



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: November 15, 2021

Town Administrator:

This past week's activities included: Continued work on Town owned property for sale closings from the abutter sale, continued review of existing policies for updating where needed, prepared for and attended the Select Board meeting, continued work on the FY22 budget with the Finance Director, met with contractor, Eversource and Chris Brown on lighting upgrade project, prepared for and attended the monthly department head meeting, continued work with IT contractor on hardware upgrades and ordered a new firewall for town offices.

This week's activities include: prepare 2021/2022 winter road maintenance contract for contractors, continue work on FY22 budget, prepare for and attend the Select Board review of department head budgets work session #3 on 11/16, finalize and prepare Select Board's recommended operating budget and money warrant articles for mailing to budget committee on 11/19, continue work on updating and revising employee policy handbook, attend the NHMA annual conference, attend a Primex employment law webinar, participate in the monthly NHHSEM covid 19 conference call, and meet with the DPW Foreman regarding fall projects. Have a great week. Be well and stay safe.

Assessor:

No report this week.

Building Inspector:

- Returned 10 phone calls
- Priced 2 permits
- Mailed 2 violation letters
- Investigated raw sewage claim
- Sent 11 emails
- Performed 7 inspections
- Met w/ contractor

Finance:

- Processed Accounts Payable
- Met with Ginger Dole, Tom Chase, Linda Smith, and Jim Guzofski to go over the format of the FY22 budget and any requested additional information for the Budget Committee.
- Attended the Board of Selectmen meeting to review the proposed 2022 budget
- Made changes to the 2022 budget from the Board of Selectmen meeting
- Attended the Department Head meeting
- Prepared bank deposits for the Treasurer
- Performed various journal entries
- Updated the projected expenditure report through year end
- Miscellaneous filing upkeep, organization

Tax Collector:

No report this week.

Department of Public Works:

No report this week.

Fire Rescue:

No report this week.

Police Department:

No report this week.

Weekly Report from Linda Smith, Land Use Specialist

Planning Board

The land use department continues to receive many phone and email inquiries regarding use of properties, particularly the ability to build on non-conforming, undeveloped lots.

Due to the Thanksgiving holiday the planning board will hold their regular monthly meeting on Thursday, Nov. 18 starting at 6:30 pm. There are two new applications: expansion of storage units for a site currently approved for storage units and a subdivision of land on Old Turnpike Road.

Zoning Board

Two applications are scheduled for Monday, Nov. 22 at 6:30 pm. The meeting on Nov. 22 includes two new applications: one is an appeal to RSA 674:41 and the other is an after the fact application for work completed on an undersized lot. **The board is currently in need of one member and alternates** for the board.

Conservation Commission

The next meeting of the commission is Wed. Dec. 15 at 7 pm.

The commission is currently in need of alternates.

Budget Committee

The budget committee will meet on Saturday, Dec. 4 at Northwood School from 9 am to 4 pm to review the proposed town budget for 2022. They will meet again on Saturday, Dec. 11 at Northwood School from 9 am to 4 pm to review the proposed 2022 budgets: Northwood School District, Village of Northwood Ridge Water District, Cove Village District and Gulf Village District. Evening meetings in December will be held if needed; check the town website for the most up to date information. Public hearings are scheduled for January.

Police Commission

Next meeting of the police commission is Tuesday, Nov. 16 at 5 pm at town hall.

2022 CIP (Capital Improvements Plan)

A copy of the plan is on the town website.

Library:

The Library Director attended a meeting on November 10 with other library directors from the Suncook Interlibrary Cooperative to develop procedures for the “Library of Things” ARPA Round Two grant. The Library was closed to observe Veterans Day on November 11. The Board of Library Trustees met on November 12.

Recreation:

1. 3rd-6th grade Basketball has started practices. Games will begin in December. 1st/2nd grade will begin in January.
2. Details for "Christmas in our town" will be coming soon, but will include a tree Lighting celebration.
3. Letters to Santa Mailbox will be making an appearance in front of Town Hall in the coming weeks!
4. See the following link to get your Holiday Wreath:

[Holiday Fundraiser](#)

Get your **Holiday wreaths** here!
Proceeds benefit Northwood Recreation Dept's goal of
Quality Programs & Facilities for our Community.

Please Click the link below

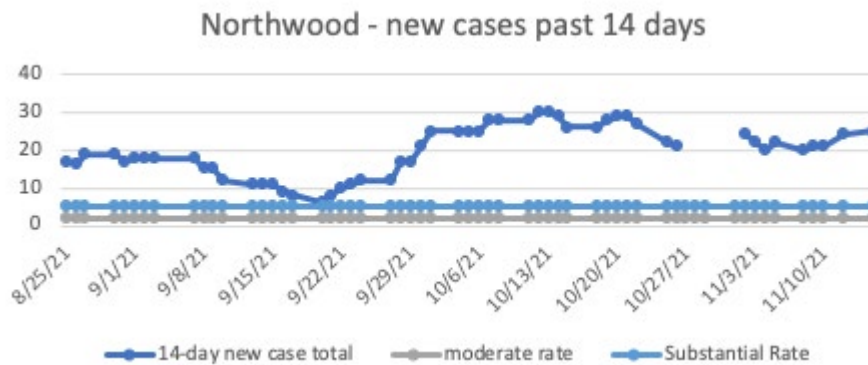
<https://threeriversfundraising.com/fund/nwrec-wr21>

Thank you! Scott Blewitt, Recreation Director

Northwood EMD’s report for week prior to 11/15/21

Northwood saw another large increase in active cases (currently 20 active). Our 14-day new case total remains high (25). Deerfield maintains a high active case count (currently 68 active cases).

1) DHHS lists a **14-day count for new cases** for each town. For a town of Northwood’s population, more than 2 cases would be a Moderate Transmission Rate. More than 5 cases would be a Substantial Transmission Rate. The 11/15/21 14-day new case count for Northwood is at 25.



2) All NH counties are at **substantial transmission**. Today, Northwood had 20 active cases. There were 9 new cases added and 6 cases removed.

Monday 11/15: Epsom (44), Pittsfield (25), Barnstead (29), Strafford (19), Nottingham (11), Deerfield (68), Northwood (20), Barrington (39)
Friday 11/12: Epsom (36), Pittsfield (30), Barnstead (27), Strafford (17), Nottingham (12), Deerfield (68), Northwood (17), Barrington (47)

3) Today 11/15 cumulative confirmed count for New Hampshire is **146834** with 1630 total deaths and 138909 recovered cases for a working total of 6295 active cases.

Friday 11/12 cumulative confirmed count for New Hampshire is **144626** with 1622 total deaths and 136538 recovered cases for a working total of 6466 active cases.

The current number of hospitalized COVID-19 cases is **260**. Wednesday's count was at 255. New Hampshire has 54.9 % of its population fully vaccinated. Northwood has 52.5 % of its population fully vaccinated.

Bob Young, Northwood Emergency Management Director