

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: May 11 2021



The following report from town departments provides an update for the Board of Selectmen on the various programs, initiatives, projects, and upcoming events.

Administration & Finance

Town Administrator: No report this week.

Finance: No report this week.

Assessor: Whitney Consulting Group (WCG) has completed their inspections of the past year's sales and new construction building permits. The results of their inspections will be reflected on the 2021, 1st half tax bill. New subdivisions, boundary line adjustments, lot mergers, site plans, etc. will also be uploaded to the on-line GIS system in time for the 2021, 1st half tax bill. The NH Department of Revenue Administration (DRA) will soon begin monitoring a sample of the properties that WCG inspected, in 2020, as part of the cyclical inspection process. They will send notification to taxpayers whose properties were randomly chosen as part of their monitoring sample. 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 recommended.

Tax Collector: No report this week.

Town Clerk: Town Clerk's office will be closed all day Tuesday, 5/11/21 to work at the Town/School election per state law.

We are still encouraging all renewals (motor vehicle, dog licensing, boats) to be done one of the following ways. We will process the renewal and mail out your registration/decals/license.

- Online at MoultonboroughNH.gov. Look for "Online Payments" on the left then follow the prompts.
- Through the mail. Mail your documents and a self-addressed, stamped return envelope to Moultonborough Town Clerk P.O. Box 15, Moultonborough, NH 03254
- Through the secure payment drop box to the left of Town Hall's front door. Inside a sealed envelope marked "Town Clerk," place your documents, payment (checks can be made out

to Town of Moultonborough), a contact number, and a self-addressed, stamped return envelope. If you have any questions, please reach out to us at 476-2347 or Town-Clerk@MoultonboroughNH.gov

Department of Public Works

Highway: The team loaded/hailed previously removed road material to multiple disposal agreement residents, loaded/hailed States Landing material back to the highway garage, worked on the town hall catch basins, loaded chips, did preventative maintenance, marked out cemetery plots, installed multiple road signs, worked on beaver dam issues on Sibley and Old Harvard roads, worked on drainage concerns between 11 and 21 Hanson Mills Road, and organized the aggregate area at the highway garage.

Facilities & Grounds: No report this week.

Fleet: CAR141 2014 Ford Police Interceptor Utility performed state inspection repaired lights swapped out tires to summer tires. Replaced rear brake pads and rotors. TRK24 2009 Freightliner 10-wheeler repaired air leak at air tank, replaced drain valve. Ordered lower radiator pipe. TRK11 2016 F350 repaired light issue between truck and trailer. EQ23 2009 John Deere 772GP grader pulled tires to send out to be replaced. TRK6 2018 Western Star 4700SF repaired trailer service line connector for trailer. TRK10 2020 Western Star 4700SF repaired tarp assembly, replaced cross bar and elbow. Put on door emblems. CAR171 2017 F150 got running to test system. Performed monthly facility audit. Paperwork.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 containers of single stream recycle and 7 containers of construction and demolition. The compost pile was turned, and the massive brush pile was burned with assistance from the Moultonborough Fire Dept. Thank you!! Car counts Monday 232, Tuesday 238, Friday 400, Saturday 405, Sunday 268 total of 1543 residents served.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 253 log entries, which included the following calls for service, 4 Assist Citizens, 41 Motor Vehicle Stops, 9 Assists to Fire/EMS, 4 Directed Patrols, 2 Arrests, 4 complaints, 3 MV Accidents, 2 MV Complaints, 3 Residential Alarms, No Commercial Alarms and 1 K-9 complaints.

Training: Jacob Beaudet started the 185th Police Academy at the NH Police Standards & Training Council on Monday, May 3, 2021. He will attend for the next 3 months to become a Certified Law Enforcement Officer in the State of New Hampshire.

Moultonborough Fire Rescue: For the period of 04/23/2021 to 04/29/2021, there were 19 calls for service: There was: 8 - EMS calls, 1 - Motor vehicle accident with no injuries, 1 - Watercraft rescue, 1 - Arcing, shorted electrical equipment, 1 - Lock-out, 1 - Smoke or odor removal, 1 - Public Service, 1 - Dispatched & cancelled en-route, 1 - No incident found at dispatched address,

1 - alarm system sounded due to malfunction, 1 - Smoke detector activation, no fire, unintentional, 1 - Detector activation, no fire, unintentional.

2021 Incidents Year to Date: 307 - Up 18.07% from 2020

Automatic Aid: once each from Gilford, Meredith, and Tuftonboro for a watercraft incident on the Lake and once from Stewart's Ambulance.

Mutual Aid: none.

Overlapping Incidents: one

Year to Date: 65. Overlapping incidents are where two or more incidents are occurring simultaneously.

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	09:50 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	09:45 mins/sec.
Average Night/Weekend response time	09:58 mins/sec.

Operations: Chief Bengtson conducted a solid fuel appliance inspection at a Moultonboro Neck Road residence for a pending sale. 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.

Burning Permits: The Fire Danger level is changing daily; residents should monitor conditions and use caution on "High" fire danger days. Category 3 (Brush) fire permits are not issued at the fire station or on-line when the fire danger is "High". Fire permits are now required for all types of fires in all areas of Moultonborough. Brush burning is permitted, prior to 5pm, with a valid fire permit when there is sustained rain occurring. Per Res 5601.01 "*Raining means sustained precipitation that is actively occurring of sufficient intensity and duration so as to prevent fire from spreading in woodland fuels*". 2021 Fire permits are available on-line at www.NHFirepermit.com. Fire permits are also available at no charge at the Public Safety Building.

Land Use Department: No report this week.

Recreation Department

Moultonborough Recreation Department is pleased to announce the appointment of Daniel G. Surgeon of Moultonborough, NH as the new Town Recreation Director effective April 22, 2021.

Dan joined the Moultonborough Recreation Department in 2010 as a Summer Camp Counselor, achieving the title of “Recking Crew” Supervisor the following summer. By 2011, Dan was a year-round Recreation Department employee, assisting in the planning and running of programs for all ages. In 2012, Dan was named the Recreation Assistant Director & Youth Sport Coordinator. A Moultonborough native, Dan met the love of his life Ashley right here in town. They married, made a home here and started a family with their beautiful daughter Kennedy. From coaching our youngest athletes and refereeing their games, to summer camp counselor and after school programs, up through driving the bus for senior and adult trips and even swinging a mean pickleball racket-Dan has served Moultonborough and every segment of our community. He does so with skill, humor, humility, and good will for all. The Recreation Department and the Town can look forward to a bright and exciting future.

MRD’s Mother Son “Hole Lot of Fun” mini golf event took place on Friday May 7 @ Paradise Falls Mini Golf. 50 attendees tested their putting skills with amusing challenges at each hole. Staggered starts and socially distanced hole rotation kept the fun safe for all. Thank you to Paradise Falls Mini Golf for hosting us at this fun event!

Summer Camp counselor positions and lifeguard positions are still open. MRD is also seeking to fill our Waterfront Supervisor position. The interview and hiring process is ongoing for summer staff positions. Registrations are open for our Adult Corn Hole league. Moultonborough Recreation invites you to take your backyard fun to the next level. Teams of two to four players must pre-register & are guaranteed 3 games each week. Adult Corn Hole League will meet on Thursdays July 8-August 5, 6:30pm at Kraine Meadow Park. Pre-registration is required. Call MRD for more info. 476-8868.

Registrations are open for Safe at Home by Safesitter® class. Boys and girls in grades 4, 5 & 6 can register for this safety class that includes discussions about important safety precautions to help children to be more prepared to stay home alone. The class will meet on Friday, June 11 @ MCS. Pre-registration is required, and space is limited. Call MRD for more info 476-8868.

MRD’s collaboration with Meredith Parks & Recreation: Happy Trails to Wellness Fitness Walks continues through mid-May. Youth Softball/T ball program continues at KMP for the last 2 Saturdays in May. Youth Track & Field program continues at the MA track on Fridays in May. Beyond the Bell After School Program Session 5 runs through June 17. MRD’s Outdoor Pickleball program will begin at Kraine Meadow Park June 2. Registrations for outdoor pickleball are nearly at capacity. Moultonborough Recreation and Meredith Parks & Recreation’s collaborative Strength and Balance class through mid-June.

As always, your Moultonborough Recreation staff is hard at work designing and planning programs for people of all ages. See our website at www.moultonboroughnh.gov for information on MRD activities or call us at 476-8868. Check our FaceBook page for cancelations or updates regarding our events and programs. The Moultonborough Recreation Department is located at 10 Holland St., Moultonborough.

Moultonborough Public Library: No report this week

Important Dates to Remember

- Board of Selectmen Meetings
 - Monday, May 10, 2021 at 8:00 AM
 - Thursday, May 20, 2021 at 4:00 PM
 - Thursday, May 27, 2021 (Work Session)
- Town Election Day Tuesday, May 11, 2021 7:00 AM to 7:00 PM
- Town Meeting Day Saturday, May 15, 2021 at 9:00 AM
- Town Hall Closed for Memorial Day Observance Monday, May 31, 2021