



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: May 29, 2023

Town Administrator:

This past week's activities included: reviewed status of ongoing projects with the DPW Foreman, continued researching new video conference options for board meetings with sound and video consultant, prepared for and attended the 5/23 Select Board meeting, continued to meet with Town Counsel on pending legal matters, met with Capital Alarm on Town Hall system upgrade options, connected with architect regarding Town Hall meeting space changes, continued work on DES matters concerning the Transfer Station and the Septage Lagoons, reviewed existing Recreation Department policies, met with representatives of Sky One Community Services regarding a Town sponsored CDBG facility improvement grant request, and process human services request.

This week's activities include: review status of ongoing projects with the DPW Foreman, prepare for the 6/13 Select Board meeting, continue work with vendor on upgrading the audio and visual systems in Town Hall, continue to meet with Town Counsel on Fire Department union certification request and prepare documents for PELRB pre-hearing, meet with contract assessor to review exempt properties, connect with architect regarding Town Hall meeting space changes, continue work on DES matters concerning the Transfer Station and the Septage Lagoons, meet with representatives from the LWCF regarding grant closeout. Have a great week! Be well and stay safe.

Assessor:

Cross Country Appraisal Group continues to be out in town Collecting Cyclical Data - Vehicle is Marked. License Plate CCAG4.

Building Inspector:

During this week there was still an uptick of permit applications and building inspection requests. These were all pushed back due to me being out for the beginning part of the week. There were many inquiries about a couple of "un-buildable" lots in Northwood. There appears to be a real need for buildable lots to supply housing that is forcing people to flood towards these very awkward and difficult lots that will require many variances to be able to build on. Though I was out much of the week, we were still able to handle most of these inquiries via email. I was able to respond to 75 emails regarding mostly building development and was able to respond to 17 phone calls. I conducted 5 building inspections and reviewed and issued 2 permits. I was unable to work on any current violations. There are many "overdue" open building permits on file. There is a tendency of residents to obtain permits but never call for inspections or fail to call when the job is completed. We will work towards supplying better information here at the building department so contractors and residents are aware of these requirements as this can take a lot of time out of the day chasing down these open permits.

Finance:

Last week in Finance, I processed accounts payables; prepared bank deposits for the treasurer; assisted a new employee with hiring paperwork; created and entered general journal entries; answered questions from the auditors to wrap up the audit; processed payroll for the coming week due to the Monday holiday; responded to inquiries for employee roster information; and created and sent out invoices for

Special Detail work performed.

Department of Public Works:

No Report This Week

Fire Rescue:

No Report This Week

CHESLEY MEMORIAL LIBRARY MAY REPORT

February computer tally: 47 patrons

March computer tally: 49 patrons

April computer tally: 51 patrons

February Downloadable Audiobooks: 489 items

March Downloadable Audiobooks: 546 items

April Downloadable Audiobooks: 561 items

February circulation: 791 items

March circulation: 992 items

April circulation: 958 items

February new patrons: 9

March new patrons: 14

April new patrons: 7

MEETINGS

May 12 – Trustee meeting 9:00am

PROGRAMS

May 1, 8, 15, 22 - Senior Café 1:00-2:30pm

May 2, 9, 16, 23, 30 - Writers Group 2:00pm

May 2, 9, 16, 23, 30 - Tech Tuesday 3-4pm

May 3, 10, 17, 24, 31 - Story Time 10:30am

May 3 - Afternoon Book Discussion 2:00pm

May 4, 11, 18, 25 - LEGO Club 1:00-5:00pm

May 6 – Library of Things Game Station@ Food Truck Festival 1:00-5:00pm

May 17 – Evening Book Discussion 7:00pm

May 30 – Playdough Playdate 3:00-5:00pm

CHOCO TACOS

Celebrate Cinco de Mayo at the Chesley Memorial Library! Join us for our annual Choco Taco feast (back by popular demand!) on Thursday, May 4, from 3:00-5:00 p.m. and enjoy a homemade Choco Taco. Cinco de Mayo is observed on May 5, the anniversary of the 1862 victory by Mexican forces in the fight for independence from French forces. It is now celebrated as a festival of Mexican pride and heritage in the United States. All ages welcome!

FOOD TRUCK FESTIVAL

Are you planning to visit the Food Truck Festival at the Route 4 Athletic Fields on Saturday, May 6, from 1:00-5:00 p.m.? If so, stop by the Chesley Memorial Library's game station! We will be there with outdoor games from our Library of Things like Giant Game Set 4-To-Score and Towerball. Learn more about our awesome Library of Things collection during your visit.

BOOK DISCUSSIONS

The Afternoon Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, May 3, at 2:00 p.m. to discuss "Tell Me More: Stories About the 12 Hardest Things I'm Learning To Say" by Kelly Corrigan. From Amazon: *"It's a crazy idea: trying to name the phrases that make love and connection possible. But that's just what Kelly Corrigan has set out to do here. In her New York Times*

bestselling memoirs, Corrigan distilled our core relationships to their essences, showcasing a warm, easy storytelling style. Now she's back with a deeply personal, unfailingly honest, and often hilarious examination of the essential phrases that turn the wheel of life."

The Evening Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, May 17, at 7:00 p.m. to discuss "Fly Girl" by Ann Hood. From Amazon: "*In 1978, in the tailwind of the golden age of air travel, flight attendants were the epitome of glamor and sophistication. Fresh out of college and hungry to experience the world—and maybe, one day, write about it—Ann Hood joined their ranks. After a grueling job search, Hood survived TWA's rigorous Breech Training Academy and learned to evacuate seven kinds of aircraft, deliver a baby, mix proper cocktails, administer oxygen, and stay calm no matter what the situation. As the airline industry changed around her, Hood began to write—even drafting snatches of her first novel from the jump-seat. She reveals how the job empowered her, despite its roots in sexist standards. Packed with funny, moving, and shocking stories of life as a flight attendant, Fly Girl captures the nostalgia and magic of air travel at its height, and the thrill that remains with every takeoff."*

New members welcome! Let a library staff member know if you would like to join one of the book discussion groups.

PLAYDOUGH PLAYDATE

Join us for the start of a new program! We will be holding our first "Playdough Playdate" on Tuesday, May 30, from 3:00-5:00 p.m. Children and their parents can drop in anytime during the two hours to play with our homemade playdough with mats and molds. Playing with playdough develops fine motor skills, enhances hand-eye coordination, and encourages creativity... plus it can be calming too so a perfect way to unwind after a busy day at school!

CUPCAKE WAR WINNERS

Congratulations to our Cupcake War winners! Chase Felch won the youth division and Jennifer Murphy won the adult division. It was a tough competition with all of the decorated cupcakes receiving their fair share of votes so congratulations to all of the participants for making the Cupcake war so successful this year.

MEETINGS

The Chesley Memorial Library Board of Trustees will meet at the library on Friday, May 12, at 9:00 a.m.

MEMORIAL DAY

The library will be closed Saturday, May 27, through Monday, May 29, to observe Memorial Day.

Police Department:

No Report This Week

Town Clerk/Tax Collector:

No Report This Week

Weekly Report from Linda Smith, Land Use Specialist

Prepared for and attended Zoning Board meeting

Prepared for and attended Planning Board meeting

Followed up via email and phone to all incoming land use inquiries

Recreation:

Northwood Recreation is hosting a Town wide Yard Sale day this Saturday, June 3rd from 8-2pm. 31 yard sale sites have already been registered so it will be a busy day around town bringing in lots of visitors looking for good deals! Maps of the registered locations will be available at Town Hall on Saturday morning for \$2.

We have running water!!! The upper athletic field now has running water thanks to Tasker Well Company and many other contributing players. The softball field is being used on a regular basis with a very active adult league and the pavilion/playground continues to be a popular location for birthday parties.

Please follow Northwood Recreation on Facebook for more information on all that's happening!

Northwood EMD's report for week prior to 05/29/2023

No Report This Week