

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: February 22, 2023



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, 1 container of single stream recycle = 10 tons, 3 containers of construction and demolition = 18 tons and 1 container of mixed scrap metal.

Car counts Monday 205, Tuesday 203, Friday 220, Saturday 338, Sunday 245 total 1211 residents served.

Public Safety

Moultonborough Fire Department: For the period of 02/06/2023 to 02/12/2023, there were sixteen calls for service: There was: 1 Building fire, 7 EMS incidents, 1 Water evacuation, 2 Public service assistances, 1 Assist the physically disabled, 1 No incident found upon arrival at dispatched address, 1 Authorized controlled burning, 1 Hazardous materials investigation with no Haz-Mat found, 1 Alarm system activation, no fire, unintentional. **Total YTD 2023 Incidents: 115** **Automatic Aid:** received four times from Center Harbor and five times from Stewart's Ambulance. **Mutual Aid:** none. **Overlapping Incidents: 4.** **Year to Date: 21.** **Percentage of Call Volume: 21%.** Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	2.2 firefighters.
Average Night	1.0 firefighters
Weekend	3.0 firefighters

Response Times

Average Daytime (7 AM-5 PM, Mon-Fri) response time	06:53 mins/sec.
Average Night	11:30 mins/sec.
Weekend	10:42 mins/sec.

Operations: 2/6 - Chief Bengtson participated again in an online TEAMs meeting with a committee of fellow Directors of the Lakes Region Mutual Fire Aid communications center to

assess modifications to the community assessment formula. The Committee will survey other communications centers serving similar fire dispatching center in the state, in the region and in the country. The committee will be making a recommendation to the LRMFA Board of Directors on March 23rd for a draft formula that is more equitable to all member communities.

The Department conducted training with the UTV and snowmobile at the Waste Management Facility. The UTV has been outfitted with tracks for winter operations. Personnel practiced unloading and loading of the UTV, towing the snowbalance and snowmobile operations. The fire department has already used the UTV with the tracks on to transport a patient from a snowmobile accident off the Corridor 15 trail.

2/7 - The Day shift installed a Supra box at a Paradise Drive residence.

2/9 - Monthly Department meeting with the Call firefighting staff.

2/11 - The Fire Department collaborated with Marine Solutions on making an ice safety video. Tim McDonald of Marine Solutions appeared with firefighter Dave Houghton to review what someone should do if they fall through the ice and then Mr. McDonald went into the water and demonstrated techniques for self-rescue with firefighter Adam Gravelle standing by in a rescue suit.

Burning Permits: Property owners are not required to obtain fire permits when the ground is covered by snow. 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.

New Category 1 & 2 fire permits are required for 2023. Fire Permits for 2023 may be obtained at the Public Safety Building from 8a.m. to 5p.m. Monday through Friday or online at <https://nh.burnsafeamerica.com/>

Moultonborough Recreation Department

Moultonborough Recreation Department (MRD) is pleased to offer Adult Billiards & Games Nights. Beginning on Tuesday, February 21, join us at MRD (10 Holland Street) 6-8pm for poker, cribbage, air hockey, billiards/pool, skeeball, foosball and more. Have a favorite card game or board game? Bring it along! This is a "drop in" activity – no registration needed and no charge. Call MRD for more info 603/476-8868.

MRD is offering our annual father daughter dance. On Friday March 10 we will host the Sham-Rockin' Father Daughter Semi-Formal Dance, 6:00 - 7:30pm at the Moultonborough Function Hall. Girls in Grades K-5 and their father (or father figure stand in) are invited to join us for dancing, dessert bar, photos, and fun. An evening of precious moments and lasting memories. Pre-registration is required. Sign up online or in the Recreation office by March 8. Call MRD for more info 603/476-8868

MRD is offering a trip to Boston's TD Garden on Saturday March 25 to see the Boston Bruins take on the Tampa Bay Lightning. The town bus will depart Moultonborough Recreation Department at 9:30am – game time is 1:00pm. We will return to Moultonborough right after the game. Pre-registration is required, and space is limited. Sign up online thru the Recreation Department website or at the Recreation office. Call MRD for more information 603/476-8868

Updates: Staff members from Moultonborough Recreation and Moultonborough Public Library met last week to collaborate on the upcoming Egg Hunt. Teen Games Nights conclude on February 23. Session 3 of Beyond the Bell, MRD's after school program continues this week. Logistics and planning continue for the Memorial Day Parade and Remembrance Ceremony. Logistics and planning are ongoing for spring and summer programming and events.

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.

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.

Your Moultonborough Recreation 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 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.

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, February 23, 2023 at 5:00 pm – Work Session
 - Thursday, March 2, 2023, at 4:00 pm
 - Thursday, March 16, 2023, at 4:00 pm
- Open Positions: The Town is currently seeking applicants for the following open positions:
 - Police Lieutenant
 - Full-Time Police Officer (s)
 - DPW Laborer / Truck Driver
 - Part-time Transfer Station Attendant
 - Part-time Park Ranger/Enforcement Officer
 - Public Works Seasonal Laborers
 - Part-time Code Enforcement Officer – Land Use Office
 - Part-time Building Clerk – Land Use Office