

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** September 14, 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:** Whitney Consulting Group (WCG) has completed the scheduled informal hearings. Property owners who attended an informal will receive a letter indicating whether a change was made to their property's updated value.

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).

### **Department of Public Works**

**Transfer station:** This week we shipped 2 containers of Municipal Solid Waste = 24 Tons, 3 containers of Single Stream Recycling = 15 Tons, and 6 containers of Construction and Demolition = 30 Tons. Scrap Metal was not pick. Car counts were as follows: Tuesday 692, Friday 558, Saturday 315, Sunday 256. Total 1821.

**Fleet:** TRK6 2019 Western Star 4700SF replaced rear brakes and drums. Adjust as required. Install dust shields. Replaced pintle hook receiver assembly. Repaired left rear parking lights. Performed state inspection. TRK9 2014 Kenworth 470 performed state inspection. Adjusted rear brakes and repaired lights. Performed monthly facility audit. Cleaned up shop. Repaired tire machine.

**Facilities and Grounds:** The past week the F & G crew continued summer maintenance at various cemeteries and town properties. We raked the beaches and mowed and trimmed lees mills for the steamboat rally. We replaced the domestic hot water circulator at the Public Safety Building. I met with a couple of paint contractors at the recreation building for some exterior painting.

### **Public Safety**

**Moultonborough Police Department:** The Moultonborough Police Department recorded 256 log entries, which included the following calls for service, 11 Assist Citizens, 26 Motor Vehicle Stops, 12 Assists to Fire/EMS, 2 Directed Patrols, 2 Arrests, 5 complaints, 3 MV Accidents, 5 MV Complaints, 1 Residential Alarm, No Commercial Alarms and 2 K-9 complaints.

**Moultonborough Fire/Rescue Department:** For the period of 09/03/2021 to 09/09/2021, there were 21 calls for service: There was: 1 Excessive heat, scorch burns with no ignition, 12 EMS incidents, 1 Motor vehicle accident with injuries, 1 Assist the Police, 1 Assist the physically disabled, 1 Dispatched & cancelled en-route, 1 Hazardous material release investigation, with no Haz-Mat found, 1 Smoke detector activation due to malfunction, 1 Smoke detector activation, no fire, unintentional, 1 Alarm system activation due to malfunction. **2021 Incidents Year to Date: 772 Up 17% from 2020 Automatic Aid:** Once from Center Harbor and twice from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents: 4 Year to Date:166 Percentage of Call Volume: 21.5%.** 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	4 firefighters

### **Response Times**

Overall average response time of first arriving unit	10:34 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:11 mins/sec.
Average Night/Weekend/Holiday response time	10:49 mins/sec.

**Operations:** Supra Key install new key, lock rekeyed. Inspection of Oil burning Equipment, new furnace installation at Rec. Dept. Labor Day, Day shift station staffed by Call personnel from 8am to 4pm. New E-9-1-1 address issued for Tax Map 144, Lot 17 to be 19 High Meadow Road. Chief Bengtson and FF. Brown met with the Director of Castle in the Clouds to discuss access to the dry hydrant at the fishpond. Recent landscaping improvement have impeded access to the dry hydrant for fire apparatus. Castle in the Clouds will address this issue.

**COVID-19 Status Report:** The New Hampshire Department of Health and Human Services COVID-19 Dashboards located at <https://www.nh.gov/covid19> indicate that as of 09/13/2021, Moultonborough currently is shown as having 18 new cases in the last 14-days, 14 active cases, and has had a cumulative total of 287 cases. 64.8% (2,683) of the Town's 4,140 population has been fully vaccinated.

**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 is \$5.50. The Town of Moultonborough does not control, run, or manage the online 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.

### **Moultonborough 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.

MRD's Beyond the Bell After School Program finished its first week. We hired another staff member and were able to accommodate some of the families on wait list. Once additional staff is in place, we will mitigate the remainder of the wait list. 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.

Moultonborough Recreation Department's new free Pick-Up Bocce program begins this week. Registration is still open for the Tuesday mornings session. The Thursday evening Bocce session is at registration capacity. 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. 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.

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.

Dan S. and Dan L. met with the Deb H. and Sharon G. over at the library to discuss and plan collaborative programming between the Recreation Dept. and the library.

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**

Reminder the hours change this week. The library is open on Monday, Wednesday & Fridays from 9:00am – 5:00pm, Tuesday & Thursday from 9:00am – 7:00pm, and Saturday from 9:00am – 1:00pm. We are continuing to offer front porch pickup (in the lobby). Place your items on hold and we will check them out and put them on the table for easy pickup.

Upcoming programs this week include Mystery Book Club on Wed. Sept 15 at 10:30am and 7pm. The Board of Trustees has their regularly scheduled meeting this Thursday at 9am. PJ Story Time on Tuesday at 6pm and Friday Story Time at 10:30. Kids are also welcomed to join Dungeons and Dragons after school on Friday at 3pm. Friends of the Library Literary Discussion Series is starting back up this month. The theme is “Place”, and the first book is *O Pioneers* by Willa Cather. Suzanne Brown is the scholar for this discussion and it will be held on Thursday, Sept 23 at 10:30. Registration is required: [REGISTRATION LINK](#)

Save the Date: Thursday, October 28 at 7pm. Author Paul Doiron will be at the Majestic Theater in Conway for the annual One Book One Valley event. The event will also be livestreamed. There will be extra copies of his latest bestseller, *Dead by Dawn*, available at the library.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, September 23, 2021 at 4:00pm (Note: there is no Selectmen’s meeting on 09/16/21)
  - Thursday, October 7, 2021 at 4:00pm
  - Thursday, October 21, 2021 at 4:00pm
  - Thursday, October 28, 2021 at 4:00pm – Work Session
- Other
  - Holiday Closure - Town Hall, Library and Transfer Station will be closed for Columbus Day Observance on Monday, October 11<sup>th</sup>, 2021