

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** September 20, 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) has completed the scheduled informal hearings and is in the process of finalizing the 2021 property values. 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**

**Highway:** The Highway team continued working on road maintenance activities including grading, ditching, and culvert work on Wentworth Shores, Winaukee Road areas. The team also tended to 2 cemetery burials this week.

**Transfer station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 4 containers of construction and demolition = 20 tons. Brush pile was burned, and compost pile turned. Car counts Monday 348, Tuesday 367, Friday 462, Saturday 369 Sunday 277 total of 1823 residents served.

**Fleet:** TRK6 2019 Western Star 4700 SF replaced driver side outside mirror and road test. TRK2 2011 F550, replaced parking brake cables, parking brake shoes and hardware, replaced backing plates. Adjust as required. Perform state inspection. TRK11 2016 F350 perform state inspection. Free up dump body pin. Freed up hoist pins and lubed unit. Worked on replacing DEF pump and heater assembly. Load chip trailer. Took tanker endorsement test.

**Facilities and Grounds:** The past week the Facilities & Grounds crew repaired some trim work on the Recreation Department building. We Raked and cleaned the beaches and boat ramps. We mowed and trimmed cemeteries and other town properties. Assisted Highway with a couple of Burials.

### **Public Safety**

**Moultonborough Police Department:** The Moultonborough Police Department recorded 219 log entries, which included the following calls for service: 9 Assist Citizens, 14 Motor Vehicle Stops, 5 Assists to Fire/EMS, 1 Directed Patrol, 1 Arrest, 5 complaints, 1 MV Accident, 4 MV Complaints, 9 Residential Alarm, No Commercial Alarms and 3 K-9 complaints.

**Moultonborough Fire/Rescue Department:** For the period of 09/10/2021 to 09/16/2021, there were 17 calls for service: There was: 8 EMS incidents, 1 Motor vehicle accident with injuries, 3 Assist the physically disabled, 1 Dispatched & cancelled en-route, 2 No incident found upon arrival at dispatched location, 1 Alarm system activation due to malfunction, 1 Alarm system activation, no fire, unintentional. **2021 Incidents Year to Date: 789 Up 18% from 2020**  
**Automatic Aid:** once each from Center Harbor and Tuftonboro and twice from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents: 2 Year to Date: 168 Percentage of Call Volume: 21%** 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	3 firefighters.
Average Night/Weekend/Holiday	2 firefighters

### **Response Times**

Overall average response time of first arriving unit	07:41 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	05:37 mins/sec.
Average Night/Weekend/Holiday response time	10:26 mins/sec.

**Operations:** Chief Bengtson participated in a Lakes Region Mutual Fire Aid Executive Committee meeting with NH DAS Commissioner Arlinghaus, Commissioner of Safety Robert Quinn and Division of Emergency Services and Communication Director Mark Doyle to receive information about the sale of the "Laconia State School" property. Commissioner Arlinghaus briefed those present of the RFP for a broker, the process of testing and legal obstacles of the sale. Chief Coordinator Goldman gave an overview of the operations of the LRMFA communications center, it shared resources with NH E911 and the impact of moving and or closing could have on the Lakes Region and the State emergency services. Both Commissioners committed to meeting again and sharing information as it becomes available.

Chief Bengtson approved driving privileges for FF. Bryant on Engine 3 after conducting a driving skills test. FF. Frangelli and FF. Brown worked on driver training with probationary firefighters Gatherum and Hawthorne. Yankee Equipment was called into to service the turnout gear washer/extractor. A valve was found to be stuck open from hard water corrosion.

Driveway permit applications were processed for: 152 Lee's Mills Road, 33 South Winds Road, and 411 Long Island Road.

Chief Bengtson provided information regarding a Consumer Product Safety recall on a dehumidifier and for an insurance inquiry for a Christmas Tree Lane property. Fire Tech & Safety of New England performed annual regulator flow testing for the department's SCBA. All units passed. Chief Bengtson participated in the bi-weekly COVID-19 Update conference call with NH HSEM and Public Health.

**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 09/17/2021, Moultonborough currently is shown as having 24 new cases in the last 14-days, 19 active cases, and has had a cumulative total of 296 cases. 64.7% (2,678) of the Town's 4,140 population has been fully vaccinated. As of 9/17/2021, Moultonborough Schools are shown as having no active cases.

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

Moultonborough Recreation Department's new free Pick-Up Bocce program continues to run through the end of September. 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. 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 is moving to Tuesday mornings, 9:30-11:00am at Moultonborough Recreation starting on September 28. This is a drop-in group, no registration required and no fee. We will now provide limited toys for children to play with. 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**

Don't forget you can come to the library at 9:00am now, every day Monday through Saturday! New hours are M, W & F 9am-5pm, T & Th 9am-7pm, and Sat 9am-1pm.

The Friends of the Library Literary Discussion is Thursday, Sept 23 at 10:30. We have moved this program to be on Zoom. Please [register](#) to get the link so you can join us. The theme this fall is "Place" and the first book is O Pioneers by Willa Cather. The scholar facilitating the discussion will be Dr. Suzanne Brown.

We have a new art exhibit in the Program Room. Come see the paintings and masks that Jaylene Bengtson has on display. Jaylene has a doctorate in expressive art, using representation and non-objective imagery to convey emotion, inviting the viewer to find a connection with their own personal journey. You can **"Meet the Artist" on Thursday, Sept. 30 at 5pm.** She will be talking about expressive art as a therapeutic experience culminating in a participatory art experience. This program is in partnership with the Lakes Center for the Arts. [Registration](#) is recommended.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, September 23, 2021 at 4:00pm
  - 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