

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA  
Town Administrator

**RE:** Weekly Report

**DATE:** July 27, 2021



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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:** We welcome our new Assessing Technician, Lisa Herder, who started this week. Whitney Consulting Group (WCG) is working on the 2021 revaluation. They are currently in the process of inspecting and reviewing qualified sales, as well as the underlying data. A draft copy of the 2020 Valuation Update Mass Appraisal Report, has been uploaded to the Assessor page. It can be found by following the “Valuation Update Information” link on the left side of the page. 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](mailto:assessing@moultonboroughnh.gov).

### **Department of Public Works**

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

**Transfer station:** This week we shipped out 3 containers of municipal solid waste = 36 tons, 3 containers of single stream recycle = 15 tons and 8 containers of construction and demolition = 40 tons. The brush pile was burned, compost pile turned and loaded scrap metal into the open top container. Car counts Monday 438, Tuesday 425, Friday 628, Saturday 448, and Sunday 414 total 2,353 residents served.

**Facilities and Maintenance:** The past week the F&G crew continues to mow and trim town facilities and cemeteries. Minor building repairs (fixed a couple of door closers and door handles at the PSB) We raked and cleaned long island and states landing Beaches, we also assisted at the transfer station.

**Fleet:** TRK4 2012 F350 replaced front parking light bulbs and marker lamps. Put grille back together. Replaced 7-way trailer plug assembly and repair wires. Inspect truck for state inspection.

TRK43 2019 E450 coach bus checked out light issue. Replaced wiper blades and performed state inspection. TRK6 2019 Western Star 4700SF finished follow ups. 15-E-3 2019 H.M.E. 1871 Series fire truck performed A-PM service and state inspection. TRK2 2011 F550 replaced town decals. Started paint repair on door. EQ13 2020 Volvo L90H loader research quick connect fittings for unit. Dealt with belt issues on Ferris mowers. Loaded chip trailer. TRK8 2003 F350 check out starting issue.

## **Public Safety**

**Moultonborough Police Department:** The Moultonborough Police Department recorded 266 log entries, which included the following calls for service, 8 Assist Citizens, 26 Motor Vehicle Stops, 13 Assists to Fire/EMS, 1 Directed Patrols, 3 Arrests, 6 complaints, 7 MV Accidents, 5 MV Complaints, 5 Residential Alarms, 3 Commercial Alarm and 3 K-9 complaints.

**Training:** Master Patrol Officer, Elijah Balser, attended the FBI LEEDA – Command Leadership Institute (CLI) held at the Gilford Police Department. The Command Leadership Institute (CLI) is part two of the three-step leadership series that makes up the FBI-LEEDA Trilogy.

**Moultonborough Fire/Rescue Department:** For the period of 07/16/2021 to 07/22/2021, there were 31 calls for service: There was: 11 EMS incidents, 2 Motor vehicle accidents with injuries, 1 Motor vehicle accident without injuries, 1 Oil spill, 1 Arcing, shorted electrical equipment, 3 Public service, 1 Assist the physically disabled, 1 Dispatched & cancelled en-route, 3 No incident found upon arrival at dispatched address, 4 Alarm system sounded due to malfunction, 1 Alarm system activation, no fire, unintentional, 2- Carbon monoxide detector activation, no CO. **2021 Incidents Year to Date: 592 Up 23.59% from 2020. Automatic Aid:** once from Center Harbor, and once from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents: 6. Year to Date: 130. Percentage of Call Volume: 22%.** 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/Holiday	3 firefighters

### **Response Times**

Overall average response time of first arriving unit	09:59 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:44 mins/sec.
Average Night/Weekend response time	11:04 mins/sec.

**Operations:** Chief Bengtson conducted a Place of Assembly & Tent inspection for the Great Waters concert tent at the ground of Castle in the Clouds. Onboarded new Call firefighter James Hawthorne. The Chief confirmed an E-9-1-1 address for a Mountain View Drive property being sold. Fire/Life Safety Code consultation with a new Whittier Highway business occupancy.

**Burning:** Permits: 2021 Fire permits are available at the Public Safety Building and on-line at [www.NHFirepermit.com](http://www.NHFirepermit.com). The fee for an online fire permit has increased is \$5.50. The Town of

Moultonborough does not control, run, or manage the online permit system. It is a contracted service of the State of New, Division of Forest & Lands.

### **Recreation Department**

Moultonborough Recreation is pleased to welcome Dan Lamoureux as our new Recreation and Leisure Coordinator! A Keene native and graduate of Keene State, Dan has worked in all facets of recreation for over a decade. He began his career at Keene Parks & Recreation, most recently serving at Lincoln Woodstock Recreation Department. Dan has also assisted the Waterville Valley Recreation Department with programs and activities. With experience in all aspects indoor and outdoor recreation and leisure, Dan has provided quality programming, events, trips, and activities for community members of all ages. We are excited to have Dan join our team and look forward to a bright future for our department.

MRD's Summer Concert Series provides free concerts on Wednesdays @ 6:30pm at the Moultonborough Function Hall gazebo. Undercover Story featuring Felicia Steriti will perform on July 28 with pop rock hits from the 70's thru today's hits. Many of their songs are by popular artists such as Fleetwood Mac, Bonnie Raitt and The Pretenders. 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. Concerts are scheduled thru August 25. Call MRD for more info 476-8868.

Registrations are open for MRD's new Pick-Up Bocce program! Roll into some good times with us on Thursday evenings at Kraine Meadow Park. Games will be played using standard bocce rules and players are guaranteed matches each week. This program will run August 12 thru September 2 @ 6:30pm and is open to adults 18 years and older. Pre-registration is required. You can register with a teammate, but teammates are not required. Moultonborough's bocce courts are located near the basketball court at Kraine Meadow Park. Register online via our website or call MRD for more info 476-8868.

Lifeguard schedule at Long Island beach is as follows: Wednesdays & Thursdays 11am - 5pm. Fridays, Saturdays & Sundays 11am - 6pm. MRD's Camp WannaGo and Outdoor Pickleball programs continue at capacity. Everyone's favorite camp day: Foam Day will take place this week (weather permitting).

The 23<sup>rd</sup> Annual Moultonborough Pathway Fund Run/Walk will take place on Saturday, September 4. Come run or walk and show your support of the Moultonborough Pathway. Three divisions to choose from: 5k Run, 10k Run, 5k Fun Walk. Pre-register at the Moultonborough Recreation Department or register at Kraine Meadow Park on the day of the event. Registration will open that morning at 8:00, race begins at 8:45am.

Drop in Mah Jong continues Wednesdays @ 10am at the Recreation department at 10 Holland Street. This is a drop-in group, 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 continues. Classes take place on Tuesdays & Thursdays at 9:30 am at MRD thru September 23. Call MRD to register or for more info 476-8868. Adult Cornhole League continues thru August 5<sup>th</sup> at Kraine Meadow Park.

Toddler Time on Mondays, 9:30-11:00am at Moultonborough Recreation has been a popular offering. Toddlers and a parent or responsible adult can bring some toys, drop in and take advantage of our indoor open space. This is a drop-in group, no registration required and no fee. Call MRD for more info. 476-8868. State water testing for town beaches came back within normal limits.

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](http://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**

**Upcoming events:** There is still time to register for the [Online Summer Reading Program](#). This is for all ages (3+). Children and teens earn prizes throughout the program. Adults for each book they read are entered into our final summer drawing for gift cards to local establishments (generously sponsored by the Friends of the Library). You will also want to check out the [library's online calendar](#) for all the latest program and registration information.

Upcoming programs include **Trails and Tales (Tue 7/27 at 2pm)**. Meet Mrs. Gulla at the Loon Center to walk the trail and listen to stories. There is also **Read to a Furry Friend (Wed 7/28 at 3:30pm)**. Kids can practice their reading aloud skills in a safe and nurturing environment. On **Fri 7/30 at 10:30 there is Story Time**. Registration is required due to limited space and supplies. For the older kids, there is **Teen Crafting on Thu 7/28 at 2pm** and **Stop Motion Program on Thu 7/28 at 4pm**. Please register for these programs so we can plan accordingly.

Upcoming adult programs include **Culinary Adventures on Mon 8/2 at 6pm**. Pick up a cookbook, make a dish, and share it with others! This is a great way to meet new people and enjoy a night out! The library is partnering with the Lakes Center for the Arts and our 2nd **“Meet the Artist” program is Thu 8/5 at 5pm**. Our artist this month is **Kazuko Okubo**. Her art is on display now in the library's Program Room. Registration is strongly encouraged.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Wednesday, July 28, 2021 at 4:00 PM
  - Thursday, August 5, 2021 at 4:00 PM
  - Thursday, August 19, 2021 at 4:00 PM
  - Thursday, August 26, 2021 at 4:00 PM (Work Session)
- Other
  - Household Hazardous Waste Day - Saturday, August 7<sup>th</sup> from 8:30am -12:00pm at the Highway Garage

- Town Hall and Transfer Station closed for Labor Day Observance Monday, September 6<sup>th</sup>, 2021
- The Town Clerk's office will be closed on Thursday, September 9th for a state-wide Clerk training.