

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** October 10, 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. Trimmed the Park dugout. Dug full burial at Holland Hill. Removed signs at Long Island Beach. Grease Lions Club trap, scope drain. Started heaters at Transfer Station. Full Burial at Holland Hill Cemetery. Removal of leaves throughout the town.

**Fleet:** Trk 24 install slack adjusters, lube truck, and set up for inspection. Repaired broken bolt in spring hanger. Trk 11 diagnose smoking issue. Trk24 steering hoses, road call to Geneva Point to repair hose leak. Cleaned shop. Trk11 pull crankcase breather assembly. Adjust a/c belt 15-e-1 check for state inspection, needs tie rod ends. Parts invoices. Trk11 installed ccv unit and retested truck. Loaded chip trailer. Trk11 Perform pm-b service check out for state inspection. Repaired front parking lights. Trk1 rebuild rear brakes work on front hubs and breaks for inspection.

**Highway:** The highway crew continues with grading, tree work and ditching along several roads. Working with the rock hammer. Cut firewood. Replaced culvert. Phone calls from residents. Road work this week included: Red Hill, Geneva Point, Ferry Road, Harvard Road, Alpine Road.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 4 containers of construction and demolition = 20 tons. The compost pile was turned, and the brush pile was burned. Car counts Monday 375, Tuesday 370, Friday 600, Saturday 350, Sunday 245 total 1940 vehicles.

### **Moultonborough Public Safety**

**Moultonborough Police Department:** 10/02/2023 – 10/08/2023

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	304	315	+3.49%	10474	10330	-1.39%
Calls for Service	157	167	+5.98%	5342	6008	+11.08%

Arrests	1	2	+50%	98	82	-19.51%
MV Accidents	3	2	-50%	140	107	-30.84%
MV Stops	30	27	-11.11%	840	889	+5.51%
Offense Reports	5	5	0%	100	86	-16.27%

### Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Fish & Game Call	0
Abandoned MV	1	Follow Up	9
Admin Services	10	Found / Lost Property	3
Alarm Commercial	1	Good Morning Project	4
Alarm Residential	3	Harassing Message	1
Assault	1	Juvenile Issue	2
Assist Citizen	14	Lost / Missing Person	0
Assist Motorist / Disabled MV	0	Medical Emergency	10
Assist Other Agency	10	Motor Vehicle Complaint	5
BOLO	1	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	0	Police Information	1
Burglary	0	Repossession	0
Burn Permit	0	Road Hazzard	0
Call for Local PD / Officer	27	Paperwork Service	2
Civil Standby	2	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	3
Criminal Records Check	9	Theft / Larceny / Fraud / Forgery	4
Criminal Threatening	1	Training	5
Criminal Trespass	0	Untimely / Unattended Death	1
Custody Issue / Complaint	0	VIN Verification	1
Detail	4	Violation of Protection Order	0
Directed Patrol	7	Warrant Check	0
Disturbance	0	Welfare Check	3
Domestic Animal Related Call	4		
Domestic Disturbance	0		

**Community Policing:** None to report.

**Training:** Sgt. Elijah Balser and MPO Jonathan Michalski attended Rifle and Shotgun Instructor School this past week.

**Upcoming Events:** National Drug Take Back Day is coming up. This will take place on October 25<sup>th</sup> from 10:00 am to 2:00 PM. Posters will be going out to hang up shortly.

**Moultonborough Fire Rescue:** For the period of 10/02/2023 to 10/08/2023, there were eighteen calls for service: There was:

Fires	1
Overpressure, Explosion, Overheat – No Fire	0
EMS & Rescue Incidents	7
Hazardous Conditions – No Fire	1
Service Calls	4
Good Intent	4*
False Alarms & False Calls	1
Severe Weather & Natural Disaster	0
Special Incident Type	0

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

**Total YTD 2023 Incidents: 874                      Percent of increased from 2022      4.7%**

**Automatic Aid:** five times from Stewart’s Ambulance, once from Center Harbor and twice from Tuftonboro.

**Mutual Aid:** once given to Center Harbor, cancelled enroute.

**Overlapping Incidents: 4    Year to Date: 112    Percentage of Call Volume: 13.0%**  
Overlapping incidents are where two or more incidents are occurring simultaneously.

#### **Staffing**

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	4.66 firefighters.
Average Night	1.33 firefighters
Weekend	4.1 firefighters*

#### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:30 mins/sec.
Average Night	13:00 mins/sec.
Weekend	04:30 mins/sec.*

\* Dispatched, No Fire Department Response – EMS

**Operations:** 10/2 Lakes Region Computer replaced three computers as part of the Town’s planned replacement program. 10/4 Engine 1 went to DPW for annual maintenance. The Day Shift observed fire and emergency egress drills at Moultonborough academy and Central School. Fire Tech & Safety of New England perform annual SCBA regulator testing on the department self-contained breathing apparatus. 10/6 Moultonborough Fire Rescue supplied personnel to

assist Sandwich Fire Rescue with event fire and EMS coverage at Sandwich Fair. Personnel will be providing coverage for Friday night, Saturday, Sunday, and Monday.

**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**

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](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.

Moultonborough Recreation Department is very pleased to announce that Chair Yoga is back! Felicia Steriti will return as our instructor for a four-week session to take place on Mondays, 10:30-11:30am at Moultonborough Recreation. The dates are October 23 & 30, November 6 & 13. Chair

Yoga uses gentle, mindful movements to gain flexibility & core strength. This practice will aid in reducing pain, stiffness, stress, and anxiety and will provide tools for quieting the mind. We will be using a mat, yoga blocks and a yoga strap. You are welcome to borrow ours or bring your own. Wear comfortable clothing and bring a water bottle. Pre-registration is required, and space is limited. Sign up online or in the Recreation office during business hours. Call MRD for more info 603/476-8868.

Registrations are open for Youth Co-Ed Volleyball. Children in grades K thru 6 can sign up online or in the Recreation office during business hours. Schedule: Wednesday evenings @ MCS November 8 thru December 20. No Volleyball on November 22. Call MRD for more info. 603/476-8868.

Moultonborough Recreation Department invites you to get your holiday season off to a rockin' start with Trans-Siberian Orchestra's "Ghosts of Christmas Eve – the Best of TSO & More" concert. We will depart from MRD @ 10:30am, with a return drop off time of approximately 6:30pm. This trip takes place on Friday, November 24 (the day after Thanksgiving). We will travel by town bus to The Farm Bar & Grille in Manchester for a buffet-style lunch before heading over to the 3:00 show at the SNHU Arena. Please note: Trans-Siberian Orchestra performances feature loud noises, flashing lights, lasers, and pyrotechnics. Pre-registration is required, and space is limited. The trip fee includes transportation, lunch, and the concert! Sign up online or in the Recreation office during business hours. Call MRD for more info 603/476-8868.

Adult Tai Chi begins this week with registrations at capacity.

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](http://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 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

Mark your calendars for the **Halloween Boo-levard**, a collaboration with the Recreation Department on **October 28, 4 to 5:30 pm at Kraine Park**. Open to all little monsters through grade 5. Donations of bagged candy gratefully accepted until October 26 at the Rec and the library. We are also looking for volunteers. Moultonborough Academy students can earn volunteer hours. Please contact the Rec Department 603-376-8868.

An annular eclipse of the sun will happen on October 14, 12 pm ET. It will be visible only in the western US, but another full solar eclipse will happen on April 8, 2024. In preparation for the eclipses, the library will be hosting solar science events until then.

Please note that the library will NOT have events on the day of the eclipses. Our first event is Wednesday, October 11, 3:15 to 4:15 pm. It is open to all ages. [Please register here](#). We have a limited number of solar glasses available and will only distribute them to Moultonborough patrons who register and attend the library's solar science programming.

### **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**. \$5 materials fee payable at time of registration. [Register here](#).
- 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](#).
- Saturday, October 14, 2 to 3 pm. **Author Discussion with Andrew Krivak of *The Bear***. Live at the Bank of New Hampshire Stage in Concord and also via Zoom. [Register here directly with New Hampshire Humanities](#).
- Monday, October 16, 6 to 7:30 pm. **Documentary Screening *Growing Cities***. [Register here](#). Producer Andrew Monboquette, formerly of Moultonborough, to follow the screening.
- Wednesday, October 18, 10:30 to 11:30 am. **Mystery Book Club - *Marple***. [Register here](#).
- Wednesday, October 18, 5 to 6:30 pm. **Songs of Emigration with Jordan Tyrell-Wysocki**. [Register here](#).
- Thursday, October 19, 1 to 2:30 pm. **Tech Workshop - Mobile Phone Photo Editing**. [Register here](#). Session will be repeated on [November 16, 1 to 2:30 pm](#).
- Saturday, October 21, 9:30 to 11:30 am. **Build a Terrarium Workshop**. Adults and youth 12 years and up. [Register here](#).
- Thursday, October 26, 5:30 to 7 pm. **18th Century Cooking with Alison Szabo: Foods and spices of early Colonial America**. [Register here](#).

### **Upcoming Youth Programs:**

- Wednesday, October 11, 3:15 to 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](#).

- Wednesday, October 18, 3 to 4:15 pm. **Lego Club.**
- Wednesday, October 25, 3 to 4 pm. **Cooking for Teens. Pizza in a Mug.** [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. @Moultonborough-PublicLibrary

### **Upcoming Public Meetings**

#### Board of Selectmen Meetings

- 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.