

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: May 20, 2024



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

Administration and Finance

Town Clerk:

Elections: The last day for voters to change their party affiliation prior to the September 10th, 2024, State Primary is Tuesday, June 4th. This can be done in the Town Clerk's office during our normal business hours (7:30 am – 4 pm, Monday – Friday*) on or before June 4th. It can also be done with the Supervisors of the Checklist during their meeting at Town Hall on June 4th from 7-7:30 pm. Please bring a government-issued photo ID for any voter registration changes.

Voters can check their current party affiliation by entering their name, town, and date of birth in [the NH Secretary of State's website here](#).

Dog Licensing: Dog licenses were due April 30th, per state law. Late fines will begin June 1st for all dogs that are still not licensed for 2024. The Town Clerk is required to report unlicensed dogs to the Select Board and finally to the Police who will issue additional fines in July. Dog licenses can be [paid online](#), through the drop box, through the mail, or in person. Please reach out to the Town Clerk's office if you no longer have your dog so we can update our records.

* Please note that the Town Hall will be closed on Monday, May 27th in observance of Memorial Day.

Department of Public Works

Facilities/Grounds: Ladies bathroom door was repaired. Voting set up and break down at the Public Safety building. Parking lot lines were painted. Town meeting set-up. Building checks continue. Mowing and trimming throughout town properties.

Fleet: Trk7 hydraulic leak, free up fittings. Worked with John Deer tech on Eq.23. Trk7 check engine light. Trk43 broken trim & hydraulic line. Trk9 tire change over. 151b1 motor and set up for car 151 to be serviced.

Highway: The Highway crew continues culvert maintenance and tree work. Loaded wood chips and filled water truck. Ditching and grading continues. Interviews. Delineators and potholes fixed throughout town.

Transfer Station: This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 9 containers of construction and demolition = 45 tons and 1 container of mixed scrap metal. The brush pile is being burned, compost pile turned, 12 cubic yards of #6 foam recycled, 20 Freon containing devices recycled. Vehicle counts Monday 322, Tuesday 407, Friday 467, Saturday 440, Sunday 326 total vehicles serviced 1962 = 55 per hour.

Public Safety

Moultonborough Police Department: 05/13/24 – 05/19/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	299	342	+12.57 %	4435	5882	+24.60%
Calls for Service	165	199	+17.08%	2599	3245	+19.90%
Arrests	3	3	0%	40	39	-2.56%
MV Accidents	0	6	+100%	47	74	+36.48%
MV Stops	36	39	+7.69%	435	586	+25.76%
Offense Reports	3	4	+25%	43	47	+8.51%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
Admin Services	10	Directed Patrol	10
Alarm Commercial	3	Disturbance	3
Alarm Residential	5	Domestic Animal Related Call	3
Assault	1	Fish & Game Call	3
Assist Citizen	20	Follow Up	4
Assist Motorist / Disabled MV	6	Found / Lost Property	3
Assist Other Agency	1	Good Morning Project	5
Burglary	1	Medical Emergency	6
Call for Local PD / Officer	25	Motor Vehicle Complaint	3
Civil Standby	1	OHRV Incident	1
Community Policing	1	Police Information	3
Criminal Records Check	1	Suspicious Activity	7
Criminal Trespass	1	VIN Verification	9
Detail	9	Welfare Check	3

Community Policing: On 5/16/2024 Chief Peter W. Beede, Jr., Lieutenant Mark D. Cavic, and Sergeant Elijah M. Balser were present for the Town Meeting at the Moultonborough Town Hall.

Training: None to report.

Upcoming Events: None to report.

Moultonborough Fire Department: For the period of 05/13/2024 to 05/19/2024, there were fifteen calls for service: There was:

Series 100	Fires	0
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	10
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	1
Series 600	Good Intent	2
Series 700	False Alarms & False Calls	2
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2024 Incidents: 364 **Percent of decrease from 2023** <2.2%

Automatic Aid: given once to Center Harbor. Received once from Center Harbor and Sandwich.

Mutual Aid: none.

Overlapping Incidents: 0 **Year to Date: 41** **Percentage of Call Volume: 11.2%**
Overlapping incidents are where two or more incidents occur simultaneously.

Call Staff participation: Call firefighters responded on nine incidents, providing an average of 1.6 firefighters per incident.

Reaction & Response Times with 24-hour Coverage

Average Reaction Time (minutes/seconds)	02:09
Average Response Time (minutes/seconds)	09:00

Operations: 5/13/2024 Firefighters Driscoll and Moar accompanied Chief Bengtson on a rough-in inspection of a residential fire sprinkler system at 33 Blackadar Lane. The fire chief met with a representative from Great Waters to discuss lightning warning systems for the concert series at Castle in the Clouds. The Department conducted operations training at Camp Tecumseh. Personnel practiced deploying ladders, including our new, two section 35-foot ladder. Personnel also worked on stretching hose lines and giving first report of conditions also known as a “size-up” report. 5/14/2024 Chief Bengtson, Lt. Frangelli, and FF. Luikmil performed an inspection of underground propane tank and piping at 25 Bishop Sores Road. 5/15/2024 The Duty crew swapped out keys in the Supra box for a Captain’s Walk homeowner. Chief Bengtson along with Director Sturgeon and Administrative Coordinator Mary Bengtson from the Recreation Department attended the annual Primex Risk Management Summit in Portsmouth. The Fire Chief attended presentations on Coaching and empowering personnel through everyday conversations, Igniting Recruitment and Retention Efforts, and Improv Skills for Leading & Coaching. 5/16/2024 Firefighters Brown and Eldridge conducted a place of Assembly inspection at a restaurant at 586 Ossipee Park Road,

inspected propane gas piping at 309 Whittier Highway and 12 Old Log Island Road, and performed an inspection to operate oil burning equipment at 6 Portside Drive. 5/17/2024 Rescue 2 was taken to Donovan Spring for replacement of a broken leaf spring. Chief Bengtson, Lt. Frangelli, and FF. Luikmil witnessed a flow test of the 13D fire sprinkler system at 52 Lady Slipper Lane, conducted three inspections of oil burning equipment at 118 Lake Shore Drive and 58 View Drive and conducted annual Life Safety and Fire Code inspections at the facilities at Bald Peak Colony Club.

Burning Permits: Fire danger conditions continue to improve as things green-up, but residents should remain cautious as wind and dry leaves and grass can easily aid in rapid fire spread. The Daily Fire Danger notifications can be obtained at <https://www.nhdfl.dncr.nh.gov/forest-protection/daily-fire-danger>

Fire Permits are now required for all open burning. Fire Permits may be obtained at the Public Safety Building located at 1035 Whittier Highway or online at www.NHFirePermit.com. Or a <https://nh.burnsafeamerica.com/>

Moultonborough Recreation Department

Moultonborough's Memorial Day Parade and Remembrance Ceremony will take place on Monday, May 27. The parade will step off from Blake Road at 10:00am and will travel to Moultonborough Town Hall, 6 Holland Street, where the remembrance ceremony will immediately follow. Castle in the Clouds will provide a trolley for veterans to ride in during the parade. A special seating section will be provided for veterans at the town hall ceremony. Moultonborough Recreation would like to extend an invitation to the veterans in our community to join the parade and/or ceremony. If you are interested in participating, please contact Moultonborough Recreation at 603/476-8868.

Chair Yoga will begin a new session in June! Instructor Felicia Steriti will guide you through gentle mindful movements to gain flexibility and core strength. Participants will use yoga blocks and yoga strap with the option of using a mat and very light hand weights. Bring your own or borrow ours. This session runs on Monday mornings, 10:30-11:30am @ MRD June 3-24. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more information 603/476-8868.

Moultonborough Recreation is pleased to offer our Mother Son Ice Cream & Fun event on Friday, June 7. Boys in grade K-5 are welcome to join us with their mother or mother figure stand in for backyard games, photo booth, Mario Kart, ice cream, lemonade and more! The fun takes place at Moultonborough Recreation, 10 Holland Street, 6:00-7:30pm. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for 603/476-8868.

MRD is pleased to offer our free Summer Concert Series featuring some awesome local talent. Beginning on Wednesday June 26, free concerts will take place at the Moultonborough Function Hall gazebo, 6:00-7:30pm. Bring lawn chairs or blankets and a picnic dinner-relax and enjoy the show. The June 26 concert will feature Another Story, with Felicia Steriti, performing pop rock hits from the 70's through today's hits. Many of their songs are by popular artists such as Fleetwood Mac, Bonnie Raitt, and the Pretenders. MRD's free summer concert series runs from June

26-August 14. See our website for the complete schedule of performers. Please call MRD for more information 603/476-8868.

MRD is offering Adult Pickleball Instruction. Lisa Maria-Booth returns as our instructor to offer lessons on how to play America's fastest growing sport! Classes will take place at Kraine Meadow Park on Monday & Tuesday evenings. Instruction will be provided for Novice, Advanced Beginner, and Intermediate levels of play. See our website for specific session dates. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more information. 603/476-8868.

Totally Toddlers is back with new toys! This drop-in program at Moultonborough Recreation is a great way for our youngest community members to play, explore & socialize while their trusted adults share stories and ideas. MRD will supply various age-appropriate toys, you bring your imagination! Stay and play for a bit, then head over to the Library for Story Time. This free program runs on Friday mornings at 9:30am at Moultonborough Recreation, 10 Holland Street. Call MRD for more information 603/476-8868.

Registrations for Adult Outdoor Pickleball continue. Adult Outdoor Pickleball will take place Mondays, Wednesdays, and Fridays at Kraine Meadow Park, 8:00am-11:00am, with two time slot options. Session 1 will run June 3-28. Session 2 will run July 1-31. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. When registering please choose only the dates that fit into your schedule. Call MRD for more information. 603/476-8868.

Registrations for Summer Day Camp continue. Some sessions are at registration capacity with other sessions nearing capacity. MRD's summer program will run June 24-August 16, comprised of 8 one-week sessions. The summer program is open to children in kindergarten thru 7th grade. Sign up online or in the Recreation office. Non-resident fees will accrue where applicable. Payment plans and multi child discounts are available by contacting our office. Limited partial scholarships are also available. Call MRD for more information 603/476-8868.

Tai Chi for Adults continues this week.

Beyond the Bell, after school program Session 5 continues this week.

Granite State Track & Field continues this week.

Adult and Youth Volleyball 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.

Monday morning Bridge will return on June 24! Join in for a hand or two at the Recreation Department, 10 Holland Street. This drop-in group meets from 10am-1pm. No pre-registration and no fee.

Logistics and planning continue for the Memorial Day parade and remembrance ceremony.

Logistics and planning continue for our summer programming.

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.

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

Stop by the library to see the beautiful artwork by Moultonborough Academy students enrolled in the Ceramics, Photography and Art Foundations classes. The art will be on display until the end of May.

With summer approaching, we want to remind you of the museum passes we have available thanks to the generous support of the Friends of the Library. Discounted or free admission passes to many local and regional attractions, like the Squam Lakes Science Center, Castle in the Clouds, the Currier Museum of Art and the New England Aquarium, can be reserved by Moultonborough resident cardholders via our website or by calling the library. See a full list of museum passes on our website by clicking on the Library Services tab.

The library will open at 10 am on Friday, June 7, to allow for staff planning. It will be open from 10 am to 5 pm that day.

Please note that most of our programs require registration. The registration link is given next to each event that requires it below. Our [library calendar on the library website](http://www.moultonboroughlibrary.org), www.moultonboroughlibrary.org, has registration links and descriptions of the programs.

Upcoming Adult Programs:

- Thursday, May 23, 5:30 to 6:30 pm. **Evening Page Turners Book Club.** [Register here.](#)
- Tuesday, May 28, 6 to 8 pm. **Historic Lighthouses of New Hampshire and Southern Maine.** Sponsored by the Friends of the Library [Register here.](#)
- Thursday, May 30, 10:30 am to 12 pm. **Friends' Literature Discussion Series: *Redeployment*.** Sponsored by the Friends of the Library. [Register here.](#)
- Thursday, May 30, 5 to 6:30 pm. **Estate Planning Seminar.** [Register here.](#)
- Tuesday, June 4, 3 to 4 pm. **Guided Tour of the Moultonborough Historical Society.** [Register here.](#)

- Wednesday, June 5, 6 to 7:15 pm. **Songs of Old New Hampshire.** Sponsored by the New Hampshire Humanities and the Moultonborough Historical Society. [Register here.](#)
- Thursday, June 6, 10 to 11:30 am. **Friends of the Library Meeting.**
- Tuesdays, 5 to 6:30 pm. **Craft and Chat: Bring your own Project.** All skill levels and crafts are welcome.
- Fridays, 10 to 11:30 am. **Caregivers Support Group.** Helping each other.
- Fridays, 10 am to 12 pm. **Friday Craft Circle.** All skill levels and crafts are welcome.

Upcoming Youth Programs:

- Friday, June 15, 3 to 4 pm. **Summer Reading Program Teens Bucket List Journal.**
- 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.
- Wednesdays, 9:30 to 10 am. **Baby Time: Board Books and Nursery Rhymes.**
- Fridays, 10:30 to 11 am. **Friday Storytime.** Join us for stories, music, and fun!
- Fridays, 3:30 pm. **Storytime with Special Guest Readers from the Moultonborough Women's Club.**

Follow us on Facebook and Instagram to keep up-to-date with our news.
@MoultonboroughPublicLibrary

Upcoming Public Meetings:

Board of Selectmen Meetings

- Thursday, May 23, 2024, at 5:00 p.m.
- Thursday, June 6, 2024, at 5:00 p.m.
- Thursday, June 20, 2024, at 5:00 p.m.
- Thursday, June 27, 2024, at 5:00 p.m. (Work Session if needed)

Holiday Closure:

- All Town Offices, Public Library and Transfer Station will be closed on Monday, May 27, 2024, in observance of Memorial Day