

MEMORANDUM – OFFICE OF TOWN ADMINISTRATION

TO: Board of Selectmen
FROM: Administration
RE: Weekly Report
DATE: January 18, 2021



Finance: Nothing to report this week.

Assessor: Our office is assisting property owners with questions and concerns related to their 2020 assessed values, as reflected on their December tax bills. We continue to review and update current use files to ensure they comply with the state RSA's and rules. When necessary, we are requesting updated maps showing areas in current use and not in current use. We are also continuing our work on integrating and reviewing our new and existing data in the Avitar assessing database. As always, if property owners have any questions or concerns regarding assessing, please do not hesitate to contact the Assessor's Office, Monday through Friday 7:30am to 4:00pm, 603-476-2347 or email thughes@moultonboroughnh.gov or arush@moultonboroughnh.gov. Town offices are open to the public, masks are required.

Tax Collector: Nothing to report this week.

Town Clerk: Nothing to report this week.

Department of Public Works: The team spent the majority of the week doing preventative maintenance on trucks and equipment and organizing the highway garage. The week ended with the crew plowing, salting and sanding a couple ice, sleet and wet snowstorm events.

Facilities & Grounds: Facilities and Grounds continues to fog and sanitize town facilities and equipment. Plow and treat town roads and facilities. We removed the old chimney from the back of the neck fire station and disposed of it at the transfer station. Changed air filters at the PSB, balance supply diffusers and repaired some gutters at PSB and the neck station. Followed up with Joel about some maintenance projects and the flow balancing issue at the PSB.

Fleet: TRK15 2009 F550 repaired dump body stripped truck for trade in for new TRK15. TRK24 2009 Freightliner replaced front bearing on front shaft. Replaced pass. Side grease tube to front bearing. Replaced front plow lift hydraulic couplers. New TRK15 2020 RAM 5500 Set up lights, check over switch layout, cut metal for sander spill guards. TRK4 2012 F350 pull sander chain pins to remove links to adjust auger chain. Repaired turn signal light issue when plow is attached. TRK5 2015 F550 replaced driver side swing piston on the plow. Replaced b/u alarm assembly. EQ14 2015 CAT 926M front light issue. Replaced bulbs. Loaded trucks for plowing/sanding operations on Sunday. Paperwork. Webinar on D.E.F. issues and how to repair them, put on by Redline Equipment.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 containers of single stream recycle and 4 containers of construction and demolition. Shipped 1 container of electronic waste and 2 pallets of fluorescent bulbs, brush pile burned. Car counts Monday 207, Tuesday 266, Friday 452, Saturday, 193, Sunday 333 total of 1451 residents served.

Moultonborough Police Department: The Moultonborough Police Department recorded 193 log entries, which included the following calls for service, 8 Assist Citizens, 13 Motor Vehicle Stops, 10

Assists to Fire/EMS, 1 Directed Patrols, 3 Arrests, 5 complaints, 3 MV Accidents, 2 MV Complaints, 6 Residential Alarms, 1 Commercial Alarms and 1 K-9 complaints

Training: Lead Dispatcher & Administrative Assistant, Jordan Pellowe, completed the APCO Communications Training Officer Course online, earning the certification & completing 24 CDE hours.

Moultonborough Fire Rescue: For the period of 01/08/2021 to 01/14/2021, there were 11 calls for services. There was: 1 forest, woods, wildlife fire; 6 EMS calls; 1 motor vehicle accident with no injuries; 1 no incident found upon arrival at dispatched address; 1 carbon monoxide detector activation due to malfunction; 1 alarm system activation, no fire, unintentional. **2021 Incidents Year to Date:** 25 **Automatic Aid:** given once to Sandwich. **Mutual Aid:** none. **Overlapping Incidents:** two for this period. **Year to Date:** 5

Staffing

Overall average staffing per incident	4 firefighters
Average Daytime (7 AM-5 PM, Mon-Fri) staffing	4 firefighters
Average Night/Weekend/Holiday	4 firefighters

Response Times

Overall average response time of first arriving unit	07:39 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	07:26 mins/sec.
Average Night/Weekend response time	07:50 mins/sec.

Operations: 1/11 Hose deployment and advancement training at an acquired structure on Red Hill Road. 1/12 Service consultation with a Crosswinds Drive resident for emergency needs during power outages. 1/13 Vaccination of Call Firefighters and remaining Police Officers. 1/14 Monthly Department meeting with Call Firefighters.

The Public Safety Building remains 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 sanitization concerns. Residents and businesses having questions, life safe and fire code issues may access fire department services through the lobby or by calling 476-5668 for service.

COVID-19 Status Report: The New Hampshire Department of Health and Human Services COVID-19 Dashboards located at <https://www.nh.gov/covid-19> indicate that as of 01/17/2021, Moultonborough currently has 8 positive cases and a cumulative total of 142 cases.

Town: The Town Clerks Office reopened for full service business on January 18th following closure for a COVID exposure quarantine.

Schools: In-person students returned to in-person school on Wednesday, January 6, 2021. Academy & Middle Level students have new schedules, students and parents are directed to the Academy and Middle Level websites for revised in-person schedule. Families that have a student that test positive for COVID-19 are requested to contact the school nurse with the information as soon as possible.

Childcare Centers: No new report

Local Businesses: No new 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.

Vaccinations: First dose vaccinations of Moultonborough's First Responders have been completed. Second doses are currently planned for early February. All "At Risk & Moderate Risk First Responders" are being vaccinated per NH HSEM protocols for vaccinations.

PHASED 1B:

Governor Sununu announced that PHASED 1B: Scheduling begins on 1/22/2021 at 8:00AM and Vaccinations start on 1/26/2021.

PHASE 1B covers persons >65m the medically vulnerable, intellectual, and developmental disability residential facilities, correctional facility staff, and remaining health workers and first responders not previously vaccinated. More specific information on PHASE 1B can be found at the link listed below. <https://www.dhhs.nh.gov/dphs/cdcs/covid19/documents/covid19-vaccine-allocation-plan-summary.pdf>

Burning Permits: Snow cover and brush burning. Brush may also be burned at anytime 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".

Land Use Department: The Planning Board and Planner concluded their work, a proposed solar facilities Ordinance by holding a public hearing on January 13th to hear comments concerning the proposal, and after hearing comments, made minor revisions to the ordinance to reflect them. The posted ordinance, zoning amendment warrant language, and an explanation have been posted on the Planning Board webpage and have been sent to the Board of Selectmen and the Town Clerk for adding to the ballot.

Recreation Department: The Ice Rink at Kraine Meadow Park is open for the season. MRD has expanded the Free Skate schedule at the rink. No sticks & pucks are permitted on the ice during these hours: Mondays, Tuesdays, Wednesdays & Thursdays 3:00-5:00pm as well as Sundays 2:00-4:00pm. Please stay off the rink if the "CLOSED" sign is out. We appreciate your patience and cooperation. Check our FaceBook page and the Ice Rink tab on our website for updates. Call MRD for more info. 476-8868. Registrations are open for MRD's Youth Basketball program. Due to Covid, the program will look a bit different this year. Our goal is to encourage interest in the sport of basketball, to introduce, reinforce and strengthen skills, provide opportunities for physical activity, and have some fun. The program is open to Moultonborough youth, Pre-K through grade 6. MRD will use the same Covid-19 protocols as Moultonborough Schools and the state of NH: masks/face coverings, hand washing, social distancing, etc. This will be a drop off program, and participants will be screened prior to entering the buildings. Players will practice non-contact skills and drills. No scrimmages or competitive games will be scheduled. Pre-registration is required. Sign up online via our website or stop by our office. Beat the Winter Blues with MRD's Winter Bingo! Go to our website or stop by our office to get a copy of our Winter Bingo board. Keep track of all the fun activities you do – get 5 squares in a row, line or diagonal – Bingo! Bring your bingo card to the Rec Department to claim your prize. Call MRD for more info. 476-8868. MRD would love to see your winter pics and selfies. Send us shots of you, your family or even your pets enjoying everything winter has to offer. We will share them on our website and FaceBook page. Send photos to: dtatro@moultonboroughnh.gov or call MRD for more info 476-8868. Beyond the Bell After School Program Session 3 continues through mid-February. Adult Indoor Pickleball continues at the Meredith Community Center on Wednesday and Friday mornings throughout the winter months. Moultonborough

Recreation and Meredith Parks & Rec run this program collaboratively. Did you ever want to go Walkin' in a Winter Wonderland? Well, here's your chance with MRD's Snowshoe 'Take-Home Program. Patrons can complete the lending agreement form found on our website or in the MRD office. A small security deposit will be charged. Cash or Check only. Bring your completed form to our office during normal business hours, pick up your snowshoes and enjoy the great outdoors. Equipment is due back to MRD one week later. Upon return of the equipment, in the same condition, you'll receive your money back. It's easy, economical, and FUN for the whole family. Try before you buy! Supply is limited: Equipment is available on a first come, first serve basis. Call MRD for more info! 476-8868. The Rec Department staff continues to develop routines and schedules during the department's transition between directors.

Moultonborough Public Library: Library Update –Join the library's online Winter Reading Challenge. We are challenging anyone ages 6+ to read 600 minutes in 30 days (Jan 15-Feb 15). For every 100 minutes read, participants will receive a virtual snowflake badge and one entry into our final drawing. [Register today!](#) There is still time to [register](#) for the Author Talk with Ty Gagne on Thursday, Jan 21 at 6:30pm. Interested in keeping up with technology? Join [Tech Tidbits via Zoom](#) on Mon. Jan 25 at 10:30am. Please check the library's [online calendar](#) for details and more information about upcoming events. You can also [sign up](#) to receive email updates and eNewsletter. Library is open to the public Monday – Saturday. Check [website](#) for hours.

Important Dates to Remember

Board of Selectmen's Meeting, January 21, 2021, 7 PM

Board of Selectmen's Public Hearing January 28, 2021, 7 PM

Department Head Staff Meeting, February 2, 2021, 9 AM

Board of Selectmen's Meeting, February 4, 2021, 7 PM

Selectmen & Advisory Budget Committee Budget Work Session, February 5, 2021, 8:30 AM