

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** October 23, 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. Bike path maintenance. Grubbing out area for new Transfer Station generator. Dug trenches. Removed and replaced window at the Transfer Station. Finished grade for generator at the Transfer Station. Exercised generator at Neck Station. Repaired sinks at Public Safety Building. Removed picnic tables from Long Island and States Landing.

**Fleet:** Car 221 checked out battery issue. Eq27 installed taillights. Car 151 performed state inspection and PM-B service. Ordered rear coil springs. Loaded chip trailer. Car 151 installed rear springs. Fluid film chassis. Eq14 checked out warning light issue. Car 151 replaced license plate bulb and air filter. Eq17 repaired passenger side T/S connector/ Eq31 state inspection repaired rear lights and passenger side spring. Completed paperwork.

**Highway:** The highway crew continues with grading, tree work and ditching along several roads. Road work this week included Lunt Road.

**FY 2024 Road Program:** GMI asphalt paved Ossipee Mtn road last week and will be working on Jacobs Road this coming week.

**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 1 container of mixed scrap metal. The brush pile was burned, and the compost pile turned. Car counts Monday 315, Tuesday 360, Friday 500, Saturday 302, Sunday 240 total vehicles 1717.

## Moultonborough Public Safety

**Moultonborough Fire Rescue:** For the period of 10/16/2023 to 10/22/2023, there were twenty-four calls for service: There was:

Fires	0
Overpressure, Explosion, Overheat – No Fire	0
EMS & Rescue Incidents	14
Hazardous Conditions – No Fire	2
Service Calls	3
Good Intent	3*
False Alarms & False Calls	2
Severe Weather & Natural Disaster	0
Special Incident Type	0

\*3– Dispatched, No Fire Department Response – EMS

**Total YTD 2023 Incidents: 918**                      **Percent of increased from 2022**      **6.6%**

**Automatic Aid:** three times from Stewart's Ambulance, twice from Center Harbor and Sandwich, once from Tuftonboro.

**Mutual Aid:** received from Center Harbor for a Paramedic to perform rapid sequence intubation for a trauma patient.

**Overlapping Incidents: 6**      **Year to Date: 122**      **Percentage of Call Volume: 13.3%**

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

### Staffing

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	3.43 firefighters.
Average Night	3.33 firefighters*
Weekend	3.5 firefighters

### Response Times

Average Daytime (7 AM-5 PM, Mon-Fri) response time	10:37 mins/sec.
Average Night	13:20 mins/sec.*
Weekend	08:00 mins/sec.

\* Dispatched, No Fire Department Response – EMS

**Operations:** 10/17 The Day Shift installed a Supra key box at an Adam Shore Road residential occupancy.

10/18 Chief Bengtson met with members of the Stanyan Road Association to discuss wildfire risk reduction mitigation for the one hundred acres encompassing the Stanyan Road, First Point Road, and Second Road area. The fire chief provided information of the types of fuels and their fire spread characteristics, method of reducing fuels, and creating clear space areas around homes. He also discussed the town's fire apparatus and capabilities, our mutual aid system and staffing of the fire department.

Activation of automatic mutual aid, bring personnel and equipment from Center Harbor and Sandwich was deployed for a UTV accident on Holland Street. Personnel worked to remove a patient from beneath an overturned UTV. An air medical helicopter was placed on stand-by while personnel worked to remove and assess the patient. The helicopter was cancelled, and the patient transported by Stewart's Ambulance to a local hospital.

Automatic mutual aid was activated again for a vehicle into the water with a person trapped in the vehicle in the water off Windward Way. Upon arrival Chief Bengtson found that a person had been removed from the vehicle and resuscitation efforts were being performed by a call firefighter from Carlisle, MA. Moultonborough fire and police personnel joined the resuscitation efforts, performing CPR and deploying an AED. Center Harbor personnel arriving were deployed into the water to check for other victims, they confirmed there was only a single occupant of the vehicle and then focused efforts on recovery of the vehicle. Sandwich personnel covered the Moultonborough fire station. The patient was transported to Laconia Hospital where the patient was declared deceased. Chief Bengtson recognizes and thanks Carlisle firefighter Tom Bishop for going above and beyond the call of duty in his rescue the occupant of the vehicle and attempt to resuscitate the occupant. The Chief would also like to recognize Mike Flynn for helping remove the patient from the water and aiding in resuscitation efforts.

10/19 Chief Bengtson performed an inspection of oil burning equipment at an Old Route 109 residential occupancy. Monthly EMS continuing education class was held with Paramedic John Burdette instructing of airway management devices.

10/20 Firefighter Brown and Chief Bengtson conducted an inspection of oil burning equipment at a Harvard Camp Road residential occupancy, they also switched out keys in a Supra box at a other Harvard Camp Road 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/>



Lieutenant Frangelli works with new full-time firefighters Jack Cavic and Tim Moar of testing dry hydrants. All six of the new personnel are nearing the end of their initial training period. The Department will be evaluating their progress and forming shifts soon to begin 24-hour coverage.

### **Moultonborough Recreation Department**

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 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.

MRD is offering Adult CoEd PickUp Volleyball. Join us Wednesday evenings November 8-December 20 at Moultonborough Central School gym, 7:30-8:30pm. There is no volleyball on November 22. Participants must be 18 years or older. This is a free program. However, pre-registration is required to participate. Sign up online or in the Recreation office.

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.

Planning and logistics are ongoing for Indoor Adult Pickleball. More details to come.

Adult Chair Yoga begins this week.

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.

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 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**

Families, join us at 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. Costume contest judging will start at 4 pm, with a parade and prizes at 5 pm. Donations of bagged candy gratefully accepted until October 26 at the Rec and the library.

The One Book, One Valley and New Hampshire Humanities *The Bear* initiative culminates on November 2, at the Conway Majestic Theatre at 7 pm, with an author presentation by Andrew Krivak. This event is free and open to the public. It will also be live streamed. [Register for the live stream here.](#)

Please note that the library will open at 10 am instead of 9 am on November 3 to allow for staff training. We will be closed for Veterans' Day on November 11 and for Thanksgiving on November 23 and 24.

### Upcoming Adult Programs:

- Thursday, October 26, 5:30 to 7 pm. **18th Century Cooking with Allyson Szabo: Foods and spices of early Colonial America.** [Register here.](#)
- Friday, November 3, 10 am to 12 pm. **Friends of the Library Craft: Flannel Wreath.** [Register here.](#)
- Tuesday, November 7, 9 am to 2 pm: **Granite VNA Foot Clinic.** Book an appointment directly with the Granite VNA for a session of foot care, blood pressure screening, and medical/nutritional education. (800) 924-8620, ext. 85815.
- Wednesday, November 8, 10:30 am to 12:30 pm. **Friends of the Library Literary Discussion: Mrs. Dalloway.** [Register here.](#)
- Wednesday, November 8, 6 to 7:30 pm. **Soothing Herbs and Gut Repair Class.** [Register here.](#)
- Thursday, November 9, 12 to 2:30 pm. **Thursday Movie Matinee: Are You There God? It's Me, Margaret (2023)** [Register here.](#)
- Friday, November 10, 1 to 2:30 pm. **Let's Talk About Grief: An Open Conversation.** [Register here.](#)
- Tuesdays, 5 to 6:30 pm: **Craft and Chat.** Bring a craft project and work on it alongside other Moultonborough crafters.

### Upcoming Youth Programs:

- Monday, October 30, 10:15 to 10:45 am. **Music and Movement.** Join the fun while we dance and use musical instruments to some kid friendly tunes. Music and Movement will return in December.
- 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.
- 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, October 26, 2023, at 5:00 p.m. (Work Session if needed)
- 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 if needed)

### **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