

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: October 13, 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: This week, we welcome, Tracy Cragin, as the town's new Assessing Technician. Tracy will be working full-time in the assessing office, assisting taxpayers, with their credit, exemption, and abatement applications, as well as assisting with the maintenance of our property records.

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 Glidden Rd along with tree trimming the Winaukee Rd area.

Transfer station: This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 6 containers of construction and demolition = 30 tons. Compost pile was turned, brush was piled, and Facility and Grounds transported to the local recycling facility 2524 pounds of wet cell batteries and 800 pounds of wire. Car counts Monday 345, Tuesday 391, Friday 506, Saturday 333, Sunday 251 total 1826 residents served.

Fleet: EEQ12 2009 John Deere 310 backhoe into shop to replace main hydraulic control line to machine. Pulled floor plates to access line. Refilled system. TRK2 2011 F550 replaced brake line to rear of the truck. Bleed brakes. Performed PM service and fluid filmed the chassis. CAR171 2017 F150 performed PM-B service. Rotated tires. Fluid filmed chassis. EQ28 Dooley landscape trailer start installing Gorilla tailgate lift system. Performed monthly facility audit. Loaded chip trailer.

Public Safety

Moultonborough Fire/Rescue Department: For the period of 10/01/2021 to 10/07/2021, there were 18 calls for service: There was: 1 Excessive heat, scorch burns with no ignition, 11 EMS incidents, 1 Motor vehicle accident with injuries, 1 Good intent, other, 1 No incident found upon arrival at dispatched location, 1 Hazardous materials release investigation with no Haz-Mat found, 1 Smoke detector activation due to malfunction, 1 Alarm system activation due to malfunction. **2021 Incidents Year to Date: 848 Up 18% from 2020 Automatic Aid:** twice from Stewart's Ambulance. **Mutual Aid:** None. **Overlapping Incidents: 5 Year to Date: 182 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	4 firefighters.
Average Night/Weekend/Holiday	2 firefighters

Response Times

Overall average response time of first arriving unit	09:15 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:46 mins/sec.
Average Night/Weekend/Holiday response time	10:12 mins/sec.

Operations: Chief Bengtson watched video of the Town training on harassment presented by attorney Mark Broth on September 22, 2021. Officer's meeting with Call company officers. The fire chief participated in the TRC meeting reviewing a 30-unit housing proposal on Bean Road. The fire chief met with the Town Administrator and DPW Director to investigate the on the ground condition, to consider a fire department water supply site on Kona Farm Road.

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.

Registrations are open for our new adult Indoor Bocce Program. Roll into some good times with MRD as we bring this backyard favorite indoors for the colder months. No experience needed-just fun fellowship and friendly competition. Bocce courts will be set up in Moultonborough Recreation's active space and indoor Bocce balls will be provided. Games will be played using standard Bocce rules. Indoor Bocce will meet 9:00-11:00am on Thursdays: November 4 & 18 and

December 2, 9 & 16. Pre-registration is required, and space is limited. Participants must be 18 & older. Call MRD for more info 476-8868

MRD is currently accepting registrations for our Youth Basketball program. Athletes in Pre-K thru Grade 6 can register online or in the Recreation office. Pre-K participants must have turned 4 by January 15, 2022. Pre-K, Kindergarten and Grade 1 athletes will practice Saturday mornings. The schedule for Grades 2-6 will be determined by registration numbers and rosters. MRD Youth Sports will use the same Covid 19 protocols as Moultonborough School Athletics. Basketball season begins on January 15, 2022. Call MRD for more info 476-8868

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. Call MRD for more info 476-8868.

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. Call MRD for more info 476-8868

MRD and Meredith Parks and Recreation partnership for Indoor Pickleball at the Meredith Community Center continues at capacity. MRD's CoEd Youth Soccer program continues. MRD will follow the same Covid protocols as Moultonborough school athletics.

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.

Beyond the Bell After School Program Session 2 begins on November 1. Registrations are at capacity. Logistics and planning for Indoor Cornhole and Indoor Disc Golf Putting League programs are ongoing. Totally Toddlers has moved to Tuesday mornings, 9:30-11:00am at Moultonborough Recreation. 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 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

There is nothing better than October in New England! As we all start pulling out the sweaters and blankets, and wanting to sit by a warm fire, what better way to enjoy a fall day than reading a favorite book or author. We are new books you may want to check out: *Before she Disappeared* by Lisa Gardner, *Cloud Cuckoo Land* by Anthony Doerr, *The Man who Died Twice* by Richard Osman, *Daughter of the Morning Star* by Craig Johnson, *The Stolen Lady* by Laura Morelli, *Beautiful Country* by Qian Julie Wang, and *Floating in the Deep End* by Patti Davis. You can visit our website (www.moultonboroughlibrary.org) and click on Books and Media and search our Library Catalog. If something is out, you can place a hold and when it comes in for you, we will give you a call.

We have some great programs coming up this month. For the kids we have a special **Spooky Haunted House Contest**. Kids can come to the library on Thursday, Oct 14 at 4:00pm and finish up their decorations with some of our creepy supplies. All entries for the contest need to be at the library by Friday, Oct. 15 at 4:30pm. Voting will take place on our Facebook page and the winner will be announced on Thursday, Oct. 21. We can't wait to see the kid's spooky creations! Mrs. Gulla will be bringing her **PJ Story Time on Tuesdays at 6:00pm to Facebook Live**. Families are welcome to come to the library as well, but we want to reach those out there who don't want to venture out. These will not be recorded, so please join right at 6pm if you want to listen to some stories. **On Fridays at 10:30, there is another Story Time with a craft**. Registration is required so we can make sure to have enough supplies. For the tweens and teens, we offer **Dungeons and Dragons on Fridays at 3:00pm** with a Master Player.

It wouldn't be Halloween without the library and Recreation Department joining forces and bringing the families of Moultonborough a special event. Join us on **Sunday, Oct. 31 from 3:00-5:00pm at Kraine Meadow Park for our Halloween Boo-levard Bash!** There will be games, stories, food, prizes, costume parade and costume contest. Donations of bagged candy are appreciated and can be dropped off at the library during open hours.

For the adults, we have our **Throwback Thursday Movie Night on Oct. 14 at 6:00pm**. Join us for pizza (\$2/slice) and watch a classic or older movie. This month we are watching *An American in Paris* with Gene Kelly and Leslie Caron. Registration required. We have a special Halloween program this month. Register early to join us for **All Hallows Eve Tea** featuring Rita Parisi from

Waterfall Productions as Mrs. Michael Gordon, in the year 1908. There will be chilling stories and discuss about Halloween traditions from the late 19th and early 20th centuries. The program takes place on **Wednesday, Oct. 27 at 6:30pm**. Space is limited, so please sign up early through the library's online calendar.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, October 21, 2021 at 4:00pm
 - Thursday, October 28, 2021 at 4:00pm
- Other
 - Holiday Closure - Town Hall and Library will be closed for Veterans Day Observance on Thursday, November 11, 2021
 - NOTE: The Transfer Station will be closed for Veterans Day Observance on Tuesday, November 9, 2021.