



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: August 8, 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 bids are due on 8/18 for a mobile home at 10 Gary Rd., reviewed status of ongoing projects with the DPW Foreman, continued work on ARPA projects details, continued to prepare amendments to the Transfer Station management policy and tipping fees, prepared the 8/9 Select Board meeting, attended a meeting with DRA representative and Jeff Earls contract Assessor regarding the property assessments update, met with Barlo sign regarding message sign location and electric hookup, met with Wilder Flooring regarding tile replacement in town hall bathrooms, attended a follow up meeting with Mainstay regarding new email system, prepared a new policy for personal vehicle use and travel reimbursement, met with Rec Director regarding ongoing activities and projects.

This week's activities include: prepare for and attend the 8/9 Select Board meeting, coordinate ongoing projects and obtain quotes for upcoming projects with DPW Foreman at the Rec fields and other locations, continue work on revisions to the transfer station management policy, attend a meeting regarding development of a Town and community newsletter, attend the quarterly budget committee meeting, prepare for and attend the monthly department head meeting. Have a great week! Be well and stay safe. Keep cool!

Assessor:

No report this week.

Building Inspector:

- Answered 24 phone calls
- Went on 14 inspections/code violation investigations
- Responded to 12 Emails
- Reviewed 8 permit applications and issued permits

Finance:

- Processed accounts payable
- Prepared deposits for the Treasurer
- Assisted employee with benefit information
- Updated the returned check log
- Completed a wage and benefit survey for a local town
- Prepared and entered adjusting journal entries
- Reconciled bank accounts
- Performed general journal entries
- General file maintenance and upkeep

Department of Public Works:

The highway department reports that we finished up paving last week on all the scheduled roads and GMI is coming back later this week or beginning of next week to shoulder gravel Bow St., the highway crew will be doing a few driveways on Old Canterbury Rd. this week with shoulder gravel as well. Our new town dump truck will be done and ready for pick up Wed 8-10 so we are planning to go pick it up

Thursday. Other than that, we are catching up on a bunch of little projects that have been put off due to all the road construction.

The transfer station as usual has been running smooth as expected and I have a new fee schedule to review with the BOS.

Fire Rescue:

1. This week Northwood Firefighters responded to a serious motor vehicle crash at the corner of route 4 and 152. A male subject was transported to Portsmouth Hospital, a trauma alert was activated.
2. FF. McGinn attend the meeting of the Fire Explorer Academy Board of Directors.
3. Chief Tetreault attended the Great Northwood’s Rotary Club at Johnsons Brewery.
4. Ambulance Revenue for the month of July and Year to Date is listed below.

Ambulance Revenues

2020 Actuals	\$7,614	\$3,742	\$3,943	\$14,446	\$5,806	\$11,474	\$13,286
2021 Actual	\$8,210	\$8,900	\$9,511	\$15,496	\$13,206	\$12,355	\$18,166
2022 Actual	\$22,391	\$13,885	\$20,444	\$11,088	\$14,616	\$17,100	\$12,649
2022 monthly budget	\$7,500	\$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	\$85,844
2022 Monthly	\$22,391	\$13,885	\$20,444	\$11,088	\$14,616	\$17,100	12,649
2022 Cumulative	\$22,391	\$36,276	56,720	\$67,808	\$82,424	\$99,524	\$112,167
Budget 2022 Cumulative	\$7,500	\$15,000	\$22,500	\$30,000	\$37,500	\$45,000	\$52,500

Library:

AUGUST LIBRARY REPORT

May computer tally: 40 patrons

June computer tally: 30 patrons

July computer tally: 26 patrons

May Downloadable Audiobooks: 513 items

June Downloadable Audiobooks: 546 items

July Downloadable Audiobooks: 545 items

May circulation: 1,043 items

June circulation: 1,547 items

July circulation: 1,169 items

May new patrons: 5

June new patrons: 28

July new patrons: 14

Total number of registered library card holders: 2,991

MEETINGS

August 12 – Trustee Meeting 9:00am

August 22 – Friends Meeting 4:30pm

PROGRAMS

August 1, 8, 15, 22, 29 - Senior Café 1:00-2:30pm

August 2, 9, 16, 23, 30 – Writers Group 2:00pm

August 3- Afternoon Book Discussion 2:00pm

August 3 – Summer Reading Program Party/Crafts/Activities

August 13 – Library Table @ Tournament 2:00-4:00pm

Police Department:

1. Stats June

- a. Call for Service: 354
 - i. Business/Property Checks: 391
- b. Arrests: 13
- c. Accidents: 7
- d. Warnings: 111
- e. Summonses: 12

2. Building

- a. Met with Selectman Kreider regarding safety facility.

3. Cruisers

- a. Car 1, which struck a deer back in March, has finally come back from the body shop. We waited over 2 months for a replacement grill. Back in service as of July 15th.

4. Personnel

- a. Currently have 2 open full-time positions and the SRO position is also open.

Town Clerk/Tax Collector:

No report this week.

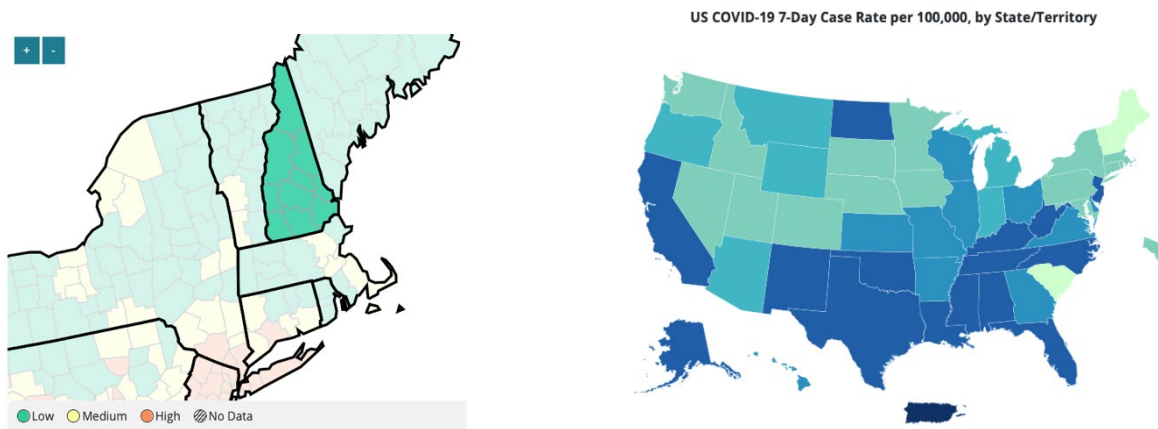
Weekly Report from Linda Smith, Land Use Specialist

- Attend presentation of Master Plan survey results
- Contact potential venues for Master Plan Public Hearing
- Compile list of potential zoning ordinance changes
- Prepare numerous documents for recording at the registry
- Prepare for upcoming budget committee meeting
- Followed up via email and phone to all incoming land use inquiries
- Met with public regarding property inquiries
- Continue summer project of sorting and purging files/documents

Recreation:

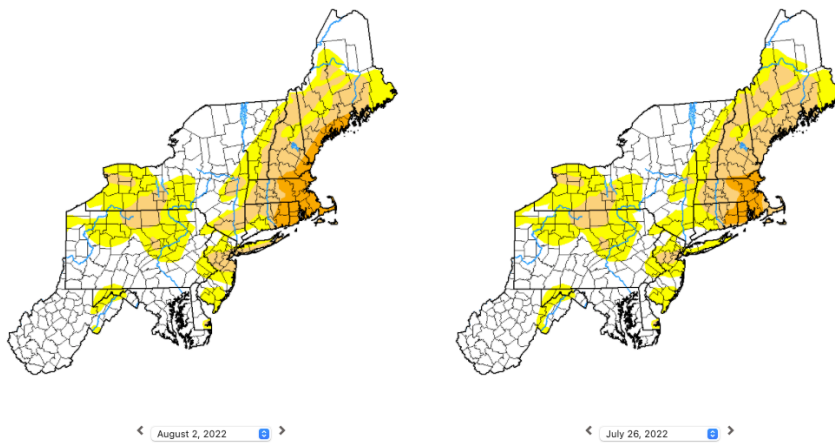
- Fairly house, silent auction, derti obstacle course and Northwood Softball tournament coming up this Saturday at the Athletic fields
- Seeking referees for youth soccer games. Generous pay per game.
- Archery lessons for all ages!

Northwood EMD's report for week prior to 8/08/2022



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 (8/4/22). High rates of transmission are reported for New York and Southern Connecticut. Very high rates in California and much of the South.
2. EMD continues to provide situation awareness and weather-related warnings to town and school officials as needed.

Drought Classification



3. USGS issued a drought map and predictions for the Northeast (left Aug 2nd and right July 26th.) Although most of Rockingham County is under severe drought conditions, Northwood remains under moderate drought conditions. Stream flows are low across all of New Hampshire

Bob Young, Northwood Emergency Management Director