



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: July 11, 2022

Town Administrator:

This past week's activities included: continued review of existing policies for updating where needed, continued work with tax deeded property owners, review status of DPW projects with the DPW Foreman, continued work on ARPA projects details, set up for document scanning projects, met again with our IT contractor Mainstay to discuss new email program and security upgrades, continued researching information of new electronic message sign, continued to prepare amendments to the Transfer Station management policy and tipping fees, met with DPW Foreman and Land Use Specialist regarding the estimated traffic count and road specifications for the Class VI portion of Winding Hill Rd., met with DPW Foreman and painting contractor regarding the painting project on the exterior of the community hall, followed up with code, compliance and health officer candidates regarding conditional offer, prepared for the 7/12 Select Board meeting.

This week's activities include: continue research and obtain additional details on Town Parade electronic message sign, continue to obtain estimates for work being considered for the remaining ARPA funds, and continue to work with Town and RPC staff on the document scanning project that will be wrapping up for now on Tuesday 7/12, prepare for and attend the 7/12 Select Board meeting, prepare for and attend the monthly department head meeting, participate in the preemployment orientation of the new building, code, compliance and health officer candidate, assist DPW Foreman with obtaining quotes for several projects and a new MSW compactor for the transfer station as the current one is failing, and attend the MMANH monthly meeting . Have a great week! Be well and stay safe.

Assessor:

No report this week.

Building Inspector:

No report this week. – In Transition

Finance:

- Last week in Finance I was on vacation.
- Carol prepared the bank deposit for the Treasurer.

Department of Public Works:

No report this week.

Fire Rescue:

1. Chief Tetreault and FF McGinn attended a meeting of the NH Fire Explorer Training Academy Board of Directors
2. Northwood Firefighters responded with Forestry 2 to Gilmanton for their second alarm brush fire.
3. Ambulance revenue continues to be strong. Revenue is up \$31,846 from 2021 and more than double the budgeted amount. We are on track to bring in nearly \$200,000 in revenue this year.

Ambulance Revenues

2020 Actuals	\$7,614	\$3,742	\$3,943	\$14,446	\$5,806	\$11,474
2021 Actual	\$8,210	\$8,900	\$9,511	\$15,496	\$13,206	\$12,355
2022 Actual	\$22,391	\$13,885	\$20,444	\$11,088	\$14,616	\$17,100
2022 monthly budget	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500	\$7,500

Ambulance Revenue Input Area

2021 Cumulative	\$8,812	\$17,712	\$27,223	\$42,117	\$55,323	\$67,678
2022 Monthly	\$22,391	\$13,885	\$20,444	\$11,088	\$14,616	\$17,100
2022 Cumulative	\$22,391	\$36,276	\$56,720	\$67,808	\$82,424	\$99,524.00
Budget 2022 Cumulative	\$7,500	\$15,000	\$22,500	\$30,000	\$37,500	\$45,000

4. Engine 1 was in the shop for an air leak, while it was there, Burgess noticed some rust issues on the frame supports we will be evaluating.
5. Most of the supplies have come in for the boat, Captain Schaub is spearheading the fit-up. Once polished we will proceed with graphics.

Library:

JUNE 2022

March computer tally: 53 patrons

April computer tally: 56 patrons

May computer tally: 40 patrons

March Downloadable Audiobooks: 546 items

April Downloadable Audiobooks: 446 items

May Downloadable Audiobooks: 513 items

March circulation: 969 items

April circulation: 955 items

May circulation: 1,043 items

March new patrons: 12

April new patrons: 6

May new patrons: 5

Total number of registered library card holders: 2,988

MEETINGS

June 10 – Trustee Meeting 9:00am

June 27 - Friends Meeting 4:30pm

PROGRAMS

June 1 - Afternoon Book Discussion 2:00pm

June 1, 8, 15 - Story Time 10:00am

June 4 – Local Author Visit: Mike Edgecomb

June 6, 13, 20, 27- Senior Café 1:00-2:30pm

June 7, 21, 28 – Writers Group 2:00pm

June 14 – Northwood School Visit (to promote Summer Reading Program)

June 15 - Evening Book Discussion 7:00pm

June 20 – Summer Reading Program Registration Begins

Police Department:

No report this week.

Town Clerk/Tax Collector:

No report this week.

Weekly Report from Linda Smith, Land Use Specialist

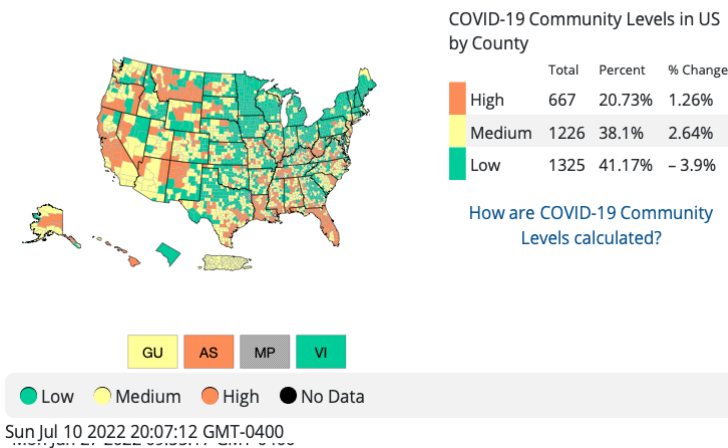
- Prepared for and attended conservation meeting
- Followed up via email and phone to all incoming land use inquiries
- Met with public regarding property inquiries
- Land Use staff has been busy the last two weeks preparing maps, plans and documents for scanning. Strafford Regional Planning Commission has provided the town the use of a large format scanner and high-speed scanner for documents that will convert paper items to electronic documents that can be archived and retrieved in the future. The scanning of documents and plans will allow the town to eliminate some paper storage, and to retain an accessible archived copy of documents required to be retained, should they be destroyed or lost in the future.

Recreation:

No report this week.

Northwood EMD’s report for week prior to 7/11/2022

COVID-19 Community Levels of All Counties in US

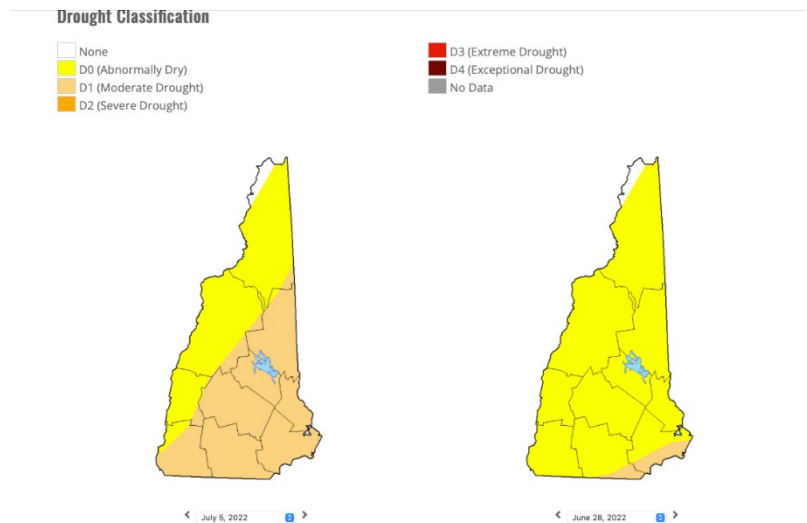


1. Emergency Management continues to monitor COVID-19 cases within Northwood and surrounding towns. NH-DHHS data is presented weekly but is not catching all new cases. Official Covid-19 tallies provided by CDC show most of New England with low transmission levels.

2. EMD and our contractor are finishing up on Northwood’s Emergency Operation Plan (EOP). Emphasis is now on completing the vendor and partners data table for inclusion in

the final document.

3. EMD continues to provide situation awareness and weather-related warnings to town and school officials. Potential thunderstorms are predicted for 7/12/22
4. Chief Tetreault and the EMD met with school officials and HSEM on July 7th for a physical evaluation of Northwood School.
5. USGS issued a drought map and predictions for the Northeast (left July 5th and right June 28th.) Northwood and surrounding towns are currently under moderate drought conditions, but they are not expected to persist past September.



Bob Young, NEM Director