

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: September 25, 2023



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

Administration and Finance

Town Clerk: In the month of August 2023, the Town Clerk's office processed:

Motor Vehicle Registrations	1,024
Motor Vehicle Titles	173
Boat Registrations	34
Dog Licenses	18
UCC Filings	0
Vital Records (birth/death/marriage certificates and/or divorce decrees)	56
Marriage Licenses	6
Aqua-Therm Registrations	5
Articles of Agreement	1

We also processed wetlands applications, voter registrations, and assisted new residents with establishing residency, among other services.

Do you own an electric or plug-in hybrid vehicle?

Effective September 1st, the State of New Hampshire has passed a law requiring owners of electric and plug-in hybrid vehicles to pay an additional yearly surcharge. For electric vehicles, this surcharge will be an additional \$100 per year. For plug-in hybrids, the surcharge will be an additional \$50 per year.

2024 Presidential Primary Information

On Wednesday, September 13th, Secretary of State David Scanlan announced the filing period for candidates who wish to have their names listed on the ballots for the 2024 Presidential Primary. The filing period opens on Wednesday, October 11th, and closes on Friday, October 27th. This announcement also affects other election processes, including the following:

- The Supervisors of the Checklist are required by law to meet on Friday, October 6th, to make corrections and add new voters to the checklist. Please keep an eye on the website for the time of this meeting if you need to meet with them.
- The last day to change your party affiliation before the Presidential Primary is Friday, October 6th. To change your party affiliation, please visit the Town Clerk's office at any time before the deadline with your government-issued photo ID or meet with the Supervisors of the Checklist. New voters and other changes will continue to be accepted after this date as the law permits.
- Absentee ballot requests can be accepted starting on Monday, November 13th (Town Hall will be closed on Friday, November 10th in observance of Veterans Day), even if the date of the NH Presidential Primary has not yet been announced. Once the date has been announced, we will update the absentee ballot request forms to reflect that change. If the date of the Presidential Primary is announced prior to November 13th, absentee ballot requests will be accepted at that time.

Please keep an eye on the website for future election information as it becomes available.

Department of Public Works

Facilities/Grounds: The crew continues with weekly cemetery and grounds maintenance. Installed temp. water tank at PSB. Cleaned out ice rink. Removed old cabinets, replaced with new at PSB.

Fleet: Trk 15 installed clock spring assembly, Inspection 15-D-2. Trk 15 road test. Inspect 15-R-1. Oil leak on zero turn. Rear springs on car 161. Trk 24 sander clean and rust seal. Clean shop. Attended electronics class. Fixed eq. 27 trailer repaired suspension.

Highway: The highway crew continues with grading, tree work and ditching along several roads. Road work last week included Tara, Evans Randall, Winaukee and Lunt Road.

Transfer Station: This week we shipped out 2 containers of municipal solid waste=24 tons, 2 containers of single stream recycle=10 tons, 6 containers of construction and demolition=30 tons and 2 containers of mixed scrap metal. Compost pile was turned, and the brush pile was burned. Car counts Monday 320, Tuesday 400, Friday 450, Saturday 402, Sunday 260 total 1832 vehicles.

Moultonborough Public Safety

Moultonborough Fire Rescue: For the period of 09/18/2023 to 09/24/2023, there were twenty-one calls for service: There was:

Fires	1
Overpressure, Explosion, Overheat – No Fire	1
EMS & Rescue Incidents	9

Hazardous Conditions – No Fire	0
Service Calls	5
Good Intent	4*
False Alarms & False Calls	1
Severe Weather & Natural Disaster	0
Special Incident Type	0

*1– Dispatched, No Fire Department Response – EMS

Total YTD 2023 Incidents: 835 **Percent of increased from 2022 6%**

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	3.55 firefighters.
Average Night	3.66 firefighters
Weekend	3.3 firefighters*

Response Times

Average Daytime (7 AM-5 PM, Mon-Fri) response time	10:00 mins/sec.
Average Night	07:40 mins/sec.
Weekend	10:08 mins/sec.*

* Dispatched, No Fire Department Response – EMS

Operations: 9/19 Chief Bengtson conducted a place of assembly inspection at 520 Whittier Highway. The Day shift and the fire chief witnessed the inspection of an underground storage tank for a propane installation at 66 Iroquis Lane, this exercise is in preparation of the fire department taking on propane inspections for equipment installed outside of structures. 9/21 All the Department’s ground ladders were tested by New England Ladder Testing. Fire Department ladders are tested annually under the standards specified in NFPA 1932 which covers use, maintenance, inspection, and service testing. September marks the resumption of monthly continuing EMS education. Paramedic John Burdette conducted a training session on obstetrics. EMS providers participated in a review of obstetric emergencies, routine childbirth and case reviews of past obstetric incidents occurring in Moultonborough. 9/23 The fire department provided an EMT and UTV for standby during the NH Humane Society 5K Hero Run at Castle in the Clouds.

At 2:45pm the fire department was dispatched to 56 Pine Needle Lane for the report of black smoke coming from at building. A subsequent call reported a fully involved attached garage fire. Using the preplanned automatic aid program instituted last fall, this type of incident dispatches Moultonborough, Stewart’s Ambulance, Center Harbor, Sandwich and Tuftonboro fire departments simultaneously. Moultonborough Rescue 2, with new fulltime firefighters Manville and

Luikmil were first on scene and found a well involved garage fire, they requested 1st Alarm assignment and initiated fire attack, a Tuftonboro engine arrived shortly after and searched the building and placed another attack line in operation. Moultonborough Engine 1 arrived and placed a third line in operation and performed ventilation operations.

Tankers from Sandwich and Tuftonboro provided water supply along with Moultonborough Engine 3 at the hydrant on Old Logging Road. Crews had a quick knockdown of the fire and contained the fire to the room of origin. A tanker from Meredith responded to the scene and an Engine from Holderness covered the Moultonborough Central Station. The dwelling sustained approximately \$110,000 in damage. The cause of the fire is undetermined.

This incident was proof of concept for multiple ideas put forth by the fire department. In purchasing our initial attack apparatus (Rescue 2 & Rescue 3) we put forth that having a vehicle that could provide EMS services and have firefighting capability would make our department better able to respond and mitigate many incidents seen in our community. Second, in implementing an automatic aid program with our mutual aid towns of Center Harbor, Sandwich and Tuftonboro, all communities would benefit with improved resources coming to certain type of incident like building fires, motor vehicle accidents with entrapment and hazardous materials incidents. Thirdly, adding full-time firefighters would speed up the delivery of essential services and improve life safety and property conservation.

Moultonborough Fire Rescue thanks Center Harbor Fire Rescue, Sandwich Fire Rescue, Tuftonboro Fire Rescue, Meredith Fire Department, Stewart's Ambulance and Holderness Fire Department for their assistance in extinguishing this fire and providing station coverage during the incident.



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. Or a <https://nh.burnsafeamerica.com/>.



Moultonborough Recreation Department

Moultonborough Recreation Department is offering a shuttle bus to the Fryeburg Fair. We'll do the driving and deal with parking, after dropping you off near the gate. The town bus will depart from the Moultonborough Function Hall at 12:30pm on Tuesday, October 3. Our arrival time back at the function hall is approximately 5:30pm. Tuesday, October 3 is Senior Citizens Day – anyone 65 years or older gets free admission to the fair, children under the age of 12 are also free admission. Anyone age 13-64 will need to pay the \$15 fair entry fee upon arrival. Seats on the bus are limited and pre-registration is required. Sign up online or in the Recreation office during business hours. Call MRD for more info 603/476-8868.

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 area will be lit with Jack O Lanterns, and you'll 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 stroll 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) 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 out with this event! MA students can earn volunteer hours. Please contact Moultonborough Recreation if you can help! 603/476-8868.

MRD is planning a trip to SNHU Arena in Manchester to see Trans-Siberian Orchestra in concert on Saturday November 24. Logistics and details are still being finalized. More info to come!

Outdoor Pickleball at KMP concludes this week. The nets will remain in the bin at the park for free play for a few more weeks.

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.

Your Moultonborough Recreation staff is hard at work designing & planning programs for people of all ages. Have an idea for an event, trip or activity? We would love to hear from you! Reach out to us at 603/476-8868 or email our staff via the links on our website: www.moultonboroughnh.gov.

For information on current and upcoming MRD activities, see our website at or call us at 603/476-

8868. Check our Facebook page for cancellations 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

October is starting with a bang at the library with many different programs starting the very first week of the month. Glenn Knoblock returns by popular demand with *The Hidden History of Lake Winnepesaukee*, Russ Cohen will show us how to find delicious edible native plants in our backyards, the Friends of the Library will make wreath pins, and families can create “bad art” with the Youth Services department. Visit our library calendar on www.moultonboroughlibrary.org to register for any of these programs and more this month.

Please note that the library will be closed on October 9 in observance of Columbus Day / Indigenous Peoples’ Day.

Upcoming Adult Programs:

- Tuesdays, 5 to 6:30 pm: **Craft and Chat**. Bring a craft project and work on it alongside other Moultonborough crafters.
- Wednesday, September 27, 6:30-7:30 pm. **Book Discussion of *The Bear* with Humanities expert Carrie Brown.** [Register here.](#)
- Thursday, September 28, 10:30 am to 12 pm. **Friends of the Library Literary Discussion Series: *A Single Thread*.** [Register here.](#)
- Friday, September 29, 10 to 11:30 am. **Tech Workshop: Phoneography.** [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.](#) The presenter will talk about a variety of native plants to NH and will bring foraged goodies to enjoy.
- Wednesday, October 4, 10 am to 12 pm. **Friends of the Library Craft - Small Wreath Pins.** [Register here.](#)
- Thursday, October 5, 10 to 11:30 am. **Friends of the Library Meeting.**
- Tuesday, October 10, 1 to 2 pm. **Tai Chi for Beginners.** [Waitlist only.](#)
- Wednesday, October 11, 10:30 to 11:30 am. **Bear Wildlife Photography.** [Register here.](#)
- Thursday, October 12, 10:30 am - 12 pm. **Monthly Book Talk.**
- Thursday, October 12, 12 to 2:30 pm. **Thursday Movie MATINEE: *Death on the Nile*.** [Register here.](#)

Upcoming Youth Programs:

- Wednesday, October 4, 3 to 4 pm. **Kids’ Craft - Bouncy Balls.** [Register here.](#)
- Friday, October 6, 11 to 12 pm. **Create Bad Art - A Family Event!**
- Wednesday, October 11, 3:15-4:15 pm. **Feel the Solar Energy.** STEM activities related to the solar eclipse on October 14. [Register here.](#)
- Friday, October 13, 5:30 to 7:30 pm. **Read-A-Thon Grades 3 to 5.** [Register here.](#)

- 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-alouds 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 Meetings

- Thursday, September 28, 2023, at 5:00 p.m. (Work Session)
- Thursday, October 5, 2023, at 5:00 p.m.
- Thursday, October 19, 2023, at 5:00 p.m.
- Thursday, October 26, 2023, at 5:00 p.m. (Work Session)

Other Important Dates/Reminders

- The Town Clerk's office will be closed on Thursday, October 12, 2023, to attend a statewide training.

Holiday Closure

- Columbus Day – Monday, October 9, 2023 - All Town Offices, Library and Transfer Station CLOSED