

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: February 28, 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: Exemption and credit qualification verification letters, were sent out, to recipients. The purpose of these letters is to ensure that the recipients qualifications status has not changed, and our records are accurate and in compliance with State laws and rules. It is important for recipients to return their responses to these letters, so that they do not disrupt or lose their exemptions/credits. We also continue to review all new construction and building permits, in preparation for the 2022 tax year permit inspections.

All land use changes, such as subdivisions, lot mergers, lot restorations and boundary line adjustments have been updated in the assessing system and sent to our tax mapping contractor so the maps can be updated. We will continue to make updates for any new changes, up until the start of the new tax year, April 1, 2022.

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.

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 and 3 containers of construction and demolition = 15 tons.

Car counts: Monday Closed Presidents Day, Tuesday 512, Friday 69, Saturday 348, Sunday 229 total of 1158 residents served.

Fleet: TRK2 2011 F550 pulled steering column apart to replace bad clock spring. Reset air bag system. CAR182 2018 Ford Police Interceptor performed PM-B service. 15-E-4 2001 H.M.E.

pumper unit replaced alternator belts and repaired air tubing to turbocharger from the air filter. TRK10 2020 Western Star 4700SF checked hydraulic system to the spreader. TRK9 2014 Kenworth 470 replaced swing piston hydraulic lines, reshim plow pivot block. TRK15 2020 RAM 5500 replaced spinner shaft bearings. TRK1 2019 RAM3500 checked out stoplight issue. Plowed shop during snow event on Friday. Loaded trucks during snow event on Friday.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 225 log entries, which included the following calls for service, 7 Assist Citizens, 11 Motor Vehicle Stops, 10 Assists to Fire/EMS, 0 Directed Patrols, 0 Arrest, 4 complaints, 2 MV Accidents, 3 MV Complaints, 2 Residential Alarms, 0 Commercial Alarms, and 0 K-9 complaints.

Moultonborough Fire Rescue: For the period of 02/18/2022 to 02/24/2022, there were twenty-four calls for service: There was: 4 Building fires, 14 EMS incidents, 1 Motor vehicle accident with injuries, 1 LP gas leak, 1 Carbon monoxide incident, 1 Smoke/odor removal, 1 Hazardous materials release investigation with no Haz-Mat found, 1 Alarm system sounded due to malfunction. **Total 2022 Incidents: 115 Down 15% from 2021.** **Automatic Aid:** Received twice from Center Harbor and twice from Stewart's Ambulance. **Mutual Aid:** given once to Laconia for a 4th alarm building fire at 17 Bay Street and once to Sandwich for a building fire at 363 Wentworth Hill Road. **Overlapping Incidents: 4 Year to Date: 14.** **Percentage of Call Volume:** 12% Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Overall average staffing per incident	4 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*	11:26 mins/sec.
Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:07 mins/sec.
Average Night/Weekend*	12:17 mins/sec.

* Mutual aid responses out of town included in totals

Operations: 2/19 - Deputy Beede and firefighter Breault and probationary firefighters, Beede, Bryant, Flanagan, and Furtado attended Emergency Medical Responder class in Sandwich. Engine 4 and a crew responded, mutual aid to Sandwich for a building fire at 363 Wentworth Hill Road. Crews were release within an hour.

2/20 - At 3:49 am, Moultonborough's heavy rescue was requested for a 3rd alarm building fire at 17 Bay Street in Laconia. Engine 4 was requested to cover the Weirs fire station when the fire went to a 4th alarm. While en route to the Weirs, Engine 4 was diverted to the fire scene on Bay Street. Crews were released a 7:30 am and returned to town to thaw out equipment and return apparatus to service. Severe cold conditions were a factor in suppressing this fire.

2/21 - Monthly training was conducted on the use of the snow mobile, snobulance and ATV for winter rescue operations on the snow mobile trails and lakes. Person used both vehicles, practicing loading and transport of patients. The drill was conducted on the field at the Transfer Station.

2/22 - Deputy Beede and firefighter Breault and probationary firefighters, Beede, Bryant, Flanagan, and Furtado attended Emergency Medical Responder class in Sandwich

2/24 - Lt. Frangelli, firefighter Brown and probationary firefighter Beede accompanied Chief Bengtson on an inspection of a Foster Care home on Paradise Drive and a Place of Assembly Inspection for a Whittier Highway restaurant for renewal of a liquor license.

Burning Permits: As we enter days of increasing daylight and stronger sunlight, there will be areas lacking sufficient snow cover to burn without a fire permit. Permits are not required when there is sufficient snow cover on the ground to prevent the spread of fire to the woodlands. Snow cover must reach 100 feet in every direction around the burn pile.

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. 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 permitted 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 Department (MRD) is pleased to offer winter fitness opportunities. Certified Personal Trainer and Level 3 YogaFit Instructor Felicia Steriti will be offering classes at Moultonborough Recreation beginning in March. Pre-registration is required for all classes and space is limited. Participation via livestream is possible, however in person attendance is encouraged. Register online or in person at the Rec office. Call 603/476-8868.

MRD will host our annual Semi Formal Father Daughter Dance on Friday, March 11, 6:00-7:30pm at the Moultonborough Function Hall. Girls in grades K-5 are invited with their father or father figure stand-ins to join us for dancing, photos, fun, dessert bar and more! Pre-registration is required. Sign up online or in the Rec office by March 3. Call MRD for more info 603/476-8868.

MRD is taking applications and seeking candidates to fill our full time Recreation and Leisure Coordinator position. Application info and job description can be found on the town's website. Dan Lamoureux will be moving on to his new position at the end of the week and we wish him well in his new endeavors in Concord.

MRD has begun the summer staff hiring process for Sumer Camp Counselors, Lifeguards, Swim

Instructors and Waterfront Supervisor. 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.

The outdoor skating rink at Kraine Meadow Park is open for the season. Please respect the signage when the rink is posted as "Closed". A schedule of "Free Skate" times is posted on our website.

MRD Youth Basketball programs concluded over the weekend for Pre-K thru grade 3. MRD Youth Basketball players in grades 4-6 will participate in the Carroll County Basketball Tournament 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.

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. Logistics and planning are ongoing for Indoor Cornhole, summer programming, Youth Softball/Tball & Lacrosse.

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 or call us at 603/476-8868. Check our Facebook page for cancelations or updates regarding our events and programs.

Moultonborough Public Library

School vacation week is here, and we have a few things planned for the kids. Mon at 1pm – Family Movie: *Encanto* ; Tue at 6pm – PJ Storytime; Wed at 10am – Family Bingo ([REGISTRATION LINK](#)); Wed at 3pm – Anime Club ([REGISTRATION LINK](#)); Fri at 10:30 - Family Story Time; Fri at 1pm – Extended Dungeons & Dragons.

For the adults, we have our weekly Tech Drop-ins on Mondays at 2pm and Wednesdays at 9:30am. We also have our **Technology Class** this week on Tuesday, March 1 at 10am ([REGISTRATION LINK](#)). The class will be repeated on March 15 at 2pm ([REGISTRATION LINK](#)). This month's class is all about the NH Downloadable eBooks and eAudios and how to set up the Libby App.

Thursday Movie Night is March 3 at 6pm. We will be showing *Hidden Figures* to celebrate National Women's Month. Pizza is available (suggested \$2/slice), and there is also free popcorn! [REGISTRATION LINK](#)

We have three art exhibits happening at the library. First, **5th grade students** from Mrs. Davis and Mrs. Gleeson's classes are exhibiting their "Picture Writing" from their poetry unit this month in the Children's Room. Second, **Ralph Watson** will be displaying his paper bead jewelry in the special display case. He is a graduate of Mass College of Art in Boston, with a BFA in Art

Education. We will be scheduling a paper bead workshop in the near future, stay tuned for more information coming soon.

Third, we have **Jerry LoFaro**, award-winning fine art, nature, and concert photographer will be exhibiting a range of his photography in the Program Room. He has employed his lifetime interest in dinosaurs, animals, fantasy, and art history into a long and successful career as an illustrator and licensing artist. He will be at the library for a book signing and special presentation on **Wednesday, March 9 at 6:00pm** about his creative journey as an artist and photographer. No registration required for this free event at the library.

The online reading challenge, ***For the Love of Reading*** has been extended through March 31 to allow people to register and log their books and/or minutes. Adult Program (18+) – for each book read, adults will receive a raffle ticket for the grand drawing. ([ADULT REGISTRATION LINK](#)) Youth Program (5-17) – for every 60 minutes read, kids will receive a raffle ticket for the grand drawing. ([YOUTH REGISTRATION LINK](#)). Parents can sign up the whole family under one registration. If you have trouble registering or logging in your reading, please contact Sharon Gulla at sgulla@moultonboroughlibrary.org

Library hours are Mon, Wed & Fri from 9am-5pm; Tue & Thu from 9am – 7pm; and Sat 9am-1pm.

Important Dates to Remember

- Board of Selectmen Meetings
 - CANCELLED Thursday, March 3, 2022 at 4:00 pm CANCELLED
 - Thursday, March 10, 2022 at 4:00 pm
 - Thursday, March 17, 2022 at 4:00 pm
 - Thursday, March 24, 2022 at 4:00 pm (work session)
- Other Important Dates
 - Tuesday, April 5, 2022 by 4:00pm – Deadline to submit Petition Warrant Articles