

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: May 18, 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: Last week was an exciting one for our community as we had Voting Day and Town Meeting. Two incumbent Selectmen, Kevin Quinlan (two-year term) and Jean Beadle (three-year term) were reelected. Moultonborough voters also elected “Shari Colby” to a three-year term. Shari will be replacing Selectman Joel Mudgett, who has been a pillar of our community with his many years of public service. At their recent board meeting, the Board of Selectmen thanked Selectman Mudgett for all he has done for the Town of Moultonborough.

At Town Meeting, except for warrant article 15 that was tabled, all the articles passed. Therefore a few things to look forward to this coming year; town roads and infrastructure repairs will occur, capital expenditures for new town equipment, and funding for nonprofit services. Our town departments will now begin implementing these decisions and the remaining articles that were passed by the legislative body.

Last, I often call town meeting our “Super Bowl” event for municipal governance and to get to this important date – many volunteers, public officials, staff, and others have quite a few meetings, public hearings, conversations, and debates. All involved put countless hours into ultimately finalize the warrant – and for this I would like to say, “thank you” for all your time and effort.

Finance: No report this week.

Assessor: Whitney Consulting Group (WCG) has completed their inspections of the past year’s new construction building permits. The results of their inspections will be reflected on the 2021, 1st half tax bill. The first half tax warrant has been printed and signed by the Board of Selectmen. New subdivisions, boundary line adjustments, lot mergers, site plans, etc. will be uploaded to the on-line GIS system, this week, so that they will be in sync with the 2021, 1st half tax bill. WCG is working to finalize the inspections of smaller permits and the results will be reflected on the final 2021 tax bills. 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. Town offices are open to the public, masks are recommended.

Tax Collector: No report this week.

Town Clerk: No report this week.

Department of Public Works

Highway: The team loaded/hailed material from states landing to highway garage, filled potholes on dirt roads throughout town, finalized the pump system and water bar setup for truck #9 to use when cleaning culverts and grading roads, worked on town hall catch basins, assisted facilities with the voting booths, installed the new granite posts and repaired the Town of Moultonborough sign, cut firewood, and worked on the beaver dam issues on Driftwood, Harvard Camp, Old Harvard, and Sibley Roads.

Facilities & Grounds: The past week the F&G crew has been mowing and trimming town facilities and cemeteries. We continue to maintain and blow off the tennis and basketball courts. The janitorial company stripped and waxed the town hall floors as well as shampooed the carpets. We set up and helped on election day and town meeting.

Fleet: CAR152 2015 Ford Police Interceptor mounted and balanced summer tires. EQ23 2009 John Deere 772GP grader installed new tires. Replaced steering piston tie rod ends. Replaced tie rod ends. TRK7 2019 Western Star 4700SF checked out brake issue. CAR161 2016 Ford Police Interceptor mounted and balanced summer tires. Diagnosed check engine light issue. Replaced defective evap purge solenoid and reset system. 15- C-1 2017 Ford Interceptor performed PM-B service transmission service, ST Inspection, and swapped out tires to summer tires. CAR181 2018 Ford Police Interceptor performed PM-B service, performed State Inspection, mounted, and balanced summer tires and replaced wiper blades. CAR211 2021 Ford Police Interceptor repaired tire air leak. 15-U-1 2015 F350 performed PM-B service, state inspection, replaced wiper blades. Installed hour meter for fire pump motor. 15-F-1 2020 F550 Performed State Inspection, performed PM-B Service, wired up hour meter for fire pump motor. Repaired fuel tank signage. EQ12 20009 John Deere 310 backhoe repaired grease fitting on bucket.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 containers of single stream recycle and 5 containers of construction and demolition. The brush pile was burned, and compost pile turned. Car counts Monday 322, Tuesday 350, Friday 456, Saturday 280 facility opened at 12:00 due to town meeting, Sunday 405 total of 1813 residents served.

Public Safety

Moultonborough Police Department: No report this week.

Moultonborough Fire Rescue: For the period of 05/07/2021 to 05/13/2021, there were 24 calls for service: There was: 1 - Outside/brush fire, 2 - Excessive heat, scorch burns with no ignition, 16 - EMS calls, 1 - Motor vehicle accident with injuries, 1 - Smoke or odor removal, 1 - Assist the police or other government agency, 1 - Public service, 1 - Cover assignment.

2021 Incidents Year to Date: 331 Up 23.51% from 2020

Automatic Aid: Twice from Center Harbor, once from Tuftonboro and once from Stewart's Ambulance.

Mutual Aid: Once to Meredith for a 1st alarm outside fire on Powers Road and once to Sandwich for a carryout of an injured hiker on Mount Israel on the Wentworth Trail.

Overlapping Incidents: Three

Year to Date: 68 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	6 firefighters.
Average Night/Weekend	3 firefighters

Response Times

Overall average response time of first arriving unit	10:52 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	13:22 mins/sec.
Average Night/Weekend response time	09:22 mins/sec.

Operations: Chief Bengtson reviewed and approved a notification for display of permissible fireworks for Bald Peak Colony Club. Provided insurance information for a home on Southerly Shores Road. Supra box was installed at a Deerhaven Road residence in compliance with the requirements of Town Ordinance #12, Section 12.6. The Public Safety Building is open for residents and contractors to obtain fire/burning 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: Fire permits are 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

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.

Registrations are open for "Fitness with a Difference". Certified Instructor Rebecca Curvey returns this summer. Rebecca's class offers a low impact, full body workout for any fitness level, using postures inspired by ballet, yoga, and Pilates. Classes begin June 22 @ MRD. Drop In & Punch Card options available. Call MRD for more info 476-8868

MRD has fielded several inquiries regarding the restart of Bridge group and Mah Jong groups this summer. Our staff is happy to work together developing a schedule to host these groups. More info on specifics to come! Schedule, logistics and planning has begun for an adult Bacci league to begin this summer. More info to come! MRD's collaboration with Meredith Parks & Recreation: Happy Trails to Wellness Fitness Walks concludes this week.

Youth Softball/T ball program continues at KMP for the last 2 Saturdays in May. Youth Track & Field continues each Friday through the end of May. Beyond the Bell After School Program runs through June 17. MRD's Outdoor Pickleball program will begin at Kraine Meadow Park June 2. MRD and Meredith Parks & Recreation's collaborative Strength and Balance class through mid-June.

As always, your MRD 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. MRD is located at 10 Holland St., Moultonborough.

Moultonborough Public Library:

We want to thank everyone who came out for the Town Meeting and supported the two library warrant articles. We are looking forward to seeing many of you in the coming days as people are returning for the summer months.

On Monday, May 23 at 10:00am via Zoom is our technology program, **Tidbit of Tech: Where IS My Cloud**. To register, click [here](#).

Next Tuesday, May 24 at 6:30pm, join us for [Emotional Self-Defense: Building Resiliency Through Mindfulness](#) as Liz Korabek-Emerson leads a two hour workshop (via Zoom) where you will learn the simple practice of mindfulness which builds the skills of self-awareness, empathy and compassion and forms the foundation of resilience. Click [here](#) to register.

The **Mystery Book Club** has been rescheduled for Wed. May 26 at 10:30am and 7:00pm. We are reading *My Sister's Grave* by Robert Dugoni. Anyone is welcome to join us, and copies of the book are at the library. Register for the time you want to join us on the Library's [online calendar](#). The next **Friends of the Library Literary Discussion** will be held on June 10 at 10:30am via Zoom. The book is Toni Morrison's, *The Bluest Eye* and there are copies at the library. Click [here](#) to register.

If you are using [Hoopla](#) to download eBooks, audiobooks, music or shows, you will be excited to learn that May is a Bonus Borrow month. There are hundreds of titles to choose from and you won't use your four (4)-download limit. If you aren't using Hoopla, and want to know more, come in or call the library at 476-8895.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, May 20, 2021 at 4:00 PM
 - Thursday, May 27, 2021 at 4:00 PM (Work Session)
 - Thursday, June 3, 2021 at 4:00 PM
 - Thursday, June 17, 2021 at 4:00 PM
 - Thursday, June 24, 2021 at 4:00 PM (Work Session)
- Town Hall Closed for Memorial Day Observance Monday, May 31, 2021
- Town Hall Closed for Independence Day Observance Monday, July 5, 2021