

TOWN OF NEW BOSTON

Report of Fees

Summary of Fees Between 12/01/2023 And 12/31/2023

Summary of Fees:

PERMIT FEES	ACCOUNT		
BUILDING PERMIT		4	\$ 1,427.00
ELECTRICAL PERMIT		11	\$ 550.00
PLUMBING PERMIT		3	\$ 150.00
MECHANICAL		2	\$ 100.00
FUEL FIRED MECHANICAL		21	\$ 1,150.00
FIREPLACE/CHIMNEY		1	\$ 50.00
		42	\$ 3,427.00
Total of All Fees:		42	\$ 3,427.00

The Building Department collected a total of \$3,427.00 in fees and issued a total of 42 permits during the month of December. This reflects a decrease of 7 permits during the month of December. Building, Electrical and Fuel Fired Mechanical permits showed a decrease during the month, while Plumbing showed an increase. 13 Certificates of Occupancy/Use were issued during December. There were 7 Right To Know requests submitted and completed for the month of December, as well as 7 Old Projects resolved. Generator and Solar requests continue to come in, as well as new building permits for new construction. Our new Building Inspector continues to keep the Town current for inspections and assure Codes are enforced where needed.

FIRE DEPARTMENT

During the month of December, Captain Eric Dubowik completed 3 sprinkler plan reviews, 1 sprinkler inspection and 3 house number assignments. In addition, he attended 3 emergency call responses.

Danielle continued to work on maintaining the Fire Department's AP recordkeeping and submission to the Finance Department.



TOWN OF NEW BOSTON
COMMUNITY DEVELOPMENT
P.O. BOX 250
NEW BOSTON, NH 03070

MEMORANDUM

TO: Select Board

FROM: Shannon Silver, Community Development Director

DATE: January 09, 2024

RE: **Department Activities**

The Community Development Department workload remains consistent with in-process applications. The Board had one meeting in December consisting of 4 Public Hearings.

The Zoning Board of Adjustment had no meetings in December.

The Zoning and Planning Boards both have alternate seat vacancies open.

The Building Office workload for permits decreased for the month of December to 42 permits from 49 permits issued in November. In process applications remain steady with inspections. 42 Permits and 13 Certificate of Occupancies/Use total were issued for the month of December. (Separate report attached).

Please do not hesitate to get in touch with me if you have any questions.
SS/

Monthly Department Head Report

Highway Department

December 2023

- Drainage, culvert, and catch basin work
- Utilized the good weather to continue with road work
- The 18th brought torrential rain storms causing culverts to overflow, washing out roads, and leaving a couple of weeks of cleanup in its wake
- Work tickets included culverts, catch basins, ditching, grading, and removal of road obstructions
- Plow trucks were readied for the winter season
- Truck/Equipment maintenance & repairs completed in-house by Bill
 - T-1 Replace block heater, shorten the sander chain, general check and fluids
 - T-4 Make plow headlight risers
 - T-5 Make plow headlight risers
 - T-10 alternator drive belt, general check of fluids Replaced tilt wheel strut, replaced (2) brake air cans, installed (8) new snow tires, replaced automatic slack adjuster, repaired bad electrical wire in the rear of the truck
 - T-11 engine service, replace boost control valve for turbo, investigate engine low power and repair, replace block heater



New Boston Police Department
116 Old Coach Road
New Boston, New Hampshire 03070
603-487-2433



TO: MARALYN SEGIEN, EXECUTIVE ASSISTANT
CC:
FROM: JAMES BRACE, CHIEF OF POLICE
DATE: JANUARY 11, 2024
SUBJECT: REPORT FOR THE MONTH OF DECEMBER

Below is the monthly report for the Police Department.

Budget:

As we wrapped up 2023, it appears we will be on the mark for our budget. In December, we did ask the Select Board for some line transfers from the Select Board budget to allow for an encumbrance of funds intended for our 2023 Cruiser purchase which was approved.

Staffing:

We remain having (1) part time position vacant. Our Executive Assistant, Cathy Widener, after 33 years of service, has announced her intention to retire in early 2024. As a result, Carol Ann Nitzsche, our Records Clerk, was re-classified to an Administrative Assistant to assume Cathy's duties. We will look to fill the part-time Records clerk position once Cathy's retirement becomes final. We also promoted both Sergeants to the rank of Lieutenant effect December 30th. The contributions of both Lieutenants to this town and the Police Department extend well above the "above and beyond" standard in their performance. It is recognition that is well earned and deserved. A January formal swearing ceremony is planned.

Building:

The addition progressed quickly in December with the Septic, Sprinkler tank, rough plumbing, sitework and framing being started. They are hopeful of an end of February completion date that is heavily dependent on the delivery of materials. We have not encountered any major issues to date.

Equipment:

As noted above, we did not purchase our replacement cruiser in 2023 and asked for an encumbrance to do so in 2024. We also discovered a significant storage issue on our Server that required a NAS upgrade and a corresponding upgrade to our SonicWall. Both were planned for replacement in 2024 so having only to manage the upgrade resulted in a minimal cost to address the issue; and with the financial support of the Select Board, we were able to correct the issue in 2023 and remove the planned funding from the 2024 proposed budget.

Grants:

We performed several Grant patrols in December with the “Driver Sober or Get Pulled Over” campaign and also speed enforcement. Funding has been submitted to the NH State Highway agency for reimbursement. The Grants will continue through September and partner with the National Campaigns.

Activity:

Below are the NBPD statistics for the month of December as well as Year to Date. A comparison is shown to reflect the annual change as well as a comparison to 2019 which was our highest recorded totals in terms of Calls for Service and Total Reports. As you will note, we are well over the 2022 statistics in terms of Calls, Total Reports and Motor Vehicle Stops and trended near our highest totals recorded in 2019 throughout the year.

More detail of these statistics, to include total Crimes, will be included in our annual town report.

Year to Date	2023	2022	2019
Calls For Service	18387	13858	19786
Offense Reports	150	154	141
Arrest Reports	183	111	227
Accident Reports	103	92	98
Arrest Warrants	18	20	20
Protective Orders	14	23	21
Total Reports	436	357	466
MV Stops	4612	2645	5234
Warnings	3793	2448	4551
Citations	821	613	788
Ordinance	21	11	58

Month of December	2023	2022	2019
Calls For Service	1726	1773	1478
Offense Reports	9	13	8
Arrest Reports	15	9	14
Accident Reports	5	13	10
Arrest Warrants	0	3	2
Protective Orders	0	0	1
Total Reports	29	35	35
MV Stops	479	316	301
Warnings	359	257	266
Citations	131	59	47
Ordinance	0	0	0

Training:

We completed our mandatory 4-hour Firearms training in December with all Officers. Officer Wynkoop is scheduled attend his specialized bomb and firearm training beginning January 22nd.

Major Investigations:

During the month of December, we had one new Felony report as follows:

- Identity Fraud; Pose to get Information

We also had 3 new Misdemeanor level Investigations and five non-criminal reports.

We finished December with 4 new DUI Arrests and completed 2023 with our highest total ever, with 37 total Arrests for DUI offenses.

Miscellaneous:

Cathy Widener and I continue our work with other town employees on the Town Personnel Policy plan. On November 29th, we submitted (11) policies the Committee has reviewed and made recommendations of. On December 5, 2023, (11) policy revisions were discussed with the Board as part of the review and approval process.

Respectfully Submitted,



Chief James Brace



New Boston Recreation
Meetinghouse Hill Road, PO Box 382
New Boston NH 03070
Phone: 603.487.2880
www.newbostonnh.gov/recreation

January 1, 2024

1. Registration for **spring baseball, softball and tee ball** will start on January 1. Registration ends on January 29 for baseball/softball and March 8 for tee ball.

1. **Vinyasa Flow Yoga Class**- Wednesday, 6-7pm, at the library. Winter II session starts on January 31 for ages 16 and older.

2. **Men's Basketball** for age 18+ is Monday, 7:00-8:30pm in the NBCS gym.

3. **Pickleball** continues on Tuesday, 7:00-8:45pm in the NBCS gym.

4. Our pre-school **Playgroup** program is on Monday, 9-10am in the White Buildings. Next session begins on January 8.

5. **Lip Sync Contest** is Saturday, January 27 at 6:30pm in the NBCS gym. Admission is \$1 or \$5 max for families.

6 **Paint Your Photo** classes are February 6 (ages 9-17) and February 7 (age 18+). Both classes are in White Building #2 at 6pm. Register by January 30.

7. **Safe Sitter** is for boys and girls in grades 6-8. The next class is Saturday, March 30 from 9am-3pm in White Building #1. Only 12 spots available so register early!

Program/Event information at: www.newbostonnh.gov/recreation



“Our mission is to enrich and enhance the lives of the residents of New Boston. We accomplish this by providing safe, welcoming facilities and affordable, diverse recreation and cultural opportunities for people of all ages to play, learn, and build community.”

**New Boston Transfer Station
Facility Status Monthly Report
December 2023**

- 1) 232 Scale tickets
- 2) 2 Solid Waste loads 44.78 tons
- 3) 2 Demolition loads 17.80 tons.
- 4) 12 pallets Specialty metal 9,150 lbs.
- 5) Baled recyclables on hand:
 - Cardboard 33
 - #2 Plastic 0
 - #1 Pet 26
 - Mixed paper 16
 - Xmas lights 4
 - Pellet bags 12

Recycled Materials shipped. *(Recycling trucking is paid from revolving fund or by purchasing vendor)*

	<u>Weight / Bales</u>	<u>Revenue</u>	<u>Cost Avoidance</u>	<u>Net value</u>
Metal	18,140 lbs.	\$756.61	\$(437.75)	\$315.86
#2 Pet plastic	38,022lbs.	\$1,710.99	\$6,072.60	\$ 7783.90
Irony aluminum	8140 lbs.	\$3,174	\$(437.75)	\$2,736.25
Specialty Metals	9,150 lbs.	\$6507.00	\$450.00	\$6927.00
Total				\$17763.01

- A) Recycling markets are improving.
- B) Metal markets stable.
- C) Weekend traffic is busy.
- D) Weekday traffic is busy.
- E) **Default Budget** impact on 2023 budget,

Electricity	20.42%	over	Fuel	6.16 %	over
Dues	25.52%	over	Internet	37.67%	over
Office	40.87%	over	Phone	688%	over
FT Wages	4.36%	over	Overtime Wages	4.83%	over
- F) Operating Plan under revision.
- G) Fee Structure under revision for 2024 waiting for final approval.
- H) Operating Permit approved and under final review by DES.



NEW BOSTON, NH FIRE DEPARTMENT

NBFD December 2023 REPORT

Year to Date: **768** (-47) or -5.76%

Year to Date December 31, 2023: **815***

Average of 2.10 calls per day

68 Fire, EMS, and Service Responses:

- 4 Fire Calls
- 13 Medical Calls (no determinant) Basic and/or Advanced life support)
- 7 Alpha Level Medical (Basic Life Support)
- 4 Charlie Level Medical (Advance Life Support)
- 7 Delta Level Medical (Advance Life Support)
- 2 Echo Level Medical (Advanced Life Support w/specialty)
- 5 Hazardous Condition (no fire)
- 1 Service Call
- 1 Good Intent
- 5 False Alarm
- 18 Severe Weather
- 1 Special Incident

MUTUAL AID RESPONSES:

- MUTUAL AID GIVEN: 9
- **MUTUAL AID RECEIVED for NO RESPONSE: 0 (Per Diem Works)**
- MUTUAL AID RECEIVED: 2
- RETONE for RESPONDERS: 1
- BACK-TO-BACK Calls in the same hour: 18

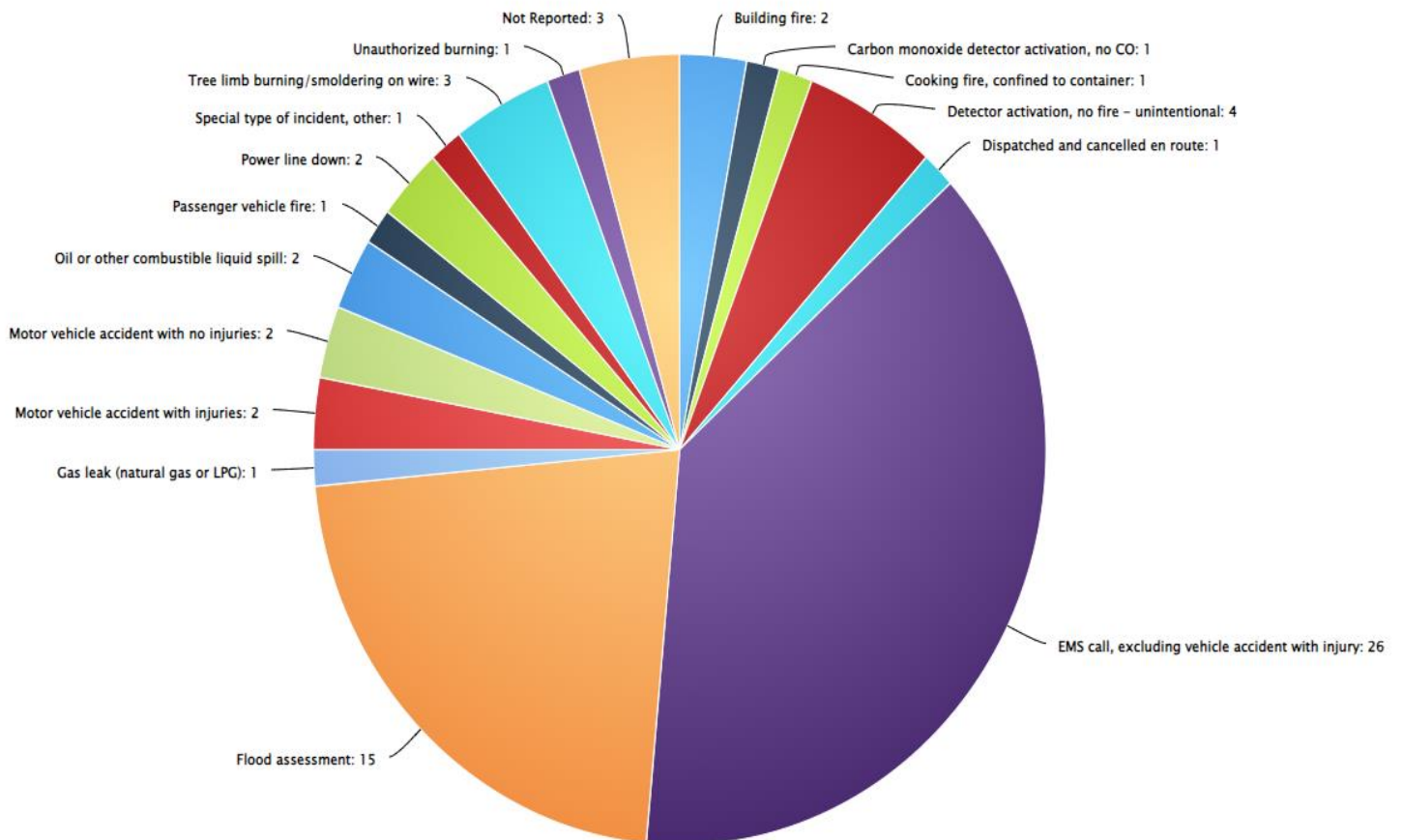


NEW BOSTON, NH FIRE DEPARTMENT

December 2023 Run Breakdown

New Boston Fire Department

Incidents by Category





NEW BOSTON, NH FIRE DEPARTMENT

December Apparatus Responses: (Emergency calls only, Average)

	Reaction Time*	on Scene Time*
A1: 11 Calls	04:08 min	08:04 min
A2: 21 Calls	04:59 min	11:43 min
E1: 10 Calls	06:41 min	10:26 min
E2: 2 Calls	14:11 min	18:59 min
E5: 4 Call	08:58 min	11:00 min
U2: 4 Calls	04:38 min	06:19 min
T1: 1 Calls	07:59 min	12:18 min
F1: 0 Calls		
C1: 11 Calls	01:59 Min	07:50 min
RTV: 0 Calls		
POV: 28 Calls		07:50 min

*Reaction time is time of tone to the time the apparatus responds

*On Scene is the time of tone to the time on scene

New Members/Retirements:

- N/A

Anniversaries in December:

- Lieutenant Rick Todd-9 Years
- FF/EMT-A Josh Coleman – 4 years

Resignations:

- None



NEW BOSTON, NH FIRE DEPARTMENT

Thoughts from the Operations Center:

As we move towards winter, we need to keep cold weather emergencies in mind. It's always a good idea to have extra sweatshirt handy and wool mittens are nice to have as well for those long nights. Also be cognizant of ice and slippery surfaces that can quickly turn a scene into a hazardous work area.

Budget: The 2024 budget is well underway. There is a public information session at the Library on Sunday 1/14 from 2-4. The public hearing is on 1/16 at 6:30 again at the library. Please try to attend and support the Town's operating budget.

Per-diem Coverage:

- Thank you to our members that are regularly signing up for shifts. We still have some open shifts to fill for the remainder of the year. If you have an issue meeting the three-shift requirement, please reach out to me to discuss.
- Per-diem personnel are expected to complete daily apparatus checks, station maintenance and other duties as assigned. We are updating the truck check and shift assignment list to make this process more streamlined.
- Just a reminder, parking for on-duty staff is the two spaces at the apartment regardless of day or night shift.

Apparatus:

- All apparatus had preventative maintenance done on them during December. Tanker 1 is still at Bulldog Fire Equipment for repairs to the dump valves. They are waiting on parts to complete the repairs.
- Please continue to report apparatus issues to AC Dubreuil or myself so that they can be addressed in a timely fashion. If we don't know about an issue, we cannot work on correcting it.

Protective Clothing: With the approval of the Selectboard and funding from year end surplus, we have placed an additional order for protective clothing.



NEW BOSTON, NH FIRE DEPARTMENT

Communications:

- We are looking into sporadic issues with the decreased audio quality of our radio system. Our radio vendor is suspecting random interference with how the new site on Dodge Farm communicates with Ridgeview.
- We have also updated our run cards and they are in the process of being entered into the CAD system. We are hoping they will be online by the end of January.

As we close out 2023, I want to take this opportunity to Thank each member for their time, efforts and dedication to the Department and Town. or concerns.

Best,
C2

NOTES FROM THE TRAINING CAPTAIN: Not Available

NOTES FROM THE EMS CAPTAIN: Not Available

FIRE INSPECTOR ACTIVITY: Not Available



NEW BOSTON, NH FIRE DEPARTMENT

Fire Station Update:

1. COMPLETE KICK OFF MEETING

Results: Met with OLDCC representatives to complete the kickoff meeting on November 9th. In attendance from the town were the AO, Fire Chief, Operations Chief, Assistant Chief (DA), Finance Director, and architect as well as engineers, general contractors.

2. SECURE CONTRACT WITH ARCHITECT

Results: Executed AIA contract with SMP Architecture following an RFP process per town policy.

3. SECURE CIVIL ENGINEERING CONTRACT

Results: Executed Professional Services Agreement with Northpoint Engineering (town engineer) following an RFP process per town policy to include NEPA study.

4. COMPLETE PMS MANAGEMENT TRAINING

Results: The AO, Finance Director, Asst Fire Chief (DA), and Operations Chief completed the required PMS Management Training on December 7th.

5. DEVELOPE AND DISTRIBUTE CLERK OF THE WORKS RFP

Results: Developed and (posted/distributed) and RFP for the position of Clerk of the Works for this project. Deadline for response is December 29th, 2023. Results are expected in the next quarter.

6. ARCHITECT ACCOMPLISHMENTS

Results: - All the agreements are signed, and our team is moving forward.

- We have incorporated the owner comments on the design and have finalized the floor plan.

- MEP and structural engineering have started their initial assessments. We have an internal work session planned for the first week in January. We are on

track for the Design development (DD) set to be issued in early February.

- We completed our Energy Charrette/ Goal setting session. This will aid the Mechanical engineer on system selection, performance, controls, etc. for the building.

7. ENGINEERING ACCOMPLISHMENTS TO INCLUDE NEPA.

Results: - Formerly engaged by Town

- Initial correspondence & meeting with NHDOT regarding driveway permit. Verbal approval granted.

- Collaborated with design team to refine project scope and needed site improvements

- Evaluated main driveway geometry and contemplated an improved 4-way intersection

- Wetland Mapping performed

- Survey in works (early January delivery)

- Reviewed building design and needed supporting infrastructure

Objectives: - Complete survey and provide new base plan

- Completion of Conceptual Design to finalize 2D layout

- Final Design to include grading, drainage, utilities, septic system, etc. (targeted to be complete by end of Feb)

- Submission of NHDES Alteration of Terrain & Construction Approval permit applications

- Formal submission to NHDOT for Driveway Permit

NEPA: - Environmental Assessment (EA) has begun.

- Archeologist report indicates no findings of concern

- Researched, completed and submitted the NHDHR/SHPO Request for Project Review

- Coordinated with OLDCC and NBSFS staff on NEPA process

- Completed USFWS IPAC and created Determination Letters for species listed to begin coordination with USFWS

- Completed NHNHBB review for state-listed species

- Created THPO coordination packet for OLDC, waiting to submit to receive input from NHDHR/SHPO before sending

- Created Scoping Notice and placed an Ad in the New Boston Beacon and posted in public locations through New Boston

- Coordinated with Subconsultant Monadnock to complete archaeological survey.

NEPA Objectives and Accomplishments for next quarter (January through March):

- Continue resource identification and impact documentation and analysis

- Complete Draft NEPA document, submit for review to OLDCC

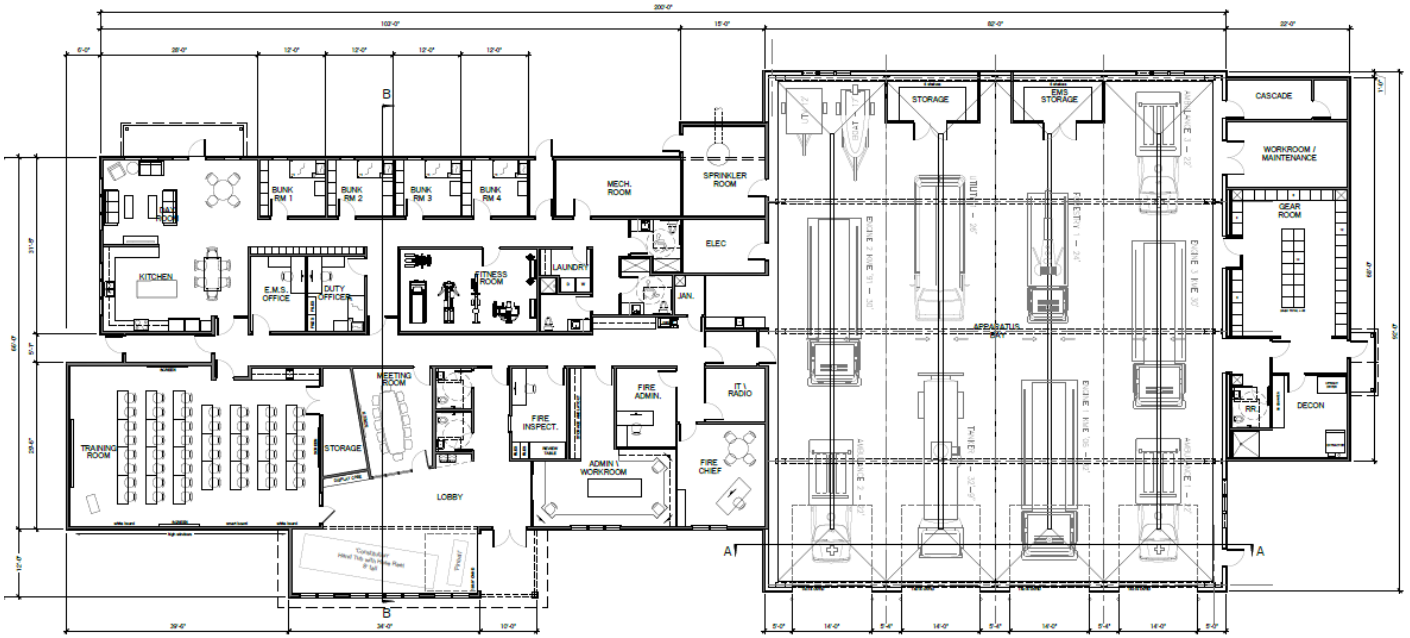
Additional Objectives for next quarter:

- Secure contract with General Contractor.



NEW BOSTON, NH FIRE DEPARTMENT

Preliminary Design Plan:





NEW BOSTON, NH FIRE DEPARTMENT

ACTION SHOTS:

December 29th, Oil Spill Mont Vernon Road. Crews were called to the area of 35 Mont Vernon Road for a reported oil spill in the river. Crews found number 2 oil in a spill way. DES was requested to the scene and Fire crews began control measures to contain the oil from the main branch of the river. The source of the leak was located and vendors called to the scene for remediation. (See below)





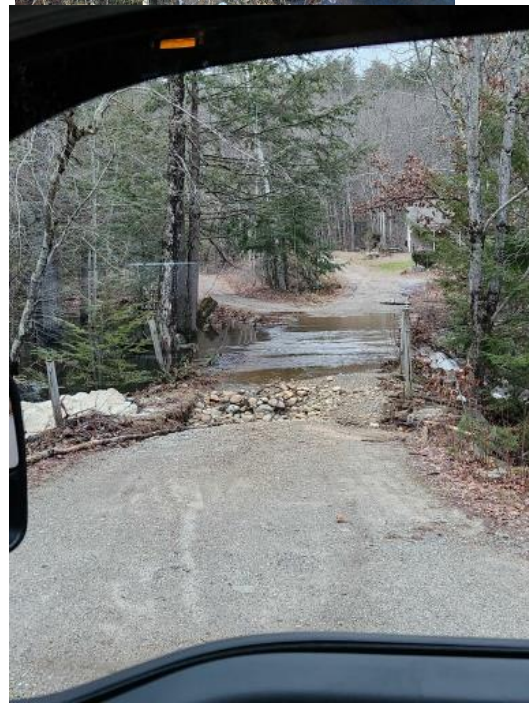
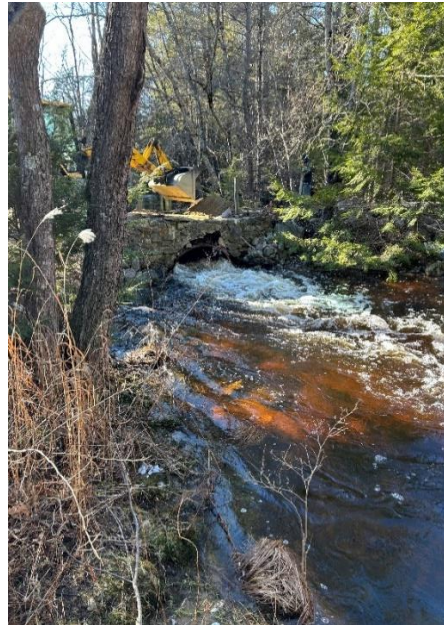
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On December 18th, torrential rain caused flooding throughout town. Emergency personnel were dispatched to multiple locations in town for flooded roads, basements, and yards. Fire personnel worked with highway and pd to secure roads and clear debris. On December 19th Homeland Security and Emergency Management and the town emergency management director along with the Fire Department toured the damage in town for a possible grant reimbursement for repairs. (below)





NEW BOSTON, NH FIRE DEPARTMENT





NEW BOSTON, NH FIRE DEPARTMENT

Fire Training in Deering (see below)





NEW BOSTON, NH FIRE DEPARTMENT



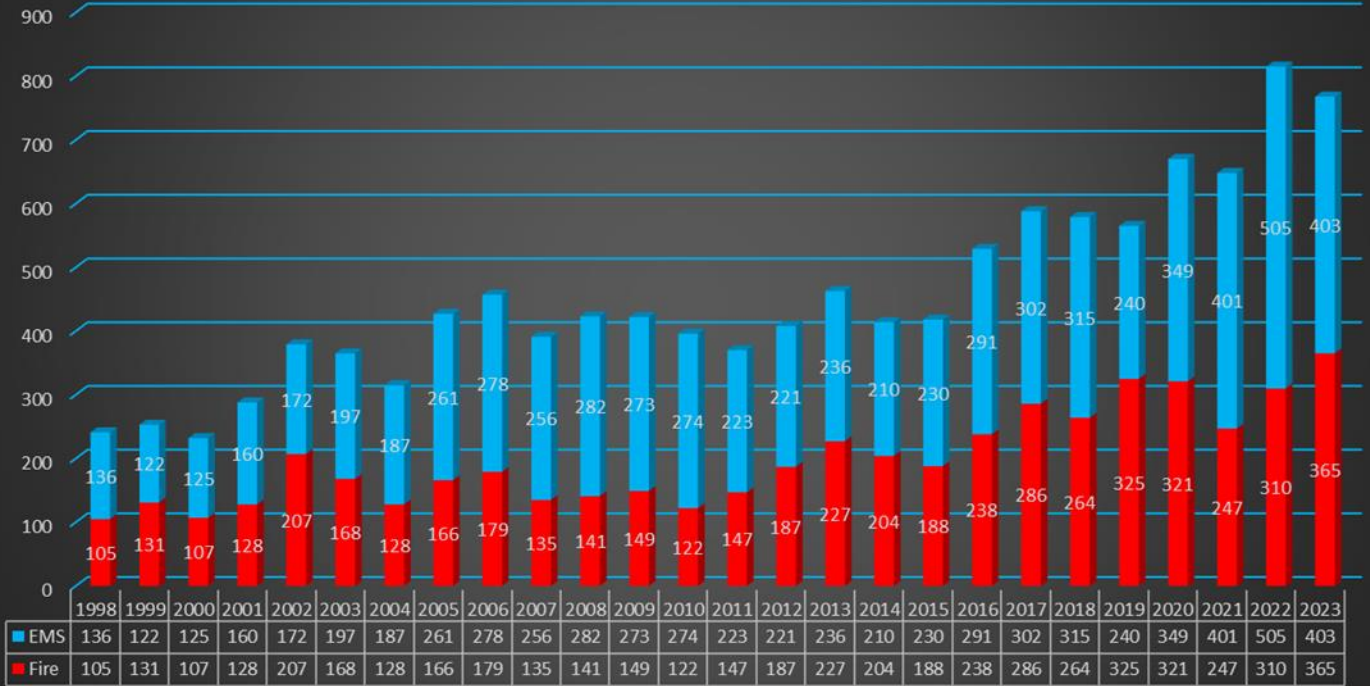
Car fire on Thornton Road. (See above)



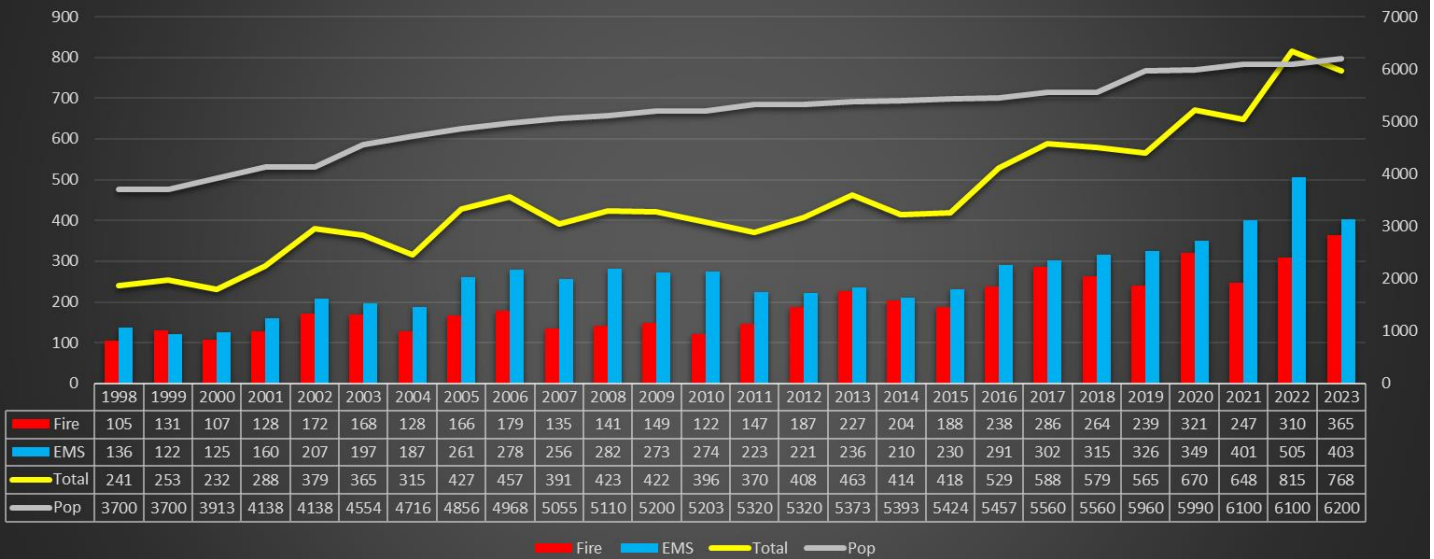
NEW BOSTON, NH FIRE DEPARTMENT

2023 Year in Review Statistics.

NBFD Call Volume 1998-2023



NBFD Runs with Population

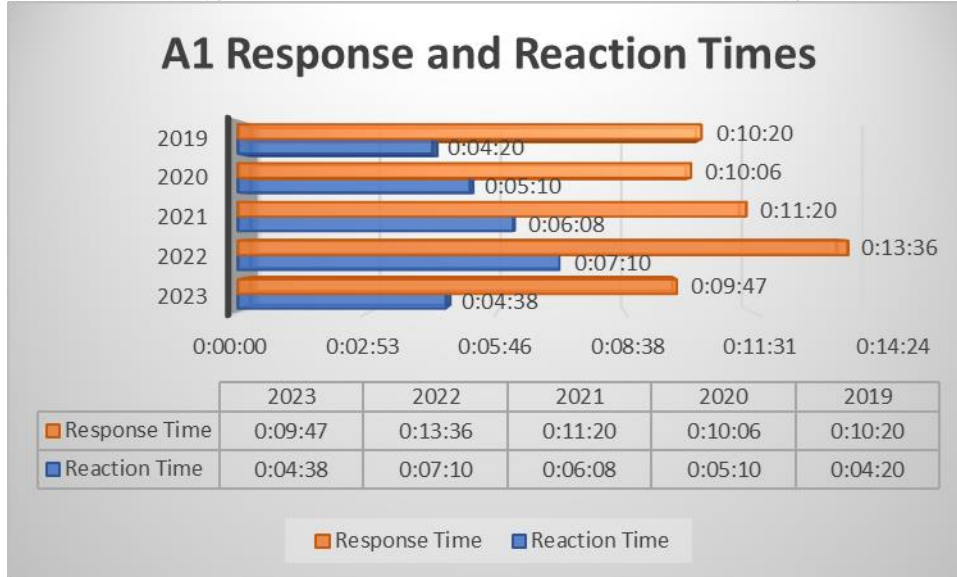


Overall decrease in call volume 5.76%* (same as 2022 if you remove snowstorm in December of 2022, (770 vs 768) *2022 had a snowstorm in December that accounted for 45 calls pushing our run volume up to 815.
 18% **increase** in Fire related calls
 20% **decrease** in EMS calls



NEW BOSTON, NH FIRE DEPARTMENT

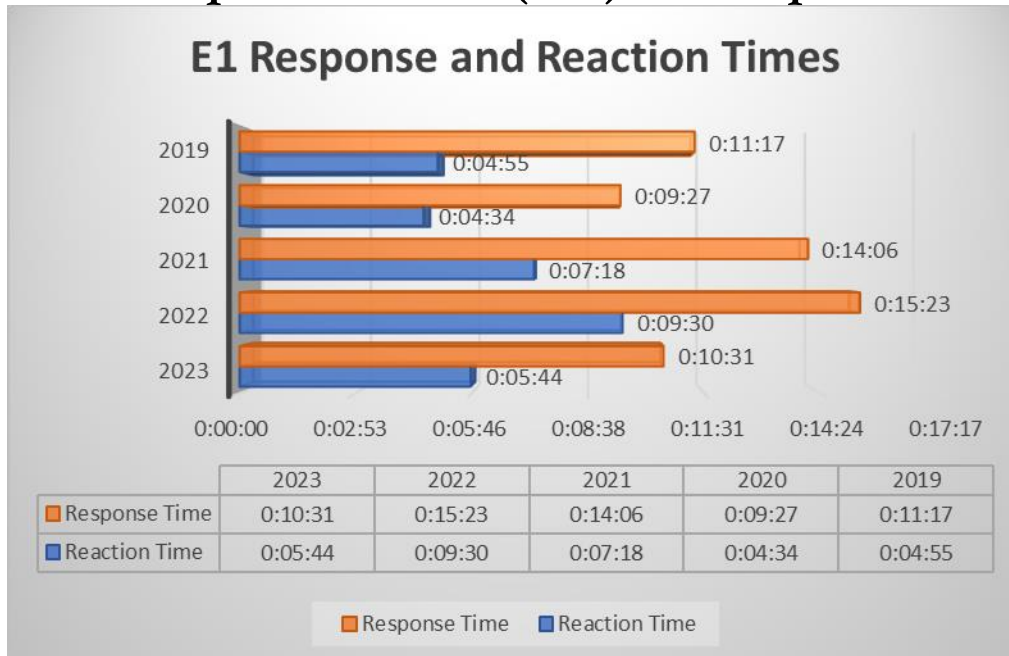
2023 Response Times (A-1) 415 responses



Reaction Time decrease: 0:02:32 or 35% faster on the road

Response Time decrease: 0:03:49 or 28% faster on scene

2023 Response Times (E-1) 107 responses



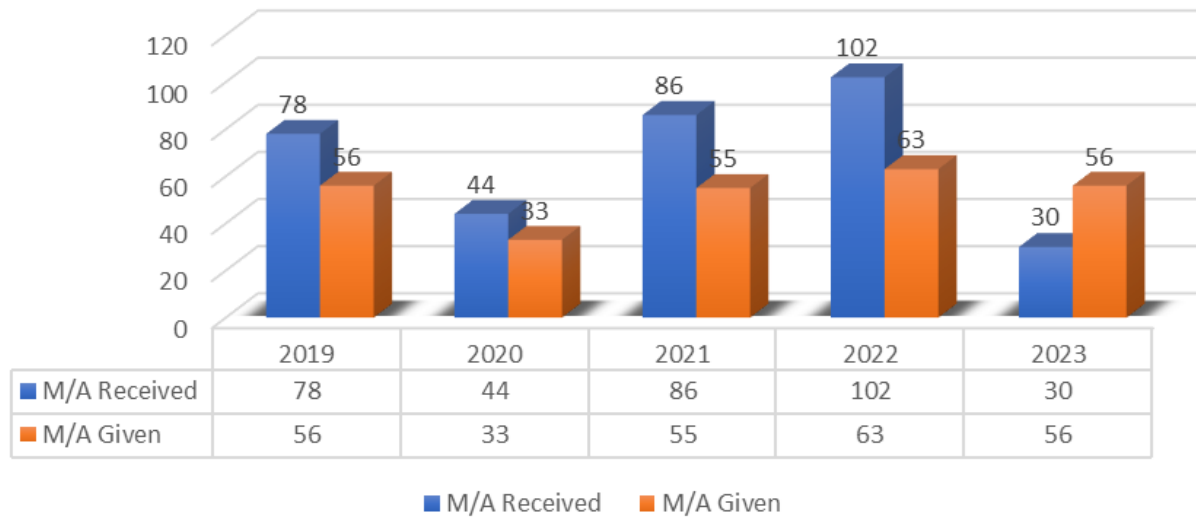
Reaction Time decrease: 0:03:46 or 40% faster on the road

Response Time decrease: 0:04:52 or 32% faster on scene



NEW BOSTON, NH FIRE DEPARTMENT

NBFD Mutual Aid Statistics



70% decrease in request for Mutual Aid



NEW BOSTON, NH FIRE DEPARTMENT

2023 Call Breakdown:

1 - Fire	Brush or brush-and-grass mixture fire	7
	Building fire	14
	Chimney or flue fire, confined to chimney or flue	1
	Cooking fire, confined to container	2
	Grass fire	1
	Incinerator overload or malfunction, fire confined	1
	Passenger vehicle fire	1
	Pellet Stove Malfunction, fire confined to stove	1
	Road freight or transport vehicle fire	1
	3 - Rescue & Emergency Medical Service Incident	Emergency medical service, other
	EMS call, excluding vehicle accident with injury	340
	Medical assist, assist EMS crew	1
	Motor vehicle accident with injuries	21
	Motor vehicle accident with no injuries	29
	Motor vehicle/pedestrian accident (MV Ped)	1
	Rescue or EMS standby	1
	Search for lost person, other	1
4 - Hazardous Condition (No Fire)	Accident, potential accident, other	1
	Arcing, shorted electrical equipment	1
	Carbon monoxide incident	1
	Chemical spill or leak	2
	Gas leak (natural gas or LPG)	11
	Gasoline or other flammable liquid spill	2
	Hazardous condition, other	4
	Oil or other combustible liquid spill	3
	Power line down	88
5 - Service Call	Assist invalid	1
	Assist police or other governmental agency	1
	Cover assignment, standby, moveup	3
	Defective elevator, no occupants	1
	Lock-out	1
	Public service Assistance (Exclude Service to Governmental Agencies)	1
	Public service assistance, other	34
	Service call, other	6
	Unauthorized burning	12
6 - Good Intent Call	Authorized controlled burning	1
	Dispatched and cancelled en route	23
	Dispatched, No Response	5
	Dispatched, No Response - EMS	2
	HazMat release investigation w/no HazMat	1
	No incident found on arrival at dispatch address	1
	Smoke scare, odor of smoke	2
7 - False Alarm & False Call	Alarm system sounded due to malfunction	29
	Carbon monoxide detector activation, no CO	6
	Detector activation, no fire - unintentional	35
	False alarm or false call, other	1
	Sprinkler activation, no fire - unintentional	1
	Unintentional transmission of alarm, other	1
	Unintentional transmission of medical alarm, other	4
	8 - Severe Weather & Natural Disaster	Flood assessment
Incident Category	Basic Incident Type (FD1.21)	Count of Incidents
	Lightning strike (no fire)	3
	Tree Across Road - DPW Assist	6
	Tree limb burning/smoldering on wire	30
9 - Special Incident Type	Special type of incident, other	4
		Total: 768



NEW BOSTON, NH FIRE DEPARTMENT

As always, thank you all for what you do! We couldn't meet our obligations to this town without you. If I have missed anything or anyone, please reach out to me.

Asst Chief Brian Dubreuil

Fire Department Administrator
Deputy Emergency Management Director
New Boston Fire Department
PO Box 250
New Boston, NH 03070
603-722-8481 (cell)
603-487-2500x313
603-487-2723 (Fax)
b.dubreuil@newbostonnh.gov