

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: October 26, 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 continue to work on preparing for the issuance of the tax warrant. If your mailing address has changed, please contact us so that we can update our records. We also continue to prepare for all other property updates that can be entered into our system once the tax warrant has been approved by the Board of Selectmen.

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

Transfer station: This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 4 containers of construction and demolition = 20 tons and 1 container of mixed scrap metal.

The compost pile was turned, brush pile burned, and scrap metal loaded into a container. Car counts Monday 275, Tuesday 338, Friday 375, Saturday 400, Sunday 228 total of 1616 residents served.

Fleet: TRK5 perform PM-B service. TRK7 2020 Western Star 4700 SF pull rear wheels to replace rear brakes and hardware. Install new dust shields. Adjust as required. Perform state inspection. TRK1 2020 RAM 3500 replaced wiper blades. CAR211 2021 FORD POLICE INTERCEPTOR perform PM-B service. Swap out snow tires. TRK9 2014 Kenworth dump truck. Check for engine codes. Work on replacing sander control cables. Loaded chips. Cleaned bay area.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 236 log entries, which included the following calls for service, 10 Assist Citizens, 16 Motor Vehicle Stops,

14 Assists to Fire/EMS, No Directed Patrols, 4 Arrests, 4 complaints, 5 MV Accidents, 5 MV Complaints, 13 Residential Alarms, No Commercial Alarms, and 1 K-9 complaint.

Moultonborough Fire/Rescue Department: For the period of 10/15/2021 to 10/21/2021, there were 18 calls for service: There was: 1 Tree on wires burning, 12 EMS incidents, 1 Public service, 1 Assist the physically disabled, 1 Dispatched & cancelled en-route, 1 Smoke detector activation due to malfunction, 1 Carbon monoxide alarm activation due to malfunction. **2021 Incidents Year to Date: 848 Up 16% from 2020 Automatic Aid:** five times from Stewart's Ambulance. **Mutual Aid:** None. **Overlapping Incidents: 2 Year to Date: 184 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	4 firefighters
Average Night/Weekend/Holiday	2 firefighters

Response Times

Overall average response time of first arriving unit	08:10 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	06:52 mins/sec.
Average Night/Weekend/Holiday response time	18:19 mins/sec.

Operations: At the request of CEO Zalewski, the fire department inspected condo units at 14 Lake Shore Drive. The units were found to be compliant with the codes for one & two-family dwellings. A Supra key box was installed. The Fire Chief had no concern with the CEO issuing certificate of occupancy.

The Fire Department visited Moultonborough Learning Center for fire prevention education and a touch-a-truck session with the pre-school aged children. Chief Bengtson inspected the Recreation Department for a Place of Assembly inspection. Call firefighters staff the fire station during the Day Shift for the Columbus Day holiday.

The fire chief along with the CEO and Town Planner participated in a meeting with a developer to discuss the potential conversion of a business occupancy to an apartment occupancy.

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

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 603-476-8868

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 603-476-8868

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 603-476-8868

The Carroll County Youth Soccer Tournament will be hosted by Moultonborough Recreation Department on November 6 at Moultonborough Academy. Eight communities will vie for the championship, newly named the Kuethe Cup. Concessions will be sold by Humble Grunt Work to support their good works in the community.

MRD staff members Dan Sturgeon and Dan Lamoureux attended the NHRPA Annual State Conference last week in Concord. The conference was held "in person" this year. Informative materials and round table discussions provided helpful insights for the Recreation community and industry's upcoming seasons.

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 603-476-8868 for more info and application.

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 603-476-8868.

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 603-476-8868.

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 provide toys for children to play with. Call MRD for more info. 603-476-8868.

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. Logistics and planning for holiday events are beginning. Invitations to participate in the “Holiday Happenings” poster project have been sent out to village businesses.

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

The library is excited to team up again with the Moultonborough Recreation Department to bring families some Halloween fun. Join us at **Kraime Meadow Park on Sunday, Oct. 31 from 3:00-5:00pm for the Halloween Boo-leverd Bash!** We are still looking for some volunteers and also donations of bagged candy.

The **15th One Book One Valley** community read program will hold its Big Event, [an evening with featured author Paul Doiron](#), on Thursday, October 28 at 7:00 p.m. at the newly renovated Majestic Theatre in Conway Village. This event will also be live-streamed. For those who plan to **attend in person**, the Majestic Theatre is part of the Mountain Top Music Center campus located at [34 Main Street in Conway, NH](#). All who plan to attend the event in person will need to follow the Majestic Theatre’s vaccination policy and provide photo identification and proof of COVID-19 vaccination or of a negative COVID-19 test within 72 hours of the event. If you would like to **attend online via the livestream**, register ahead of time for the link at <https://rentals.anywhereseat.com/>. To get a virtual ticket code which links to the online event, choose “access” then “get ticket.” Enter name, email, address, any contribution you care to make toward next year’s program (not required). After confirming, a ticket code will be emailed to you. Shortly before the time of the event, use the link in your confirmation email to access the livestream.

Another great author event coming up is on **Monday, Nov. 8 at 6:30pm!** We are welcoming Anders Morley, who wrote *This Land of Snow: A Journey Across the North in Winter*. Morley will discuss how he turned a dream into reality, setting off alone to ski across northern Canada and how the book came to be. [Registration Link](#)

The monthly **Culinary Adventures** is **Monday, Nov 1 at 6:00pm**. This month’s theme is Soups. Find a recipe to make, bring it in to share and then discuss the recipe with others, just like a book. [Registration Link](#)

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, October 28, 2021 at 4:00pm
 - Thursday, November 4, 2021 at 4:00pm
 - Thursday, November 18, 2021 at 4:00pm
- Other
 - Holiday Closures
 - Town Hall and Library will be closed for Veterans Day Observance on Thursday, November 11th, 2021
 - **NOTE**: The Transfer Station will be closed for Veterans Day Observance on **Tuesday**, November 9, 2021.
 - Town Hall, Library and Transfer Station (always closed on Thursdays) will be closed for the Thanksgiving Holiday observance on Thursday November 25th and Friday, November 26th.