

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: September 27, 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 draft copy of the 2021 Summary Inventory of Valuation (MS-1 Form) has been submitted to the NH Department of Revenue Administration (DRA). The final version will be filed with the DRA, upon approval and signature of the Board of Selectmen. The Board signed MS-1 Form is a certification of the values that will be used in the setting of the Town's 2021 tax rate.

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 grading, ditching, and culvert work on Ben Ayers, Cottage Road, and Bradbury Road areas. We began screening the compost piles at the transfer station for use by the residents. 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, 7 containers of construction and demolition = 35 tons and 1 container of mixed scrap metal. Highway department screened the compost at the facility for the residents to use, brush pile was burned, and scrap metal was loaded into a container. Car counts Monday 353, Tuesday 414, Friday 335, Saturday 358 Sunday 300 total 1760 residents served.

Fleet: TRK11 2016 F350 finish DEF pump and alarm repair. Perform State inspection. TRK20 2007 F550 bucket truck perform state inspection. Rotated front tires. TRK24 2009 Freightliner 6x6 dump truck performed state inspection, adjusted brakes, replaced cab marker light. Repaired driver side mirror. Replace lower radiator hose piping. TRK8 2003 F350 repaired wiring to front York rake. Adjusted unit. Ferris IS600Z mower repaired seat adjustor latch. Load chip trailer. Went to mechanic's class at Medfield mass. Public works on Wednesday.

Facilities and Grounds: The past week Facilities & Grounds crew removed the old fence at the Moultonborough Neck Fire Station and is preparing to install new sections. I met with the alarm company for new cameras at the transfer station, the electrician replaced the exit signs at the Public Safety Building with new LED fixtures. We have been getting quotes to replace the boat ramp docks at Long Island and Lees Mills. We continue to mow and trim town properties and cemeteries.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 193 log entries, which included the following calls for service: 8 Assist Citizens, 5 Motor Vehicle Stops, 15 Assists to Fire/EMS, No Directed Patrols, 1 Arrest, 2 complaints, 2 MV Accidents, 5 MV Complaints, 1 Residential Alarm, 1 Commercial Alarm, and no K-9 complaints.

Training: Officer Cloutier attended LEAD (Law Enforcement Against Drugs) training at the NH Police Standards and Training Council. Officer Cloutier will be able to teach this curriculum in our schools to students.

Administrative Assistant & Lead Dispatcher Jordan Pellowe attended a five-day, Crisis Intervention Training, put on by NAMI NH. This is a 40-hour training, focusing on different types of mental illnesses and disorders, how to assist someone suffering from a mental health crisis, and the resources available.

Moultonborough Fire/Rescue Department: For the period of 09/17/2021 to 09/23/2021, there were 20 calls for service: There was: 14 EMS incidents, 1 Water leak, 1 Assist the physically disabled, 1 Smoke/odor investigation, 1 Alarm system activation due to malfunction, 1 Carbon monoxide detector activation due to malfunction, 1 Alarm system activation, no fire, unintentional.

2021 Incidents Year to Date: 809 Up 18% from 2020. **Automatic Aid:** once each from Center Harbor and Laconia (covering for Stewart's Ambulance) and six times from Stewart's Ambulance.

Mutual Aid: none. **Overlapping Incidents:** 5 **Year to Date:** 173. **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	3 firefighters

Response Times

Overall average response time of first arriving unit	11:03 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	07:15 mins/sec.
Average Night/Weekend/Holiday response time	12:03 mins/sec.

Operations: Processed application for display for of Permissible Fireworks at Bald Peak on October 2nd. Ladder Testing was performed by New England Ladder Testing. Firefighter Bassett and Gatherum assisted, all ladders passed.

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

Moultonborough Recreation has partnered once again with Castle in the Clouds and Lakes Region Conservation Trust to offer a friendly Halloween stroll through the woods at Castle in the Clouds. Join us 5:30-7:30pm on Friday October 15 at Shannon Pond on the Castle grounds. The trail around the pond will be lit with Jack o Lanterns and you'll see some not-so-scary surprises along the way. This is a child and family friendly event. The Halloween decorations and surprises will not be scary or gory. Costumes are encouraged but are not required. Proper footwear and headlamp/flashlights are recommended. After the hike warm up by the fire pit and enjoy some goodies. This free, family friendly event is open to the public. Call MRD for more info 476-8868.

MRD is seeking donations of whole or carved pumpkins for the Jack-o-Lantern Lane event! Whole pumpkins may be dropped off at the Rec Department by Wednesday October 13 to be carved by our enthusiastic volunteers. Or get your creative juices flowing & drop off your carved Jack-o-Lantern at the Rec Department by Thursday, October 14. All will be put on display at the Jack-o-Lantern Lane event on Friday, October 15 at Castle in the Clouds.

Moultonborough Recreation and Moultonborough Public Library are teaming up to offer a free family friendly Halloween event on Sunday, October 31 before you go Trick or Treating. Gather all your little goblins thru grade 5 and join us at Kraine Meadow Park from 3:00-5:00pm for goodies, games, food, costume contest, story time, prizes, and fun! Donations of bagged candy will be happily accepted at MRD or MPL thru October 26. Volunteer older sibling and adult volunteers are needed to help out. MA students can earn volunteer hours! Please contact MRD if you can help or for more info at 476-8868.

MRD's Outdoor Pickleball concludes this week. MRD and Meredith Parks and Recreation are partnering again this year to offer Indoor Pickleball at the Meredith Community Center through the colder months. MRD's CoEd Youth Soccer program continues. MRD will follow the same Covid protocols as Moultonborough school athletics. The Pick-Up Bocce program concludes this week.

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.

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.

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

Come "Meet the Artist" Jaylene Bengtson on Thursday, Sept 30 at 5pm. 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. 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.

On Monday, Oct 4 at 6pm, is our Culinary Adventures monthly program. This month we are choosing recipes from any Moosewood Restaurant Cookbook. There are available copies at the library. [Registration](#) is required.

If you want to stay informed about what is happening at the library, please [sign up](#) for our newsletter and email updates. You can also check our [website](#) and follow us on [Facebook](#) and [Instagram](#).

Important Dates to Remember

- Board of Selectmen Meetings
 - CANCELLED - Thursday, October 7, 2021 at 4:00pm - CANCELLED
 - Thursday, October 21, 2021 at 4:00pm
 - Thursday, October 28, 2021 at 4:00pm
- Other
 - Holiday Closure - Town Hall, Library and Transfer Station will be closed for Columbus Day Observance on Monday, October 11th, 2021