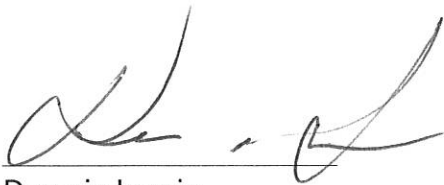


September 9, 2019

TOWN OF CANDIA
ROAD AGENT'S REPORT
Month of August 2019

Work Summary:

- Worked on Adams Road reconstruction project
- Patching was done as needed
- Tree removal on North Road
- Shimming and overlay of two areas on South road



Dennis Lewis
Road Agent

No Crime Incident Event Breakdown

Event	Description	Total	%
911	911 Hang Up	1	00.4
ACP	Animal Complaint	1	00.4
AFE	Assist Fire/EMS	1	00.4
AIM	Aided Motorist	1	00.4
AL	ALARM	0	00.0
AOA	Assist Other Agency	26	10.2
ASC	Assist Citizen	33	12.9
BEA	BEAS Investigation	1	00.4
CF	Dog License Civil Forfeiture	0	00.0
CIN	Child In Need of Services	0	00.0
CIV	Civil Standby	2	00.8
COM	Community Outreach	0	00.0
CP	Community Policing	0	00.0
CRA	Cruiser Accident	0	00.0
DCF	Discharge Firearm	0	00.0
DCI	DCYF Investigation	0	00.0
DIS	Disturbance	5	02.0
DOG	Dog At Large / Loose Dog	0	00.0
FIN	Fingerprinting	0	00.0
FPR	FOUND PROPERTY	2	00.8
IEA	INVOLUNTARY EMERGENCY HOSPITALIZATION	0	00.0
JUV	Juvenile Complaint	0	00.0
LPR	Lost Property	8	03.1
MED	Medical Call	4	01.6
MIP	Missing Person	0	00.0
MVC	MOTOR VEHICLE COMPLAINT	4	01.6
NC	Noise complaint	2	00.8
NDT	National Drug Take Back	1	00.4
NED	Neighbor Dispute	1	00.4
NO	NOTIFICATION	0	00.0
NTO	No Trespass Order	0	00.0
OD	DRUG OVERDOSE	2	00.8
OF	FATAL OVERDOSE	0	00.0
OHR	OHRV COMPLAINT	0	00.0
OTH	Other	1	00.4
PDB	Prescription Drug Box	0	00.0
PIN	Police Information	67	26.2
RAD	RADAR ENFORCEMENT	0	00.0
RH	Road Hazard	1	00.4
RPO	RETURN PROPERTY TO OWNER	0	00.0
SC	SHOOTING COMPLAINT	0	00.0
SDA	Suspected Drug Activity	0	00.0
SDT	Sudden Death	1	00.4
SEC	SECURITY CHECK	10	03.9
SGA	Suspected Gang Activity	0	00.0
SP	SERVE PAPERS	34	13.3
SPA	SUSPICIOUS ACTIVITY	10	03.9
SPM	SUSPICIOUS MOTOR VEHICLE	3	01.2
SPP	SUSPICIOUS PERSON	3	01.2
SR	Safe Schools Report	0	00.0
SSA	SAFE SCHOOLS ACT	5	02.0
SUI	SUICIDE	0	00.0
SX	Sex Offender Registration	14	05.5
TE	Traffic Enforcement	0	00.0
TRU	Truancy	2	00.8
TWD	Tree / Wires Down	0	00.0
VIN	VIN VERFICATION	0	00.0

Records Analysis Report
01/01/2019 - 08/31/2019

09/03/2019

IB	Well Being Check	9	03.5
---	Not Specified	1	00.4

Grand Total: 256

01/01/2019 - 08/31/2019

Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>TOTALS</u>
2nd Degree Assault; SBI- Domes	0	0	0	0	0	0	0	1	1
Simple Assault; Physical Conta	0	1	0	0	0	1	0	0	2
Simple Assault; BI	0	2	0	0	0	0	0	0	2
DV; Simple Assault; Physical C	0	0	2	0	0	1	1	0	4
Criminal Threatening - Conduct	0	1	0	0	0	0	1	0	2
Criminal Threatening - conduct	0	0	0	0	2	0	0	0	2
Criminal Threatening - conduct	0	0	1	0	0	0	0	0	1
Crim Threat Against Person	0	0	0	0	1	0	0	0	1
Burglary	0	0	0	0	1	0	0	0	1
Theft by Unauthd Taking \$0-\$10	0	0	0	0	0	1	0	0	1
Theft by Unauthd Taking \$1501+	0	0	1	0	0	0	0	0	1
Attempt To Commit	0	0	0	0	0	1	0	0	1
Theft by Unauthd Taking \$0-\$10	2	0	0	0	2	3	2	1	10
Theft by Unauthd Taking \$1001-	0	0	0	0	0	0	1	0	1
Attempt To Commit	0	1	0	0	0	0	0	0	1
Burglary	0	0	0	0	1	0	0	1	2
Theft by Unauthd Taking \$0-\$10	1	2	1	0	0	1	1	0	6
Theft by Unauthd Taking \$1501+	0	0	0	1	0	0	0	0	1
Forgery Govt Instrument, Check	0	0	0	0	0	0	1	0	1
Attempt To Commit	1	0	0	0	0	0	0	0	1
Theft by Deception \$0-\$1000	0	0	0	0	0	2	0	0	2
Theft by Deception \$1001-\$1500	0	0	0	0	0	1	0	0	1
Theft by Deception \$1501+	0	1	1	0	0	1	0	1	4
Credit Card Fraud, \$0-\$1000	0	0	1	1	0	1	0	1	4
False Personation	0	1	0	0	0	0	0	0	1
Identity Fraud; Pose to get In	1	1	0	0	0	0	0	0	2
Identity Fraud; Pose as Anothe	1	0	0	0	1	0	1	0	3
Identity Fraud; Obtain Persona	4	2	0	1	1	1	0	0	9
Identity Fraud; Obtain Info fo	1	0	0	0	0	0	0	0	1
Identity Fraud; Pose to get In	1	0	0	0	1	0	0	0	2
Criminal Mischief	1	0	0	1	0	3	1	1	7
Child Sex Abuse Image; Sell, T	0	0	1	0	0	0	0	0	1
Issuing Bad Checks \$0-\$1000	0	1	0	0	0	0	0	0	1
Disorderly Conduct	0	0	0	0	0	0	0	1	1
DUI - impairment	0	0	2	0	3	3	2	0	10
DUI 2nd; Impairment	0	0	0	0	0	1	0	0	1
PROTECTIVE CUSTODY OF INTOXICA	0	0	0	0	0	0	1	0	1
Endangering Welfare of Child	0	0	0	0	0	0	1	0	1
Criminal Trespass	0	0	0	0	1	0	0	0	1
ARREST ON ANOTHER AGENCY'S WAR	1	0	0	0	0	0	0	0	1
Involuntary Emergency Admissio	0	0	0	0	0	0	1	0	1
Unlawful Activities; Litter Co	0	0	0	1	0	1	0	0	2
Violation of Protective Order	0	0	0	0	0	1	0	0	1
Violation of Restraining Order	0	0	0	0	0	0	1	0	1
Dog; Menace, Nuisance, Vicious	1	0	1	2	2	1	1	0	8
Breach of Bail Conditions	0	0	0	0	0	1	0	0	1
DEATH INVESTIGATION	0	0	0	1	0	0	0	0	1
CRIMINAL LIABILITY FOR CONDUCT	1	0	0	0	0	0	0	0	1
Reckless Conduct	0	0	0	0	0	1	0	0	1
Harassment	0	0	0	1	0	0	0	0	1
DOG RUNNING AT LARGE-Candia T.	1	0	1	0	0	0	0	0	2
DAN ILLEGAL DUMPING	0	0	0	0	0	0	1	0	1
ARREST ON ANOTHER AGENCY'S WAR	0	0	0	0	0	0	1	1	2
Protective Custody; Drugs	0	0	0	0	0	0	1	0	1
OHRV; Conduct After Accident;	0	0	0	0	0	0	1	0	1
Suspension of Vehicle Registra	1	1	3	0	1	2	0	0	8

01/01/2019 - 08/31/2019

Unregistered Vehicle	0	0	0	0	0	1	0	0	1
Operate after Cert as Habitual	0	0	0	0	0	0	0	1	1
Drive after Rev/Sus	0	0	0	0	0	1	0	1	2
Drive after Rev/Sus; DUI	0	0	0	0	0	0	1	0	1
Drive after Rev/Sus; Reckless	1	0	0	0	0	0	0	0	1
Drive after Rev/Sus - subsqt	1	0	0	0	0	0	0	0	1
Drive after Rev/Suspension	0	1	3	0	2	2	0	0	8
Conduct After Accident	1	1	2	0	0	0	0	0	4
Lane Control	0	0	1	0	0	0	0	0	1
Fail/Yield @ Stop or Yield Sig	0	0	1	0	0	0	0	0	1
Stop Signs; Yield Signs	0	0	0	0	1	0	0	0	1
Disobeying an Officer	0	0	1	0	0	0	0	1	2
Speeding 16-20 mph over 65 lim	0	0	0	0	0	1	0	0	1
APPEAL OF ADMINISTRATIVE LICEN	0	0	2	0	2	1	1	0	6
Uninspected Vehicle	0	0	1	0	0	0	0	0	1
Spillage of Material by person	0	0	1	0	0	0	0	0	1
Arrest - Bench Warrant	0	0	0	0	0	0	0	2	2
TOTALS	21	16	27	9	22	34	22	13	164



MEMORANDUM

To: Candia Board of Selectmen
From: Candia Police Chief Michael McGillen
Subject: Possible Hire of Serena Shuter
Date: September 9, 2019
CC: Personnel File

I recommend that the Candia Board of Selectmen temporarily hire Serena Shuter as a Part-Time Officer effective today's date. This hire is based on conditions that she needs to meet by October 15, 2019.

**Candia Volunteer
Fire Department
11 Deerfield Road
Candia, NH 03034
603-483-8588
603-483-0252 fax**

Memo

Date: September 9, 2019
To: Board of Selectmen
Re: Monthly Report

August 2019 HIGHLIGHTS

- 1. Regular Truck and Building Maintenance
- 2. No FF training
- 3. EMS Training

Candia Fire Rescue

Candia, NH

This report was generated on 9/4/2019 9:45:59 AM



Incident Statistics

Start Date: 08/01/2019 | End Date: 08/31/2019

INCIDENT COUNT

INCIDENT TYPE	# INCIDENTS
EMS	6
FIRE	5
TOTAL	11

TOTAL TRANSPORTS (N2 and N3)

APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			

PRE-INCIDENT VALUE

\$0.00

LOSSES

\$0.00

CO CHECKS

TOTAL

MUTUAL AID

Aid Type	Total
Aid Given	1
Aid Received	2

OVERLAPPING CALLS

# OVERLAPPING	% OVERLAPPING
2	18.18

LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)

Station	EMS	FIRE
Station 1	0:11:38	0:12:50
AVERAGE FOR ALL CALLS		0:12:03

LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)

Station	EMS	FIRE
Station 1	0:06:21	0:06:48
AVERAGE FOR ALL CALLS		0:06:31

AGENCY

Candia Fire Rescue

AVERAGE TIME ON SCENE (MM:SS)

15:27

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = # of PCR with disposition "Treated, Transported by EMS". # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate.



Candia Fire Rescue

Candia, NH

This report was generated on 9/4/2019 9:46:39 AM



Incident Type Count per Station for Date Range

Start Date: 08/01/2019 | End Date: 08/31/2019

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
321 - EMS call, excluding vehicle accident with injury	4
324 - Motor vehicle accident with no injuries.	1
357 - Extrication of victim(s) from machinery	1
440 - Electrical wiring/equipment problem, other	1
611 - Dispatched & cancelled en route	1
622 - No incident found on arrival at dispatch address	2
744 - Detector activation, no fire - unintentional	1
# Incidents for 1 - Station 1:	11

Only REVIEWED incidents included.



August, 2019 Building Activity Report Summary


	<u>August 2018</u>	<u>August 2019</u>
Permits Issued	43	27
New Code Enforcement Cases	3	0
Open Code Enforcement Cases	6	4
Code Enforcement Cases Closed	0	0
Inspections Performed	103	99
CO's/CC's & Closed Permits	27	43
Renewed Permits	1	2

Revenue August, 2018
 $\$2,274.00 + \$ 52.24 = \$2,326.24$

Revenue August, 2019
 $\$2,314.00 + \$359.50 = \$2,673.50$

Revenue YTD, 2018
 $\$15,441.16 + \$2,326.24 = \$17,767.40$

Revenue YTD, 2019
 $\$14,617.53 + \$2,673.50 = \$17,291.03$

Submitted by: 

Date: 9/09/2019

August 2019

INSPECTION BREAKDOWN including CO's

Commercial, Mixed, L1, L2

Building (BP)	5
Electrical (EL)	4
Mechanical (ME)	1
Place of Assembly (POA)	2
Plumbing (PL)	3

Residential

Building (BP)	15
Electrical (EL)	12
Foundation (FO)	2
Gas Burner (GB)	2
Gas Piping (GP)	2
Plumbing (PL)	4
Pool (PO)	1
Roofing (RF)	1
Underground Tank (UG)	2
CO's and Closed Permits	43

Total Inspections: 99

BREAKDOWN PERMITS ISSUED

Building (BP)	10
Electrical (EL)	7
Fireplace (FP)	1
Gas Burner (GB)	2
Gas Piping (GP)	1
Place of Assembly (POA)	2
Plumbing (PL)	2
Roofing (RF)	1
Underground Tank (UG)	1

Total Permits: 27

The Candia Garden Club was formed in 2006. We meet monthly from February or March until October. Part of our mission is to promote gardening and beautification projects within the Town of Candia.

We hold a plant sale in May and a decorated wreath sale in December in conjunction with the Fire Department tree sale. We charge a membership fee. All the money raised is put back into the town by means of a scholarship through Dollars for Scholars, donations to the library, scouting and the welfare department among other causes.

We began taking care of the gardens around Town Hall when Chris Dupere was a member of the Club. I don't believe there was a formal agreement with the Select Board at the time. We became involved with the Butterfly Garden at school when Judi Lindsay was a member. She had started the garden, but there had been no one to maintain it. We were asked by the Candia Woman's Club to maintain the Welcome sign after they established it. I believe we took it upon ourselves to plant the three watering troughs in town and also the beds around the monument.

Due to a number of factors, miscommunication being one of them, the various gardens have been poorly maintained for the past two years. At our last meeting, we discussed what we think we can reasonably be responsible for, given our membership and other considerations.

We are proposing to be responsible for the Town Hall, the Butterfly Garden and the three watering troughs. We would not be responsible for the Welcome sign or the Monument.

We have talked about creating a plan to attend to them. We are willing to do some work this fall to get the gardens ready for winter and then open them up and maintain them through the spring and summer of 2020. We would like to be able to revisit this agreement next summer, so that the Garden Club and the Select Board are all on the same page.

It would be best, going forward, if communication could be handled by just one person on the Select Board and that the Board communicate with just one person in the Club. This, hopefully, would eliminate rumors and innuendos that only cloud the situation and break down genuine communication.

We welcome your thought on this proposal.

**Town of Candia
Board of Selectmen
Tel: 603-483-8101
Fax: 603-483-0252**

Memo

To: Members, Board of Selectmen and Municipal Budget Committee
 From: Boyd Chivers. Liaison to the Land Use Office
 Date: September 3, 2019

Re: 2020 Building Inspection Department Budget Request

A careful review of the responsibilities of the employees assigned to the Building Inspection - Land Use Office has revealed an urgent need for a part time consultant experienced in planning and zoning issues to assist the department with the processing and review of applications and technical submissions. The review takes into account the additional duties the Land Use Assistant, Lisa Galica, has assumed as Administrative Assistant to the Candia Fire and Rescue Department as well as the Building Inspector's role as both Code Enforcement Officer and informal Town Facilities Maintenance Manager.

The following information demonstrating an increased department workload as submitted in support of the 2020 budget request.

Year	Major/Minor Site Plan	Major/Minor Subdivisions	Lot Line Adjustment	Permits Issued	New Home or Replacement	Barn or Garage	Additions
2012	2/1	2	-	239	5	13	-
2013	2/1	0	-	284	4	13	-
2014	2/1	1	-	276	4	10	-
2015	1/0	0	-	338	3	7	-
2016	1/1	7	-	315	9	8	-
2017	1/0	8	-	347	6	10	-
2018	3/2	8	-	398	12	12	-
2019*	1/0	1/2	5	254	9	5	15

Source: Candia Town Reports and Land Use Office

*To date – (currently still working on 4 outstanding cases from 2018 -2 MAJOR / 2 MINOR)

Board of Selectmen and Budget Committee
September 3, 2019
Page Two

The record will confirm an increased volume of work required of the department. Additionally, there has been an increased involvement in the processing and preparation of each case by the department employees. Moreover, the increasing complexity of each case now demands attention by individuals experience in land use law and zoning issues.

In addition to land use and zoning issues, the department's assistant also provides the Candia Fire and Rescue Department with clerical and administrative support services. In addition to Land Use Office duties, for the Fire and Rescue Department Lisa is expected to: maintain personnel records; summarize monthly department activity and prepare reports; maintain vehicle and equipment records; prepare injury/incident reports; order supplies and classify vendor payments; process newly appointed and departing members; maintain grant records; and print or copy documents requested by the department. Lisa is also the department courier, delivering and retrieving documents and files when requested, usually twice weekly.

The Building Inspector is not without additional responsibilities. Mr. Murray is also the Code Enforcement Officer, Health Officer, and the informal Town Facilities Manager, responsible for supervising any work contracted by the town on its various properties.

The addition of an individual the department has tentatively identified as a project manager will benefit not only this department, but all parties involved in the planning and zoning process, from the applicant to the Planning Board. The benefit to each cannot be overstated: the application would benefit from a prompt and thorough review before being submitted to the Planning Board thus reducing processing time while the Board would benefit from an expeditious and experienced analysis. The Town would benefit from the influence of an individual familiar with industry practices. And the Land Use Office staff would benefit from exposure to such an individual and relief from some of its workload.

On behalf of the Land Use Office and its personnel I recommend each board give favorable consideration of this budget request for the 2020 budget cycle.