

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** December 04, 2023



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

### Administration & Finance

Since the property tax bills were issued our office has been contacted numerous times and below is a property tax analysis from prior year.

- From the prior year (2022) the Total Tax Levy (Effort) increased \$8.7M, a significant amount to collect.
- Appropriations increased; as the Town appropriation increased \$1.16M, the School appropriation increased \$2.4M, County increased \$1.04M, and the State Education increased \$1.9M.
- Revenue, which lowers the tax levy decreased \$4.1M, from 2022, the Town revenue decreased \$3.2M, most notably from the use of fund balance, and the School revenue lowered \$970K, by not having the education grant in 2023.
- Further, the total assessment valuation increased \$753M, which means most, not all, properties in town had their property value increase.
- Overall, when you must collect more, and the values are increased property owners might have to pay more of the total share. However, the public does have the right to contest their assessed values, and there are tax credits and exemptions for those in need. Collectively not much or what people want to hear, but options that can help.
- Note: The Town and School appropriations are voted upon by town voters. County budget is determined by county delegation.

**Capital and Budgeting** – both are factors in determining the appropriations on our fiscal year town warrant and the planning for these amounts have started. Department Heads have submitted their department capital needs to CIPC (Capital Improvements Program Committee) and concluded their presentations. CIPC has a scheduled public meeting this coming week to start scoring each project. Expectations are the CIPC will present their findings at a Board meeting in January. Further, all the departments have received their department budgets, which include wages/benefits, historical expenditures, prior year appropriations and their recommendations for fiscal year '24-25 budget. Our expectations are departments will start to present their operating budgets to the Board and Advisory Budget Committee (ABC) also in January.

## Department of Public Works

**Facilities/Grounds:** Grounds crew set up holiday decorations and wreaths. Repaired PSB shower head. Cleaned out the rink. Set up trucks for the storm.

**Fleet:** Trk1 set up plow and installed drip edge. Repaired snow pusher. Car 181 & 161 tires and preventative maintenance. Car 162 full-service preventative maintenance, snow tires. Trk24 transmission issue. Pre storm plow/lights repair.

**Highway:** The highway crew checked roads, spot sanding and dirt. Treating roads from snow. Put plow frames on grader. Calibrated sanders. Checked culverts for MBI/MoB studies. Wood chips, pumped waste oil. Rinse and grease loader. Pushed up salt. Shouldering driveways, set up plows, swept parking lot.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 4 containers of construction and demolition 20 = tons and 1 container of mixed scrap metal. The brush pile was burned, compost pile turned, and electronics container shipped. Vehicle counts Monday 325, Tuesday 310, Friday 375, Saturday 317, Sunday 170 total 1497 vehicles.

## Moultonborough Public Safety

**Moultonborough Police Department:** 11/27/2023 – 12/03/2023

| Activity          | Last Week | This Week | Weekly Difference | Last Year-To-Date | This Year-to-Date | Yearly Difference |
|-------------------|-----------|-----------|-------------------|-------------------|-------------------|-------------------|
| Log Entries       | 216       | 279       | +22.58%           | 12239             | 12245             | +0.04%            |
| Calls for Service | 102       | 131       | +22.13%           | 6262              | 6986              | +10.36%           |
| Arrests           | 0         | 2         | +100%             | 110               | 94                | -17.02%           |
| MV Accidents      | 0         | 2         | +100%             | 161               | 116               | -38.79%           |
| MV Stops          | 27        | 23        | -17.39%           | 892               | 1082              | +17.56%           |
| Offense Reports   | 0         | 2         | +100%             | 125               | 97                | -28.86%           |

### Service Calls Breakdown

| Activity                      | This Week | Activity                | This Week |
|-------------------------------|-----------|-------------------------|-----------|
| Admin Services                | 4         | Follow Up               | 1         |
| Alarm Commercial              | 2         | Found / Lost Property   | 1         |
| Alarm Residential             | 6         | Good Morning Project    | 6         |
| Assist Citizen                | 12        | Juvenile Issue          | 1         |
| Assist Motorist / Disabled MV | 2         | Medical Emergency       | 10        |
| Assist Other Agency           | 5         | Motor Vehicle Complaint | 3         |
| Building Check                | 6         | Police Information      | 4         |
| Call for Local PD / Officer   | 8         | Road Hazzard            | 1         |
| Criminal Mischief             | 1         | Paperwork Service       | 5         |
| Directed Patrol               | 10        | Suspicious Activity     | 3         |
| Disturbance                   | 1         | VIN Verification        | 1         |
| Domestic Animal Related Call  | 4         | Welfare Check           | 2         |
| Domestic Disturbance          | 1         |                         |           |

**Community Policing:** None to report.

**Training:** None to report.

**Upcoming Events:** None to report.

**Moultonborough Fire Rescue:** For the period of 11/27/2023 to 12/03/2023, there were fifteen calls for service: There was:

|                            |   |
|----------------------------|---|
| EMS & Rescue Incidents     | 9 |
| Service Calls              | 2 |
| Good Intent                | 2 |
| False Alarms & False Calls | 2 |

**Total YTD 2023 Incidents: 999**

**Percent of increased from 2022 2.4%**

**Automatic Aid:** None

**Mutual Aid:** None

**Overlapping Incidents: 1 Year to Date: 134 Percentage of Call Volume: 13%**  
Overlapping incidents are where two or more incidents are occurring simultaneously.

**Call Staff participation:**

Call firefighters responded on four incidents, providing an average of one firefighter per incident.

**Response Times with 24-hour Coverage:**

Average Response Time (minutes) 10:00

**Operations:** 11/27 The Department participated in a multi-town water supply drill at the Sandwich Fairgrounds. Apparatus from Center Harbor, Sandwich, Meredith, Tamworth, Tuftonboro, West Ossipee, and Moultonborough establish a continuous water supply to West Ossipee's ladder truck using a tanker shuttle and the "Rural Hitch". Using tankers and portable dump tanks, water was shuttled and dumped into the dump tanks to be pumped into the ladder truck. The "Rural Hitch" employs a large diameter hose (4-inch) and clappered Siamese adaptors that allow multiple trucks to pump into the hose line feeding the portable tanks or the ladder truck. 11/28 The fire chief re-inspected an oil tank installation on Windswept Road. Lt. Frangelli met with a vendor to view a new brand of turnout gear and Rescue 2 was serviced by the Town Mechanic. 11/29 Chief Bengtson met with Superintendent Andrew and Business Manager Berquist to discuss projects being planned by the Moultonborough School District. The Chief participated in a conference call with ImageTrend on the integration of the fire department's incident response data from the Lakes Region Mutual Fire Aid CAD system into the Department's fire incident reporting system. This integration will result in considerable time savings on data entry.

**Burning Permits:** The fire danger level remains at "Low." Residents and property owners are still required to obtain fire permits for all open burning, including campfires, and brush burning

until snow covers the ground. 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/>.

Fire permits are not required when there is snow covering the ground. If snow cover is not present, a fire permit is required.

### **Moultonborough Recreation Department**

Moultonborough Recreation and Moultonborough Public Library are partnering once again to offer Merry & Bright Family Fun Night! Join us on Friday December 8 for an evening of free festive family fun at our holiday open houses. The fun begins at 5:30pm at MRD with Happy Holi-games, scavenger hunt, prizes, and game room fun. Registrations will be available for North Pole Greetings at this event. Festivities continue at the library with a craft, scavenger hunt, goodies, and photos with a jolly snowman! An evening filled with free holiday excitement for the whole family – dinner and dessert included! Call MRD for more info 603/476-8868.

Brighten the Borough is back! Do you celebrate the holiday season with outdoor lights & festive decorations? If you do, we want to see your creativity! Once you've finished decorating your yard or outside of your house or business, register for our Brighten the Borough Holiday Lights Challenge! Our Jolly Judges will name winners in several categories including "Best in Show" for top business and residential entries. Bragging rights are on the line! Sign up today! It's festive and it's free! Register on our website via the "Click Here for Online Registration" link. By December 8. Call MRD for more info 603/476-8868.

MRD is offering Teen Nights Out in December. Youth in grades 6-8 can choose single activities or sign up for all! Wednesday, December 27 offers Nerf Night at the Moultonborough Function Hall, 6-8pm. Bring your own nerf gun or use one of ours. Thursday, December 28 brings an Open Gym Party at the MA gym 6-8pm. Basketball, cornhole, volleyball, snacks, music and more. Friday December 29 provides a trip to Altitude Trampoline Park followed by a video game/board game pizza party at MRD. The bus will depart MRD at 12:15pm. Parent pickup will be at MRD at 6pm. Pre-registration is required for all activities. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Registrations for Adult Indoor Pickleball are open to Moultonborough residents. Adult Indoor Pickleball will take place Sunday mornings 9-11am at Moultonborough Academy Gym, through May 19 (no pickleball Dec. 24 & 31 and March 31). Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Moultonborough Recreation is offering instructional pickleball opportunities. Pickleball Instruction will be offered in December & January @ Moultonborough Central School. Pickleball 102 instructs strategy, positioning transition play, kitchen play and teamwork. Intermediate sessions are offered for third shot drops, position and transition, effective volleys, partner, and kitchen play. See our website for details and schedule specifics. Pre-registration is required, and space is limited in all pickleball programs. Sign up online or in the Recreation office. Call MRD for more information. 603/476-8868.

Registrations are open for Adult Pick Up Cornhole. Beginning January 2 and running through February 20, Adult Pickup Cornhole will meet at Moultonborough Central School on Tuesdays 6:00-7:30pm. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. This is a free program, and no experience is needed. Call MRD for more information 603/476-8868.

Adult Indoor Drop In Basketball continues. This free program runs on Sunday's noon to 2pm at the Moultonborough Academy gym through June 23. Pre-registration is required, and participants must be 18 years or older. Call MRD for more info 603/476-8868.

Chair Yoga continues this week.

Adult Indoor Pickleball continues this week. Dates are still available. Pre-registration is required, and space is limited.

Adult Tai Chi concludes this week.

CoEd Adult Volleyball continues this week with registrations at capacity.

CoEd Youth Volleyball continues this week with strong registration numbers.

Beyond the Bell, after school program continues this week.

Drop In Bridge is back! Learn to play or play a few hands @ MRD, Tuesdays 1:00-3:00pm. This is a drop-in group – no registration and no fee. Call MRD for more information 603/476-8868.

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 programming, trips, activities, 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**

Celebrate the season with us on Friday, December 8, 11 am to 1:30 pm with the Friends of the Library, the Library Trustees, and the library staff at the Holiday Fare held in the library's program

room. Later that day, families are invited by the Rec Department and the library's Youth Services Department to attend their Merry & Bright Family Event from 5:30 to 7 pm, complete with a potluck dinner, games, a craft, and an opportunity to take pictures with a friendly snowman.

Looking for holiday gifts? The library is holding its December Holiday Sale with gently used seasonal books, CDs, DVDs, and puzzles, all at low, low prices. Also for sale at the library is *Images of America: Moultonborough*, by Cristina Ashjian and Jane Rice. Copies will arrive at local bookstores soon, but in the meantime, the library is the exclusive source for the book so stop by to pick up a copy or two for family and friends who love Moultonborough.

The library will be closed December 23 to 25 for Christmas, and on January 1 for New Year's Day.

Remember, registration is required for most of our programs. The registration links are included next to each program. You can also call the library, 603-476-8895, to make your reservation.

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

- Friday, December 8, 11 am to 1:30 pm. **Friends' Holiday Fare.** Drop in for delicious holiday treats and excellent company.
- Monday, December 11, 3:30 to 4:30 pm. **Diabetic Recipe Club. Focus: Charcuterie Boards.** [Please register to receive notifications.](#)
- Thursday, December 14, 10:30 am to 12 pm. **Monthly Book Talk.** Share your recent reads and get book recommendations.
- Thursday, December 14, 12 to 2:30 pm. **Thursday Movie Matinée: *Elf*.** Popcorn, pizza and soft drinks provided. A \$2 donation per slice of pizza is appreciated. [Register here.](#)
- Friday, December 15, 10 to 11:30 am. **Tech Workshop: Portrait Phoneography.** [Register here.](#)
- Wednesday, December 20, 10:30 to 11:30 am. **Mystery Book Club: *The Hunting Party by Lucy Foley*.** Print copies of the book are available at the library for check out. [Register here.](#)
- Thursday, December 21, 9 to 11 am. **Library Board of Trustees Meeting.** Open to the public.

#### **Upcoming Youth Programs:**

- Friday, December 8, 5:30 to 7 pm. **Merry and Bright Family Winter Gathering.** Hosted by the library and the Rec Department. Potluck dinner at the Rec building, followed by dessert, holiday photo op, seasonal craft and more at the library.
- Tuesday, December 12, 3:30 to 4:30 pm. **Make a DIY Solar System Necklace.** [Register here.](#)
- Wednesday, December 13, 3 to 4 pm. **Crafternoon - Snowman Craft for Kids.** [Register here.](#)
- Saturday, December 16, 10:30 am to 12 pm. **Family Movie - *Elf*.**
- Wednesday, December 20, 3 to 4:15 pm. **Lego Club.**
- 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. @Moultonborough-PublicLibrary

### **Upcoming Public Meetings:**

Board of Selectmen Meetings

- Thursday, December 07, 2023, at 5:00 p.m.
- Thursday, December 21, 2023, at 5:00 p.m.
- Thursday, December 28, 2023, at 5:00 p.m. (if needed)

### **Holiday Closures:**

- Christmas Day – Monday, December 25<sup>th</sup>