

June 8, 2020


TOWN OF CANDIA

Road Agent's Report

Month of April 2020

Work Summary:

- Patching was done as needed.
- Graded on Flint Rd., Hook Rd., Tower Hill Rd., & Donovan Rd.
- Culvert cleaning was done town-wide.
- Shoulder work on New Boston Rd., North Rd., Old Deerfield Rd.

  
Dennis Lewis, Road Agent

CANDIA POLICE DEPARTMENT  
ACTIVITY 4/17/2020 to 5/14/2020

During this period, the Candia Police Department issued 13 motor vehicle warning and 1 summons'.

**Arrests:**

On May 12, a 44 year-old male subject from Porter, Maine, was taken into Protective Custody for Alcoholism.

## Offense Listing

06/08/2020

01/01/2020 - 05/31/2020

## Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>TOTALS</u>
DV; Simple Assault; Physical C	0	0	1	0	0	1
Criminal Threatening - Conduct	1	0	0	0	0	1
Criminal Threatening - conduct	0	1	0	0	1	2
Burglary	0	0	0	1	0	1
Theft by Unauthd Taking \$0-\$10	1	0	0	0	0	1
Theft by Unauthd Taking \$1501+	0	0	0	1	0	1
Attempt To Commit	1	0	0	0	0	1
Theft by Unauthd Taking \$0-\$10	0	1	0	0	0	1
Theft by Deception \$1001-\$1500	0	0	0	0	1	1
Theft of Services \$0-\$1000	0	0	0	1	0	1
Credit Card Fraud, \$0-\$1000	1	0	0	0	0	1
Identity Fraud; Obtain Persona	1	1	0	0	0	2
Identity Fraud; Obtain Info fo	0	0	0	1	1	2
Recv Stolen Prop; \$0-\$1000	0	1	0	0	0	1
Criminal Mischief	2	0	0	0	0	2
Criminal Mischief	0	0	1	0	0	1
Criminal Mischief	2	0	0	1	1	4
Possession, etc.; Residual Amo	1	0	0	0	0	1
Disorderly Conduct	0	2	0	0	0	2
DUI - impairment	2	1	0	0	0	3
Protective Custody - Alcohol	0	1	0	0	1	2
TRANSPORTING ALCOHOLIC BEVERAG	0	0	0	1	0	1
Open Container	0	1	0	0	0	1
BENCH WARRANT-ELECTRONIC	0	0	1	0	0	1
Criminal Trespass	0	0	0	3	0	3
Involuntary Emergency Admissio	0	0	1	0	0	1
Unlawful Activities; Litter Co	0	0	0	1	0	1
Violation of Protective Order	0	0	0	0	1	1
TRANSPORTING ALCOHOLIC BEVERAG	0	0	0	1	0	1
Procuring Dog License; Tag	0	0	0	1	0	1
Dog; Menace, Nuisance, Vicious	2	0	1	1	0	4
BENCH WARRANT-ELECTRONIC	0	0	0	0	1	1
Stalking; Domestic Violence; O	0	0	1	0	0	1
Harassment	0	1	0	0	0	1
DOG RUNNING AT LARGE-Candia T.	0	0	0	1	0	1
ARREST ON ANOTHER AGENCY'S WAR	0	2	0	0	1	3
LOST OR STOLEN MOTOR VEHICLE P	0	0	0	0	1	1
OHRV OPERATE ON PRIVATE LAND W	0	0	0	1	0	1
Operating OHRV on Land Without	0	0	0	1	0	1
OHRV ENDAGER PERSON / DAMAGE	0	0	0	1	0	1
Misuse of Plates	0	0	0	0	1	1
Suspension of Vehicle Registra	1	0	0	0	0	1
DRIVING AFTER REVOCATION OR SU	0	0	1	0	0	1
Drive after Rev/Sus	0	0	0	1	0	1
Drive after Rev/Suspension	2	1	1	0	1	5
ADMINISTRATION REVIEW AND HEAR	1	0	0	0	0	1
APPEAL OF ADMINISTRATIVE LICEN	1	0	0	0	0	1
Arrest - Bench Warrant	0	1	0	0	0	1
TOTALS	19	14	8	18	11	70

Records Analysis Report  
01/01/2020 - 05/31/2020

06/08/2020

## No Crime Incident Event Breakdown

Event	Description	Total	%
911	911 Hang Up	1	00.5
ACP	Animal Complaint	1	00.5
AFF	Assist Fire/EMS	1	00.5
AID	Aided Motorist	0	00.0
AL	ALARM	0	00.0
AOA	Assist Other Agency	16	08.5
ASC	Assist Citizen	19	10.1
BEA	BEAS Investigation	0	00.0
DF	Dog License Civil Forfeiture	0	00.0
FIN	Child In Need of Services	0	00.0
IV	Civil Standby	1	00.5
COM	Community Outreach	0	00.0
CP	Community Policing	0	00.0
RA	Cruiser Accident	0	00.0
CF	Discharge Firearm	0	00.0
CI	DCYF Investigation	0	00.0
IS	Disturbance	14	07.4
OG	Dog At Large / Loose Dog	0	00.0
IN	Fingerprinting	0	00.0
PR	FOUND PROPERTY	0	00.0
EA	INVOLUNTARY EMERGENCY HOSPITALIZATION	0	00.0
UV	Juvenile Complaint	3	01.6
PR	Lost Property	3	01.6
ED	Medical Call	0	00.0
IP	Missing Person	0	00.0
VC	MOTOR VEHICLE COMPLAINT	0	00.0
C	Noise complaint	0	00.0
DT	National Drug Take Back	0	00.0
ED	Neighbor Dispute	2	01.1
O	NOTIFICATION	0	00.0
TO	No Trespass Order	1	00.5
D	DRUG OVERDOSE	0	00.0
F	FATAL OVERDOSE	0	00.0
HR	OHRV COMPLAINT	1	00.5
TH	Other	2	01.1
DB	Prescription Drug Box	0	00.0
IN	Police Information	45	23.9
AD	RADAR ENFORCEMENT	0	00.0
H	Road Hazard	0	00.0
PO	RETURN PROPERTY TO OWNER	0	00.0
C	SHOOTING COMPLAINT	1	00.5
CA	SCAMS/PHONE&EMAIL	4	02.1
DA	Suspected Drug Activity	0	00.0
DT	Sudden Death	1	00.5
EC	SECURITY CHECK	20	10.6
GA	Suspected Gang Activity	0	00.0
P	SERVE PAPERS	18	09.6
PA	SUSPICIOUS ACTIVITY	10	05.3
PM	SUSPICIOUS MOTOR VEHICLE	0	00.0
PP	SUSPICIOUS PERSON	0	00.0
R	Safe Schools Report	0	00.0
SA	SAFE SCHOOLS ACT	2	01.1
JI	SUICIDE	2	01.1
K	Sex Offender Registration	14	07.4
E	Traffic Enforcement	0	00.0
RU	Truancy	0	00.0
WD	Tree / Wires Down	0	00.0

Records Analysis Report  
01/01/2020 - 05/31/2020

06/08/2020

/IN	VIN VERIFICATION	1	00.5
/B	Well Being Check	4	02.1
---	Not Specified	1	00.5

Grand Total: 188

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

**Memo**

Date: June 8, 2020  
To: Board of Selectmen  
Re: Monthly Report

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May 2020 HIGHLIGHTS

- 1. Regular Truck and Building Maintenance
- 2. Incident Command, HAZMAT
- 3. EMS Training



# Candia Fire Rescue

Candia, NH

This report was generated on 6/3/2020 10:35:44 AM



## Incident Statistics

Start Date: 05/01/2020 | End Date: 05/31/2020

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		14	
FIRE		9	
TOTAL		23	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
TOTAL			
MUTUAL AID			
Aid Type		Total	
Aid Given		6	
Aid Received		6	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
0		NaN	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:13:50	0:23:20	
AVERAGE FOR ALL CALLS		0:16:11	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:07:55	0:14:20	
AVERAGE FOR ALL CALLS		0:09:32	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Candia Fire Rescue		27:47	

Only Reviewed Incidents included. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

# Candia Fire Rescue

Candia, NH

This report was generated on 6/3/2020 10:36:08 AM



Incident Type Count per Station for Date Range  
Start Date: 05/01/2020 | End Date: 05/31/2020

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
111 - Building fire	1
112 - Fires in structure other than in a building	1
141 - Forest, woods or wildland fire	2
321 - EMS call, excluding vehicle accident with injury	12
324 - Motor vehicle accident with no injuries.	2
611 - Dispatched & cancelled en route	3
743 - Smoke detector activation, no fire - unintentional	1
744 - Detector activation, no fire - unintentional	1
# Incidents for 1 - Station 1:	23

Only REVIEWED incidents included.



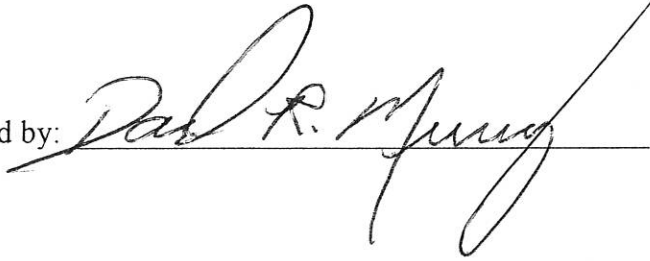
**April, 2020**  
**Building Activity Report Summary**

	<u>April, 2019</u>	<u>April, 2020</u>
Permits Issued	33	40
New Code Enforcement Cases	0	1
Open Code Enforcement Cases	4	5
Code Enforcement Cases Closed	0	2
Inspections Performed (insp + co's)	76	97
CO's/CC's = Closed Permits	26	19
Renewed Permits	1	7

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Revenue April 2019	Revenue April 2020
$\$3,742.00 + \$0 = \$3,742.00$	$\$1,561.00 + \$1,426.00 = \$2,987.00$

Revenue YTD April 2019	Revenue YTD April 2020
$\$4,005.82 + \$3,742.00 = \$7,747.82$	$\$8,062.00 + \$2,987.00 = \$11,049.00$

Submitted by: 

Date: 5/11/2020

April 2020

INSPECTION BREAKDOWN including CO's

Commercial, Mixed, L1, L2

Building (BP)	1
Underground Tank (UT)	1

Residential

Building (BP)	36
Chimney (CH)	1
Electrical (EL)	16
Foundation (FO)	1
Gas Burner/Fireplace (GB/FP)	6
Gas Piping/Tanks (GP/GT)	3
Oil Burner (OB)	1
Plumbing (PL)	8
Sprinkler (SP)	1
Underground Tank (UT)	3
CQ's = Closed Permits	19

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**Total Inspections:** 97

BREAKDOWN PERMITS ISSUED

Building (BP)	8
Electrical (EL)	5
Gas Burner/Fireplace (GB/FP)	10
Gas Piping/Tanks (GP/GT)	6
Life Safety (LS)	1
Oil Burner (OB)	2
Plumbing (PL)	3
Roofting (RF)	1
Septic (SE)	1
Underground Tank (UT)	3

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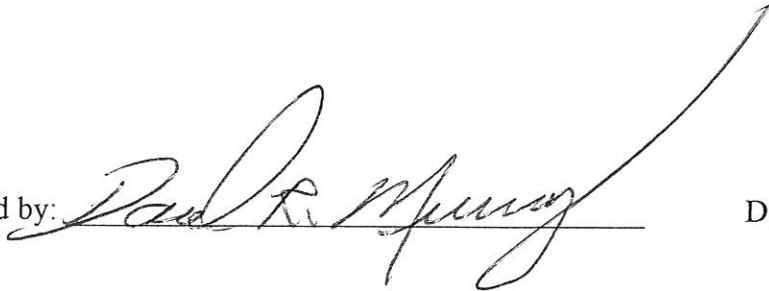
**Total Permits:** 40

**May 2020**  
**Building Activity Report Summary**

	<u>May, 2019</u>	<u>May, 2020</u>
Permits Issued	33	38
New Code Enforcement Cases	0	0
Open Code Enforcement Cases	4	5
Closed Code Enforcement Cases	0	0
Inspections Performed (insp + co's)	86	81
CO's/CC's = Closed Permits	30	24
Renewed Permits	2	5

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Revenue May 2019	Revenue May 2020
$\$3,390.96 + \$89.75 = \$3,480.71$	$\$2,564.00 + \$308.46 = \$2,872.46$
Revenue YTD, 2019	Revenue YTD, 2020
$\$7,747.82 + \$3,480.71 = \$11,228.53$	$\$7,747.82 + \$2,872.46 = \$10,620.28$

Submitted by:  Date: 6/8/2020

May 2020INSPECTION BREAKDOWN including CO'sCommercial, Mixed, L1, L2

Gas Piping/Tanks (GP/GT)	1
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Residential

Building (BP)	27
Electrical (EL)	10
Foundation (FO)	1
Gas Burner/Fireplace (GB/FP)	2
Gas Piping/Tanks (GP/GT)	6
Oil Burner (OB)	1
Plumbing (PL)	5
Roofing (RF)	2
Septic (SE)	1
Underground Tank (UT/UG)	1
CO's = Closed Permits	24

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<b>Total Inspections:</b>	<b>81</b>
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BREAKDOWN PERMITS ISSUED

Building (BP)	13
Demolition (DE)	1
Electrical (EL)	10
Gas Burner/Fireplace (GB/FP)	1
Gas Piping/Tanks (GP/GT)	5
Plumbing (PL)	2
Pool (PO)	3
Roofing (RF)	1
Sign (SI)	1
Underground Tank (UT/UG)	1

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<b>Total Permits:</b>	<b>38</b>
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## April 2020

### Candia Recycling Center Monthly Report

	<u>April, 2019</u>	<u>April, 2020</u>
M.S.W. (Trash)	73.84 tons	59.46 tons
C&D Debris	54.88 tons	48.37 tons
Total waste	128.62 tons	107.83 tons

## Recyclables

	<u>April, 2019</u>	<u>April, 2020</u>
Mix Paper	5 bales 3.75 tons	11 bales 8.39 tons
Cardboard	7 bales 5.05 tons	9 bales 6.40 tons
#1 - #7 plastics	2 bales 1.33 tons	4 bales 2.50 tons
Alum. Cans	2 bales .81 tons	3 bales 1.28 tons
Tin cans	2 bales 1.42 tons	0 bales
#2 natural plastic	0	1 bale .40 tons
Total bales	18 bales 11.55 tons	28 bales 18.97 tons
Glass -	1 load 9.91 tons	0
Electronics -	1 swap 2.85 tons	1 swap 2.84 tons
Total weight	<b>24.31 tons</b>	<b>21.81 tons</b>

**Revenue**

April, 2019  
**\$164.60**

April 2020  
**\$845.04**

**2019 YTD - \$11,363.84**

**2020 YTD - \$17,010.27**

On 4/17 there was **17,200** lbs. or **8.60** tons of light Iron marketed and recycled which generated **\$307.14** in revenue.

On 4/24 there was a **9.78** tons of cardboard marketed which generated **\$537.90** in revenue..

Weekly Payroll and Accounts Payable Manifest Totals					
Check	Payroll	Total		Payroll	
<u>Date</u>	<u>Manifest</u>	<u>Amount</u>		<u>Subtotal</u>	
05/07/20	1102-01	15,458.25		15,458.25	
05/14/20	1103-01	14,875.97		30,334.22	
5/21/2020	1104-04	17,435.29		47,769.51	
5/28/2020	1105-02	17,099.72		64,869.23	
6/4/2020	1106-04	27,434.99		92,304.22	
6/11/2020	1107-01	15,775.79		108,080.01	
Check	Accts Pay	Total		Accts Pay	
<u>Date</u>	<u>Manifest</u>	<u>Amount</u>		<u>Subtotal</u>	
05/07/20	202019	503,366.22		503,366.22	<i>school 475,000.00</i>
05/14/20	202020	31,398.11		534,764.33	
5/21/2020	202021	16,134.10		550,898.43	
5/28/2020	202022	31,097.88		581,996.31	
6/4/2020	202023	380,246.32		962,242.63	<i>school 342623.</i>
6/11/2020	202024	23,256.64		985,499.27	
Grand Total Payroll and Accts Pay				1,093,579.28	

	2020 DONATIONS - 1st QTR					
	<b>Donated</b>	<b>Check</b>	<b>Donation</b>	<b>Food</b>	<b>Fire</b>	<b>Fuel</b>
<b>Date</b>	<b>From</b>	<b>Number</b>	<b>Amount</b>	<b>Pantry</b>	<b>Dept</b>	<b>Asst.</b>
01/21/20	Candia Volunteer Firefighters Assoc, Inc					
	New Arms & Tips for Hurst Spreader Extrication Tool	N/A	4,355.00		4,355.00	
	Two Kaba E-Plex-5000 Door Locks for Fire Station	N/A	1,915.00		1,915.00	
	Three Knox Key Secure 5 Master Key Holders for Engine 1	N/A	3,729.55		3,729.55	
	Engine 2 and Rescue 1 plus one HP laptop					
	computer to support the key holders					
	One siren for the four-wheel off-road Polaris vehicle	N/A	246.92		246.92	
01/15/20	Pinkerton Academy	7936	100.00	100.00		
03/13/20	Thomas F Walsh	cash	200.00	200.00		
03/13/20	Thomas F Walsh - Firewood	N/A	no value given			
03/18/20	Michael Ryan & Robin Steiner	8358	50.00	50.00		
03/25/20	Candia Community Woman's Club	1018	500.00			500.00
	<b>Totals</b>		<b>11,096.47</b>	<b>350.00</b>	<b>10,246.47</b>	<b>500.00</b>



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

**Memo**

To: Board Members  
From: Boyd Chivers  
Date: June 5, 2020  
RE: Assessing Service Contract Recommendation

The resignation of our assessor, Tammy Jameson, who as a contract assessor, has provided Candia with 20 years of invaluable service, has presented both a short-term challenge and a long-term opportunity for our town.

The short-term challenge requires the town to ensure continuity with a vital function and replace Tammy, whose resignation was tendered in April but who has agreed to stay until a replacement is found.

The long term opportunity was identified when town employees voiced their displeasure and ongoing frustration with the various software programs related to property assessment (Vision), tax billing and finance (BMSI) and the Land Use Office (Munismart) used to perform their duties and the lack of integration between the programs. Finding Tammy's replacement was seen as an opportunity to address two related problems and was approached accordingly.

A panel consisting of myself, Selectman Brock and the town employees who use the software systems on a daily basis convened to interview three assessing services candidates: Whitney Consulting Group, Corcoran Consulting Associates, and Commerford, Nieder, Perkins. In addition, the panel interviewed a firm experienced in municipal software applications and their integrated use by municipalities: Municipal Resources, Inc. (MRI).

While the services available through MRI are important, they are not urgent. The panel recommends that a systems assessment be performed by MRI well in advance of the 2021 budget cycle to allow consideration for an appropriation to incorporate their recommendations in that year's budget.

The services of an assessor, however, are both important and urgent. Following an interview with the three candidates and an effort to reach consensus on the 4 criteria agreed upon by the panel (scope of service, experience, systems proficiency, and value). The following quotes for essentially the same services for a 6-month period were considered:

- Commerford, Nieder, Perkins \$9,720
- Corcoran Consulting Associates 9,600
- Whitney Consulting 10,125

While the bid submitted by Whitney exceeds the lowest quote by \$525, it is justified by both the firm's commitment to employee and customer support and service, as well as their experience in their field and with the recommended replacement software for the VISION system, which is soon to be obsolete and would require not only a \$10,000 upgrade but additional unknown hardware costs. The panel was unanimous in recommending Whitney Consulting to the Board of Selectmen.

On behalf of the interview panel, I urge this boards support for that recommendation and subsequent approval of a 6-month contract with Whitney Consulting Group.

Lastly, I recommend Lisa Galica be recognized for her assistance in coordinating the interviews and sorting through the information to enable some rational analysis of the proposal.