



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 22, 2022

Town Administrator:

This past week's activities included: continued review of existing policies for updating where needed, continued work with tax deeded property sale two bids were received on 8/18 for a mobile home at 10 Gary Rd. which will be reviewed at the Select Board meeting on 8/23, reviewed status of ongoing projects with the DPW Foreman, continued work on ARPA projects details, finalized amendments to the Transfer Station management policy and tipping fees for Board approval, prepared for the 8/23 Select Board meeting, met with a temporary part time candidate for the land use admin assistant position, coordinated uploading scanned documents to town hall server with Mainstay, met with Code, Compliance, Building Officer to discuss several ongoing matters, attended the quarterly MMANH meeting, issued a RFP for all town electric accounts for new electricity contracts to a preferred supplier, review FY22 budget status and processed one request for human services assistance .

This week's activities include: coordinate ongoing projects and obtain quotes for upcoming projects with DPW Foreman at the Rec fields and other locations, review NH Department of Revenue estimated revenue for FY22 with finance director, prepare for and attend the 8/23 Select Board meeting, reviewed status of revaluation with Town contract assessor, solicit additional quotes for a replacement compactor at the transfer station, review and prepare the FY23 budget preparation schedule with the finance director. Have a great week! Be well and stay safe.

Assessor:

No report this week.

Building Inspector:

- 19 Phone calls answered
- 10 Emails responded
- 15 Building Permits Issued
- 6 Building application projects reviewed
- 1 Temporary seating permit issued
- Investigated septic installation complaint
- Wrote one letter to the NH Liquor Commission
- 3 hrs of Training completed
- Submitted water test to the state for the town hall.

Finance:

- processed accounts payable
- prepared bank deposits for the treasurer
- worked on creating Finance department 2023 budget
- created and entered miscellaneous journal entries
- reconciled all interfund accounts
- prepared revenue reports for MS-434 filing

Department of Public Works:

No report this week.

Fire Rescue:

- Chief Tetreault attended the graduation ceremony for Addy as she officially graduated from Paramedic Training. Addie has already put her training to use with several advanced life support transports.
- Chief Tetreault attended the Safety Facilities Committee, we explored the needs and options for our public safety buildings
- This week we conducted WD Perkins was in town to conduct annual testing of our fire pumps. We teamed up with Deerfield Fire which saves both towns money. I am happy to report with some minor exceptions all our pumps passed their service test.
- Northwood Firefighters, Staffing Engine 2 and Car 1, responded to assist Barnstead at their second Alarm Hose Fire.
- Northwood Fire Fighters staffing Forestry 2 and car 1 responded to assist Nottingham with their first alarm brush fire.
- Northwood Firefighters Staffing Engine 2 and Car 1 responded to Deerfield for an equipment fire.
- Northwood Firefighters staffing Ambulance 2 assisted Epsom with a motor vehicle crash.
- Northwood Firefighters staffing Engine 1 and Engine 2 assisted Epsom at their third alarm Structure Fire.
- Chief Tetreault participated in the Rotary booth at the Softball Tournament and a roadside clean up on Jenness Pond Road.
- We are hosting a reception for Addie at the Narrows Fire Station on Wednesday at 6:00pm all are welcome to attend. We will be serving Cake and Ice Cream. All are welcome.

Police Department:

No Report This Week

Town Clerk/Tax Collector:

No Report This week

Weekly Report from Linda Smith, Land Use Specialist

- Prepare budget committee minutes
- Prepare planning board minutes
- Provided updates on numerous matters for next planning board meeting
- Prepare zoning board agenda and meeting prep
- Coordinated with Town Administrator Johnson regarding open Land Use position
- Followed up via email and phone to all incoming land use inquiries
- Met with public regarding property inquiries

Recreation:

- Senior trip- Fryeburg fair! Reserve your seat today! Bus and entry included
- Soccer referees needed! Pays \$25 per game

Pumpkin Carving Party

Saturday, Oct 15th @ 11am (Town Hall)

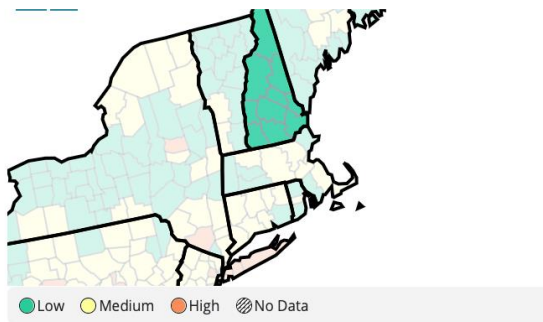
Open to all Northwood Residents

Free pumpkins! - bring your own carving or decorating supplies

Reserve your spot by registering @ <https://northwood.recdesk.com/Community/Program>

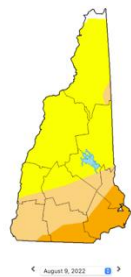
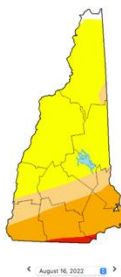
Northwood EMD's report for week prior to 8/22/2022

Northwood EMD's report for week prior to 8/22/22



Time Period: COVID-19 Community Levels were calculated on Thu Aug 18 2022.

Drought Classification



1. Emergency Management continues to monitor COVID-19 cases within Northwood and surrounding towns. Covid-19 tallies provided by CDC continue to show most of New England and New Hampshire with low transmission levels (8/18/22). Northwood currently has ten active cases.

2. EMD continues to provide situation awareness and weather-related warnings to town and school officials as needed.

3. USGS issued a drought map for the New Hampshire (left Aug 16th and right Aug 9th) Northwood was upgraded to severe drought conditions while southern NH became classified as extreme. This week's soaking rains should improve conditions.

4. EMD completed EMPG quarterly reports and is reviewing final draft of the EOP.

5. Items awaiting completion:

- Memorandum of Understanding (MOU) between School District and Town sheltering.
- Completion and sign off on Emergency Operations Plan (EOP),
- Transitioning Emergency Operations Center (EOC) to the Town Hall.
- Purchase Laptop for EMD/EOC compatible with town budget and operating system.

Bob Young, Northwood Emergency Management Director

1. USGS issued a drought map for the New Hampshire (left Aug 9th and right Aug 2nd) Although most of Rockingham County remains under severe drought conditions, Northwood remains under moderate drought conditions. Last week's rain improved conditions in the Lakes Region and above.

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