



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: March 27, 2023

Town Administrator:

This past week's activities included: reviewed status of ongoing projects with the DPW Foreman, prepared performance evaluations, finalized the work on an agreement to upgrade a portion of Upper Camp Road with a developer and Town Counsel, attended the Joint Loss Management Committee meeting, attended a state budget and municipal aid webinar, met with Town Counsel regarding a pending legal matter, prepared for and attended the 3/21 Select Board meeting, met with a representative from Primex, and continued to work on requests for human services assistance, continued work on response to DES on transfer station and septage lagoon deficiency letters, and continued work a tax deeded property repurchase with former owner.

This week's activities include: review status of ongoing projects with the DPW Foreman, coordinate final preparations for voting day with town clerk, moderator and DPW foreman, prepare RFPs for road improvement projects based on town meeting outcome, monitor voting polls for any needs of the Select Board or Moderator, review town voting outcome with finance director regarding budget and expenditure warrant article, continue work on staff performance evaluations, prepare for 4/11 Select Board meeting, work on backup coverage options for the building inspector/compliance officer/health officer when needed, confirm results of NHDOT Rt 202 culvert cleaning with NHDOT, continued work on a tax deeded property repurchase with former owner and continue processing human services requests. Have a great week! Be well and stay safe. Please vote!

Assessor:

CCAG is out verifying data based on recent Building Permits. There were a total of 36 Abatement requests filed, 19 have been reviewed and processed, the remaining are being reviewed and recommendations will be forthcoming. The deadline for applying for property tax exemptions is April 15th.

Building Inspector:

During this week I was mixed between Building, Code Enforcement and Health officer. For Code Enforcement, I issued one violation notice. For the Health Officer I inspected on site one septic system failure concern, met with a resident on their past failed septic system, and reviewed 6 septic system plans. For the Building Inspector role, I closed out a couple passed due permits, I conducted 8 building inspections, and reviewed and issued 12 building permits and issued one Certificate of Completion. Clerically I answered 22 phone calls about various questions for building, zoning and Health department questions and responded to 64 emails likewise. This week I also attended the Joint Loss Committee meeting.

Finance:

Last week in Finance, Payroll and Accounts Payables were processed by Carol. Deposits were prepared for the Treasurer.

Department of Public Works:

Highway Department has been busy with the snow storms, tree cutting, debris removal and installation of the new compactor at the Transfer Station. Set up the polling station for voting. General equipment maintenance. Clean up the Transfer Station yard and under the compactors.

Fire Rescue:

1. Our Fire Department awards Banquet is scheduled for Thursday March 30,2023 at Johnsons. Cocktail hour begins at 4pm.
2. Ambulance2 went to Nucar of Tilton for preventative maintenance and warrantee work. They serviced the transmission and fuel filter. They also completed some warrantee work to clear a check engine light. From there it went to Patsey's in Concord for a front-end alignment. Finally, it returned to the Narrows where our staff completed a rear brake job.
3. Because ambulance 2 has been out of service for a week, Ambulance 1 has been pressed into primary service. Thankfully we had the second ambulance as we were able to handle all our own calls.
4. Chief Tetreault and FF McGinn attended a meeting of the Board of Directors for the Explorer Training Academy.
5. Chief Tetreault, Selectboard Chair Kreider and Selectboard member Guzofski attended an informational breakfast meeting at Northwood Diner.

CHESLEY MEMORIAL LIBRARY MARCH REPORT

December computer tally: 23 patrons

January computer tally: 45 patrons

February computer tally: 47 patrons

December Downloadable Audiobooks: 479 items

January Downloadable Audiobooks: 522 items

February Downloadable Audiobooks: 489 items

December circulation: 770 items

January circulation: 848 items

February circulation: 791 items

December new patrons: 3

January new patrons: 10

February new patrons: 9

Total number of registered library card holders: 2,800

MEETINGS

March 10 – Trustee meeting 9:00am

PROGRAMS

March 1 - Afternoon Book Discussion 2:00pm

March 1, 8, 15, 22, 29 - Story Time 10:30am

March 2, 9, 16, 23, 30 - LEGO Club 1:00-5:00pm

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

March 7, 14, 21, 28 - Writers Group 2:00pm

March 7, 14, 21, 28 - Tech Tuesday 3-4pm

March 8 – The Cat in the Hat Visit 10:30am
March 15 – Evening Book Discussion 7:00pm
March 23 – Cookbook Club 1:00-2:30pm
March 25 – Grano Children’s Initiative: Faberge Eggs 10am-1pm

CAT IN THE HAT

The Cat in the Hat will be making a special visit to the Chesley Memorial Library at 10:30 a.m. on Wednesday, March 8. Come meet the Cat, listen to some Dr. Seuss stories, make a craft, and have fun...and maybe take your picture with the Cat!

GRANO CHILDREN’S INITIATIVE: FABERGE EGGS

“Faberge Eggs: From Fine Art to Fine Craft” (storytelling and hands-on painting workshop) will be held at the Chesley Memorial Library on Saturday, March 25, from 10:00am-1:00pm. This is a special multigenerational program for children ages six and up with their families and/or caregivers...parents, grandparents, teens all welcome. Bring your inner child!

This program combines a beautifully illustrated presentation on the life and remarkable work of Master jeweled egg artist, Peter Carl Faberge, with a hands-on workshop where participants will learn how to render a variety of delightful images on wooden eggs. Inspired by a spectacular photo-tour of the Faberge collections at world famous museums and private collectors around the world, program participants will have a unique opportunity to use their creativity and imagination to produce their own authentic pieces of collectible folk art on wood. Traditional painting techniques and floral and berry designs are introduced. Throughout the workshop portion of the program, participants will be listening to traditional music.

Registration required! Program is limited to 25 participants. Please register at the library or call 603-942-5472 to sign up. The materials fee which covers the cost of the wooden egg and a wooden stand as well as the use of paints for painting on wood and brushes for the workshop will be covered by the library for participants under the age of eighteen. All other participants will need to cover the \$10.00 materials fee themselves.

The Chesley Memorial Library is able to offer the program through a recurring grant from the Robert C. Grano Charitable Fund to commemorate the generosity of Joseph Grano in donating the funds to build the Theodora Kalem Grano Memorial Wing in 1991. “Joseph Grano Children’s Initiative” programs promote exploration of the natural world, music, art, diverse cultures, adventure travel, and craftsmanship.

TAKE AND MAKE ST. PATRICK’S DAY CRAFT

Take a St. Patrick’s Day craft to make at home! The craft kits to make your own leprechaun door hanger will be available starting Monday, March 6, while supplies last. Happy St. Patrick’s Day!

COOKBOOK CLUB

We are going to try a daytime version of the Cookbook Club. All cooks (ages eighteen and up) from beginner to advanced are welcome to join. Once the club is established, we will choose a new cookbook every month for taste testing, recipe swapping, and kitchen table collaboration. Sign up at the library, call 942-5472, or email chesleylib@gmail.com to let us know you want to participate. The first meeting will be on Thursday, March 23, from 1:00-2:30 p.m.

LEGO CLUB @ YOUR LIBRARY/MAGFORMERS/BRAINFLAKES

The LEGOs are out every Thursday from 1:00-5:00 p.m. for your enjoyment. Why have a LEGO Club at the library? LEGO Clubs give children a chance to learn from play. We also have Magformers and Brainflakes available to build with so let your imagination be your guide.

LOCAL WRITERS

Join your fellow local writers — whether beginner, much published, or somewhere in between — on Tuesdays from 2:00 to 3:30 pm at the Chesley Memorial Library. Sessions include group critique, writing exercises, and craft discussion. Some participants may want to come early or stay late for some quiet writing time. All genres welcome. Get some writing done this spring and learn from each other.

SENIOR CAFÉ

Spring weather is getting closer so (hopefully!) it's getting easier to get out and about. Why not meet your friends and neighbors at the Chesley Memorial Library? The Senior Café meets every Monday from 1:00-2:30 p.m. so drop by to enjoy some delicious treats and a cup of tea or coffee while you socialize. You might even want to come early or stay later to check out the library's books, movies, or magazines!

BOOK DISCUSSIONS

The Afternoon Book Discussion Group will meet on Wednesday, April 5, at 2:00 p.m. to discuss "Florence Gordon" by Brian Morton.

The Evening Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, March 15, at 7:00 to discuss "Sisters of Mokama" by Jyoti Thottam.

Looking ahead to April: The Evening Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, April 19, at 7:00 p.m. to discuss "The 100-Year-Old Man Who Climbed Out the Window and Disappeared" by Jonas Jonasson.

MEETINGS

The Chesley Memorial Library Board of Trustees will meet at the Chesley Memorial Library on Friday, March 10, at 9:00 a.m.

Police Department:

1. Stats January

- a. Call for Service: 267
 - i. Business/Property Checks: 456
- b. Arrests: 11
- c. Accidents: 10
- d. Warnings: 119
- e. Summonses: 8

2. Stats February

- a. Call for Service: 243
 - i. Business/Property Checks: 458
- b. Arrests: 11
- c. Accidents: 8
- d. Warnings: 141

e. Summonses: 8

3. Personnel:

a. 2 New officers hire. Both will attend the academy in June.

i. 1 Full-time position and SRO position still open.

ii. 1 Officer still deployed.

b. Officer Stagg has been promoted to the rank of Corporal.

4. Other:

a. New uniforms have been rolled out.

Town Clerk/Tax Collector:

No Report this Week.

Weekly Report from Linda Smith, Land Use Specialist

No Report this Week.

Recreation:

Registration is open for the following programs:

Adult Easter egg hunt

Youth Easter egg hunt

Spring Soccer

Summer sports camps

Food truck festival

June jam music festival

Join the fun!!!

Northwood EMD's report for week prior to 03/27/2023

1. EMD continued to monitor infectious disease within Northwood and surrounding towns. Latest CDC report shows all of New England with low levels of both Covid-19 and influenza transmission. With the warming weather, tick season has begun.
2. EMPG application for the school generator and all supporting documentation have been submitted.
3. EMD will be at the poles for election. EMD and TA decided not to participate in PA for the earlier election day storm. EMD informed HSEM of our decision.
4. Items awaiting completion:
 - a. Transitioning Emergency Operations Center (EOC) to the Town Hall.
 - b. Purchase Laptop for EMD/EOC compatible with town finance and operating software.
 - c. Develop a 2023 exercise plan to evaluate EOP, ICS and local communication.
 - d. Transition to private cell phone.
 - e. Develop a document specific for Emergency Planning in the Gulf Area of Northwood.
 - f. Victim support during emergency events (structure fires, flooding, mass evacuations)

Bob Young, Northwood Emergency Management Director