

# MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** December 11, 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.

## Department of Public Works

**Facilities/Grounds:** Storm clean up. Replaced the batteries in alarm panel. Met with air vent representative. Hung tv for the Fire Department. Winter maintenance. Generator exercise. Cleaned out storage space. Lions Club doorknob. Put up wreaths in the town hall parking lot. Repaired flagpole rope.

**Fleet:** Plowed East side. Checked Trk24 for hydraulic leak. Trk11 taillight. Worked on pusher. Cleaned up the shop. Returned tool to Wolfeboro. Checked out car 182. Tires on Trk4 and heater motor. Front tires on Eq12. Paperwork.

**Highway:** Town wide storm. Salted black ice from re-freezing. Worked on Trk1 plow and sander. Calibrated Trk5 sander. Checked private roads. Tree job on Sawmill. Chipped brush. Cleaned up the shop. Cleaned and sharpened chainsaws. Dump run.

**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. Compost pile turned and the brush pile was burned, 69 propane tanks were picked up to be recycled. Vehicle counts: Monday 160, Tuesday 335, Friday 350, Saturday 300, Sunday 301 total 1446 vehicles.

## Moultonborough Public Safety

### Moultonborough Police Department: 12/04/2023 – 12/10/2023

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	279	253	-10.27%	12411	12498	+0.69%
Calls for Service	131	119	-10.08%	6350	7105	+10.62%
Arrests	2	1	-100%	111	95	-16.84%
MV Accidents	2	1	-100%	164	117	-38.79%
MV Stops	23	15	-53.33%	906	1100	+17.63%
Offense Reports	2	5	+60%	125	102	-22.54%

## Calls For Service Breakdown

Activity	This Week	Activity	This Week
Admin Services	14	Good Morning Project	5
Alarm Commercial	2	Harassing Message	1
Alarm Residential	3	Juvenile Issue	1
Assault	1	Lost / Missing Person	1
Assist Citizen	14	Medical Emergency	3
Assist Motorist / Disabled MV	3	Motor Vehicle Complaint	1
Assist Other Agency	11	Police Information	2
BOLO	1	Road Hazzard	1
Building Check	1	Paperwork Service	2
Community Policing	2	Suspicious Activity	4
Criminal Records Check	3	Theft / Larceny / Fraud / Forgery	3
Criminal Trespass	1	VIN Verification	1
Directed Patrol	3	Violation of Protection Order	1
Disturbance	1	Warrant Check	1
Domestic Animal Related Call	2	Welfare Check	3
Follow Up	4	SWAT Call – Out	0

**Community Policing:** On 12/05/2023 SRO Christen Cloutier attended the Safety Meeting in which both principals from MCS and MA were in attendance. On 12/06/2023 SRO Christen Cloutier taught LEAD to the 8<sup>th</sup> Grade class from 0935-1020 and 1221-1306.

**Training:** None to report.

**Upcoming Events:** None to report.

**Moultonborough Fire Department:** For the period of 12/04/2023 to 12/10/2023, there were nine calls for service: There was:

Fires	0
Overpressure, Explosion, Overheat – No Fire	0
EMS & Rescue Incidents	4
Hazardous Conditions – No Fire	0
Service Calls	2
Good Intent	2
False Alarms & False Calls	1
Severe Weather & Natural Disaster	0
Special Incident Type	0

**Total YTD 2023 Incidents: 1,008**

**Percent of increased from 2022 1.1%**

**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 three incidents, providing an average of one firefighter per incident.

**Response Times with 24-hour Coverage:** Average Response Time (minutes) 11:00

**Operations:** 12/05 The Chief performed an inspection of a potential rental property on Suissevale Ave for Life Safety Code compliance. Firefighters Bassett, Beede, Brown, and Houghton joined the Chief in attending a presentation by Deputy Chief David Hall of the Franklin Fire Department on Lithium-Ion battery fires. The class was attended by fifty firefighters from across the state and featured Hooksett Fire Chief Steve Colburn who spoke about how his department extinguished and mitigated an EV SUV fire in their community. 12/07 The fire chief and firefighters Cavic and Manville performed the annual school inspection at Moultonborough Academy and Central School. 12/08 Chief Bengtson and the C-Group firefighters inspected a wood stove for a Bodge Hill Road resident looking to obtain a letter of compliance for their insurance company.

**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.

Your Moultonborough Firefighters receiving training on Lithium-Ion Battery Fires



### **Moultonborough Recreation Department**

Moultonborough Recreation Department and Moultonborough Public Library hosted their annual Merry & Bright Family Fun Night on Friday, December 8. Approximately 95 attendees began their evening at Moultonborough Recreation with Happy Holi-games, scavenger hunt, game room fun and dinner from a variety of crockpot dishes and soups. The festivities continued at Moultonborough Public Library with crafts, scavenger hunt, photos with a jolly snowman and dessert. An evening of free festive family fun for all! Moultonborough Recreation would like to thank everyone who came and shared their evening with us! We would also like to thank our partner in this

event, the Moultonborough Public Library, for their collaboration and hard work on this fun activity and for providing some delicious dishes for the event.

Moultonborough Recreation is pleased to offer a trip to Encore Boston Harbor Casino! Join us as we travel by town bus to Encore Boston Harbor Casino where there's relaxation, fun and excitement at every turn. Casual and fine dining, thrilling games, and chic shopping. We will enjoy an all you can eat buffet meal at Night Shift Brewing Kitchen & Tap, featuring elevated takes on pub food. We will depart from MRD at 3:00pm on Saturday January 27 with a return time of approximately 10:30pm. Pre-registration is required, and space is limited. Cocktail costs and gambling monies are not included. You must be 21 or older to attend this trip. 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 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.

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. See our website for session 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.

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.

Judging for MRD's Brighten the Borough Holiday Lights Challenge will take place this week with awards to be announced soon after.

Chair Yoga continues this week.

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

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**

Thank you to all who contributed to the Moultonborough Childrens' Christmas Trust toy and clothing drive, aka, the Santa Fund. The deadline for handing in Santa Fund tree ornament gifts was December 6, but cash donations are gratefully accepted year-round.

We want to welcome our new High School Page, Reese, who started work last week. Reese is hardworking and energetic. In her first two days, she put together the December book display, learned how to use our library online systems, organized a large donation of series DVDs to include in our collection, and designed a cheerful December bookmark for our young patrons to color. We are delighted with her work ethic and friendly demeanor and are looking forward to seeing her continue to grow as a valued member of the library staff.

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 are now available at the Old Country Store and at the library, so stop by to pick up a copy or two for family and friends who love Moultonborough.

Please note that 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:**

- 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. Also available as ebook and digital audiobook on Hoopla. [Register here.](#)
- Thursday, December 21, 9 to 11 am. **Library Board of Trustees Meeting.** Open to the public.
- Tuesdays, December 12, 19, 26, 5 to 6:30 pm. **Craft and Chat: Bring Your Own Project.**

### **Upcoming Youth Programs:**

- 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.**
- Tuesday, December 26, 11:30 am to 2:30 pm. **Bag Lunch Teen Movie.** [Register here.](#)
- Wednesday, December 27, 5:30 to 7:30 pm. **Grades 1 and 2 Read-A-Thon.** [Register here.](#)
- Thursday, December 28, 11 am to 12:30 pm. **Vacation Fun: Teen Christmas Movie Trivia.** [Register here.](#)
- Friday, December 29, 2 to 3 pm. **Cocoa, Cookies and Snow Globes.** [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. @Moultonborough-PublicLibrary

### **Upcoming Public Meetings:**

#### Board of Selectmen Meetings

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

### **Holiday Closures:**

- Friday, December 22<sup>nd</sup> - Town Hall Offices Close at 12:00 p.m.
- Monday, December 25<sup>th</sup> - Christmas Day Closed