



## MEMORANDUM - OFFICE OF THE TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Neil Irvine, Town Administrator  
**RE:** Weekly Report  
**DATE:** April 1, 2024

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### **Town Administrator:**

In addition to reviewing and approving the bi-weekly AP and general administrative duties, I prepared for and attended the first meeting of the Hazard Mitigation Plan Update. The update occurs every 5 years and is a HSEM/FEMA requirement for the Town to be eligible for State & Federal grant funding. Research was conducted on a number of questions forwarded by the Board meeting of 03/26.

### **Finance:**

Last week in Finance, I processed accounts payable; prepared bank deposits for the treasurer; attended a meeting for the Hazard Mitigation plan update; created and entered miscellaneous journal entries; worked with an ongoing welfare case; and prepared reimbursement requests for the Treasurer for expenses in the first quarter from special revenue funds.

### **Building Inspector:**

The Building department had 10 inspections last week with two of these being finals. We also attended two meetings. We have completed the entire list of open permits. We started with 364 in January and ended with 181 open ongoing. Adding the 50 recent projects in the mix there is 231 open projects as of Today. As April 15th approaches, we would like to remind everyone to get their seasonal camping permits. These permits make the town aware of the temporary occupancies and can help to locate in case of emergencies.

### **Recreation:**

Northwood Parks and Recreation department had a fantastic weekend celebrating Easter on Friday night. We had over 30 adults attend our Second Annual Ault Easter Egg Hunt. They had a great time, and a lot of laughs. Saturday morning was our Annual Kids Easter Egg Hunt with over 250 excited little ones with their Easter baskets, searching for 4000 eggs filled with toys and candy, both were fantastic events despite the strong winds but as we live in New England, you never know what you're gonna get. Mark the first day of registration for summer swim lessons at Lantern Light Camp. This is our first collaboration with the camp and hopefully is successful as of this writing registration is going strong, so I'm sure it'll be filled in the next few days. Registration for Spring Soccer is coming to an end, and we have 150 soccer players already registered. These are children from preschool to eighth grade. It's still time to get your tickets for the food truck festival. This is Northwood Rec departments largest fundraising event with over 1000 expected to attend.

### **Land Use:**

- Responded to Land Use calls and emails
- Interoffice meetings with Town Staff
- Meetings with applicants
- Prepared for and Attended Planning Board Meeting
- Continued training Administrative Assistant

## **Town Clerk/Tax Collector:**

Transactions for the past week

- 6 boats
- 36 dogs registered
- 173 motor vehicles registered

Totaling 215 and \$29,032.40 collected

Our busy times last week were between 8-10am and 2-4pm

Monday was our busiest day (usually is)

- \$56,806.72 was collected for taxes ranging from year 2017-current

We are open Sat. April 6th 8:30am-11:30am and April 20<sup>th</sup>

- Impending Lien Notices will be sent certified the week of April 11<sup>th</sup>

## **Fire Rescue:**

1. This week Northwood Firefighters responded to 28, 9-1-1 emergencies.
  - a. 2 Building Fires
  - b. 11 Medical Emergencies
  - c. 1 Trapped by down power lines.
  - d. 5 Power lines down
  - e. 1 cancelled enroute
  - f. 1 Unintentional Fire Alarm Activation
2. Northwood Firefighters staffing Engine 2 responded to Lee for their multiple Alarm structure fire.
3. Chief Tetreault presented a proposal for the purchase of a Quint.
4. Chief Tetreault attended the Maine Fire Chiefs Show.
5. Firefighter David McElroy received his certification as an incident Safety Officer
6. Firefighter Andrews completed his Advanced EMT Certification

## **CHESLEY MEMORIAL LIBRARY**

### **APRIL 2024**

January computer tally: 32 patrons

February computer tally: 31 patrons

**March computer tally: 35 patrons**

January Downloadable Audiobooks: 647 items

February Downloadable Audiobooks: 611 items

**March Downloadable Audiobooks: 670 items**

January circulation: 1,111 items

February circulation: 1,193 items

**March circulation: 1,117 items**

January new patrons: 10

February new patrons: 5

**March new patrons: 5**

**Total number of registered library card holders: 2,215**

### **MEETINGS**

April 12 – Trustee Meeting 9:00am

April 22 – Friends of the Libraries Annual Meeting 4:30pm

### **PROGRAMS**

April 1, 8, 15, 22, 29 - Senior Café 1:00pm

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April 3, 10, 17 - Story Time 10:30am

April 3 – Afternoon Book Discussion 2:00pm

April 9, 23 - Writers Group 2:00pm

April 9 – Junior Book Discussion 4:30pm

April 20 – Library Table @ Town Hall (Northwood Green Up Day) 8:00am

April 22 – Earth Day Drop-In Craft Session

April 23, 24, 25 – Knitting, Crocheting, Amigurumi 3:00-5:00pm

April 29 – Cupcake War 3:00-5:00pm

### **ARTIFICIAL INTELLIGENCE**

Do you know what a chatbot is? Do you want to learn more about AI, artificial intelligence? James Patrick Kelly will be presenting a program with live demonstrations at the Chesley Memorial Library on Monday, April 8, at 1:00 p.m. The program will be held during our regular Senior Café program, but anyone interested is welcome to attend. James Patrick Kelly has won science fiction's Nebula, Hugo and Locus awards. Jim's most recent books are *The First Law of Thermodynamics' Plus* (2021), a collection in PM Press's Outspoken Author series, *King Of The Dogs, Queen Of The Cats* (2020), a novella from Subterranean Press. His work has been translated into eighteen languages and has appeared in many Year's Best anthologies. He writes a column on science fiction and future technologies for *Asimov's Science Fiction Magazine*. He lives just down the road in Nottingham and is a big fan of the bagels at Almolus.

### **CUPCAKE WAR**

Cupcake War is back!! Bring two (undecorated) cupcakes to the library on Monday, April 29, from 3:00-5:00 p.m. **PLEASE NOTE: ALL CUPCAKES MUST BE DECORATED AT THE LIBRARY!**

Decorations will be available here and cupcakes will be on display once completed. Vote for your favorite cupcake during library hours from Tuesday, April 30, until Saturday, May 4. The winners will be announced on Monday, May 6. All ages welcome; registration not required.

### **BOOK DISCUSSIONS**

In honor of Earth Day, we are participating in the Great Bay Book Club's region-wide discussion of *Small Town, Big Oil: The Untold Story of the Women Who Took on the Richest Man in the World—And Won* by David W. Moore. The story is about a local battle 50 years ago against a proposed oil shipping terminal on the Isles of Shoals, an oil refinery in Durham, and a 10-mile pipeline between the two. Had it not been defeated; this massive development would have irrevocably changed our Seacoast region. We will hold our local discussion here at the Chesley Memorial Library on Wednesday, April 3, at 2:00 p.m. There will be a regional book discussion held on Thursday, April 25, 6:30 p.m. at 3S Artspace in Portsmouth. Tickets are free but advance registration is required; see [greatbaystewards.org](http://greatbaystewards.org) for information.

### **JUNIOR BOOK DISCUSSION**

The Junior Book Discussion Group will meet at the Chesley Memorial Library on Tuesday, April 16, from 4:30-5:30 p.m. to discuss "The Black Stallion" by Walter Farley.

### **KNITTING, CROCHETING & AMIGURUMI**

Do you want to learn how to knit or crochet? Do you need help with knitting or crocheting project? Join local artisan Norma Heroux at the Chesley Memorial Library. You can even learn amigurumi, the Japanese art of knitting or crocheting small, stuffed yarn creatures. No registration required, all ages welcome. Sessions will be held from 3:00-5:00 p.m. on the following dates: Tuesday, April 23; Wednesday, April 24; and Thursday, April 25.

### **VACATION WEEK PROGRAM: SOCK HOP**

Join us for a fun-filled sock hop at the Chesley Memorial Library on Wednesday, April 24, 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.

### **STORY TIME**

Join our  
Preschool Story Time on Wednesday mornings at 10:30 a.m. If you have not been attending Story Time,

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you might want to stop in and check out the program. Children can listen to a story and make a craft to take home. Registration not required; new participants are always welcome at any time.

**SENIOR CAFÉ**

Spring weather is here so it's getting easier to get out and about...when Mother Nature cooperates! Get to know some new 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!

**LOCAL WRITERS**

Join your fellow local writers — whether beginner, much published, or somewhere in between — on Tuesday, April 9, and Tuesday, April 23, 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.

**MEETINGS**

The Chesley Memorial Library Board of Trustees will meet at the library on Friday, April 12, at 9:00 a.m. The Friends of the Library will meet at the library for their annual meeting on Monday, April 22, at 4:30 p.m.

**Assessor:**

No Report This Week

**Department of Public Works:**

No Report This Week

**Police Department:**

No Report This Week

**Northwood EMD's report for week prior to 04/01/2024**

No Report This Week