



TO: Board of Selectmen
FROM: Administration
RE: Weekly Report
DATE: November 9, 2020



Finance: Nothing to report this week.

Assessor: Town offices are open to the public, masks are required. The 2020 tax rate has been set, \$7.13 per thousand. The Town's portion was reduced by .07, the County portion was increased by .05, the local school was increased by .18 and the state education portion was reduced by .18. The property record cards with the final 2020 newly established values are posted on the Town's Axis/GIS program. 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. This information 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. I am updating the operation procedures for the Assessing Department. We are working on a BTLA appeal and the case will be heard this week. 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., 603-476-2347 or 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 spent the week grading and ditching Blake, Harvard Camp, Glidden, Jacobs, Kona Farm, Old Harvard, Red Hill, Shaker Jerry and Sibley Roads.

Facilities & Grounds: Nothing to report this week.

Fleet: TRK8 2003 F350 - finished repairing crossmember, fluid filmed truck, performed state inspection. TRK3 2018 D3500 - replaced fuel filters, fluid filmed chassis, checked out water leak inside box. TRK7 2020 Western Star - driver reported check engine light on, checked system, performed a regen which fixed the issue. EQ35 Quick attach broom - replaced worn wafers, replaced end bearing. EQ16 2015 CAT skid steer - performed PM-B service. TRK24 2009 Freightliner - started on radiator replacement. TRK11 2016 F350 - took 2 links out of sander chain and readjust. Paperwork. Performed facility audit. Cleaned shop area.

Transfer Station: This week we shipped out 4 containers of municipal solid waste, 2 of single stream recycle, and 6 of construction and demolition. 87 Freon units were recovered, a load of shingles was hauled out of the facility to be recycled. The brush pile was burned, and the compost pile turned. Car counts Monday 314, Tuesday 242, Friday 432, Saturday 351, Sunday 242. A total of 1,581 served.

Moultonborough Police Department: The Police Department recorded 195 log entries, which included the following calls for service, 4 Assist Citizens, 25 Motor Vehicle Stops, 4 Assists to Fire/EMS, 0 Directed Patrols, 2 Arrests, 3 complaints, 1 MV Accident, 3 MV Complaints, 10 Residential Alarms, 1 Commercial Alarm and 3 K-9 complaints.

Training: Officer Cloutier, Police Standards Training Council 11/2 – 11/6.

Moultonborough Fire Rescue: For the period of 10/30/2020 to 11/05/2020, there were 20 calls for service: 2 – Brush fires; 3 – EMS calls; 2 – Carbon monoxide incidents; 2 – Power lines down; 1 – Arcing, shorted electrical equipment; 1 – Lockout, vehicle; 3 – Public Service; 1 – No incident found upon arrival at dispatched address; 1 – Smoke scare; 1 – Smoke detector activation due to malfunction; 1 – Alarm system activation due to malfunction; 1 – Smoke detector activation, no fire, unintentional; 2 – Carbon monoxide detector activation, no CO found after metering. Year to Date Incidents: 799. Automatic Aid: Received once from Center Harbor and twice from Tuftonboro. Given once to Meredith. Mutual Aid: None. Overlapping Incidents: 7 times were 2 or more incidents happened simultaneously.

<u>Staffing:</u>	Overall average staffing per incident	5 firefighters
	Average Daytime (7 AM-5 PM, Mon-Fri) staffing	5 firefighters
	Average Night/Weekend	3 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit	08:41 mins/sec.
	Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:40 mins/sec.
	Average Night/Weekend/Holiday response time	08:43 mins/sec.

Operations: In this period, crews continued to check cisterns, back flush, flow test and paint dry hydrants. 11/4 - Chief Bengtson conducted a Place of Assembly inspection at a Whittier Highway restaurant. 11/4 - The Fire Chief performed an inspection of oil burning equipment at a Kona Farm Road residence replacing a forced hot air furnace. 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 11/08/2020, Moultonborough has had a cumulative of 23 confirmed cases in Town, including one case at the Central School. The town has 1-4** current active cases. Carroll County has 40 positive infections and a cumulative total of 184 people. This 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. 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 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: 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. Beyond the Bell After School Program Session 2 began on Monday November 2 and will run through November and December at the Central School. We continue to seek to hire an additional counselor to meet staffing needs for the Beyond the Bell After School program. Donna Tatro instructed a virtual Safe @ Home class for Holderness Recreation Department on Saturday, November 7. MRD has been providing certified SafeSitter® instructors to Holderness for several years. Adult Indoor Pickleball continues at the Meredith Community Center on Wednesday and Friday mornings throughout the cold/winter months and is run collaboratively with Meredith Parks & Recreation. MRD is putting the finishing touches on our Brighten the Borough Holiday Lights Challenge. More details to come about how businesses and residents can vie for awards and bragging rights with their holiday displays. Staff continues to develop routines and schedules during the department's transition between directors.

Moultonborough Public Library: The Library will be closed on Wednesday November 11 for Veterans Day and also Thursday November 26 and Friday November 27 for the Thanksgiving Holiday. The Library will be open on Saturday November 28. Donations are being accepted for the Santa Fund. Checks should be made out to the Children's Christmas Trust and can be mailed c/o the Moultonborough Library, PO Box 150, Moultonborough, NH 03254 or can be dropped off at the Library during open hours. The Library is also accepting unwrapped toys, and a box is in the lobby for folks to drop off items.

Important Dates to Remember

Department Head Meeting, November 10, 2020, 9 AM

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

Board of Selectmen's Non-Public Meeting, RSA 91-A:3 II (b), November 12, 2020, 4 PM

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

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