

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** August 31, 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:** Whitney Consulting Group (WCG) will be conducting informal hearings on September 2nd, 3rd, 7th, 8th & 9th. Taxpayers can schedule an appointment by following the instructions on the “new value” letters they received in the mail. A list of Town-wide preliminary values is posted in the “2021 Valuation Update Information”, section on the Assessor’s page of the Town’s website. Printed lists can be found at the Assessor’s office and at the town library.

The assessing office has received numerous phone calls, from taxpayers, asking for an explanation of “Features” as seen on their “new value” letters.

**Features** are improvements that are not accounted for in our “new” assessing software’s building calculation. Most often they include improvements that are external to the main dwelling such as a dock, pool, paving or a shed. However, they can also be improvements that are integrated into the house, such as a fireplace, hearth, or whirlpool/jet tub. **Please Note:** Features is not a new, additional assessment. Our old assessing software included these types of items in the Building Value.

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).

**Town Clerk:** The Town Clerk’s office will be closed on Thursday, September 9<sup>th</sup> to attend a statewide Clerk’s training.

### **Department of Public Works**

**Highway:** The Highway team continued working on road maintenance activities including grading, ditching, and culvert work on Bartlett Landing, Driftwood, Winaukee, Wentworth Shores, Shaker Jerry areas. The Public Works Department would like to welcome DPW Office Clerk Ashley Kenney to our Public Works team. Please feel free to stop by or call our office to welcome her aboard.

**Transfer station:** This week we shipped out 4 containers of municipal solid waste = 48 tons, 4 containers of single stream recycle = 20 tons, and 6 containers of construction and demolition = 30 tons. Brush pile was burned, and mixed scrap metal was swapped out. Car counts Monday 391, Tuesday 500, Friday 523, Saturday 446, Sunday 390 total of 2,250 residents served.

**Facilities & Grounds:** The past week the F & G crew continued summer mowing and trimming, cutting brush in the cemeteries and town properties. The summer routine maintenance was done on the generators. The boiler at the Recreation Department Building has been replaced. We had to repair the boat ramp docks at Lees Mills and Long Island due to someone driving into them.

**Fleet:** TRK18 2010 Dodge Grand Caravan pull apart rear hvac unit to replace the evaporator core assembly. Recover refrigerant and check for leaks. TRK1 2020 Ram 3500 repaired air leak in l.r. tire. TRK9 2014 Kenworth dump truck diagnose a/c leak. Repaired loose connection and refilled system. TRK10 2021 Western Star performed A-PM service and state inspection. EQ39 2018 Volvo ECR145EL excavator road call to Winaukee road machine went into de rate. Issue with the D.E.F. system. Chadwick Baross showed up with updated part and reset the system. Replaced battery cut out relay. TRK6 2019 WESTERN STAR 4700 SF checked out a vibration issue. Loaded chip trailers. Cleaned shop. JLMC audit of town hall.

### **Public Safety**

**Moultonborough Police Department:** The Moultonborough Police Department recorded 265 log entries, which included the following calls for service, 17 Assist Citizens, 28 Motor Vehicle Stops, 18 Assists to Fire/EMS, 3 Directed Patrols, 3 Arrests, 7 complaints, 2 MV Accidents, 1 MV Complaints, 5 Residential Alarms, No Commercial Alarms and 3 K-9 complaints

**Moultonborough Fire/Rescue Department:** For the period of 08/20/2021 to 08/26/2021, there were 33 calls for service: There was: 19 EMS incidents, 1 motor vehicle accident with injuries, 1 below grade rescue, 1 carbon monoxide incident, 1 lockout, residential, 2 public service, 1 dispatched & cancelled en-route, 2 no incident found upon arrival at dispatched address, 1 smoke detector activation due to malfunction, 2 alarm system activation due to malfunction, 1 carbon monoxide detector activation due to malfunction, 1 smoke detector activation, no fire, unintentional. **2021 Incidents Year to Date:** 733 **Up 17.8% from 2020.** **Automatic Aid:** Center Harbor three time, once from Meredith, three times from Tuftonboro, and twice from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents:** 6 **Year to Date:** 160 **Percentage of Call Volume:** 22%. 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/Holiday	3 firefighters

#### **Response Times**

Overall average response time of first arriving unit	11:30 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	11:27 mins/sec.
Average Night/Weekend response time	11:30 mins/sec.

**Operations:** Chief Bengtson participated in a noon conference call with NH Homeland Security & Emergency Management for an update on Tropical Storm Henri. The Department welcomed Caleb Beede as a new probationary Call firefighter. Probationary Firefighter Beede joins his grandfather, grandmother, and uncle in carrying on the family tradition serving as Call firefighters. Firefighter Gravelle took Rescue 3 (Ford F550) to Donovan Spring & Equipment for repair of a broken rear leaf spring. Both sides and shock were replaced with heavier springs.

**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. To date 259 on-line fire permits have been issued using the update fire permit system.

Property owners with rental properties are reminded that “written permission” must be given to anyone renting the property to kindle a fire on the property being rented. The letter of permission must indicate the category of fire allowed and the duration in which the renter is allowed to kindle the fire.

### **Recreation Department**

MRD is seeking after school counselors for our Beyond the Bell program. Hours are 2:30-5:30 pm, Monday thru Friday @ MCS. Flexible days off. Applicants should be age 15 & up. Please contact MRD at 476-8868 for more info and application.

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. Call MRD for more info 476-8868

Lifeguard coverage at Long Island beach has ended for the summer. Swim lines will remain at both beaches (Long Island & State's Landing) until Labor Day weekend. The raft at Long Island is tentatively scheduled to remain until Labor Day weekend.

Registrations are open for MRD's Beyond the Bell After School Program. We will provide supervised after school activities for children in grades K-5, Monday-Friday from dismissal to 5:00pm. Sessions will consist of indoor and outdoor activities at MCS. MRD will follow Moultonborough School Covid protocols. Participants will be screened each day. Pre-registration is required, and space is limited. Call MRD for more info 476-8868

MRD's Outdoor Pickleball continues at capacity. Opening Day for MRD's CoEd Youth Soccer program is September 18. MRD Soccer will follow the same Covid protocols as Moultonborough school athletics.

Registrations are open for Moultonborough Recreation Department's new free Pick-Up Bocce program. Two chances to roll into some good times with us! Join us on Tuesday mornings 8:30-

10:00am, September 7-28. Those preferring an option later in the day can join us on Thursday evenings 6:00-7:30pm, September 9-30. Moultonborough's Bocce Courts are located near the basketball court at Kraine Meadow Park. Games will be played using standard bocce rules. This program is open to adults 18 years and older. There is no fee to join Bocce, however, pre-registration is required. You can register with a teammate, but teammates are not required. Register online via our website or call MRD for more info 476-8868.

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.

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. No class on September 2, 7 & 9. Call MRD to register or for more info 476-8868

Toddler Time on Mondays, 9:30-11:00am at Moultonborough Recreation continues. 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.

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**

**Library hours are changing as of Monday, September 13<sup>th</sup>.** The library is opening an hour earlier every day! New hours: Monday, Wednesday & Friday open from 9:00am until 5:00pm; Tuesday & Thursday open from 9:00am until 7:00pm; and Saturday open from 9:00am until 1:00pm.

As a reminder, the library will be open on Saturday, September 4 and closed on Monday, September 6 for Labor Day. For updated information about the library, please visit the website at [www.moultonboroughlibrary.org](http://www.moultonboroughlibrary.org).

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, September 2, 2021 at 4:00 PM
  - Thursday, September 16, 2021 at 4:00 PM
  - Thursday, September 23, 2021 at 4:00 PM (Work Session)

- Other
  - Town Hall, Library 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.
  - **The Moultonborough Public Library will be changing their hours as of September 13<sup>th</sup> as follows: Monday, Wednesday & Friday open from 9:00am until 5:00pm; Tuesday & Thursday open from 9:00am until 7:00pm; and Saturday open from 9:00am until 1:00pm.**