended FBI LEEDA.

Land Use Department: Nothing to report this week.

Recreation Department: Youth Softball and T-Ball registrations are now being accepted. Clinics for grades 2-6 are scheduled at MA Gym on April 11 and 18, providing the school has re-opened. Opening Day is scheduled for May 2. Last week, the trip to the Boston Flower Show was cancelled due to the outbreak of Covid-19. MRD took several cancellations and fell below the group rate requirement. In leu of how quickly things are changing, the decision was the correct one to make. Other programs that are currently affected by Covid-19 are as follows: Adult Strength & Balance: Cancelled through April 3. Indoor Pickleball: Cancelled through March 29. Beyond the Bell: Cancelled through April 3. Mahjong and Bridge Drop In: Cancelled through April 3. Totally Toddlers: Cancelled through April 3. Boston Encore Casino trip: Postponed, date TBD. Programs will be re-evaluated after April 3. Please refer to MRD's homepage for updates. The Recreation Department building is closed to the public until further notice. Online registration is available, as well as our drop box for paper registrations. Staff will be available during this time to answer questions by phone or email.

Important Dates to Remember

Board of Selectmen's Emergency Meeting, March 17, 2020, 3 PM

Cancelled Board of Selectmen's Meeting, March 19, 2020, 7 PM

Cancelled Board of Selectmen's Work Session, March 26, 2020, 4 PM

School & Town Meeting, Moultonborough Academy, Saturday, April 18, 2020, 9 AM