



MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Charles F. Smith, Town Administrator
RE: Weekly Report
DATE: March 1, 2021



Town Administration: Following the Board of Selectmen meeting on February 18th the town submitted our “Alteration of Terrain” (AoT) permit with New Hampshire Department of Environmental Services (NHDES) for the “States Landing Beach Improvement Project.” Upon approval from NHDES, estimate end of March, the town will take the next steps in completing the project with bid advertising in April and start construction late May.

At the General Court (Concord State House) new state legislation under House Bill 504, was proposed to bring back the “state funded education formula commonly known as “donor” and “receiver” towns.” Under this formula to calculate the cost of an adequate education, the Town of Moultonborough would be considered a donor town whereas the town raised more “Statewide Education Property Tax” (SWEPT) than the state’s calculation of that community’s total cost of an adequate education.” The excess “SWEPT” would then be distributed to communities whose cost of education exceed the amount raised (receiver communities). For example, based on FY 2022 estimates taken from New Hampshire Department of Education, Moultonborough’s cost of an adequate education is \$1.9M, the SWEPT calculation is \$6.5M, meaning \$4.6M (excess SWEPT) would be sent to the state and distributed to other communities. In opposition to this state legislation, the Board of Selectmen have entered into agreement with other communities (Coalition Communities 2.0) to challenge the education formula.

Last week the town notified “Charter Communications” that we intend on renegotiating a new Franchise Agreement. Current agreement with Charter, established in 2011, has been automatically renewing on a five (5) year basis.

Finance: Nothing to report this week.

Assessor: Whitney Consulting Group (WCG) will begin reviewing new construction building permits within a few weeks. New subdivisions, boundary line adjustments, lot mergers, site plans, etc. will be entered in the CAMA system to reflect the 1st half tax bill, mailed May of 2021. Abatements are being reviewed and processed. Notices to owners of Tax-exempt properties were mailed reminding them that the BTLA Exemption Forms are **due by April 15, 2021**. 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. 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. 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 began the week plowing, salting, and sanding during a storm event. The week continued with part of the team fixing the issues with the catch basin in front of the recreation department, while the rest of the team worked on preventative maintenance on the trucks and equipment. The week ended with the team plowing, salting, and sanding, during a sleet, freezing rain, and snowstorm event.

Facilities & Grounds: Facilities and Grounds continues to Fogg and sanitize facilities and vehicles. We plowed and treated roads, facility parking lots and schools. We cleaned and greased sanders on truck 11.4. We continue to support the transfer station with snow clean up and treating the pavement. We pushed back snowbanks at the facilities and the schools. Thursday was the last day for making ice at the rink due to the warm conditions. The ice rink is officially closed for the season.

Fleet: TRK8 2003 F350 replaced wiper blades. COMPACTOR#2 Replaced blown hydraulic hose feeding unit at the Transfer station. Refill system. EQ12 2009 John Deere 310 backhoe pulled leaking radiator and ordered new one from Nortrax. TRK9 2014 Kenworth find exhaust leak. Replaced elbow and clamps to S.C.R. unit. Replaced loose bolt in rear wing brace. New TRK10 2021 Western Star Start Setting truck for use in the fleet. Installed extra back up lights. 15-U-1 2015 F350 pick up replaced plow headgear assembly. Replaced front four-wheel drive hub assemblies. TRK11 2016 F350 repaired electric sander wiring to auger motor. TRK6 2018 Western Star 4700SF worked on freeing up on spot assemblies. Watched T2 class on road maintenance. Worked on pressure washer.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 containers of single stream recycle, 3 containers of construction and demolition and 1 container of mixed scrap metal. Car counts for this week Monday 240, Tuesday 198, Friday 388, Saturday 156, and Sunday 236 total of 1218 residents served.

Moultonborough Police Department: The Moultonborough Police Department recorded 252 log entries, which included the following calls for service, 5 Assist Citizens, 44 Motor Vehicle Stops, 9 Assists to Fire/EMS, No Directed Patrols, 1 Arrests, 3 complaints, 3 MV Accidents, 3 MV Complaints, 4 Residential Alarms, 2 Commercial Alarms and 1 K-9 complaint.

Moultonborough Fire Rescue: For the period of 02/19/2021 to 02/25/2021, there were 15 calls for service: There was: 1 - Vehicle fire, snowmobile, 4 - EMS calls, 2 - Motor vehicle accidents with injuries, 1 - Search on land, 1 - Lockout, business, 1 - Water evacuation, residential, 3 - Service calls, 1 - Authorized controlled burning, 1 - Alarm system activation, no fire, unintentional.

2021 Incidents Year to Date: 132 Automatic Aid: none **Mutual Aid:** given once to Sandwich and received once from Tuftonboro and West Ossipee **Overlapping Incidents:** one for this period. **Year to Date:** 29

Staffing

Overall average staffing per incident

5 firefighters

Average Daytime (7 AM-5 PM, Mon-Fri) staffing

7 firefighters.

Average Night/Weekend

4 firefighters

Response Times

Overall average response time of first arriving unit	11:34 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	11:21 mins/sec.
Average Night/Weekend response time	11:43 mins/sec.

Operations

2/22 Chief Bengtson provided a Fire Code consultation for a contractor installing a generator on Lake Shore Drive.

2/24 The fire chief conducted a wood stove installation inspection on Heatherwood Drive at the request of the homeowner for the compliance with a homeowner's insurance policy.

2/25 Moultonborough firefighters participated in a multi-agency drill in Tuftonboro on the Corridor 26 snowmobile trail. The training session simulated an accident involving snowmobiles and a trail groomer. Agencies participating included Tuftonboro Fire Rescue, Ossipee Corner Fire Department, West Ossipee Fire Department, Wolfeboro Fire Rescue, as well as NH Fish & Game and the Wolfeboro Snowmobile Club. It was a well planned and executed training session, yielding valuable information for first responders.

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

Strong sunlight is beginning to facilitate ice melt, 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 02/28/2021, Moultonborough currently has 1-4 cases** and a cumulative total of 170 cases. ** Exact counts are suppressed for municipalities with 1-4 cases.

Town

On Friday, February 19th, a positive test for COVID-19 resulted in the closure of Town Hall for the afternoon for the safety of our employees. The facility was cleaned and disinfected with staff returning on Monday - except for the Town Clerk's office which was to be closed for two weeks. The Town has made arrangement with Center Harbor and Wolfeboro to help with processing payments. 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 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 2A & 2B

The State of NH will soon host a by-appointment drive through mass COVID-19 vaccination site at NH Motor Speedway in Loudon. The plan is to vaccinate nearly 12,000 people over the course of 3 days. This site will focus on providing earlier appointments those currently scheduled to receive their first dose in April. Currently the intent is to use the Johnson & Johnson vaccine which only requires one dose.

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, 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: The Ice Rink at Kraine Meadow Park has closed for the season effective Monday March 1. The Recreation staff would like to extend many thanks to our Department of Public Works and Facilities Team for their hard work and dedication to providing and maintaining a quality skating surface for everyone to enjoy. The rink was a very popular town amenity this season. Multi departmental cooperation and commitment made for a very successful season. Thank you everyone!

Moultonborough Recreation and Meredith Parks & Recreation have completed planning and logistics for the adult Strength and Balance class. Beginning March 16, this eight-week session will meet at the Meredith Community Center on Tuesdays and Thursdays. Moultonborough Recreation's Donna Tatro will be the instructor for this class. MRD's additional collaboration with Meredith Parks & Recreation: Happy Trails to Wellness Fitness Walks is tentatively scheduled to begin in mid-April for a 6-week session. Logistics and planning are ongoing between the two departments for this program. More details to come soon. MRD is offering a Daddy Daughter Virtual Spring Fling Dance Party for Friday March 19, 7:00-8:00pm. MRD staff will provide the music and supplies for a fun and memorable party via Zoom - participants bring the energy and their best dance moves.

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 the end of April. Registrations are filled for session 4. BtB Session 5 is scheduled to begin May 3. 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. Ads for hiring summer staff have been posted. Applications are being reviewed in preparation for the interview process.

MRD continues to receive inquiries via phone, email and in person regarding the status of summer programming - particularly our summer camp program. The Rec Department staff continues to develop routines and schedules during the department's transition between directors.

Moultonborough Public Library: March Madness has come to the library! We are celebrating Literacy Month with two book tournaments (one for the adults and one for the young adults) where you will ultimately vote on the 2020 Book of the Year. There are 16 books this week to vote on to get to the Elite 8. For the younger children, Mrs. Gulla has created a whole month of literacy activities and a reading rainbow challenge. For more information about all of this, please visit the library's [website](#). We also have some great programs coming up at the end of the month. If you don't want to miss out, please [sign up](#) for the library's email updates and eNewsletter. We are also active on [Facebook](#) and [Instagram](#)!

Important Dates to Remember

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

Board of Selectmen's Work Session, Thursday, March 25, 2021 at 4:00 PM