

TO: Board of Selectmen
FROM: Administration
RE: Weekly Report
DATE: November 30, 2020



Finance: Nothing to report this week.

Assessor: The property record cards with the final 2020 values are posted on the Town's Tax/GIS Map webpage (Tax & GIS Maps, Documents & Links, Property Card). There is also a page that describes how to read the property record card. Sales information is being entered into the NH Dept. of Revenue's Equalization Portal. This information is used to determine the overall ratio for the Town, to determine the accuracy of the assessments, such as the weighted mean, median ratio, coefficient of dispersion (COD), and price related dispersion (PRD). We're reviewing/updating current use files to ensure they comply with the RSAs and rules. Updated maps are being requested to depict areas in current use and not in current use. Alison is attending the IAAO Course 1, continuing her assessing education. The Standard Operating Procedures for the Assessing Dept. is being updated. Property owners who have questions or concerns regarding assessing should contact the Assessor's office, Monday - Friday 7:30 am to 4 p.m., jberville@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 worked on ditching and drainage concerns on Harvard Camp and Old Harvard Roads. Blowing leaves from ditches throughout Town continues, along with preventive maintenance on trucks and equipment in preparation for the winter maintenance season.

Facilities & Grounds: Last week the F&G assisted with shredding of old documents. We finished the cemetery fall cleanups and started to set up trucks for winter maintenance. Fogging and sanitizing Town facilities and equipment continues.

Fleet: Transfer Station's trash compactor - replaced ruptured hydraulic hose to piston, refilled system, purged air and verified the repair. TRK24 2009 Freightliner dump truck - put radiator and framework back together, filled system, checked for leaks. EQ14 2015 926M loader - checked out reported overheating issue. Performed administrative duties

Transfer Station: We shipped 3 containers of municipal solid waste, 2 of single stream recycle and 4 of construction and demolition. The compost piles were turned, and the brush pile burned. Car counts: Monday 214, Tuesday 307, Friday closed, Saturday 620, Sunday 330. Total: 1,471 served.

Moultonborough Police Department: The Police Department recorded 185 log entries, which included the following calls for service, 4 Assist Citizens, 36 Motor Vehicle Stops, 5 Assists to Fire/EMS, 0 Directed Patrols, 2 Arrests, 3 complaints, 1 MV Accident, 1 MV Complaint, 4 Residential Alarms, 1 Commercial Alarm and 1 K-9 complaint.

Training: Officer Cloutier, Police Standards Training Council 11/23 – 11/27.

Moultonborough Fire Rescue: For the period of 11/13/2020 to 11/19/2020, there were 15 calls for service: 1 – Building fire, Gilmanton; 1 – Passenger vehicle fire; 8 – EMS calls; 1 – Search for a person

on land; 1 – Gas (Propane) leak; 1 – Vehicle accident clean-up; 1 – No incident found upon arrival at dispatched address; 1 – Alarm system activation due to malfunction. Year to Date Incidents: 847. Automatic Aid: Received once from Stewart's Ambulance. Mutual Aid: Once to Gilmanton for a 3rd Alarm building fire. Overlapping Incidents: 3 times for this period. Year to date there have been 152 instances of 2 or more incidents occurring at the same time.

<u>Staffing:</u>	Overall average staffing per incident	5 firefighters
	Average Daytime (7 AM-5 PM, Mon-Fri) staffing	5 firefighters
	Average Night/Weekend/Holiday	5 firefighters
<u>Response Times:</u>	Overall average response time of first arriving unit	11:18 mins/sec.
	Average Daytime (7 AM-5 PM, Mon-Fri) response time	07:09 mins/sec.
	Average Night/Weekend/Holiday response time	13:09 mins/sec.

Operations: In this period, crews continued to check cisterns, back flush, flow test and paint dry hydrants. They also surveyed dry hydrants to determine how many will be affected by low water levels from the ongoing drought conditions. The drought and ice will affect the Fire Department's ability to access water for firefighting and the use of portable pumps may be necessitated in some areas to provide water supplies. The Public Safety Building is open in a limited capacity. Fire permits, permits to install, and operate oil fired equipment are being issued through a service window installed in the lobby door. The meeting room and public restrooms 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.

COVID-19 Status Report: 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. The NH Dept. of Health and Human Services COVID-19 Dashboards (<https://www.nh.gov/covid19>) indicate that as of 11/29/2020, Moultonborough currently has 29 positive cases, a 93% increase and a cumulative total year to date of 62 cases, 55% increase from last week.

Schools: The COVID-19 School Dashboard indicates that as of 11/15/2020 there was 1 active case at Moultonborough Central School. Moultonborough Academy and Middle Level were not reporting any cases (<https://www.nh.gov/covid19/dashboard/schools.htm#dash>). This was updated on 11/24/2020 by Superintendent Andrew and reports 4 active student cases, 1 active staff case http://www.sau45.org/UserFiles/Servers/Server_421999/File/Update%20on%20in%20COVID%20Nov%2024.pdf.

Childcare Centers: No new information reported.

Local Businesses: The Bob House & Reel'N Tavern's website reports that they were informed that a customer tested positive for COVID-19 after dining there on 11/14. They sent their staff for testing and found a couple tested positive. The restaurant and tavern will be closed for deep cleaning until December 9th, when they will reopen at 11:30 am.

The Fire Department and Facilities & Grounds staff continue to disinfect the building, Fire Department offices and quarters at the Public Safety Building.

Burning Permits: Permits can be obtained at the Public Safety Building or by 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: Everyone is invited to Brighten the 'Borough in our holiday lights challenge. Enter Brighten the 'Borough challenge by registering your Moultonborough address online or stop in our office, deadline is December 14th. Our jolly judges will name winners in several categories including Best in Show for the top Business & Residential entries. Bragging rights are on the line! Holiday Bingo cards will be available on MRD's website this week. Keep your elves busy with a holiday to do list of fun and easy activities. MRD is offering holiday how to videos on our Facebook page. Learn how to make a Kissing Ball & Decorative Ornaments, great gifts for friends, co-workers, or teachers! Watch MRD's Facebook page for Donna's Holiday How to videos for these DIY holiday crafts. We invite everyone to vote for a favorite holiday movie in our Holiday Movie Madness tournament brackets. We've selected some favorite holiday movies, arranged a bracket style tournament where you will pick the ultimate winner. Enter your choice in the comments section. Rounds will be posted on our Facebook page, along with the results. Watch as some movies are eliminated and some advance to the finals to battle for the Cinematic Champion! Beyond the Bell After School Program has been suspended for the week of Nov. 30 – Dec 3. MRD and Moultonborough Public Library are teaming up to offer residents a free family friendly holiday drive thru event. Merry & Bright Drive Thru Night will take place on Friday, Dec. 18, 6-7:30 pm in the Library and Recreation Department's parking areas. Visitors will remain in their vehicles and face coverings are requested for all. Santa's Helpers will hand out holiday activity bags for children. Make at Home Gingerbread House supplies will be provided by the Library Elves at this event. Adult Indoor Pickleball continues at the Meredith Community Center, Wednesday and Friday mornings throughout the cold/winter months. MRD 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: Virtual story times via Facebook Live are still happening Tuesday night at 6 pm and Friday mornings at 11 am. No registration necessary. Our monthly Book Talk this month is Thursday, December 10th at 10:30 am. The Zoom link is on the Library's online calendar. Need cooking inspiration after Thanksgiving? We're starting a new monthly series called Culinary Adventures on the 1st Monday of the month. Join us on Monday, December 7th at 6:30 pm via Zoom as Chef Liz Barbour shows us how to make easy Sheet Pan Meals. You must register for the Zoom information and other instructions. There will be a Virtual Tree Lighting event on Tuesday, December 8th at 7 pm. People can watch on the Library's Facebook Live, as we light up the outside of the Library for the holidays.

Important Dates to Remember

Board of Selectmen's Meeting, December 3, 2020, 7 PM

Board of Selectmen & ABC Budget Work Session, December 4, 2020, 8:30 AM

Board of Selectmen & ABC Budget Work Session, December 11, 2020, 8:30 AM

Board of Selectmen's Meeting, December 17, 2020, 7 PM

Board of Selectmen & ABC Budget Work Session, December 18, 2020 8:30 AM

Merry Christmas, All Non-Emergency Departments Closed, December 25, 2020

Happy New Year, All Non-Emergency Departments Closed, January 1, 2021

Department Head Staff Meeting, December 1, 2020, 9 AM