

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: June 21, 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: Our opportunity to accept funding through the American Rescue Plan Act (ARPA) has opened. The Board of Selectmen have until August 18th, 2021 to decide if we want to accept funds from the US Department of Treasury, Local Fiscal Recovery Fund (LFRF). Total awards through this fund are based on the towns 2019 estimated population and approved budget. The town's estimated award would be \$438,021. Eligible uses of these funds are restricted to five major categories:

1. Public health expenditures.
2. Address the negative economic impacts of COVID-19.
3. Replace lost public sector revenue.
4. Provide premium pay for essential workers.
5. Invest in water, sewer, and broadband infrastructure.

Funds are to cover costs incurred during the period of March 3, 2021 and ending December 31, 2024. If the Selectmen decided not to use LFRF funds, the amount award to the town would be diverted back to the Treasury for another community.

Assessor: Whitney Consulting Group (WCG) presented an assessment performance evaluation report to the Board of Selectmen on, June 17th. Based on the results of the report, WCG recommended that the Town complete an update of values for the 2021 tax year. They will begin reviewing qualified sales for the 2021 revaluation, soon. Notifications were sent 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 assessing@moultonboroughnh.gov.

Department of Public Works

Highway: The Highway team continued working on road maintenance activities including tree trimming, ditching, and culvert cleaning concentrating their efforts in the Lee Rd, Lees Mill Rd, States Landing, and Sheridan Rd areas.

Household Hazardous Waste Day - Save the Date: This year's event is being held on Saturday, August 7th from 8:30am - 12:00pm at the Highway Garage. For more information visit: <https://www.moultonboroughnh.gov/transfer-station/pages/household-hazardous-waste>

Facilities & Grounds: The Facilities and Grounds crew continues spring mowing and trimming of the town properties and cemeteries. We trimmed and cut bushes around the recreation building, removed some overgrown trees, washed the back of the building, and prepared to install a new handrail on the handicap ramp. The crew installed new basketball post, backboards, and frames.

Fleet: EQ16 2015 CAT 262D skid steer replaced alternator and v belts due to no charging issue. Replaced door hinge assemblies. Installed new town decals. EQ14 2015 Cat 926m loader free up quick release mechanism for the bucket. CAR171 2017 F150 performed PM-B service and state inspection. CAR 151 2015 Ford Interceptor Utility resurfaced brake rotors and cleaned slides. Performed PM-B service. Started to repair exhaust. TRK4 2012 F350 pick up reset D.E.F system and refilled tank. Reset T.P.M.S. system. TRK1 2019 RAM 3500 tightened up shift lever. Checked out T.P.M.S system. 15-E -1 2008 H.M.E. pumper performed A-pm service and checked out for state inspection. 15-E-4 2001 H.M.E. pumper performed A-PM and state inspection. Readjusted left front wheel bearings and refilled hub. Loaded wood chips.

Transfer Station: This week we shipped out 2 containers of municipal solid waste, 2 containers of singles stream recycle and 5 containers of construction and demolition. Scrap metal piled, compost turned, brush pile burned, and 1# propane tanks recycled. Car counts: Monday 420, Tuesday 394, Friday 498, Saturday 388, Sunday 231 total of 1931 residents served.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 227 log entries, which included the following calls for service, 7 Assist Citizens, 18 Motor Vehicle Stops, 10 Assists to Fire/EMS, No Directed Patrols, 5 Arrests, 3 complaints, 5 MV Accidents, 8 MV Complaints, 3 Residential Alarms, No Commercial Alarms and 3 K-9 complaints.

Moultonborough Fire/Rescue Department: For the period of 06/11/2021 to 06/17/2021, there were 20 calls for service: There was: 11 - EMS incidents, 3 - Motor vehicle accidents with injuries, 1 - Power line down, 1 - Carbon monoxide alarm, no CO found, 1 - Dumpster fire, 3 - Alarm system activations, no fire, unintentional. **2021 Incidents Year to Date:** 443. **Up 22.71% from 2020.** **Automatic Aid:** Once from Stewart's Ambulance and once from Tuftonboro. **Mutual Aid:** none. **Overlapping Incidents:** 2. **Year to Date:** 87. 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	09:05 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:58 mins/sec.
Average Night/Weekend response time	09:11 mins/sec.

Operations: Chief Bengtson performed a Life Safety consult for a Youth Camp on Geneva Point Road. The Chief attended the monthly Department Head meeting with the Town Administrator. Tom Sawyer of Lakes Region Computer gave a presentation on Cyber Security. The Fire Chief witnessed a 13D fire sprinkler test at a new home on Holland Street. A follow-up inspection will be required. The Day Shift painted hydrants and push lines. Push lines are denoted with yellow caps.

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.

Fireworks: New Hampshire State Law and Moultonborough Ordinance #22 - What are Permissible Fireworks? Permissible Fireworks are consumer firework devices that have been made legal for sale, possession and use here in New Hampshire, and can be purchased in any of our licensed retail stores statewide.

Requirements: 1) Anyone interested in purchasing, possessing, or using Permissible Fireworks must be at least 21 years of age; 2) Shall only be used on private property which you own, or have written permission from the landowner, or be in the owner’s presence; 3) Must follow ALL locally adopted local ordinances. Moultonborough Ordinance #22 limits the use of “consumer fireworks to the hours between **12 noon and 10:00 pm**, except on the 4th of July, which can be used from 12 noon to 12 midnight.; 4) You can be held liable in any civil action for damages to another’s property.

Recreation Department

MRD’s Summer Concert Series begins Wednesday June 30. Free concerts will take place Wednesdays, 6:30pm at the Moultonborough Function Hall gazebo thru August 25. Dave Thompson and the Railroad Express kick off the series on the 30th with some “good old country stuff”. Bring a picnic dinner, lawn chairs or blanket. All concerts will feature awesome local talent, there is something for every musical taste. See our website for scheduled performers.

Farmer's Market begins Wednesday June 30, 4-7pm at the Moultonborough Function Hall: fresh fruits, veggies, handmade crafts, and food will be available. Stay for the free concert @ 6:30! Interviews for full time Recreation staff will be scheduled this week.

Swim lines have been installed at both Long Island Beach and States Landing Beach. The Swim Raft is in place at Long Island Beach. Lifeguards are scheduled to be on duty at Long Island Beach beginning June 30 as follows: Wednesdays & Thursdays 11am-5pm. Fridays, Saturdays & Sundays 11am - 6pm. Summer staff training continues Wednesday & Thursday this week.

New basketball hoops have been installed at Kraine Meadow Park. Many thanks to DPW for their work on this beautiful addition to the park. Basketball/Pickleball court resurfacing is scheduled for next week. Courts will be closed for at least 10 days. Please stay off the courts when they are marked "closed".

Drop in Mah Jong continues with three options for players: Wednesdays @ 10am and Thursdays at noon in the Recreation building at 10 Holland Street. Those preferring an outdoor option can meet at the pavilion at Kraine Meadow Park on Thursdays 10am-noon. These are drop-in groups, no registration required and no fee. Please bring your set. Call MRD for more info 476-8868. Bridge players are welcome to gather at the Recreation Department, 10 Holland Street on Mondays @ 10am. This is a drop-in group, no registration required and no fee. Please bring your cards. Call MRD for more info 476-8868

Fitness with a Difference class with Certified Instructor Rebecca Curvey begins this week. Classes will take place on Tuesdays & Thursdays at 9:30 & 11:00 am at MRD thru September 23. Call MRD to register or for more info 476-8868. Registrations are open for our Adult Corn Hole league. Adult Corn Hole League will meet on Thursdays July 8-August 5, 6:30pm at Kraine Meadow Park. Register online or at the Recreation office. Call MRD for more info. 476-8868.

MRD is pleased to offer Toddler Time on Mondays, 9:30-11:00am at Moultonborough Recreation, 10 Holland Street. Toddlers and a parent or responsible adult can bring some toys, drop in and take advantage of our indoor open space. Call MRD for more info. 476-8868. Schedule, logistics and planning continues for an adult Bocce league to begin this summer.

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

Summer is here and it is time to think about summer reading! All ages can sign up for our online summer reading program and earn prizes. You can [register now](#) and then start logging your reading next Monday, June 28! Adults will be logging in the titles they read to earn raffle tickets in a drawing at the end. Children and teens (ages 3-17) will be logging the minutes they read to earn prizes throughout the summer.

[Register today](#) for our Summer Reading Kickoff on Monday, June 28 at 6:00pm (Rain date is Tuesday, June 29. We are excited to sing and dance with one of our favorite family entertainers, Steve Blunt! It will be fun for the whole family!

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, June 24, 2021 at 4:00 PM (Work Session)
 - Thursday, July 1, 2021 at 4:00 PM
 - Thursday, July 15, 2021 at 4:00 PM
 - Thursday, July 22, 2021 at 4:00 PM (Work Session)
- Property Tax bills due by July 1, 2021
- Town Hall and Transfer Station closed for Independence Day Observance Monday, July 5, 2021