

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Charles F. Smith, MPA
Town Administrator

RE: Weekly Report

DATE: August 23, 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) is in the process of completing the preliminary values for the 2022 revaluation. We anticipate that letters with the preliminary values will be mailed out by the prior to September 5th and that informal hearings will be held the following week (September 12th thru 16th). 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 3 containers of municipal solid waste = 36 tons, 3 containers of single stream recycle = 15 tons, 6 containers of construction and demolition = 30 tons. 1 container of mixed scrap metal. The brush pile was burned, and compost pile was turned.

Car counts: Monday 553, Tuesday 496, Friday 774, Saturday 512, Sunday 335 total of 2670 residents served.

Public Safety

Moultonborough Police Department: The Moultonborough Police Department recorded 275 log entries, which included the following calls for service, 18 Assist Citizens, 10 Motor Vehicle Stops, 20 Assists to Fire/EMS, 2 Directed Patrols, 3 Arrest, 13 complaints, 2 MV Accidents, 8 MV Complaints, 0 Residential Alarms, 2 Commercial Alarms, and 6 K-9 complaints.

Moultonborough Fire Department: For the period of 08/15/2022 to 08/21/2022, there were twenty-two calls for service: There was: 1 Brush fire, 14 EMS incidents, 1 Unauthorized burning, 3 Smoke detector activation due to malfunction, 2 Smoke detector activation, no fire - unintentional, 1 Alarm system activation, no fire - unintentional. **Total 2022 Incidents: 677**

Automatic Aid: received eight times from Stewart's Ambulance **Mutual Aid:** none.

Overlapping Incidents: 3. **Year to Date:** 135. **Percentage of Call Volume:** 20%. Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	2.8 firefighters
Average Night	1.0 firefighters
Weekend	2.2 firefighters

Response Times

Average Daytime (7 AM-5 PM, Mon-Fri) response time	04:51 mins/sec.
Average Night	13:30 mins/sec.
Weekend	09:54 mins/sec.

Operations: 8/15 - Chief Bengtson met with Chief Driscoll, Chief Call and Deputy Chief Ober representing Center Harbor, Sandwich and Gilford and retired Franklin Chief LaChapelle to discuss operational concerns regarding staffing, response times, and potential options for shared resources. Retired Chief LaChapelle and Deputy Chief Ober shared information gathered from a similar undertaking that was performed in Franklin, Tilton-Northfield, and Sanbornton. The goal of the meeting was to identify concerns and issues to bring to each town respective Select Boards for discussion either jointly or individually. The Chief's will continue to meet regularly.

CodeRed: Multiple CodeRed Weather Warning were issued on Thursday. Residents and guest can subscribe to receive community notifications and weather alerts by clicking on the CodeRed icon on the Town's website.

Burning Permits: Fire permits are required for all open burning. If you are burning wood, you need a fire permit. 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.

Fireworks: Residents, property owners and guests are reminded of the following regarding fireworks requirements:

1. Anyone interested in purchasing, possessing, or using Permissible Fireworks must be at least 21 years of age.
2. Shall only be used on private property which you own, or have written permission from the landowner, or be in the owner's presence.
3. Must follow ALL locally adopted local ordinances.
 - o Moultonborough's Ordinance #22 limits the use of consumer fireworks to the hours between 12 noon and 10:00 pm. Exceptions are two holidays, as recognized by the Town: (1) the 4th of July: limit use to 12 noon to 12 midnight; (2) New Year, limit use to 12 noon and up to 15 minutes past midnight of the holiday.
4. You can be held liable in any civil action for damages to another's property.

Moultonborough Recreation Department

Moultonborough Recreation Department (MRD) is pleased to continue fitness opportunities with Certified Personal Trainer and Level 3 Yoga Fit Instructor Felicia Steriti in September. Tone & Stretch classes will take place on Tuesday and Thursdays, beginning at 8:15am. Tone & Stretch is a full body toning class for all levels. Different modalities will be used from week to week so there's no getting bored. This class will focus on strength, not cardio. Balance work and ample stretching time will also be incorporated. Gentle Yoga classes will be held on Mondays, Wednesdays, and Fridays, beginning at 8:15am. A 5:30 pm yoga class is also being offered. Gentle yoga is an all-levels class to focus on mindful movement with breath and a slow relaxing flow. A wonderful class to relieve tension and stagnant energy, improve on flexibility and balance. Classes will take place at MRD, and space is limited. Pre-registration is required.

MRD is actively seeking to hire After School Counselors for our Beyond the Bell program. General work hours are 2:45-5:15pm Monday-Friday during the school year (Sept.-June) Additional hours for events and trips may be available throughout the year. See our ad on Indeed or call MRD for more information 603/476-8868

Reminders: Session 1 of Beyond the Bell, MRD's after school program begins September 6. MRD's Summer Camp program concluded last week. MRD's Adult Cornhole League concluded last week. MRD's Outdoor pickleball program continues at KMP. Swim lines are installed at States Landing Beach and Long Island Beach. The bathrooms at Kraine Meadow Park are open for the season. Logistics and planning are ongoing for fall programming.

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.

Summer Drop-In Bridge Mondays 10:00am-noon at MRD. This is a drop-in group. No registration required and no fee.

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: **Android Phones for Beginners** on Thursday, Aug 25 at 10am. **Family Movie** on Saturday, Aug 27 at 11am. The movie is The Little Mermaid. We are also continuing our weekly programs for kids: Toddler Playtime on Mondays at 9:30am; PJ Story Time on Tuesdays at 6pm; and Story Time on Fridays at 10:30am. There is no registration for these programs, just drop in.

Exciting news – NASA is launching Artemis I on **Monday, Aug 29**. This spacecraft will check out conditions on the moon's surface in preparation for the first manned flight in the near future.

The library is having a “**Watch Party**” from 8:30-10:30am. Come and see the launch on the big screen.

During the month of September, the library is focusing on World War II. Our first event is a NH Humanities Book Discussion about *The Women with Silver Wings*. The library is co-hosting this event with the Moultonborough Historical Society. Free copies of the book are available for those who sign up for the book discussion on **Thursday, September 8 at 7pm**. This program is made possible by a NH Humanities grant. To lead the discussion, we will have Carrie Brown, an independent scholar who also works as a freelance history curator for museums in New England. [Registration link](#).

The library will be closed on Monday, September 5 for Labor Day.

Library hours are: Mon, Wed, Fri 9:00am – 5:00pm; Tue & Thu 9:00am – 7:00pm and Sat 9:00am – 1:00pm.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, August 25, 2022 at 4:00 pm Non-Meeting & Non-public session
 - Thursday, September 1, 2022 at 4:00 pm
 - Thursday, September 15, 2022 at 4:00 pm
- Other important dates/events:
 - Tuesday, September 13, 2022 - State Primary Election @ Moultonborough Academy Gymnasium from 7:00am to 7:00pm
- Open Positions: The Town is currently seeking applicants for the following open positions:
 - Chief of Police
 - Public Works Mechanic
 - Part-time Transfer Station Attendant
 - Public Works Seasonal Laborers
 - Part-time Park Ranger/Enforcement Officer
 - Part-time Office Clerk – Tax Collectors Office
- Holiday Closure
 - Labor Day – Monday, September 5, 2022 - All Town Offices, Library and Transfer Station CLOSED