

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATION

**TO:** Board of Selectmen  
**FROM:** Administration  
**RE:** Weekly Report  
**DATE:** January 25, 2021



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**Finance:** Nothing to report this week.

**Assessor:** Our office continues: to assist property owners with questions and concerns related to their 2020 assessed values, as reflected on their December tax bills; 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; 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](mailto:thughes@moultonboroughnh.gov), or [arush@moultonboroughnh.gov](mailto: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 week began cleaning up trees and debris throughout town from the multiple weekend storm events. The balance of the week was spent doing mechanical work, preventative maintenance, and sanding the dirt roads throughout town.

**Facilities & Grounds:** F&G continues to fog and sanitize Town properties and equipment. The ice rink has a lot of use as we continue to maintain that on a regular basis. We plowed and treated roads, schools and other Town properties. I met with the LED and electrical contractor on some repairs and new conversion projects. We have been monitoring building temperatures in the buildings due to the cold weather and the fuel consumption [oil, propane].

**Fleet:** EQ12 2009 John Deere backhoe check out water in fuel message reported by the operator. TRK6 2018 Western Star pulled right rear wheel assembly to replace seized anchor pins and readjust brakes. TRK24 2009 Freightliner dump check out hydraulic leak at valve body. Ordered fittings. CAR171 2017 F150 performed pm-b service and rotated tires. EQ13 2020 VOLVO L90H loader performed first 500 HR service. EQ25 2006 Case 60XT skid steer worked on snow plow. CAR181 2018 Ford Police Utility performed PM-B service. EQ14 2015 Cat 926M loader repaired driver seat. TRK15 2020 RAM 5500 set up plow jack and perform state inspection. TRK19 2019 RAM 1500 perform PM-B service. 15-E-4 2002 H.M.E. pumper replaced a/c belt and fan belts. EQ22 1969 ZAMBONI repaired wiring to engine and replace coil. Got running and adjust as required. Primex snow plow safety webinar. T2 class on Covid response. Paperwork. Load trucks for snow event.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste, 2 containers of single stream recycle, 2 containers of construction and demolition and 1 container of mixed scrap metal.

Car counts: Monday 159, Tuesday 359, Friday 426, Saturday 360 Sunday 180 total of 1484 residents served.

**Moultonborough Police Department:** Nothing to report this week.

**Moultonborough Fire Rescue:** For the period of 01/08/2021 to 01/14/2021, there were 19 calls for service: There was: 1 – Chimney fire; 11 - EMS calls; 1 – Extrication of a patient from a building; 3 – Assist the physically disabled; 1 – Hazardous material investigation with no Haz-Mat found; 1 – Carbon monoxide detector activation due to malfunction; 1 – Alarm system activation, no fire, unintentional.

**2021 Incidents Year to Date:** 44 **Automatic Aid:** received once from Center Harbor and twice from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents:** five for this period.

**Year to Date:** 10

**Staffing**

Overall average staffing per incident	4 firefighters
Average Daytime (7 AM-5 PM, Mon-Fri) staffing	6 firefighters
Average Night/Weekend/Holiday	3 firefighters

**Response Times**

Overall average response time of first arriving unit	10:14 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:02 mins/sec.
Average Night/Weekend response time	11:32 mins/sec.

**Operations:** 1/18 Chief Bengtson and FF. Wieliczko conducted a Place of Assembly inspection at a Whittier Highway restaurant for renewal of a liquor license. 1/21 EMS Continuing Education, EMS personnel met a resident who has a left ventricular assist device or LVAD. EMT's learned about its function and how to treat patients with this type of mechanical heart pump.

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 sanitizing concerns. Residents and businesses having questions life safe and fire code issues may access fire department services through the lobby or by calling 476-5658 for service.

**COVID-19 Status Report:** The New Hampshire Department of Health and Human Services COVID-19 Dashboards located at <https://www.nh.gov/covid19> indicate that as of 01/24/2021, Moultonborough currently has 5 positive cases and a cumulative total of 146 cases.

**Town:** No new cases or exposures reported. The Fire Chief/Emergency Management Director continues to participate in conference calls as scheduled regarding the ongoing COVID-19 pandemic, vaccinations, and the current situation in the State.

**Schools:** The COVID-19 Schools Dashboard located at <https://www.nh.gov/covid19/dashboard/schools.htm> indicates that there are no current cases or outbreaks at any Moultonborough Schools. Families that have a student that tests positive for COVID-19 are requested to contact the school nurse with that information as soon as possible.

**Childcare Centers:** No new report

**Local Businesses:** No new report

Vaccinations:

**PHASE 1B**

Residents that are covered under PHASE 1B were able to register for vaccinations on 1/22/2021.

Vaccinations are scheduled to begin on 1/26/2021. Vaccine Supplies are Limited. New Hampshire is currently administering COVID-19 vaccine in Phase 1. Scheduling your vaccine appointment will be dependent on supply.

PHASE 1B covers Persons  $\geq 65$ , 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>

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.

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".*

2021 Fire permits are available on-line at [www.NHFirepermit.com](http://www.NHFirepermit.com), there is a \$3.00 convenience fee charged for on-line permits. Fire permits are also available at no charge at the Public Safety Building.

**Land Use Department:** Nothing to report this week.

**Recreation Department:** MRD's Youth Basketball programs began on Friday Jan 22 & Saturday Jan 23. MRD is using the same Covid-19 protocols as Moultonborough Schools and the state of NH: masks/face coverings, hand washing, social distancing, etc. This drop-off program screens participants prior to entering the buildings. Players will practice non-contact skills and drills. 41 participants in Grades Pre-K thru 5<sup>th</sup> were present for instruction, practice and some fun. Many thanks to Matt & Megan Swedberg for volunteering their time, knowledge and coaching of Moultonborough's young athletes! This program will run through mid-February. MRD is offering a Snowshoe 'Take-Home Program. If you've ever wanted to give snowshoeing a go, you can try before you buy! It's easy, economical and FUN for the whole family. Simply complete the lending agreement form found on our website or at 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. Supply is limited: Equipment is available on a first come, first serve basis. Call MRD for more info! 476-8868. 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 – contactless pickup is available. 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](mailto:dtatro@moultonboroughnh.gov) or call MRD for more info 476-8868. The Ice Rink at Kraine

Meadow Park is open for the season. Expanded Free Skate schedule: 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. 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. The Rec. Department staff continues to develop routines and schedules during the department's transition between directors.

**Moultonborough Public Library:** Lego Club for kids starts this week on Wed. Jan 27 at 4:30pm via Zoom. [\*\*Register\*\*](#) to receive the Zoom link. The Lego Club will meet every other Wednesday now thru May. There is still time to register for our Culinary Adventures on Mon. Feb 1 at 6:30pm. Join Liz Barbour from Creative Feast as she shows us how to cook with chocolate. [\*\*Register\*\*](#) to reserve your seat via Zoom. We have a new downloadable service called [\*\*Hoopla\*\*](#). Download 4 titles every month with no waiting. You can browse eBooks, audiobooks, music, movies and TV shows. 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 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**