



MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Neil Irvine, Town Administrator
RE: Weekly Report
DATE: February 26, 2024

Town Administrator:

In addition to reviewing and approving the regularly scheduled AP, this week also included early processing of payroll in advance of the 02/19 Holiday to ensure the payroll ACH payments were not delayed. Work was completed on the 2024 Voters Guide and the Board agenda and packet was prepared for the scheduled meeting of 02/27. RSA 31:39 was researched as a potential code enforcement tool to mediate the frustration many in the community are expressing on this subject.

Assessor:

The Assessing group from Cross Country has done the following over the last few weeks:

- Settled BTLA cases with several taxpayers. 4 in all.
- Continued the Measure and List of the 2024 cyclical of 700+ properties for the 4th and final quarter of properties with roughly 200 to go. Have identified the properties that need to be looked at before or around 4-1-2024 for improvements since the last year.
- Processed several requests for exemptions and credits for elderly, handicapped, solar, wood heating, veterans, etc.
- Met with taxpayers that felt they were over-assessed.
- Processed subdivisions and boundary line adjustment that took place between 4-1-23 and 4-1-24

Finance:

Last week in Finance, accounts payables were processed by Carol; I created bank deposits for the Treasurer; the auditors were here for the annual audit, so I answered questions, did research, and created reports for them; continued to work on on-going welfare cases; created and entered miscellaneous journal entries.

Building Inspector:

It was a short week due to the Holiday on Monday and Vacation on Friday. The Building Department had 6 on-site inspections last week and issued 10 new permits. We attended a Site Walk with the Conservation Commission regarding a Dredge and Fill application. We issued a Stop Work Order on a property that was being renovated without proper permits. The department is still fielding a lot of calls regarding property for sale in town. We worked on the open project list and closed out a few more. The Building Inspector will be on vacation until March 5, 2024.

Land Use:

- Responded to Land Use calls and emails
- Interoffice meetings with Town Staff
- Prepared for Budget Comm. meeting (canceled)
- Prepared for and attended the PB meeting
- Continued training Administrative Assistant

Recreation:

As we get closer to March, the Youth Basketball Program is wrapping up another successful season thanks to all the spectators, players, and dedicated volunteer coaches! The Gunstock Ski Program is off this week due to school vacation, but two more weeks remaining with prime skiing conditions.

Upcoming events & programs:

Spring Youth Soccer

Youth Easter Egg Hunt

Adult Easter Egg Hunt

Green Up Day

Town Wide Yard Sale

Dessert decorating class for adults/kids. And more on the way!!

Fire Rescue:

1. Chief Tetreault, Captain Schaub, Lt. Brown and EMT DeGrace went to Pennsylvania to look at a Quint ladder truck. We found the truck to be in extremely good condition. We would likely recommend considering this truck if the warrant is approved at the Town Vote.
2. Deputy LeBlanc coordinated our annual Ice/Water rescue training. This was the practical evolution of the course.
3. This week FF. Marden put our new Lucas CPR device in service. This new device was affordable since the vendor gave us a very generous trade for our old device. With the addition of this new device both ambulances will be equipped with the newest technology in mechanical CPR devices.
4. Northwood Firefighters responded to the Deerfield school with Engine 1 for a first alarm structure fire.
5. Northwood Firefighters staffing Ambulance 2 responded as the second ambulance to a serious motor vehicle crash in Nottingham.
6. Over the last two weeks Northwood Firefighters have responded
 - a. 2 Motor vehicle crash
 - b. 16 Emergency Medical calls
 - c. 2 Cancelled
 - d. 2 Appliance Fires
 - e. 1 Chimney Fire
 - f. 1 Building Fire

CHESLEY MEMORIAL LIBRARY FEBRUARY 2024 TOWN REPORT

November computer tally: 34 patrons

December computer tally: 20 patrons

January computer tally: 32 patrons

November Downloadable Audiobooks: 657 items

December Downloadable Audiobooks: 635 items

January Downloadable Audiobooks: 647 items

November circulation: 955 items

December circulation: 789 items

January circulation: 1,111 items

November new patrons: 6

December new patrons: 5

January new patrons: 10

Total number of registered library card holders: 2,207

MEETINGS

February 9 – Trustee Meeting 9:00am

February 26 – Friends of the Libraries Meeting 4:30pm

PROGRAMS

February 7, 14, 21 - Story Time 10:30am

February 5, 12, 26 – Senior Café 1:00pm

February 7 – Afternoon Book Discussion 2:00pm

February 13, 27 - Writers Group 2:00pm

February 13 – Junior Book Discussion 4:30pm

February 21 – Evening Book Discussion 7:00pm

February 28 – Sock Hop 10:30-11:30am

February 29 – Chocolate Fountain 3:00-5:00pm

PRESIDENTS' DAY

The Chesley Memorial Library will be closed on Monday, February 19, to observe Presidents' Day.

VACATION WEEK PROGRAM: SOCK HOP

Join us for a fun-filled sock hop at the Chesley Memorial Library on Wednesday, February 28, from 10:30-11:30 a.m. Wear your favorite socks and get ready to hop around on the Color Burst Play Tiles with lively music to accompany the festivities. Color Burst Play Tiles are interactive mats that respond to movement and pressure with bright gel liquid colors that move with every step, skip, jump, hop or hand movement.

VACATION WEEK PROGRAM: CHOCOLATE FOUNTAIN

If you like chocolate, this vacation week program is the one for you! We will have several different dipping options for you to try on Thursday, February 29, from 3:00-5:00 p.m. Library patrons of all ages are invited.

STORY TIME

Story Time for preschoolers of all ages takes place on Wednesday mornings at 10:30 a.m. If you have not been attending Story Time, you might want to stop in and check out the program. Children can listen to a story and make a craft to take home. New participants are always welcome at any time.

SENIOR CAFÉ

Are you looking for something to do inside when it's cold outside? Try meeting your friends and neighbors at the library to enjoy some good refreshments and good conversation. Social connections can help seniors maintain physical and emotional health so check out the Chesley Memorial Library Senior Café on Mondays from 1:00-2:30 p.m.

LOCAL WRITERS

Local writers — whether beginner, much published, or somewhere in between — are invited to attend free weekly writers' workshop on Tuesday, February 13, and Tuesday, February 27, from 2:00 to 3:30 p.m. 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 year, learn from each other, and have some fun, too!

ANCESTRY LIBRARY EDITION/HERITAGE QUEST ONLINE

Investigate your family roots! Ancestry Library Edition is available at the Chesley Memorial Library; HeritageQuest Online can be used at the library and at home. Visit our web site (chesleylib.com) for instructions on how to access HeritageQuest Online from home.

BOOK DISCUSSIONS

The Afternoon Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, February 7, at 2:00 p.m. to discuss "One Upon a Wardrobe" by Patti Callahan.

The Junior Book Discussion Group will meet at the Chesley Memorial Library on Tuesday, February 13, from 4:30-5:30 p.m. to discuss "The Dragonet Prophecy" by Tui T. Sutherland.

The Evening Book Discussion Group will meet at the Chesley Memorial Library on Wednesday, February 21, at 7:00 p.m. to discuss "The Obituary Writer" by Ann Hood.

Department of Public Works:

No Report

Police Department:

No Report

Town Clerk/Tax Collector:

No Report

Northwood EMD's report for week prior to 02/26/2024

No Report This Week