

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: April 11, 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: April 15th is the deadline for new requests and responses to verification requests that were sent to recipients of property exemptions and credits. The intent of the verification request letters is to ensure that recipients qualification status have not changed and that our records are accurate and in compliance with State laws and rules. *It is important for recipients to return their responses to these letters, on or before April 15th, so that they do not disrupt or lose their exemptions/credits.*

Our tax mapping contractor has completed preliminary updates of the tax maps, for the land use changes that occurred during the 2021 tax year. We have reviewed these map updates and 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) has shifted their focus from completing cyclical inspections to completing pick-up inspections on properties with open building permits or recently closed building permits. 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

Facilities & Grounds: The Facilities & Ground crew has been out cleaning up winter debris and cutting back brush in the town cemeteries.

Transfer station: This week we shipped out 1 container of municipal solid waste=12 tons, 2 containers of single stream recycle=10 tons and 6 containers of construction and demolition=30 tons. The brush pile was burned, and compost turned. Car counts Monday 229, Tuesday 248, Friday 288, Saturday 274, Sunday 283 total of 1322 residents served.

Fleet: EQ16 2015 Cat skid steer set up leaf blower for road cleaning. EQ17 2021 Bandit Intimidator 15xp set up for use. TRK3 2018 RAM 3500 replaced batteries due to one testing bad and discharging other one. EQ25 2006 CASE 60XT replaced blown hydraulic line on grapple. TRK4 2012 F350 diagnosed drive line vibration. EQ23 2009 John Deere 772GP work on removing the slide piston pins to rebuild/reseal cylinder. Resealed unit. Replaced tilt piston supply line. Replaced lower slides. Paperwork. Perform facility audit. Parts run to united equipment for parts for EQ23.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 167 log entries, which included the following calls for service, 16 Assist Citizens, 24 Motor Vehicle Stops, 11 Assists to Fire/EMS, 1 Directed Patrols, 4 Arrest, 6 complaints, 1 MV Accidents, 1 MV Complaints, 1 Residential Alarms, 1 Commercial Alarms, and 1 K-9 complaints.

Training:

April 4th, thru the 8th, Lt Lipson PS&TRG via zoom

April 4th thru the 8th, MPO Cortese FBI Leeda Training/Gilford PD

April 5th, Off Cloutier, Shield Our Children from Harm/Moultonborough PD

Moultonborough Fire Rescue: For the period of 04/01/2022 to 04/07/2022, there were ten calls for service: There was: 1 – Bark mulch fire, 6 - EMS call, 1 – Dispatched & cancelled en route, 1 – Alarm system activation due to malfunction., 1 – Alarm system activation, no fire, unintentional.

Total 2022 Incidents: 198 Automatic Aid: received twice from Stewart's Ambulance.

Mutual Aid: none. **Overlapping Incidents:** 1. **Year to Date:** 20 **Percentage of Call Volume:** 12%. Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

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|---|----------------|
| Overall average staffing per incident | 4 firefighters |
| Average Daytime (7 AM-5 PM, Mon-Fri) staffing | 4 firefighters |
| Average Night | 0 firefighters |
| Weekend | 5 firefighters |

Response Times

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|--|-----------------|
| Overall average response time of first arriving unit | 09:24 mins/sec. |
| Average Daytime (7 AM-5 PM, Mon-Fri) response time | 08:05 mins/sec. |
| Average Night | 13:00 mins/sec. |
| Weekend | 04:00 mins/sec. |

Operations: 4/1 The fulltime staff and Call personnel joined together for a small luncheon for Kelly Marsh. Kelly has been the Department's Administrative Assistant since 2016. Kelly, who is also a paramedic, is pursuing a career in nursing and is leaving to attend school. The Department will be looking to fill the open position soon. 4/5 Chief Bengtson attended the monthly meeting of the Lakes Region Mutual Fire Aid Communication Center Executive Committee at the communication center in Laconia.

COVID-19 Status Report: The New Hampshire Department of Health and Human Services COVID-19 Dashboards located at <https://www.nh.gov/covid19> indicate that as of 03/31/2022, Moultonborough currently is shown as having 6 new cases in the last 14-days, “Data Suppressed” active cases, and has had a cumulative total of 669 cases. 16% of the Town’s population has contracted COVID-19 virus. 68.6% of the Town’s population has been fully vaccinated.

Vaccinations and Testing: Information on where to get vaccinated can be found at <https://www.vaccines.nh.gov/?vaccinated> and testing guidance can be found at <https://www.covid19.nh.gov/resources/testing-guidance>

If you have any questions, call **2-1-1** to access the New Hampshire Department of Health and Human Services COVID-19 hotline.

New Hampshire currently has fully vaccinated 61.3 % of the population. 70.7% of NH residents have received the first dose.

Burning Permits: Fire permits are now required for all open burning. 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 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.

We are moving into a period where the fire danger becomes elevated until things green up and leaf cover develops. Residents can subscribe to receive the Daily Fire Danger at https://maillist.nh.gov/list/dncr_fpb/?p=subscribe&id=11. Moultonborough is in Zone #3.

Moultonborough Recreation Department

Second interviews are in process for candidates of our full time Recreation & Leisure Coordinator position.

Registrations for Moultonborough Recreation’s Summer camp program open this week. Our summer day camp program is open to children ages 5-11, entering Kindergarten thru entering 5th grade. Campers who are entering 6th grade but are still 11 years old are eligible for camp. Camp opens on June 27 and runs through August 19. Camp days are 8am-4pm Mondays thru Fridays at Moultonborough Central School. Field trips are scheduled on Wednesdays. Field trips are an additional fee and are not mandatory. However, day camp will not be provided on Wednesdays. Contact MRD for more info 603-476-8868.

Moultonborough Recreation Department is excited to offer fitness opportunities through the summer. Certified Trainer Rebecca Curvey returns to offer Fitness with a Difference, a full body workout for all levels. Certified Personal Trainer and Level 3 YogaFit Instructor Felicia Steriti will continue to offer classes at Moultonborough Recreation. Join Felicia at MRD for Gentle Yoga, Gentle/Yin Yoga as well as Tone & Stretch classes. There will be an all-levels adult fitness option at Moultonborough Recreation every weekday during the summer months! More info to come!

Moultonborough Recreation's Summer Concert Series is returning! Free concerts will take place Wednesday evenings 6:00-7:30pm at the Moultonborough Function Hall gazebo June 29 through August 24. We are lining up some awesome local talent to delight people of all ages. Bring a picnic dinner & lawn chairs or blanket. Relax and enjoy the show. Light refreshments will be available. Donations accepted & appreciated. The schedule of artists will be posted to our website in the coming weeks. Call MRD for more info 603-476-8868.

Adult Outdoor Pickleball is returning to Kraine Meadow Park! MRD will open registrations for this popular program in April. MRD's pickleball program is open to all levels of play. Our program will run on Mondays, Wednesdays & Fridays beginning on June 1. Sessions will run as follows: June 1-July 29 and August 1–September 30, with 2 play times offered: 8:00-9:30am and 9:30am-11:00am. Pre-registration is required, and space is limited. Registrations for Session 1 will open on Tuesday April 19. Sign up online or at the Recreation office. Due to the popularity of this program, online registration is strongly recommended. Contact MRD for more info 603-476-8868.

Moultonborough Recreation Department and Certified Personal Trainer and Level 3 YogaFit Instructor Felicia Steriti are offering yoga and fitness classes at Moultonborough Recreation thru the end of May.

Moultonborough Recreation has begun the summer staff hiring process. MRD is seeking candidates for Sumer Camp Counselors, Lifeguards, Swim Instructors and Waterfront Supervisor. Interested applicants can call MRD for information. 603-476-8868.

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.

Beyond the Bell After School Program Session 4 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 continues for our annual mother son event. The Mother~Son Hole Lot of Fun will be held on Friday, May 13 at Paradise Falls Mini Golf. More details to come!

Logistics and planning are ongoing for spring and summer programming continues.

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.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, April 21, 2022 at 4:00 pm
 - Thursday, April 28, 2022 at 4:00 pm (work session)
 - Thursday, May 5, 2022 at 4:00 pm
- Other Important Dates
 - Saturday, April 30, 2022 10:00am-10:30am Supervisors of the Checklist in Session
 - Tuesday, May 10, 2022 7:00am-7:00pm Town Election Day
 - Saturday, May 14, 2022 9:00am Town Meeting Day