



## MEMORANDUM – OFFICE OF TOWN ADMINISTRATION

**TO:** Board of Selectmen  
**FROM:** Administration  
**RE:** Weekly Report  
**DATE:** February 23, 2021



**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. Notices to owners of Tax-exempt properties were mailed reminding them that the BTLA Exemption Forms are **due by April 15, 2020**. Annual document requests were also sent to property owners that are receiving Elderly or Disabled exemptions. We are in the process of receiving and reviewing the exemption applications to ensure applicants continue to qualify for the exemption. **April 15, 2021** is the last day to file for exemption and credit applications. 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 team spent the week doing preventative maintenance and plowing, salting, and sanding during storm events.

**Facilities & Grounds:** Nothing to report this week.

**Fleet:** CAR171 2017 F150 check out heat complaint on driver side. Rescheduled to repair unit. 15-R-1 2012 H.M.E. Rescue truck replaced air filter assembly. TRK7 2019 Western Star 4700SF replaced pass. Side spot mirror assembly and adjust. Adjusted plow. EQ12 2009 John Deere 310 backhoe operator reported a coolant leak. Pulled apart and found radiator started leaking. Ordered new one. Loaded trucks for snow events and road treating operations.

**Transfer Station:** This week we shipped out 1 container of municipal solid waste, 3 containers of construction and demolition and 1 container of single stream recycle. Car counts for this week Monday (closed President's Day) Tuesday 287, Friday 327, Saturday 375, Sunday 273 total of 1262 residents served.

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

**Moultonborough Fire Rescue:** For the period of 02/12/2021 to 02/18/2021, there were 17 calls for service: There was: 8 - EMS calls, 1 - Motor vehicle accidents without injuries, 2 -Smoke/odor removal, 1 - Dispatched & cancelled en-route, 1 - Authorized controlled burning, 1- Smoke detector activation due to malfunction, 2 - Alarm system activation due to malfunction, 1 - Smoke detector activation, no fire, unintentional. **2021 Incidents Year to Date:** 117 **Automatic Aid:** twice from Center Harbor, and twice from Stewart's Ambulance. **Mutual Aid:** none

**Overlapping Incidents:** two for this period. **Year to Date:** 28

### **Staffing**

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

### **Response Times**

Overall average response time of first arriving unit	12:25 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	09:38 mins/sec.
Average Night/Weekend response time	14:00 mins/sec.

### **Operations**

2/16 Chief Bengtson receive a telephone inquiry about fire sprinkler requirements for a Whittier Highway occupancy being considered for storage. The fire chief provided information on the requirements on the hazard classification of the contents being proposed for storage. The caller was directed to the Town Planner's office for more information on the Town's requirements.

2/18 The fire chief met with Town Administrator Smith at the fire station to give a tour of the facility and the fire department's equipment. Assistant Deputy Medical Examiner Rhetta Brown was a guest speaker for EMS continuing education. ADME Brown gave an overview of her duties and how they interface with EMS personnel in the field.

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.

### **Ice Conditions**

Ice conditions on the lakes in town are greatly varied. Residents and visitors should use caution when venturing out onto the ice to recreate.

### **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 02/22/2021, Moultonborough currently has 1-4 cases\*\* and a cumulative total of 167 cases. \*\* Exact counts are suppressed for municipalities with 1-4 cases.

### **Town**

No new cases or exposures reported among Town departments or employees during this period. 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. Second dose vaccinations for remaining Moultonborough's First Responders were administered on February

9th. All “At Risk & Moderate Risk First Responders” were vaccinated per NH HSEM protocols for vaccinations.

### **Schools**

The COVID-19 Schools Dashboard located at <https://www.nh.gov/covid19/dashboard/schools.htm> indicates that there are no active cases at 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**

Despite problems and delays with registrations and weather, vaccinations are occurring, and the situation should improve as the State brings their registration system on line and deliveries of vaccine increase.

### **PHASES 1A & 1B**

Phase 1A, covering High-risk healthcare worker, First Responders and older adults living in residential care settings are continuing across the state.

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. These vaccinations will run until March.

Phase 2A & 2B, covering K-12 school and childcare staff & people 54-60 years old will begin in March and run through May.

Visit <https://www.nh.gov/covid19/> or call 2-1-1 for more information on how to register for vaccinations and when they will be available for your Phase group.

### **Burning Permits**

Snow Cover and Brush Burning - 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". 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:** Moultonborough Recreation and Meredith Parks & Recreation are collaborating on two new programs for adults. Beginning in mid-March, a Strength and Balance Class will take place at the Meredith Community Center on Tuesdays and Thursdays for an eight-week session. The second program is a Fitness Walking club, to begin on Mondays in mid-April. Participants

in this program will meet at local walking trails. The group will stop along the trail at various intervals to perform a variety of stretches and low impact fitness exercises. Donna Tatro will instruct both programs, along with Meredith's Program Coordinator. More details will be available on the website. Logistics, planning and scheduling Youth Softball/T ball and Track & Field programs are ongoing. These socially distanced programs will begin in late April/early May.

Beyond the Bell Session 4 begins March 1 and will run thru April. Registrations opened last week and were nearly at capacity by this morning. Ads for summer staff hires have been posted. MRD continues to receive inquiries via phone, email and in person regarding the status of summer programming – particularly our summer camp program. MRD is offering a Daddy~Daughter Virtual Spring Fling Dance Party for Friday March 19, 7:00-8:00pm. We will provide the music and supplies for a fun and memorable party via Zoom - participants bring the energy and their best dance moves.

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. MRD is offering a Snowshoe 'Take-Home Program. Supply is limited: Equipment is available on a first come, first serve basis. Details on our website or 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. 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. See 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. MRD has a small supply of skates to lend out. 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:** Don't forget to [register](#) for the special presentation of "The Magic of Darren Yong" this Thursday, Feb 25 at 7pm. There are still spots available, so register today! Check out our [new Library Website](#) and also our [Library of Things](#). You can check out unique items like a ukulele, guitar, silicone baking molds, a wall stud finder, a USB turntable and much more. If you need help reserving an item, please call the library (476-8895) or [email](#).

### **Important Dates to Remember**

**Chip Seal RFP's due Tuesday, February 23, 2021 by Noon**

**Board of Selectmen's Work Session, Thursday, February 25, 2021 4:00 PM**

**Board of Selectmen's Meeting Thursday, March 4, 2021 at 4:00 PM**

**Board of Selectmen's Meeting Thursday, March 18, 2021 at 4:00 PM**