



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Neil Irvine, Town Administrator
RE: Weekly Report
DATE: September 4, 2023

Town Administrator:

This week in addition to meeting with the resident project leads for Northwood Lake Watershed & the Gulf Road stabilization projects, I met with Walter Johnson to discuss open items and took the opportunity to review the contents of boxes returned from storage for appropriate handling. I also met with the Library Director to assist in submitting 2 CIP requests, along with 2 additional CIP submissions from the Executive to fund the closure of the septage lagoons & the landfill site. I attended the Public Safety Facilities meeting and subsequently researched Town owned property & produced an analysis of FD calls to help identify potential locations to situate a PSB. I was contacted by the Gulf Village District for assistance regarding municipal liability as a sub-ordinate governmental entity. I drafted a policy for the Board's consideration relative to the use of Town issued credit/charge cards and compiled the comparison data of the previously received generator bids for the Board's consideration on 09/12.

Assessor:

No Report This Week

Building Inspector:

No Report This Week

Finance:

Last week in Finance, I processed accounts payables; processed a manual payroll check for a late time sheet submission; created bank deposits for the treasurer; met with an applicant for public assistance and processed paperwork for the case; assisted employees using the budget module software; created and entered miscellaneous general journal entries; miscellaneous filing and general file upkeep; phone conference with NH Retirement System regarding the conclusion of an audit; processed payroll in advance of the Monday holiday next week; worked on payroll and benefit information for all town departments budgets; met with TA Irvine and Land Use Specialist Linda Smith to discuss assistance to be given to the CIP Committee.

Land Use:

- Followed up via email and phone to all incoming land use inquiries
- Review subdivision and boundary line requests
- Staff meeting with Lisa Weaver to review current work tasks

Department of Public Works:

No Report This Week

Fire Rescue:

No Report This Week

Town Clerk/Tax Collector:

8/27/23-9/5/2023 transaction history in lobby

1 boat

2 dogs

208 Motor Vehicle registrations/renewals/transfers

Total 211 with \$41,235.97 collected in payments

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Saturday 9/5/23 transaction history in lobby

29 Motor Vehicle registrations/renewals/transfers in lobby

Total 29 with \$5,305.48 collected in payments

11 renewals online

1 vital record

1 new marriage license

Total online of \$2,074.30

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Taxes 8/27/23-9/2/2023

Cash/Check/Online Check \$19,490.39

Credit/Debit online \$2,067.30

Total amount of tax payments collected \$21,557.69

Town Clerk/Tax Collectors office is OPEN Sat. 9/16 8:30am-11:30am

DEED date is September 28th at 2pm, this is for 2020 unpaid taxes

Town clerk/Tax Collector is closed Tuesday September 19th (General Special Election)

Town Tax Collectors tax Conference is September 20-23

OUR OFFICE IS OPEN Wed. 9/20 & Thurs. 9/21

CHESLEY MEMORIAL LIBRARY JULY REPORT

June computer tally: 54 patrons

July computer tally: 43 patrons

August computer tally: 48 patrons

June Downloadable Audiobooks: 561 items

July Downloadable Audiobooks: 576 items

August Downloadable Audiobooks: 578 items

June circulation: 1,306 items

July circulation: 1,316 items

August circulation: 1,415 items

June new patrons: 14

July new patrons: 19

August new patrons: 16

Total number of registered library card holders: 2,246

NOTE: Over 100 people attended the “Flying High Dogs” program co-sponsored with the Recreation Department

MEETINGS

September 8 – Trustee Meeting 9:00am

September 25 – Friends of the Libraries Meeting 4:30pm

PROGRAMS

September 6 – Afternoon Book Discussion 2:00pm

September 11, 18 25 – Senior Café 1:00-2:30pm

September 12, 26 - Writers Group 2:00pm

September 13, 20, 27 – Story Time 10:30am

September 16 – Wilderness Survival Workshop 2:00pm (Northwood Athletic Field)

September 20 – Evening Book Discussion 7:00pm

September 26 – Playdough Playdate 3:00-5:00pm

BIG READS

NEW HAMPSHIRE HUMANITIES RECEIVES A NATIONAL ENDOWMENT FOR THE ARTS BIG READ GRANT

The Chesley Memorial Library, in partnership with New Hampshire Humanities (NHH), will support the statewide NEA Big Read of *The Bear* by Andrew Krivak from 9/1/23- 11/30/2023. An initiative of the NEA, in partnership with Arts Midwest, a Big Read broadens our understanding of our world, our communities, and ourselves through the power of a shared reading experience. In partnership with the Center for the Book at the NH State Library, NH State Council for the Arts, NH Department of Corrections-Family Connections Center, 50 local libraries and community organizations, scholars, The McAuliffe Shepard Discovery Center, and Gibson’s Bookstore in Concord, NHH’s Big Read will bring more than 5,000 Granite Staters together to discuss a selected book, *The Bear* by NH author Andrew Krivak.

The Bear offers readers an opportunity to join an unimaginable journey into a world both familiar and unknown as we consider what future we want for New Hampshire. Set in a post-apocalyptic future, it is a story of the last two people on earth—a father and daughter. The novel explores powerful themes about the importance of intergenerational storytelling, our complicated relationship with the environment, and how to prepare for an unknown future. With a home in Jaffrey, Andrew Krivak, has shared how Mt. Monadnock inspired the book’s setting, making *The Bear* a timely, local choice for our statewide read.

The Big Read will take place from September through November 2023 and will feature book discussions, public programs, and a public Q&A with Andrew Krivak, all free and open to the public. Events will take place in all ten counties.

Fifty public libraries will partner with a community organization to host both a community event and discussion of the *Bear*. NHH will provide all participants with a complimentary copy of the book, purchased through Gibson’s bookstore.

Our local book discussion will be held here at the Chesley Memorial Library on Wednesday, November 1, at 7:00 p.m. Stop by to pick up a copy of the book if you would like to attend the discussion. The book discussion is co-sponsored by the Friends of the Northwood Libraries, and they will be providing refreshments.

NEA Big Read is a program of the National Endowment for the Arts in partnership with Arts Midwest.

WILDERNESS SURVIVAL

As part of the Big Reads program, the Chesley Memorial Library will co-sponsor a wilderness survival program with the Northwood Recreation Department. Do you want to learn how to survive in the wild? The Chesley Memorial Library will hold a wilderness survival program at the Northwood Athletic Field on Saturday, September 16, from 2:00-3:30 p.m. Dennis Haug (retired Navy Master Sergeant, survival and search and rescue expert) will give hands-on demonstrations of how to spark a fire, create a water filter, and use a fishing net or snare. Come prepared with questions and join us for an interactive, educational experience.

STORY TIME

Story Time is back in session so join the fun with Miss Diane on Wednesday mornings at 10:30 a.m.! Preschoolers of all ages can listen to a story and make a craft to take home. The first session will take place on September 13. Please call the library at 942-5472 or check out our web site (www.chesleylib.com) for more information.

SENIOR CAFÉ

Many seniors experience loneliness on a regular basis and feel socially isolated. From aarp.org: *“Both social isolation and loneliness have emerged as public health issues. Studies have found that they are worse for health than obesity, and the health risks of prolonged isolation are equivalent to smoking fifteen cigarettes a day.”* The Chesley Memorial Library Senior Café meets on Mondays from 1:00-2:30 p.m. and is a perfect chance for seniors of all ages to connect. Come prepared to enjoy a cup of coffee or tea, assorted refreshments, and some lively conversation!

LOCAL WRITERS

Local writers — whether beginner, much published, or somewhere in between — are invited to attend free writers’ workshop at the Chesley Memorial Library. This month sessions will be held on Tuesday, September 12, and Tuesday, September 26, from 2:00-3:30 p.m. 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 year, learn from each other, and have some fun, too!

PLAYDOUGH PLAYDATE

Time for another Playdough Playdate!! Join us at the library on Tuesday, September 26, from 3:00-5:00 p.m. for the next monthly Playdough Playdate! Children and their parents can drop in anytime during the two hours to play with our playdough, mats, and molds. Playing with playdough develops fine motor skills, enhances hand-eye coordination, and encourages creativity... it’s also a great way to relax at the end of the day.

BOOK DISCUSSIONS

The Afternoon Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, September 6, at 2:00 p.m. to discuss *“The Indigo Girl”* by Natasha Boyd. From Amazon: *“The year is 1739. Eliza Lucas is sixteen years old when her father leaves her in charge of their family’s three plantations in rural South Carolina and then proceeds to bleed the estates dry in pursuit of his military ambitions. Tensions with the British, and with the Spanish in Florida, just a short way down the coast, are rising, and slaves are starting to become restless. Her mother wants nothing more than for their South Carolina endeavor to fail so they can go back to England. Soon her family is in danger of losing everything.”*

The Evening Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, September 20, at 7:00 p.m. to discuss *“These Precious Days”* by Ann Patchett. From Amazon: *“At the center of These Precious Days is the title essay, a surprising and moving meditation on an unexpected friendship that explores what it means to be seen, to find someone with whom you can be your best and most complete self. When Patchett chose an early galley of actor and producer Tom Hanks’ short story collection to read one night before bed, she had no idea that this single choice would be life changing. It would introduce her to a remarkable woman—Tom’s brilliant assistant Sooki—with whom she would form a profound bond that held monumental consequences for them both. A literary alchemist, Patchett plumbs the depths of her experiences to create gold: engaging and moving pieces that are both self-portrait and landscape, each vibrant with emotion and rich in insight. Turning her writer’s eye on her own experiences, she transforms the private into the universal, providing us all a way to look at our own worlds anew, and reminds how fleeting and enigmatic life can be.”*

Recreation:

No Report This Week

Police Department:

No Report This Week

Northwood EMD's report for week prior to 09/04/2023

No Report This Week