



TO: Board of Selectmen
FROM: Administration
RE: Weekly Report
DATE: November 2, 2020



Finance: Nothing to report this week.

Assessor: Town offices are open to the public, masks are required. I am working with Avitar to archive the 2020 files and with Cartographics to post the 2020 Avitar property record cards on the Town's Axis/GIS program. Once the Avitar property record cards are posted on the Town's website; they may be viewed by clicking on Tax & GIS Maps; Documents & Links, Property Card, with a page that describes how to read the property record card. I am entering sales information into the NH Department of Revenues Equalization Portal, which is used to determine the overall ratio for the Town and to determine the accuracy of the assessments, such as the weighted mean, median ratio, Coefficient of Dispersion (COD), and Price Related Dispersion (PRD). Our office has started to review and update the current use files to ensure they comply with the state RSA's and rules. If property owners have any questions or concerns regarding assessing, please contact the Assessor's office, Monday – Friday, 7:30 am - 4 pm, email jbelville@moultonboroughnh.gov. or arush@moultonboroughnh.gov.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Department of Public Works: The Highway team split up into two groups this week. The first group worked on preparing trucks and equipment for the winter maintenance season. The second group worked on grading and ditching Bartlett Landing, Ben Ayers, Cottage, Davis, Far Echo, Ferry, Lunt, McCormack, and Shaker Jerry Roads.

Facilities & Grounds: F&G is welcoming back Bob after a lengthy illness. He is finally ready to work! We have been gearing up for election day with signage and other tools to make the day a success. We had new LED fixtures installed in the Lions Club facility and all the heating systems have been fired up for the season.

Fleet: TRK1 2020 RAM 3500 - changed plow pump oil, repaired t/signal issue on plow. TRK4 2012 F350 - rebuild plow pivot points and replaced pins, changed plow pump oil. TRK10 2007 Peterbilt - repaired on spots, replaced solenoid. TRK8 2003 F350 - rebuild crossmember for inspection. 15-U-1 2016 F350 - fluid film chassis. 15-R-2 2020 F550 Mini-Evo - fluid film chassis. Work on setting up plows and sanders for the season.

Transfer Station: Last week we shipped out 3 containers of municipal solid waste, 2 of single stream recycle, and 4 of construction and demolition. The compost pile was turned, and the brush piles were burned. We shipped out 8,000 lbs. of electronic waste. Car counts: Monday 282, Tuesday 356, Friday 359, Saturday 346, Sunday 249. A total of 1,592 served.

Moultonborough Police Department: Nothing to report this week.

Moultonborough Fire Rescue: For the period of 10/23/2020 to 10/29/2020, there were 12 calls for service: 9 – EMS calls; 2 – Motor vehicle accident with no injuries; 1 – Smoke detector activation, no fire, unintentional. Year to Date Incidents: 779. Automatic Aid: Twice from Stewart’s Ambulance. 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	5 firefighters
	Average Night/Weekend	4 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit	09:58 mins/sec.
	Average Daytime (7 AM-5 PM, Mon-Fri) response time	09:39 mins/sec.
	Average Night/Weekend/Holiday response time	11:36 mins/sec.

Operations: In this period, crews continued to check cisterns, backflush, and flow test dry hydrants. 10/23 - Chief Bengtson met with Chris Wyles and his staff at Bald Peak Colony Club to discuss potential locations for fire hydrants in anticipation of upgrades to the water system and fire sprinkler system at the Clubhouse. 10/23 - Chief Bengtson performed an inspection of oil burning equipment on Topside Road. 10/23 - Kelly Marsh and Chief Bengtson participated in a conference call with NH HSEM and NH DHHS on the rollout of a COVID-19 testing program for First Responders. The program will be administered by the NH Fire Academy. Training programs are being developed to train personnel on the testing protocols. 10/26 - Chief Bengtson and the Day Shift witnessed a test of a residential fire sprinkler system (NFPA 13D) at a single-family dwelling on Holland Street. 10/28 - Fire Department personnel joined state and local police to provide a drive-by of emergency and personal vehicles past the home of a resident on Brae Burn Road who is undergoing medical treatment. The purpose of the drive-by was to raise the resident’s spirits and provide a show of community support. A medical emergency incident occurred during this event and units responded without delay. 10/28 - Chief Bengtson attended the Lakes Region Mutual Fire Aid Executive Committee meeting. 10/28 - Chief Bengtson attended the Board of Directors meeting of the Lakes Region Mutual Fire Aid system. 10/29 - Chief Bengtson picked up personal protective equipment (PPE) at Troop E in Tamworth. PPE included N95 masks, surgical masks, gloves, non-contact thermometers and hand sanitizer. The Public Safety Building is open in a limited capacity. The public can obtain fire permits, permits to install, and operate oil fired equipment through a service window installed in the lobby door. The meeting room and public restrooms will remain closed during the pandemic due to sanitizing concerns. Residents and businesses having questions on life safety and fire code issues may access Fire Department services through the lobby or by calling 476-5658 for service. The Fire Chief/Emergency Management Director continues to participate in conference calls as scheduled regarding the ongoing COVID-19 pandemic and the situation in the State. NH DHHS COVID-19 Dashboard indicates that as of 11/01/2020, the Town has had a cumulative of 23 confirmed cases, with 1-4** current active cases. Carroll County has 27 positive infections and a cumulative total of 161 people. This information can be found at NH DHHS web site (<https://www.nh.gov/covid19/dashboard/summary.htm>). **Exact counts are suppressed by NH Department of Health and Human Services for municipalities with 1-4 cases. The Fire Department and Facilities & Grounds staff continue to disinfect the building, the Fire Department offices, and quarters at the Public Safety Building.

Burning Permits: The Governor’s Ban on burning brush has been lifted. Residents may now resume burning brush with a Category 3 fire permit. Permits can be obtained at the Public Safety Building and using the online fire permit system at NHFirePermit.com. There is a \$3.00 convenience fee for using the online system. There is no charge for permits obtained at the Public Safety Building and residents are strongly encouraged to call ahead to arrange to pick up a fire permit by calling 476-5658 (Monday-Friday from 8am-4pm). Category 3 fire permits enable persons to burn brush between 5pm to 9am. Category 3 fires may be kindled before 5pm, if it is raining. Raining is defined as “*Raining*” means

sustained precipitation that is actively occurring of sufficient intensity and duration so as to prevent fire from spreading in woodland fuels". A good guideline would be that it is raining enough to require the use of windshield wipers on your car in a non-intermittent mode. Brush may also be burned at any time without a fire permit when the ground is covered with snow. RES 5601.01 defines snow cover as the following: "Ground covered with snow" means the area within a 100 foot 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". Kindling of any fire requires a fire permit unless the ground is covered with snow. Failure to obtain the appropriate fire permit may result in an official warning or fines up to \$2,000.

Land Use Department: Nothing to report this week.

Recreation Department: MRD and the Library hosted Halloween BOO-levard, outdoor drive thru Halloween event for residents on Friday, October 30 at Kraine Meadow Park. Despite the cold temperatures, spirits were high for staff, volunteers, and the carloads of participants. This successful, safe, and fun event saw over 50 cars come through to play games, test their skills and get some treats. The Recreation Department and the Library would like to thank the dozens of volunteers who braved the cold in their costumes to "bring the Boo" to Moultonborough families. We would also like to thank everyone who donated their time, candy and treats, as well as Elvio's Pizzeria who donated dinner for the Boo Crew at Kraine Meadow Park. Last week, MRD's Beyond the Bell participants enjoyed Donut Decorating at the after-school program. We would like to thank the Moultonborough Dunkin' Donuts for helping us provide this fun and creative activity. Beyond the Bell After School Program Session 2 begins on Monday November 2 and will run through November and December at the Central School. We continue to seek an additional counselor to meet staffing needs for the Beyond the Bell After School program. SafeSitter® Essentials class for boys and girls ages 11-16 will take place at MRD on Friday, November 13 (parent-teacher workshop day for Moultonborough schools). SafeSitter® certified instructor Donna Tatro will administer the class covering Safety Skills, First Aid & Rescue Skills, Child Care Skills, and Life & Business Skills. Adult Indoor Pickleball continues at the Meredith Community Center on Wednesday and Friday mornings throughout the cold/winter months. Moultonborough Recreation and Meredith Parks & Recreation run this program collaboratively. MRD staff continues to develop routines and schedules during the department's transition between directors.

Moultonborough Public Library: We are open to the public on Monday, Wednesday & Friday from 10am-5pm, Tuesday and Thursday from 10am-8pm and Saturday from 10am-2pm. The Library will be closed on Wednesday November 11 for Veterans Day. Love to talk about books you read? Join us via Zoom for Booktalks on Thursday Nov 12 at 10:30. Or maybe you love mysteries? Join us for the Mystery Book Club (via Zoom) on Wed. Nov 18 at 10:30am or 7pm.

Important Dates to Remember

Election Day, Moultonborough Academy Gymnasium, November 3, 2020, 7 AM to 7 PM

Board of Selectmen's Meeting & Public Hearing, November 5, 2020, 7 PM

Department Head Meeting, November 10, 2020, 9 AM

Veteran's Day, All Non-Emergency Departments Closed, November 11, 2020

Board of Selectmen's Meeting & Public Hearing, November 19, 2020, 7 PM

Happy Thanksgiving, All Non-Emergency Departments Closed, November 26 & 27, 2020