

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA, ICMA-CM  
Town Administrator

**RE:** Weekly Report

**DATE:** April 4, 2023



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

### 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, 7 containers of construction and demolition = 42 tons. The brush pile was burned.

Car counts Monday 256, Tuesday 282, Friday 388, Saturday 200, Sunday 275 total 1401 residents served. **CLOSURE REMINDER:** The Transfer Station will be closed this coming Sunday, April 9, 2023 in observance of the Easter Holiday.

**Fleet:** TRK10 2021 Western Star 4700 finished checking wiring to wiper. Road test truck to verify. Repair tailgate mount. Cut off plow blade bolts. CAR182 2018 Ford Police Interceptor Utility Diagnose check engine light issue. Scanned system found evap. issues. Replaced evap. Vent valve and defective purge valve. Reset system and road test. TRK9 2014 Kenworth T470 pull sander to clean out . pulled a couple of links and replaced adjustment bolts and springs. Adjusted chain and replaced grease tubes with new lines. EQ29 Downeaster dump trailer performed P.M. service for the season. CAR211 2021 Ford Police Interceptor repaired tire. Performed P.M. service and checked out car. TRK24 2009 Freightliner 916A3 dump truck driver reported air leak. Found rear air chambers bad. Replaced all 4 units and clevises on unit. Replaced airline to axle. Adjust as required. CAR181 2018 Ford Police Interceptor Utility repaired tire. TRK3 2017 Ram 3500 sprayed truck with waxoyl undercoating. TRK1 2019 RAM 3500 repaired wiring for sander. Repair wiring to the tailgate harness. 15-E-4 H.M.E. pumper replaced pump house blower motor. Find coolant leak on engine. Found loose clamp on thermostat housing. TRK11 2016 F350 repaired sander auger wiring at the plug. TRK20 2007 F550 Bucket truck diagnose exhaust leak. TRK43 2019 E450 Terra Transit bus diagnose wiring issue with rear view camera. Found bad cable. Ordered new one. TRK6 2019 Western Star 4700SF repaired broken glad hand fitting for trailer connection. 15-CAR-1 2017 Ford Police Utility was towed in due to quitting in the chief's house. Tested system found bad battery and replaced. TRK5 2022 RAM 5500 picked up truck from Viking-Cives. Rust proofed truck with Waxoyl, state inspected truck. Did general look over of truck to put truck in service. Picked up trk8 from Keene Chrysler after warranty issue. Plowed and treated storm on 03/26/2023.

## Public Safety

**Moultonborough Fire Department:** For the period of 03/27/2023 to 04/02/2023, there were eighteen calls for service: There was:

|   |     |
|---|-----|
| Fires                                       | 0   |
| Overpressure, Explosion, Overheat – No Fire |     |
| EMS & Rescue Incidents                      | 10* |
| Hazardous Conditions – No Fire              |     |
| Service Calls                               | 3   |
| Good Intent                                 | 2   |
| False Alarms & False Calls                  | 1   |
| Severe Weather & Natural Disaster           | 2   |
| Special Incident Type                       |     |

\*5 – Dispatched, No Fire Department Response – EMS

**Total YTD 2023 Incidents: 232. Percent of increased from 2022: 19.6%. Automatic Aid:** five times from Stewart's Ambulance and once from Center Harbor. **Mutual Aid:** none. **Overlapping Incidents: 6. Year to Date: 38. Percentage of Call Volume:** 16.3%. Overlapping incidents are where two or more incidents are occurring simultaneously.

### Staffing

|   |                   |
|---|-------------------|
| Average Daytime (7 AM-5 PM, Mon-Fri) staffing | 4.1 firefighters. |
| Average Night                                 | 4.0 firefighters  |
| Weekend                                       | 3.0 firefighters  |

### Response Times

|  |                 |
|--|-----------------|
| Average Daytime (7 AM-5 PM, Mon-Fri) response time | 10:34 mins/sec. |
| Average Night                                      | 16:00 mins/sec. |
| Weekend  | 18:00 mins/sec. |

**Operations:** 3/27 - Joint training with Center Harbor and Sandwich on portable pump operation for water supply. Training was conducted at Lee's Mills; companies were able to establish a 1,000-gallon per minute water supply using four portable pumps to feed a deck gun on Engine 4 and a 500-gallon per minute portable monitor.

3/28 - Place of Assembly inspection at 258 Governor Wentworth Highway and a Supra Box installation on Noel Road.

3/29 - Solid fuel appliance inspection at 4 Rivers Road.

3/30 - Chief Bengtson attended a fire protection systems plan review and inspection for Authorities Having Jurisdiction seminar at the NH Fire Academy. The Day shift performed a re-inspection of an oil burner inspection on Lodge Drive.

3/31 - The Day Shift performed a rough-in inspection for a 13D residential fire sprinkler system at 16 Lady Slipper Lane.

**Burning Permits:** Effective April 1, 2023 Fire permits are required for open burning, including campfires, and burning brush. Fire Permits may be obtained at the Public Safety Building located at 1035 Whittier Highway or online at [www.NHFirePermit.com](http://www.NHFirePermit.com). Or a <https://nh.burnsafeamerica.com/>

The Daily Fire Danger forecast can be obtained by calling the Division of Forests and Lands wildfire information line (toll free): 1-866-NH-FIRES (866-643-4737). The Daily Fire Danger is also posted on the Smokey Bear sign outside the Public Safety Building.

RSA 125-N:4 prohibits the residential 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. The term does not include untreated wood, leaves, brush, or paper products generated at a residence.

### **Moultonborough Recreation Department**

Moultonborough Recreation Department (MRD) and Moultonborough Public Library teamed up to offer an Egg Hunt over the weekend. Mother Nature washed us out on Saturday, but over 70 families braved the cold winds on Sunday and joined us at Kraine Meadow Park for candy, fun, prizes, pictures with a Happy Bunny and some April Fool's Day mischief! Three golden tickets were found for some special prizes. MRD would like to thank our friends at Moultonborough Public Library for partnering with us as well as the many volunteers who braved the blustery weather. We would also like to thank the Moultonborough Academy Varsity Softball team for their assistance and enthusiasm in hiding over 1000 eggs at the park. This wonderful event would not have been possible without our community's support. Thank you to everyone who joined in!

MRD is offering a trip to Gilmanton Winery for brunch and a wine tasting. Join us on Saturday April 15 as we travel by town bus to this beautiful rustic winery for a 5-course brunch followed by your choice of tasting 3 or 6 wines. We will also visit Gilmanton's Own Market to browse the goods of local farmers, artists, and artisans. The bus departs MRD at 11:00 am and will return by 4:30pm. Registrants for this trip must be 21 years of age or older. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more information 603/476-8868

MRD is offering Chair Yoga with Instructor Felecia Steriti beginning on April 10. Chair Yoga offers gentle, mindful movements to gain flexibility and core strength as well as tools for quieting the mind. This 4-week course will take place on Monday mornings 10:30-11:30am @ MRD. Participants should bring two 4" yoga blocks and a yoga strap. The Recreation Department has some blocks & straps to borrow. Pre-registration is required, and space is limited. Sign up online

or in the Recreation office.

MRD is offering some pickleball opportunities. Adult Indoor Pickleball is offered on Monday nights, 5:30-7:30pm and Saturday mornings 9:00-11:00am at Moultonborough Central School. Adult Outdoor Pickleball will be held Monday, Wednesday and Fridays at Kraine Meadow Park beginning on June 5. Pre-registration is required, and space is limited in all pickleball programs. Sign up online or in the Recreation office. Call MRD for more information. 603/476-8868

Registrations will open on April 11 for Moultonborough's Summer Camp program. Our Summer Camp Program will run from June 26 through August 18 at Kraine Meadow Park, 8am-4pm. Campers aged 5-12 can sign up for sessions and field trips. Field trips take place on Wednesdays and are optional – camp is not offered on Wednesdays. See our website or call MRD for more info 603/476-8868.

Coming soon – information and registration for an exciting trip to Fenway Park to see the Boston Red Sox take on the St. Louis Cardinals on Saturday, May 13. The town bus will transport registrants to and from Fenway. Transportation and game ticket are included in the trip fee. Food and concessions are not included. More information to come!

Registrations are open for Youth T Ball & Softball programs. Athletes in Pre-K through Grade 6 can register for our T Ball & Softball programs. Softball and T Ball programs will take place weekday afternoon and evenings at Kraine Meadow Park beginning the week of May 1. Register online or in the Recreation office. Call MRD for more info 603/476-8868

MRD is actively seeking to hire After School Counselors for our Beyond the Bell program as well as our summer camp program, swim instructors and lifeguards. Call MRD for more information 603/476-8868 or see our listings on Indeed.

Reminders: Session 4 of Beyond the Bell, MRD's after school program continues. Logistics and planning continue for the Memorial Day Parade and Remembrance Ceremony. Logistics and planning are ongoing for spring and summer programming and events.

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 if you have one. Call MRD for more info 603/476-8868.

MRD's new software is up and running! We are pleased to offer our community an upgraded registration process for our events, programs & activities. We invite everyone to access our new software and set up accounts for registration in future programs. We will be opening registrations for some of our most popular programs in the near future via our new software. By setting up your account now, your next registration with us will be quick and easy. Have questions? Call MRD at 603/476-8868. We're here to help!

MRD staff is hard at work designing & planning programs for people of all ages. Have an idea for an event, trip, or activity? We would love to hear from you! Reach out to us at 603/476-8868 or email our staff via the links on our website: [www.moultonboroughnh.gov/recreation-department](http://www.moultonboroughnh.gov/recreation-department). For information on current and upcoming MRD activities, see our website at 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**

Welcome to April at the Moultonborough Library. Our monthly calendar is blossoming with events and activities. Stop by to admire the spring decorations and pick up your own print copies of our calendar and bookmarks - as well as to check out our new books and DVDs!

Thank you to all who made the Spring Egg Hunt a success this weekend. The children of Moultonborough enjoyed searching for eggs and photos with the Infamous Bunny. Thanks also to the Moultonborough Rec Department for their collaboration.

#### Upcoming Adult Programs:

- Tuesdays, 5 to 6:30 pm: **Craft and Chat**
  - Bobbin Lace Making. No experience necessary. All materials provided. Optional \$15 to purchase bobbins. You may want to bring a sharp pair of embroidery scissors and a box of sewing pins.
  - Not making lace? Bring a craft project and work on it as you chat with other crafters.
- Thursday, April 6, 6 to 7:30 pm: **NH Fish and Game Search and Rescue (SAR) Program.** Learn how a rescue operation proceeds, the equipment and time demands on conservation officers (CO) and volunteers, and how to safely enjoy our NH mountains. We will also have a K-9 team available to discuss how dogs are trained in concert with their assigned CO to assist in SAR efforts.
- Friday, April 7. **DELAYED OPENING.** The library will open at 10 am to provide time for staff professional development.

#### Upcoming Youth Programs (no registration required unless noted):

- Monday, March 20 through April 10, 9:15 to 9:45 am. **Toddler Music and Movement.** Toddlers (and parents) are invited to dance and play instruments along to popular kid songs. Music and Movement will resume in May.
- Wednesday, April 5, 3 to 4 pm. **Bandana Flag Bunting for Tweens and Teens.** Make a colorful bunting with scraps of bandanas. All materials will be provided, but participants are welcome to bring their own scraps of fabric to enhance their project. Registration required.
- Mondays, 9:45 to 10:30 am. **Toddler Drop-In Playtime.** Stop by the library's children's area to play with a wide variety of children's toys, read books, and enjoy the company of other toddlers for an hour of unstructured play. Start with Music and Movement, or go straight to the fun!
- Tuesdays, 6 to 6:30 pm. **PJ Storytime.** Dress in your coziest pajamas and come to the library for read-alouds and a craft.
- Fridays, 10:30-11 am. **Storytime.** Join us for stories, music, and fun!
- Friday, March 24, 3 to 4:45 pm. **Dungeons and Dragons.** Role-playing tabletop adventures for teens and tweens. All levels of playing experience are welcome. Led by a master player.

The Friends of the Moultonborough Library will be meeting on Thursday, April 6, 10 to 11:30 am.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, April 6, 2023, at 4:00 pm
  - Thursday, April 20, 2023, at 4:00 pm
- Upcoming important dates:
  - Board of Selectmen Public Hearing on Proposed FY 2023 - 2024 Budget, Capital Items and Warrant Articles, 04/06/23 at 4:00 PM
  - **CLOSURE REMINDER:** The Transfer Station will be closed on Sunday, April 9, 2023 in observance of the Easter Holiday
  - Town Election Day is Tuesday, May 9, 2023 from 7am to 7pm at Moultonborough Academy
  - Town Meeting is Thursday, May 11, 2023 at 6pm at Moultonborough Academy in the Auditorium
- Open Positions: The Town is currently seeking applicants for the following open positions:
  - Police Lieutenant
  - Full-Time Police Officer (s)
  - Part-time Park Ranger/Enforcement Officer
  - Part-time Code Enforcement Officer – Land Use Office