

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** October 16, 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. Reset cemetery fence. Cut up fallen limbs at the cemeteries. Fall cleanups. Repaired fences and gates. Generator maintenance. Replace toilet parts at the Rec.

**Fleet:** 15-E-1 set up front end. Eq. 40 repair pins. Trk10 & 24 Inspection. 15-E-1 road test, check shackles state inspection. Trk11 state inspection and check out codes. Eq. 27 light issue. Facility audit. Load chip trailer. Cleaned shop. Trk7 state inspection 15-E-1 check charging system. 15-R-1 replaced battery on passenger side. New truck 2 and truck 5 to Vicking-Cives for set up and warranty work. Pick up parts. 15-R-3 went to neck station to check out unit cell light on.

**Highway:** The highway crew continues with grading, tree work and ditching along several roads. Cutting firewood. Tree trimming. Road work this week included Geneva and Sheridan.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 5 containers of demolition = 25 tons. The compost Pile was turned, and the brush pile was burned. Car Counts start on Tuesday due to the Columbus Day Holiday. Tuesday the count was 650, Friday was 510, Saturday was 420, and Sunday was 305 for a total of 1,885 vehicles.

### **Moultonborough Public Safety**

**Moultonborough Police Department:** 10/09/2023 – 10/15/2023

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	315	288	-9.37%	10698	10330	-3.56%
Calls for Service	167	151	-10.59%	5459	6008	+9.13%

Arrests	2	1	-100%	99	82	-20.73%
MV Accidents	2	1	-100%	146	107	-36.44%
MV Stops	27	28	+3.57%	852	889	+4.16%
Offense Reports	5	1	-400%	104	86	-20.93

### Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	1
Abandoned MV	0	Follow Up	1
Admin Services	13	Found / Lost Property	0
Alarm Commercial	2	Good Morning Project	5
Alarm Residential	5	Harassing Message	0
Assault	0	Juvenile Issue	0
Assist Citizen	10	Lost / Missing Person	0
Assist Motorist / Disabled MV	2	Medical Emergency	11
Assist Other Agency	6	Motor Vehicle Complaint	2
BOLO	1	OHRV Incident	1
Boating Incident	0	Parking Complaint	1
Building Check	0	Police Information	4
Burglary	0	Repossession	0
Burn Permit	0	Road Hazzard	1
Call for Local PD / Officer	26	Paperwork Service	3
Civil Standby	1	Sex Offender Registration	0
Community Policing	1	Stalking	0
Complaint	1	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	2
Criminal Records Check	6	Theft / Larceny / Fraud / Forgery	2
Criminal Threatening	0	Training	0
Criminal Trespass	0	Untimely / Unattended Death	1
Custody Issue / Complaint	0	VIN Verification	0
Detail	0	Violation of Protection Order	1
Directed Patrol	6	Warrant Check	1
Disturbance	0	Welfare Check	1
Domestic Animal Related Call	4		
Domestic Disturbance	0	SWAT Call – Out	1

**Community Policing:** Sgt. Elijah Balser and Ofc. Harold Chastain attended a Halloween event at the Castle in the Clouds on 10/13/2023 at 6:00PM.

**Training:** None to report.

**Upcoming Events:** National Drug Take Back Day is coming up. This will take place on October 28<sup>th</sup> from 10:00 am to 2:00 PM.

**Moultonborough Fire Rescue:** For the period of 10/09/2023 to 10/15/2023, there were twenty calls for service: There was:

Fires	0
Overpressure, Explosion, Overheat – No Fire	0
EMS & Rescue Incidents	8
Hazardous Conditions – No Fire	1
Service Calls	2
Good Intent	8*
False Alarms & False Calls	1
Severe Weather & Natural Disaster	0
Special Incident Type	0

\*5– Dispatched, No Fire Department Response – EMS

**Total YTD 2023 Incidents: 894**                      **Percent of increased from 2022    5.1%**

**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 and once to Sandwich.

**Overlapping Incidents: 4    Year to Date: 116    Percentage of Call Volume: 12.9%**

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

### **Staffing**

Average Daytime (7 AM-5 PM, Mon-Fri) staffing                      8.12 firefighters.

Average Night                      1.67 firefighters

Weekend                      4.0 firefighters\*

### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time                      05:45 mins/sec.

Average Night                      15:20 mins/sec.

Weekend                      04:00 mins/sec.\*

\*        Dispatched, No Fire Department Response – EMS

**Operations:** 10/9 Tanker 1 went to Allegiance Trucks in Barrington for a recall from International. 10/11 Firefighter Luikmil gave a tour of the fire station and Chief Bengtson provided information on the requirements for NFPA 13D fire sprinkler systems. 10/12 The monthly Department meeting was held; the Chief had all the new full-time staff attend the meeting for introduction to the Call firefighting staff. The meeting covered operational changes in the transition to 24-hour

coverage. This meeting was a dinner meeting with pizza provided by McGuirk's of Pine Needle Lane as a thank you for the Department's response to a fire at their home.

**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, Castle in the Clouds and Lakes Region Conservation Trust hosted Jack O Lantern Lane on the grounds at Castle in the Clouds on Friday, October 13. This free family friendly event has become a popular annual tradition for many. Over 850 attended this year and were treated to a festive stroll among 100+ Jack O Lanterns carved by Recreation Department staff, AmeriCorps volunteers, and the students in MRD's Beyond the Bell After School Program. They also enjoyed candy, goodies and marshmallows by the fire pits. Moultonborough Recreation would like to thank Castle in the Clouds and Lakes Region Conservation Trust for their partnership in this awesome event. We would also like to thank Moulton Farm, EM Heath Supermarket and Stevens' Landscaping Gardening Center for generously donating pumpkins to this wonderful Halloween celebration.

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 continues 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 winter and holiday 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 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**

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.

#### **Upcoming Adult Programs:**

- 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.](#)
- Monday, October 23, 3:30 to 4:30 pm. **Diabetic Recipe Club. Focus: Holiday Meals.** [Register here.](#)
- Tuesday, October 24, 7 to 9 pm. **An Evening of Poetry and Music.** [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 25, 3 to 4 pm. **Cooking for Teens. Pizza in a Mug.** [Register here.](#)
- Wednesday, November 1, 3 to 4 pm. **Crafternoon for Tweens and Teens: Make a Journal.** [Register here.](#)
- Thursday, November 9, 9:30 to 10:30 am. **Galaxy Play Dough.** [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!
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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)
- Thursday, November 2, 2023, at 5:00 p.m.
- Thursday, November 16, 2023, at 5:00 p.m.
- Thursday, November 30, 2023, at 5:00 p.m. (Work Session)

### **Holiday Closures**

- Veterans Day – Friday, November 10, 2023 – All Town Offices and Transfer Station  
CLOSED
- Thanksgiving & Day After Thanksgiving – Thursday, November 23<sup>rd</sup> & Friday, November  
24<sup>th</sup> – All Town Offices, Library and Transfer Station CLOSED