



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: February 22, 2021

Town Administrator: This past week's activities included: Participated in conference calls with NHHSEM regarding the Covid-19 pandemic; assisted with the 2020 audit as needed, continued review of Town ordinances and policies for familiarity, continued research of Town owned property for potential spring sale, updated the task manager, addressed pending personnel matters, attended the quarterly Municipal Managers of NH Association meeting and training, and participated in the NHMA weekly legal call.

This week's activities include: Participate in a conference call with NHHSEM regarding the Covid-19 pandemic and the NHMA weekly legal call; prepare for and attend the Select Board meeting, continue work on Town owned property for potential sale, continue review of Town ordinances and policies for familiarity and possible amendments, issue notices to expiring board and committee members regarding reappointments finalize 2020 auditor's requests and continue to address pending personnel matters. Have a great week. Be well and stay safe.

Assessor: No report this week.

Building Inspector: No report this week.

Finance:

- Last week I assisted the auditors with gathering information and researching answers to their questions during the fieldwork of the audit. The whole process went extremely well from what I could tell.
- I also attended a webinar put on by the Government Finance Officers Association to go over and explain the GAAP (Generally Accepted Accounting Principles) updates for 2021.

Tax Collector: No report this week.

Department of Public Works: The highway department reports that we have been extremely busy plowing snow and cutting trees due to the ice storm and having to maintain the equipment due to the heavy use on all our equipment. All roads were passible from fallen trees within 24 hours after the ice storm hit. Road crew workers Jeff Call, Ian Stimmell, Stewart Smith and myself all teamed up and covered the whole town. The new highway department pick up again has been a huge help with one of our contractor's trucks going down during the ice storm so I was able to cover the route with no issues along with dealing with downed trees at the same time. All new cans at the transfer station are in full use and came just at the right time since one of our old 40-yard cans had a complete structural failure and the whole front came apart. We were able to swap the old one used for card board and now use it for trash. East Coast Compactor is going to be looking at the broken can to give us an estimate on repairing it.

Fire Rescue: Below is an outline of happenings at the Fire Department

1. During the month of January, the Northwood Fire Department responded to 53, 9-1-1 emergencies. Those incidents break down as follows:

Chemical release	1
Combustible Liquids spill	2
Controlled Burning	1
Electrical problem	1
Medical Emergency	35
Extrication	1
Good Intent	1
Service Call	1
Smoke Scare	1
Structure Fire	4
System Malfunction	1
Unintentional False Alarm	4

2. We completed and submitted our application for the Assistance to Firefighters Grant Program. We have asked for funding for a diesel extraction system for the Narrows Station.
3. This Sunday Engine 3 and Tanker 1 responded to Epsom to assist with their 2nd alarm structure fire.
4. We have reviewed and approved the graphics for the new command car. The graphics are to be completed by Linda Smith. He graphics include a red reflective stripe, imitation gold leaf lettering, department seals on the doors, and safety chevrons on the back of the car.

Police Department:

No report this week.

Weekly Report from Linda Smith, Land Use Specialist

Planning Board

Nothing new to report.

Zoning Board

Nothing new to report.

Conservation Commission

Nothing new to report.

Budget Committee

Nothing new to report.

Police Commission

Short week due to holiday. No meetings. Catching up on follow-up tasks from previous meetings and responding to many land use inquiries.

Town Report

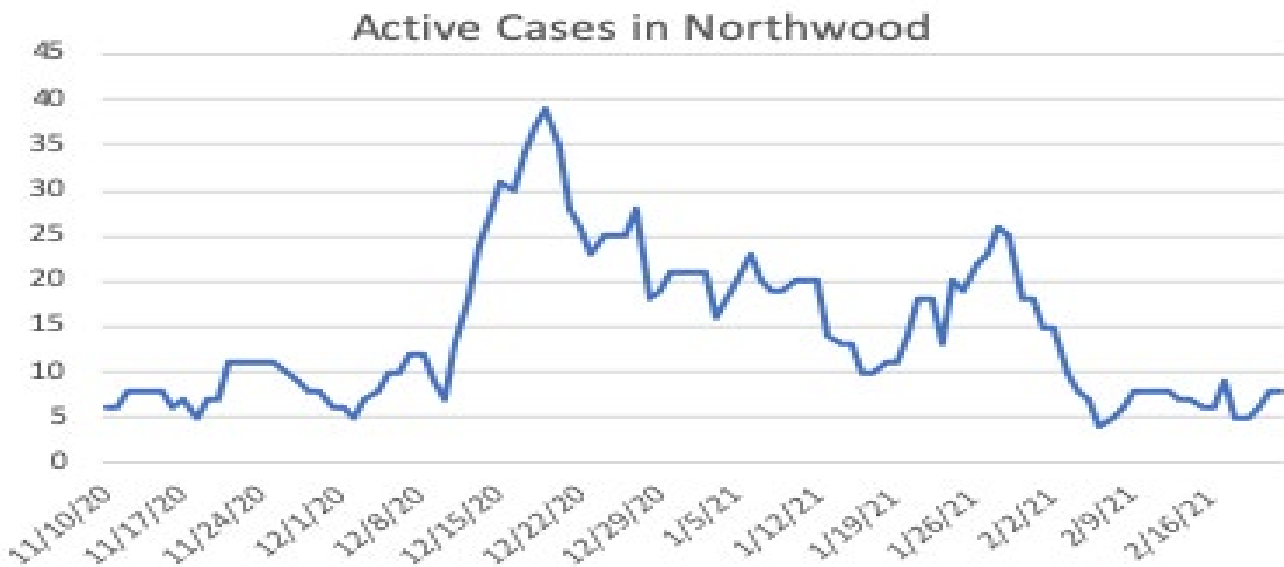
Close to completion.

Library:

The Chesley Memorial Library moved to Phase 5 of the Phased Reopening Plan on Monday, February 22. Patrons can now access services inside the library or continue to use curbside services. Programs will continue in virtual formats.

Northwood EMD’s report for week prior to 02/22/21

1. Emergency Management continued to monitor a rise in COVID-19 cases within Northwood and surrounding towns. Northwood active cases again remained in the single digits all last week, but as cases leave the “active” list one to three new ones appear.



2. EMD continued to provide daily evening briefings including a SIT REP each Friday and Emergency Orders (EO), Health Alert Network (HAN) documents and State Issued Guidance as they become available. Current briefings include NWS weather alerts. EMD was on conference calls this past week with HSEM (1) and DHHS (3).
3. CDC and State Health Officials are watching the arrival of several SARS-CoV-2 variants into the US. South African (B.1.351) has been detected in NY, CT and MA. The UK strain (B.1.1.7) has been detected in the Northeast except for VT.
4. EMD continues to review the Northwood School Emergency Plan. EMD participated in two lockdown drills at Northwood School. Town officials and TA are urged to develop a formal COOP/COG plan for Northwood. Officials are also urged to review data security in light of increased cybercrime.