

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: June 28, 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

Assessor: A start-up meeting was held for the 2021 Valuation Update. The virtual meeting was hosted by the DRA and included Whitney Consulting Group (WCG) and the Town Assessor. WCG will begin reviewing qualified sales for the 2021 revaluation, soon. We are currently working on finalizing recommendations to the Board of Selectmen for abatement applications that were received for the 2020 tax year. 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, Blake Rd, Red Hill, Lake Shore and Alpine Park Rd areas. Roadway pavement preservation on Blake Rd included a pavement shim and overlay.

Household Hazardous Waste Day: 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>

Fleet: Car151 2015 Ford interceptor Utility, repaired exhaust system installed decals and swapped plates. Setting up center console for code enforcement. EQ35 Quick Attach skid steer broom road call to Lees Mills rd. to repair control harness to broom. Also pulled hydraulic motor later that day due to an internal fault and ordered a new one. CAR211 2021 Ford Police Utility performed PM-B service, replaced rear tire due to road puncture, and performed a state inspection. 15-R-2 2019 F550 H.M.E. Mini-Evo road call to public safety for a no start. Ran diagnostics and found issue with battery energy module. Replaced defective battery and truck was sent to Irwin Motors under warranty. CAR162 2016 Ford Police Sedan replaced pass. side headlight bulb and

socket. TRK18 2010 Dodge Grand Caravan recharged a/c/ system and added dye to check for leaks. EQ54 tow behind broom cut off old hitch and weld on new pintle eyelet assembly.

TRK1 2019 RAM 3500 set up auxiliary fuel tank in bed of the truck. EQ32 2017 Eager Beaver 20-ton trailer replaced trailer power cord and plug assembly, repaired jack handle, replaced trailer air supply lines. Load wood chips. Parts run to Concord for EQ32.

Transfer Station: This week we shipped out 3 containers of municipal solid waste, 3 containers of single stream recycle and 5 containers of construction and demolition. The brush pile was burned, compost pile turned, and scrap metal container filled. Car counts: Monday 502, Tuesday 460, Friday 562, Saturday 475, Sunday 291 total of 2290 residents served.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 217 log entries, which included the following calls for service, 9 Assist Citizens, 20 Motor Vehicle Stops, 12 Assists to Fire/EMS, 1 Directed Patrols, 1 Arrests, 1 complaint, 3 MV Accidents, 9 MV Complaints, 2 Residential Alarms, 2 Commercial Alarms and 2 K-9 complaints.

Moultonborough Fire/Rescue Department: For the period of 06/18/2021 to 06/24/2021, there were 20 calls for service: There was: 15 - EMS incidents, 1 - Motor vehicle accidents with injuries, 1 - Water leak, 2 - Alarm system sounded due to malfunction, 1 - Alarm system activations, no fire, unintentional. **2021 Incidents Year to Date:** 464 Up 19.89% from 2020

Automatic Aid: six times from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents:** 4 **Year to Date:** 94. Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Overall average staffing per incident	3 firefighters
Average Daytime (7 AM-5 PM, Mon-Fri) staffing	5 firefighters.
Average Night/Weekend	2 firefighters

Response Times

Overall average response time of first arriving unit	09:10 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:54 mins/sec.
Average Night/Weekend response time	09:10 mins/sec.

Operations: Supra key box change out of keys for a commercial occupancy on Moultonboro Neck Road. Insurance inquiry for Rocky Winds Road, location of hydrant, travel times and distance to closest fire station provided.

Burning Permits: 2021 Fire permits are available at the Public Safety Building and on-line at www.NHFirepermit.com.

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

Moultonborough Recreation will be closed on Monday July 5 in observance of Independence Day. All programs, including summer camp, pickleball & drop-in programs are canceled for that day. Have a safe and happy holiday! Interviews for full time Recreation staff were conducted last week and will continue this week.

MRD's Summer Concert Series provides free concerts on Wednesdays @ 6:30pm at the Moultonborough Function Hall gazebo thru August 25. Bryan & Nick will perform on July 7 with memorable music from the 50s thru the 80s. Bring a picnic dinner, lawn chairs or blanket. Relax and enjoy the show. See our website or Facebook page for the full concert schedule with info on each week's performers. Call MRD for more info 476-8868.

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. MRD's Camp WannaGo begins this week with registrations near capacity. Basketball/Pickleball court resurfacing is scheduled for this 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

Important Dates to Remember

- Board of Selectmen Meetings
 - 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

Accounts Payable Clerk - Moultonborough SAU Office: Moultonborough School District, SAU #45, is seeking a PT Accounts Payable Clerk, 12-16 hours per week. AP experience and computer literacy, especially with Excel, preferred. Process bi-weekly manifests, accounts payable and track food service. If interested and for more information, see application requirements and job description available through the position announcement on the District's website at <http://www.sau45.org/district/employment> Email or mail application materials by June 21, 2021 to krobinson@sau45.org or to Karen Robinson, SAU Office, PO Box 419, Moultonborough NH 03254