

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: January 24, 2022



The following report from town departments provides an update for the Board of Selectmen on the various programs, initiatives, projects, and upcoming events.

Administration and Finance

Assessing: Whitney Consulting Group (WCG) continues to work on completing cyclical inspections. Their field staff will be working throughout town. All their field staff will have a photo identification badge and an introduction letter, on town letterhead, from the Town Assessor.

As always, if property owners have any questions or concerns regarding assessing, please do not hesitate to visit the Assessor's Office, Monday through Friday 7:30am to 4:00pm or contact us via phone 603-476-2347 or email assessing@moultonboroughnh.gov.

Town Clerk: DID YOU KNOW? You might be able to write off the Municipal Fees (considered a personal property tax) you pay on your motor vehicle registrations at tax time. Save your renewal letter or bring your registrations to your tax professional to inquire. Town and state fees are printed separately on the right side of your registrations so you can easily distinguish which is tax deductible and which is not.

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 = 15 tons and 2 containers of construction and demolition = 10 tons.

Car counts Monday 273, Tuesday 182, Friday 372, Saturday 281, Sunday 250 total of 1358 residents served.

Facilities and Grounds: The Facilities & Grounds crew continues winter maintenance at the town facilities and schools. The crew has been maintaining the rink and the skating conditions are great!

Fleet: TRK4 2012 F350 replaced sander spinner motor, shaft and straighten out chute assembly. TRK1 2019 Ram 3500 pull sander. Remove link, cross bar, and readjust auger chain. Rewire sander light plug. CAR152 2015 Police Interceptor replaced driver side headlight bulb. 15-R-2

2019 F550 Mini-Evo replaced driver side battery due to sulfation. TRK6 2019 Western Star 4700SF driver reported a no start issue. Checked truck out ordered starter. TRK9 2014 Kenworth worked on sander to replace front bearings. Loaded privates and town trucks for Monday's snow event. Loaded chip trailer. Paperwork. Parts run.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 268 log entries, which included the following calls for service, 4 Assist Citizens, 42 Motor Vehicle Stops, 9 Assists to Fire/EMS, 0 Directed Patrols, 4 Arrest, 2 complaints, 5 MV Accidents, 4 MV Complaints, 6 Residential Alarms, 1 Commercial Alarms, and 3 K-9 complaints.

Training: 01/17 and 01/18 Officer Cloutier Drug Training. 01/17 and 01/18 Officer Beaudet Drug Training

Moultonborough Fire Rescue: For the period of 01/14/2022 to 01/20/2022, there were seventeen calls for service: There was: 1 Building fire - Center Harbor, 7 EMS incidents, 1 Motor vehicle accident with no injuries, 1 Lockout-residential, 1 Tree down, 1 Assist the physically disabled, 3 Dispatched & cancelled en route, 1 Hazardous material release investigation with no Haz-Mat found, 1 Alarm system activation, no fire, unintentional. **Total Incidents year to date: 44. Up 7.3% from 2021. Automatic Aid:** Received once from Stewart's Ambulance. Given once to Center Harbor. **Mutual Aid:** None. **Overlapping Incidents: 2. Year to Date: 6. Percentage of Call Volume:** 13.6%. Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Overall average staffing per incident	5 firefighters
Average Daytime (7 AM-5 PM, Mon-Fri) staffing	5 firefighters
Average Night/Weekend/Holiday	4 firefighters.

Response Times

Overall average response time of first arriving unit	08:54 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	09:46 mins/sec.
Average Night/Weekend	07:20 mins/sec.

Operations: 01/14 - Chief Bengtson and Lt. Frangelli performed a final inspection of a residential (13D) sprinkler system on Blackadar Lane. The sprinkler system was required as part of the fire protection offered by the developer. 1/20 - Firefighter Houghton and Chief Bengtson met with Joe Cartier, the Emergency Services Reporting Coordinator from the NH Dept. of Safety, Division of Fire Standards and Training & EMS to get the Department set up for NHESR. NHESR is part of the Respond NH Emergency Services User Portal which will allow fire department to report their fire and EMS incidents to the State Fire Marshal's office and the Bureau of EMS. It will also allow for personnel to register for Fire Academy classes, view their training transcripts and renew their EMS licenses. EMS personnel participated in continuing education on patient assessment, Basil Sole was instructing.

Burning Permits: Burning permits are not required when there is sufficient snow cover on the ground to prevent the spread of fire to the woodlands. 2022 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.

RSA 125-N:4 Prohibits the open burning of combustible domestic waste. "Combustible domestic waste" means combustible waste such as, but not limited to, household trash, packaging materials, plastics, coated or laminated papers, rubber, painted, or treated wood, coated, or treated cardboard, oily rags, and animal, vegetable, and kitchen waste.

Moultonborough Recreation Department

Moultonborough Recreation’s free Winter Concert Series continues. We’ve lined up some awesome local talent to chase the winter blues away! Join us on Thursday evenings at the Moultonborough Academy Community Auditorium from 6:00-8:00pm. All concerts are free and open to the public. Moultonborough School District protocols will be followed, including face mask requirement indoors for audience members and performers. Our January 27 concert will feature Tim Hazelton, a singer/songwriter from Holderness featuring styles from old time country to folk on guitar, ukulele, and vocals. There’s something for everyone! Our free Winter Concert Series will run on Thursday evenings through February 17. See our website for the full schedule and list of performers. Call MRD for more info. 603/476-8868

The outdoor skating rink at Kraine Meadow Park is open for the season. Many thanks to Moultonborough’s Department of Public Works for their hard work to provide a quality skating surface. Please respect the signage when the rink is posted as "Closed". For safety reasons, do not go on the ice when the Zamboni is in use! Thank you for your cooperation. A schedule of “Free Skate” times is posted on our website.

Moultonborough Recreation and Gilford Parks & Recreation have teamed up to offer a trip to see the Boston Celtics take on the Atlanta Hawks. Join us on Tuesday March 1 as we travel by coach bus to TD Garden to cheer the Celtics on from balcony seats. Tip-off is scheduled for 7:30pm. There will be 2 pickup locations: Moultonborough Central school (departing at 4pm) and Gilford High School (departing at 4:45pm) Return drop off time is estimated at 1:15am. Pre-registration is required, and space is limited. There are important Covid requirements to review. This information is listed on our websites. Call MRD (603/476-8868) or GP&R (603/527-4722) for more info.

MRD is seeking after school counselors for our Beyond the Bell program. Hours are 2:45-5:30 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.

Intro to Ukulele class continues at MRD with instructor Tim Hazelton. MRD Youth Basketball programs continue this week. Beyond the Bell After School Program continues with registrations

at capacity.

MRD and Meredith Parks and Recreation partnership for Indoor Pickleball at the Meredith Community Center continues with registrations at capacity.

Totally Toddlers meets Monday mornings at Moultonborough Recreation. Parent supervised play time. We supply the toys – you supply the imagination! This is drop-in group will meet on Mondays, 9:30-11:00am. No registration required

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.
and no fee.

Logistics and planning are ongoing for Indoor Cornhole. Logistics and planning for winter sessions of yoga and fitness classes are in the early stages. Logistics and planning for the annual Father Daughter Dance will begin this week. Logistics and planning for summer programming will begin this week.

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 603/476-8868. 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

Upcoming programs this week include: Technology Drop-ins on Mondays at 2:00pm & Wednesdays at 9:30am; Technology Class: Learning about the new online catalog on Tuesday, Jan 25 at 2pm ([Registration link](#)); Story times on Tuesdays at 6:00pm and Fridays at 10:30am; Game Day for kids on Wednesday, Jan 26 at 3:00pm; and Dungeons & Dragons on Fridays at 3:00pm. Please check the library's [online calendar](#) for more information and registration links.

AARP Tax Aide appointments will be held on Tuesdays. They will be offered from Feb 8 – April 5. Right now, only Feb 8 and Feb 15 are available to sign-up. We hope to open the other weeks after the first week of appointments. The Tax Aide Volunteers need to make sure appointments go smoothly and may need to make changes, so we want to make sure everything is in place before opening the rest of the schedule. Please remember if you have made an appointment, you need to pick up the packet of materials to be completed before your appointment. Also, masks are required by AARP when you meet with a volunteer. All AARP volunteers are fully vaccinated.

We have received a shipment of brand-new fiction and nonfiction books you will want to check out! January is a big publishing month so we will be getting all those authors you love very soon! Also, coming in February we will be running a reading challenge. More details coming soon!

NOTE: The library will be opening at 10:00am on Friday, Jan 28 due to staff training. Our hours will be 10-5 that day.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, January 27, 2022 at 4:00 pm
 - Thursday, February 3, 2022 at 4:00 pm
 - Thursday, February 17, 2022 at 4:00 pm
 - Thursday, February 24, 2022 at 4:00 pm (Work Session)
- Holiday Closure
 - Presidents Day – Monday, February 21, 2021