

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA, ICMA-CM  
Town Administrator

**RE:** Weekly Report

**DATE:** September 18, 2023



The following report from town departments provides an update for the Board of Selectmen on the various programs, initiatives, projects, and upcoming events.

### **Department of Public Works**

**Facilities/Grounds:** The crew continues with weekly cemetery and grounds maintenance, as well as boat ramp and beach clean-up. Painted and installed trim at Public Safety Building.

**Fleet:** Facility Audit. 15-E-3 State Inspection. 15-E-4 State Inspection. Overall inspection for replacement Trk9. Adjusted roller scrapers. Trk1 warranty work at Crest Auto. Car 161 performed Spreventative maintenance. 15-R-3 repaired headlight harness and replaced bulbs. Ferris lawnmower test. Trk15 worked on air bag issue.

**Highway:** The highway crew continues with grading, tree work and ditching along several roads. Road work last week included Red Hill, Harvard, Sibley, Ben Berry and Bodge Hill Road. Installed flagpole at DPW, loamed and landscaped the area.

**Transfer Station:** This week we shipped out 3 containers of municipal solid waste = 36 tons, 3 containers of single stream recycling = 15 tons, 10 containers of construction and demolition = 50 tons and 1 container of mixed scrap metal. Lakes Region Dance held a fund raiser at the Transfer Station the proceeds go towards a dance competition. The brush pile was burned, compost pile turned, 90 units of Freon containing devices recovered and recycled, truck scale was calibrated, and trash compactor serviced. Car counts Monday 355, Tuesday 336, Friday 450, Saturday 368, Sunday 265 total 1774 vehicles.

### **Moultonborough Public Safety**

**Moultonborough Police Department:** 09/11/2023 – 09/17/2023

| Activity          | Last Week | This Week | Weekly Difference | Last Year-To-Date | This Year-to-Date | Yearly Difference |
|-------------------|-----------|-----------|-------------------|-------------------|-------------------|-------------------|
| Log Entries       | 265       | 312       | +15.06%           | 9758              | 9432              | -3.45%            |
| Calls for Service | 152       | 171       | +11.11%           | 4986              | 5512              | +9.54%            |
| Arrests           | 3         | 1         | -200%             | 93                | 78                | -19.23%           |

|                 |    |    |         |     |     |         |
|-----------------|----|----|---------|-----|-----|---------|
| MV Accidents    | 2  | 2  | 0%      | 127 | 101 | -25.74% |
| MV Stops        | 25 | 15 | -66.66% | 813 | 813 | 0%      |
| Offense Reports | 1  | 4  | +75%    | 94  | 75  | -25.33% |

### Calls For Service Breakdown

| Activity                      | This Week | Activity                          | This Week |
|-------------------------------|-----------|-----------------------------------|-----------|
| 911 Hang Up                   | 1         | Fish & Game Call                  | 0         |
| Abandoned MV                  | 2         | Follow Up                         | 17        |
| Admin Services                | 11        | Found / Lost Property             | 2         |
| Alarm Commercial              | 1         | Good Morning Project              | 5         |
| Alarm Residential             | 4         | Harassing Message                 | 1         |
| Assault                       | 3         | Juvenile Issue                    | 1         |
| Assist Citizen                | 24        | Lost / Missing Person             | 0         |
| Assist Motorist / Disabled MV | 1         | Medical Emergency                 | 12        |
| Assist Other Agency           | 9         | Motor Vehicle Complaint           | 5         |
| Boating Incident              | 0         | Parking Complaint                 | 1         |
| Building Check                | 6         | Police Information                | 7         |
| Burglary                      | 2         | Repossession                      | 0         |
| Burn Permit                   | 0         | Road Hazzard                      | 2         |
| Call for Local PD / Officer   | 1         | Paperwork Service                 | 4         |
| Community Policing            | 1         | Stalking                          | 0         |
| Criminal Mischief             | 0         | Suspicious Activity               | 3         |
| Criminal Records Check        | 5         | Theft / Larceny / Fraud / Forgery | 0         |
| Criminal Trespass             | 1         | Untimely / Unattended Death       | 0         |
| Directed Patrol               | 6         | Warrant Check                     | 0         |
| Disturbance                   | 0         | Welfare Check                     | 1         |
| Domestic Animal Related Call  | 7         |                                   |           |

**Community Policing:** SRO Christen Cloutier attended the school board meeting on Wednesday, September 13<sup>th</sup>, 2023.

**Training:** None to report.

**Upcoming Events:** None to report.

**Moultonborough Fire Rescue:** For the period of 09/11/2023 to 09/17/2023, there were 24 calls for service:

|   |    |
|---|----|
| Fires                                       | 1  |
| Overpressure, Explosion, Overheat – No Fire | 0  |
| EMS & Rescue Incidents                      | 10 |
| Hazardous Conditions – No Fire              | 2  |
| Service Calls                               | 4  |
| Good Intent                                 | 4* |
| False Alarms & False Calls                  | 1  |
| Severe Weather & Natural Disaster           | 2  |
| Special Incident Type                       | 0  |

\*4– Dispatched, No Fire Department Response – EMS

**Total YTD 2023 Incidents: 814**                      **Percent of increased from 2022**      **7%**

**Automatic Aid:** four times from Stewart’s Ambulance.

**Mutual Aid:** none

**Overlapping Incidents: 5**      **Year to Date: 108**      **Percentage of Call Volume: 13.2%**

Overlapping incidents are where two or more incidents are occurring simultaneously.

### **Staffing**

|   |                    |
|---|--------------------|
| Average Daytime (7 AM-5 PM, Mon-Fri) staffing | 3.61 firefighters. |
| Average Night                                 | 1.5 firefighters   |
| Weekend                                       | 3.5 firefighters*  |

### **Response Times**

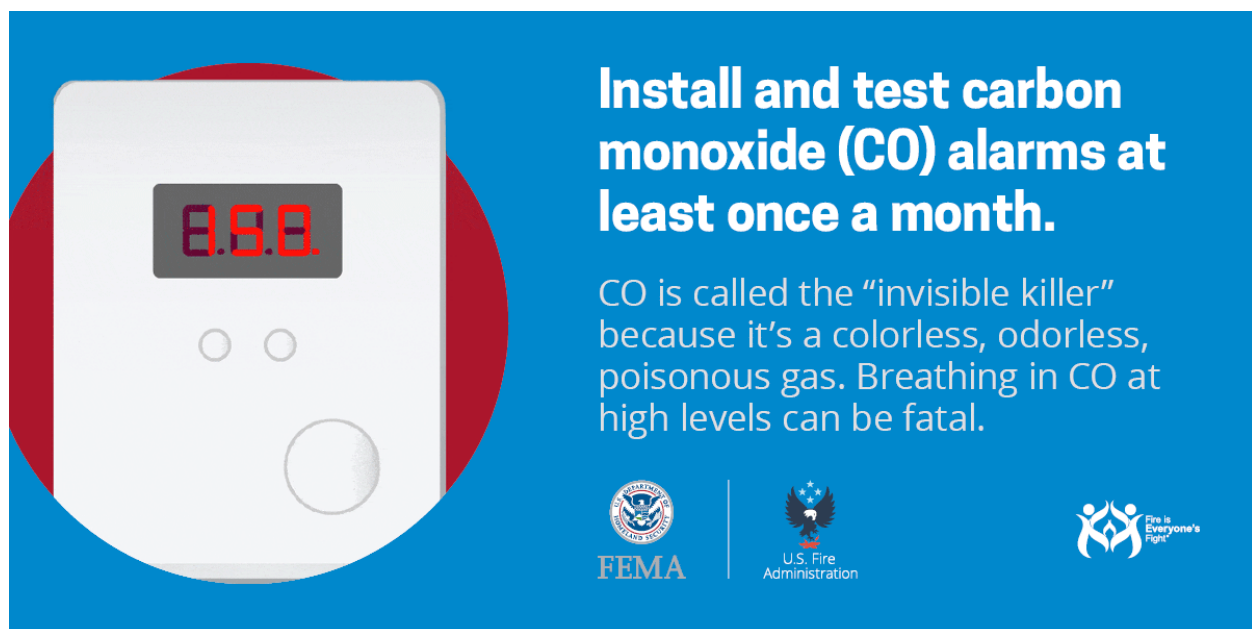
|  |                  |
|--|------------------|
| Average Daytime (7 AM-5 PM, Mon-Fri) response time | 10:17 mins/sec.  |
| Average Night                                      | 18:45 mins/sec.  |
| Weekend  | 11:45 mins/sec.* |

\* Dispatched, No Fire Department Response – EMS

**Operations:** 9/12 The Day shift assisted a Bean Road resident with installing new smoke detectors. 9/13 Chief Bengtson and firefighter Gravelle attended a NH Homeland Security & Emergency Management class for Unmanned Aircraft System Program Development at the National Guard base in Concord. The class covered the necessary requirements for establishing and operating a drone program for local governments, fire, and police departments. The Day Shift conducted a fire safety consultation for a place of assembly on Whittier Highway. 9/14 Firefighters from Moultonborough participated in a mass casualty/hazardous materials incident drill at a Golden View, a long-term healthcare facility in Meredith. The drill simulated an incident at Golden View and incorporated other incidents occurring in Meredith simultaneously. Departments from Center

Harbor, Gilford, Laconia, New Hampton, Bristol, Plymouth, and Moultonborough along with the Central Nh Hazardous Materials Team joined Meredith in mitigating multiple incidents. The drill was designed to test the capabilities of Meredith and its mutual aid partners to respond to multiple incidents. A after action review was held the following day. The Day shift witnessed a final inspection of a NFPA 13D fire sprinkler system at a Maple Lane residence. The monthly Department meetings with the Call firefighting staff resumed with a meeting at 8pm. 9/15 The Day Shift witnessed a fire/evacuation drill at Moultonborough Central School.

**Burning Permits:** The fire danger level remains at “Low.” Fire permits are required for open burning, including campfires, and burning brush. Fire Permits may be obtained at the Public Safety Building located at 1035 Whittier Highway or online at [www.NHFirePermit.com](http://www.NHFirePermit.com). Or a <https://nh.burnsafeamerica.com/>.



### **Moultonborough Recreation Department**

Moultonborough Recreation Department and Moultonborough Conservation Commission are teaming up to organize a Community Cleanup Day in Moultonborough. Our goal is to rid our roadways of trash, debris, etc. on Saturday, September 30, 10am-noon. An informational meeting will be held on Tuesday, September 26, 5-6pm at Moultonborough Recreation (10 Holland Street). Families, friends, neighbors, residential & community groups, Boy and Girl Scouts, Moultonborough Academy classes and teams are encouraged to participate. Call MRD for more info. 603/476-8868.

MRD is pleased to once again partner with Castle in the Clouds and Lakes Region Conservation Trust to offer Jack O Lantern Lane - a free family friendly Halloween stroll on the Castle grounds. Join us on Friday, October 13, 5:00-6:30pm. The trail will be lit with Jack O Lanterns and you will see some not-so scary surprises along the way. This is not a “haunted walk.” Proper footwear and headlamps/flashlights are recommended. Halloween costumes are encouraged, but not required.

After your hike, warm up by the fire pit and enjoy some goodies. Registration for this popular annual event is encouraged but not required. See the Castle in the Clouds website to sign up ([castleintheclouds.org](http://castleintheclouds.org)) Carved and uncarved pumpkin donations are welcome! Contact Moultonborough Recreation for donation information 603/476-8868.

Moultonborough Recreation and Moultonborough Public Library are teaming up to offer Moultonborough residents a free family friendly Halloween event! Our annual Halloween Boo-Levard Bash will take place on Saturday, October 28, 4:00-5:30pm at Kraine Meadow Park. This is a child and family friendly event for little pumpkins, ghouls, and goblins through grade 5 – preschoolers and toddlers too! We will have a children's costume contest and parade, games, prizes, goodies, and fun! Will you visit our frightfully fun farmer's market (optional). Donations of bagged candy will be happily accepted at MRD & MPL until October 26. Volunteer students, older siblings and adults are needed to help with this event! MA students can earn volunteer hours. Please contact Moultonborough Recreation if you can help! 603/476-8868.

### **Other Recreation Programs:**

- Adult Outdoor Pickleball continues at KMP. There are limited openings in our Adult Outdoor Pickleball program for September. Sign up online or in the recreation office.
- Tai Chi registrations are at capacity for our November/December session.
- Beyond the Bell, after school program continues with registrations at capacity.
- CoEd Youth Soccer programs continue this week.
- Drop-in Mah Jong continues Wednesdays @ 10am at the Recreation Department at 10 Holland Street. This is a drop-in group, no registration required and no fee. Please bring your set if you have one.
- Drop-in Bridge continues Mondays @ 10am at the Recreation Department at 10 Holland Street. This is a drop-in group, no registration required and no fee.
- Logistics and planning are ongoing for fall and winter programming, trips, and events.

For information on current and upcoming MRD activities, see our website at or call us at 603/476-8868. Check our Facebook page for cancelations or updates regarding our events and programs. Non-resident fees accrue where applicable. The Moultonborough Recreation Department is located at 10 Holland St., Moultonborough.

### **Moultonborough Public Library**

Returning to the Moultonborough Library in October are Glenn Knoblock for a repeat of his very popular *Hidden History of Lake Winnepesaukee* program on October 2, 6:30 pm, and an 8-week Tai Chi for Beginners course with Sue Graffam, starting October 10. Sue is a certified tai chi

instructor and experienced practitioner. Space is limited, [register here](#). Patrons need to register only once but are expected to commit to the full 8-week course.

Please note the library will open at 10 am on Friday, September 22, to allow for staff training.

### Upcoming Adult Programs:

- Tuesdays, 5 to 6:30 pm: **Craft and Chat**. Bring a craft project and work on it alongside other Moultonborough crafters.
  - October 17, **Pressed Flower Luminarias**. [Register here](#).
- Wednesday, September 20, 10:30 to 11:30 am. **Mystery Book Club**. [Register here](#).
- Thursday, September 21, 9 to 11 am. **Board of Trustees' Meeting**.
- Saturday, September 23, 7 to 8 pm. **NH Big Read "A Year Under the Stars" at the McAuliffe-Shepard Discovery Center, Concord**. [Register here](#).
- Monday, September 25, 3:30 to 4:30 pm. **Diabetic Recipe Club**. [Register here](#).
- **Tech Workshop: Phonography**
  - Tuesday, September 26, 2 to 3:30 pm. [Register here](#).
  - Friday, September 29, 10 to 11:30 am. [Register here](#).
- Tuesday, September 26, 7 to 9 pm. **An Evening of Poetry and Music**. [Register here](#).
- Wednesday, September 27, 6:30 to 7:30 pm. **The Bear Book Discussion with NH Humanities expert Carrie Brown**. [Register here](#).
- Monday, October 2, 6:30 to 7:30 pm. **Hidden History of Lake Winnepesaukee with Glenn Knoblock**. [Register here](#).
- Tuesday, October 3, 3 to 5 pm. **Nibbling on Native Plants in your Backyard with forager Russ Cohen**. [Register here](#).

### Upcoming Youth Programs:

- Mondays, 9:30 to 10:30 am. **Toddler Drop-In Playtime**. Stop by the library's children's area to play with a wide variety of children's toys, read books, and enjoy the company of other toddlers for an hour of unstructured play.
- Mondays in October, 10:15 to 10:45 am. **Music and Movement**. Join the fun while we dance and use musical instruments to some kid friendly tunes.
- Tuesdays, 6 to 6:30 pm. **PJ Storytime**. Dress in your coziest pajamas and come to the library for read-aloud to get us in the mood for sleep.

- Fridays, 10:30-11 am. **Storytime.** Join us for stories, music, and fun!

Follow us on Facebook and Instagram to keep up to date with our news.

@MoultonboroughPublicLibrary

### **Upcoming Public Meetings**

Board of Selectmen

- Thursday, September 21, 2023 at 5:00 p.m. at Town Hall
- Thursday, September 28, 2023 Work Session at 5:00 p.m. at Town Hall

### **Other Important Dates/Reminders**

- The library has a delayed opening on Friday, September 22, 2023, to allow for staff training. The library will be open 10 am to 5 pm that day.
- The Town Clerk's office will be closed on Thursday, October 12, 2023, to attend a statewide training.