



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Walter P. Johnson, Town Administrator
RE: Weekly Report
DATE: May 8, 2023

Town Administrator:

This past week's activities included: reviewed status of ongoing projects with the DPW Foreman, prepared for the 5/9 Select Board meeting, finalized the new SRO agreement with Coe Brown Northwood Academy with Chief Drolet, Finance Director and Coe Brown, continued work on a tax deeded property repurchase with former owner, researched new video conference options for board meetings, attended preconstruction meeting for senior housing development off Old Canterbury Road, met with apparent low bidder for town hall painting project to start in May, met with Pleasant Lake Association representative regarding improvements to Gulf Rd along lake, met with school AV person regarding improvements to AV for meetings in town hall, coordinated the formation of an Adopt-a-Spot program with Rec Director and volunteers and attend the NH Government Finance Officials Association conference.

This week's activities include: review status of ongoing projects with the DPW Foreman, meet with facilities cleaning contractor, meet with volunteers on adopt a spot program, attend the cable TV franchise agreement renewal consortium, prepare for and attend the 5/9 Select Board meeting, prepare for and attend the quarterly budget committee meeting, review and prepare a bid tab summary for the paving and road improvements projects, prepare for and attend the monthly department head meeting, and coordinate town hall painting project. Have a great week! Be well and stay safe.

Assessor:

Cross Country Appraisal Group is out in town Collecting Cyclical Data - Vehicle is Marked. License Plate CCAG4. They will be out in the Long Pond Area this week.

Building Inspector:

During this week there was a heavy flow of building permit applications and building inspections. I conducted 11 inspections, reviewed, and approved 9 building permits. Almost all phone calls answered, 18 were for building code, building projects, or inspection questions. I also issued one Certificate of Occupancy. For code enforcement I reinspected and closed out one violation that had been brought into conformance. I also attended 2 meetings with residents who had zoning questions related to their projects. I did not have time to work on any Health officer related issues in the town this week. Clerically, I responded to a large number of emails this week, 82. The responses were in regards to mostly building and zoning concerns.

Finance:

Last week in Finance, I processed payroll; created bank deposits for the Treasurer; attended a HealthTrust webinar regarding processes for retirees; attended the annual NH Government Finance Officers Association conference for two days; worked on bank statement reconciliation; and balanced town clerk revenue reports for April.

Department of Public Works:

No Report this week

Fire Rescue:

1. While the Chief was on vacation and on the Amtrak train just outside of Picayune, MS The conductor came on the train speaker seeking anyone with medical training to respond to the front of the train. Upon arrival with three other medical providers, the chief found a patient not conscious and not breathing. We applied the AED and started CPR. After several rounds of CPR the patient regained a pulse. The Fire Department arrived and administered medications. The patient was conscious and alert when he left the train.
2. Cameron Winde was one of our explorers who is now in the Air Force. Cameron is in Tech school in Arizona. Northwood Firefighters put together a care package including some homemade goodies and sent it to Cameron.
3. Chief Tetreault attended a meeting of the NH Emergency Services Training Academy Board of Directors on zoom.
4. This week three of our firefighters had an opportunity to attend a two-day training at the Sterling Rope training facility in Kittery ME. This training is focused on firefighter bail outs. When complete these firefighters will be certified to teach firefighter bail out to our members. This training was grant funded under a grant from the DiBernardo Foundation.
5. The State of NH continues to distribute PPE from the covid crisis. We were able to obtain more equipment for the fire department / Town and we also able to get PPE for Coe Brown Academy, Camp Yavneh, and the Lantern Light Camp.

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:

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:

DOGS grace period is the Month of May (June 1, 2023 late fee of \$1 per dog on top of tag)mid-June an additional \$25 fine will be added. Still around 400 dogs unregistered

All dog contests have ended. Our winners:

- Dog of the Month
 - Jan. Delilah
 - Feb. Lana
 - March Dallas
 - April Mulligan
- 100th Dog Tag issued
 - Briar
- Top Dog of Northwood 2023
 - Jett

And 18 dog of the week winners

Pictures are posted on Town Clerk/Tax Collector Facebook page and our lobby

Tax lien for 2022 is May 18 at 2pm

OPEN 5/20, 6/3, 6/17 8:30am-11:30am

Can renew a registration if expiration month is May thru August (renew early)

Weekly Report from Linda Smith, Land Use Specialist

No Report this week

Recreation:

Northwood Recreation Department hosted the Food Truck Festival this past weekend with wonderful success! Over 1,000 people attended to taste from the 9 features food vendors both savory and sweet. 40 craft vendors were also on site as well Derti Development and their obstacle course. Hal and Susan were the opening band and Redemption the Reggae band took over at 2pm and rocked the house! This event produced \$10,000 between sponsorships, vendor fees and entry fees. More volunteers are needed going forward with community events to ensure safe traffic flow, parking, trash removal and event quality control.

Northwood EMD's report for week prior to 05/08/2023

No Report this week