

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: June 10, 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:

Did you know?

There are three locations in Moultonborough to register boats: the Town Clerk's office, Trexler's Marina, and DaSilva Motorsports.

The Town Clerk's office has been busy processing motor vehicle and boat registrations, dog licenses, and vital records requests. We also processed wetlands applications, voter registrations/party changes, absentee ballot applications, and assisted new residents with establishing residency, among other services.

!! Dog Licenses: **Late fees have been applied to all dog licenses that were not renewed by May 31st.** The Town Clerk's office has been reaching out to all owners whose dogs have not been updated in our system through phone calls, emails, and through the mail. All dog owners are required by NH State law to register their dogs with their Town Clerk annually **by April 30th**. Per RSA 466:14, the Town Clerk is required to report all unlicensed dogs to the Select Board by June 20th. **Late fees began June 1st**, at \$1.00/month per dog. **Civil forfeiture fines** will be issued and delivered by the police in July, at \$25.00/late dog, in addition to the monthly late fees. Pay NOW to avoid further late fees!

We can accept checks made out to *Town of Moultonborough*, cash, or credit cards if paying in person or online. There is a 3% processing fee added by your credit card company for all card transactions.

Boat Registrations: 2024 boat stickers are available! To renew your boat registration with the Town Clerk's office, bring your renewal notice from the State (signed by the primary owner), last year's signed registration, or a completed [Boat Application](#) to renew with the Town Clerk. **Please note:** there is an **additional \$5.00 per boat Agent Fee** for transactions processed through any town

or marina – if you received a renewal notice from the State, simply add \$5.00 to the total listed for each boat you wish to register with the Town. When you register your boats locally, more of that revenue stays with the town than if you were to send payment directly to the state.

The week of July 4th is our busiest boat registration week every year – we highly recommend avoiding the long lines and potential decal shortage by coming in sooner to register your boats if you have not done so already. Town Hall will also be closed on Thursday, July 4th.

The Filing Period for State Offices Began Wednesday, June 5th and Ends Friday, June 14th

Please see the [Secretary of State's website](#) for more information, such as qualifications for office and requirements for filing for candidacy.

Please keep an eye on the website for future election information as it becomes available.

Department of Public Works

Facilities/Grounds: This past week the crew installed the boat ramp docks at Lees Mill and Long Island, cleaned up the bocce court, pickleball courts, and around basketball court at KMP , interior library repairs for painting, hydroseeded areas at town facilities, worked on landscaping at town hall, and raked/cleaned beaches and bike path. Building checks continues, trash and recycling collected throughout town. Mowing and trimming was completed throughout town including cemeteries.

Fleet: The Mechanic worked on Trk6 rebuilding and fabricating water truck spray bar, Trk7 parts run, Eq39 exhaust work, Car222 battery issue, Trk10 blown power steering line replacement, Eq12 check codes for overheating issue, Car182 flat tire, and clean-up shop.

Highway: The Highway crew did some material hauling, tree cutting/chipping, gravel road grading, cleaned out ditches and culverts, and helped back up gravel driveway transitions from paving work.

Capital Roads Program: GMI Asphalt was out in full force last week reclaiming and paving Geneva Point Rd, Hauser Estates Subdivision, Iroquois Lane, Ossipee Park Rd, and Birch Lane. Work included base paving, ditching, and shoulder graveling.

Transfer Station: This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 6 containers of construction and demolition = 30 tons. Flags were collected by the Boy Scouts for the disposal ceremony at town hall on Friday June 14th, compost was turned. The transfer station was closed on Monday for training in Concord. Vehicle counts Monday CLOSED, Tuesday 622, Friday 536, Saturday 457, Sunday 241 total vehicles served 1856= 67 residents per hour.

Public Safety

Moultonborough Police Department: 6/03/24 – 6/09/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	317	300	+5.66%	6609	6909	+4.53%

Calls for Service	171	186	+8.06%	3670	3856	+5.06%
Arrests	1	1	0%	51	56	+9.80%
MV Accidents	4	3	+33.33%	52	85	+63.46%
MV Stops	40	19	-52.5%	492	676	+37.39%
Offense Reports	1	3	+200%	46	63	+36.95%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Good Morning Project	4
Admin Services	15	Juvenile Issue	2
Alarm Commercial	2	Medical Emergency	5
Alarm Residential	4	Motor Vehicle Complaint	6
Assist Citizen	15	Police Information	3
Assist Motorist / Disabled MV	2	Road Hazzard	2
Assist Other Agency	4	Paperwork Service	1
Building Check	8	Sex Offender Registration	1
Call for Local PD / Officer	36	Suspicious Activity	8
Civil Standby	1	Theft / Larceny / Fraud / Forgery	2
Directed Patrol	11	Training	1
Disturbance	1	VIN Verification	6
Domestic Animal Related Call	2	Violation of Protection Order	6
Domestic Disturbance	2	Welfare Check	1

Community Policing: None to report.

Training: Officer Curran attended Ridgeline Rifle course.

Upcoming Events: None to report.

Moultonborough Fire Rescue: 06/03/2024 to 06/09/2024, there were twenty calls for service:
There was:

Series 100	Fires	0
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	13
Series 400	Hazardous Conditions-No Fire	2
Series 500	Service Calls	0
Series 600	Good Intent	2
Series 700	False Alarms & False Calls	3
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2024 Incidents: 428 **Percent of increase from 2023** >2.6%

Automatic Aid: received once from Center Harbor.

Mutual Aid: none

Overlapping Incidents: 0 Year to Date: 43 Percentage of Call Volume: 10%

Overlapping incidents are where two or more incidents occur simultaneously.

Call Staff participation: Call firefighters responded on eight incidents, providing an average of 1 firefighter per incident.

Reaction & Response Times with 24-hour Coverage

Average Reaction Time (minutes/seconds) 01:52

Average Response Time (minutes/seconds) 11:00

Operations: 6/4/2024 Zoll X-Series cardiac monitors received annual factory service. Underground gas piping for a generator was inspected at Aubuchon. An Officers meeting was held. 6/5/2024 Six Supra box inspections were performed. Annual inspection and maintenance of Supra boxes includes lubrication of the lock cylinder and verification of the proper keys are in the Supra box to ensure emergency access without the need for forcible entry. 6/6/2024 Chief Bengtson inspected underground gas piping and a tank installation at 174 Black Cat Island Road. The Duty Crew conducted eight Supra box inspections. 6/7/2024 The Duty Crew and Chief Bengtson performed a Place of Assembly inspection at 130 Whittier Highway. The Duty Crew conducted five Supra box inspections.

Burning Permits: Fire danger conditions are improving 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.nhdfldncr.nh.gov/forest-protection/daily-fire-danger>

Many residents have expressed problems obtaining fire permits using the on-line system. The on-line system is owned and operated by the State. Problems with the on-line system should be addressed through the customer service number provided. If unable to obtain a fire permit on-line, residents may obtain fire permits at the Public Safety Building. Permits will be issued when personnel are in the building, as we are an emergency service, sometimes we are not in the building, please be patient and try again later if no one is available to assist you.

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/>

Rental property owners are reminded that fire permits are issued to the person, not the property. Renters will need written permission of the property owner to kindle fires on the property being rented. The renter will need to obtain a fire permit for the period in which they are renting the property.

Moultonborough Recreation Department

Moultonborough Recreation Department wishes to thank the Moultonborough Women's Club for their generous gift of a cookie platter. A perfect sweet treat to brighten our day!

Moultonborough Recreation's Mother Son Ice Cream and Fun event took place at Moultonborough Recreation on Friday June 7. Over 45 mothers and sons gathered to play some yard games, video games photo booth and game room fun, followed by ice cream and lemonade. A good time was had by all, and mother nature kept the showers away until the end of the evening.

Moultonborough Recreation is offering a day trip to Hampton Falls. Join us on Saturday, June 29 as we travel by town bus to the Hampton Falls Liberty Weekend Craft Festival and Applecrest Farm. Over 75 juried artisans from all over New England will display and sell their American made works at the craft festival. Applecrest Farms offers a creamery, farmer's market and pick your own strawberries or blueberries. This trip includes transportation to the venues and lunch. Purchases made at the craft fair and farm are not included in the trip fee. This trip will depart from MRD at 9:00am and will return at approximately 5:30pm on Saturday, June 29. 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 Explore Archery for grades 2-8. The class will take place on Friday, June 21 @ Kraine Meadow Park in the afternoon/evening. All equipment is provided, and no prior experience is needed. Explore Archery is a fun, rewarding, progressive and most importantly safe program. Students participate in individual, and team building activities and will learn the basic steps of the shot cycle as well as range safety and etiquette. Instructor Dee Sacchetti is a USA Archery Level II Certified Instructor and owner of Dee's Archery. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more information 603/476-8868.

Adult Cornhole League is back! This outdoor league will meet on Tuesdays, 6:30-8:00pm at Kraine Meadow Park, July 9-August 27. Participants must be 18 years or older. Teams must consist of at least 2 people with a maximum of 4. If you're interested in playing, but do not have a partner, please reach out to MRD and we will do our best to find you one. Players are guaranteed two matches per night. Standings will be recorded throughout the season. The top team receives Champion T shirts and bragging rights for the year! Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

MRD offers adventures and trips for ages 12-15! RECsploration provides 6 different trips to pick from so you can choose your fun! All trips are on Thursdays, July 11-August 15, departing from MRD at 9am and returning by 5pm. Trips range from Skyzone Trampoline Park to Round 1 Bowling Arcade to Whales Tale Waterpark and more! See the Summer Happenings page of our website for trip details and schedule. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Registration deadlines vary by trip – so don't miss out! Call MRD for more info 603/476-8868.

Moultonborough Recreation Department 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 pleased to team up with Moultonborough Public Library to offer some summer fun for preschoolers. Tod Squad is designed for children aged 3-5 and their parent or guardian. Tod Squad will meet on Friday mornings, 9:30-10:30am July 19-August 9. With different activities each week, our youngest campers will enjoy Olympic sports, science experiments, water fun and a dance party! Pre-registration is required, and space is limited. The registration fee includes a T-shirt. Sign up online or in the Recreation office. Call MRD for more info 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.

Registrations for Adult Outdoor Pickleball are open! Adult Outdoor Pickleball will take place Mondays, Wednesdays, and Fridays at Kraine Meadow Park, 8:00am-11:00am, with two time slots to choose from. 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.

Totally Toddlers continues through June! 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 through June 28 at 9:30am at Moultonborough Recreation, 10 Holland Street. Call MRD for more information 603/476-8868.

Chair Yoga June session continues this week.

Outdoor Pickleball program continues this week. Registrations for Adult Outdoor Pickleball continue Call MRD for more information. 603/476-8868.

Registrations for Summer Day Camp continue. Call MRD for more information 603/476-8868.

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

Moultonborough Recreation will host a Granite State Track & Field meet on Tuesday June 11 at Moultonborough Academy. The Granite State track program concludes this weekend at the state meet at Winnisquam High School.

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 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 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

The 2024 Summer Reading Challenge starts on June 24. Register on the Beanstack app or moultonboroughlibrary.beanstack.com to log your minutes of reading and earn prizes. Readers under 18 years of age can choose to complete a paper reading log. The challenge goes from June 24 to August 9, with winners announced on August 12. The Summer Reading Challenge is one of the many different events planned for "Adventure Starts at the Library" Summer Reading Program. Visit the library calendar for details.

The library's Annual Book Sale will be held on July 13, 9 am to 3 pm, and July 14, 9 am to 1 pm. We are accepting donations of books, CDs, puzzles and games in good condition. No smelly or moldy items, please! We cannot accept magazines, textbooks, encyclopedias or nonfiction more than 10 years old. Please pack donations in manageable boxes to help our volunteers. Bring donations to the library during open hours for librarians to check. [See full guidelines for donated materials here.](#) If you have a large amount of boxes to donate, please call the library first.

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](#), www.moultonboroughlibrary.org, has registration links and descriptions of the programs.

Upcoming Adult Programs:

- Thursday, June 13, 10:30 am to 12 pm. **Monthly Book Talk.**
- Thursday, June 13, 5 to 7 pm. **Thursday Movie Night: *Nate and Gigi*.** [Register here.](#)
- Friday, June 14, 3 to 4 pm. **Moultonborough Historical Society Tour.** Meet at the Historical Society, 953 Whittier Highway, for the tour. [Register here.](#)
- Tuesday, June 18, 2 to 3 pm, and Wednesday, June 19, 10 to 11 am. **Tech Class: Promise and Perils of AI.** [Register here.](#)
- Wednesday, June 19, 10:30 to 11:30 am. **Mystery Book Club: *When the Stars Go Dark*,** by Paula McLain. [Register here.](#)
- Wednesday, June 19, 5:30 to 6:30 pm. **Becoming Wolf: The Eastern coyotes in NH.** *Funded by the Friends of the Library.* [Register here.](#)
- Thursday, June 20, 9 to 11 am. **Library Board of Trustees.** Open to the public,
- Thursday, June 20, 6 to 7 pm. **Hidden Mountains: Author Talk with Michael Wejchert.** [Register here.](#)
- Friday, June 21, 3 pm. **Author Talk with MK Graff.** Register here.

- Tuesdays, 5 to 6:30 pm. **Craft and Chat: Bring your own Project.** All skill levels and crafts are welcome. \$15 materials fee required to confirm registration.
 - June 18: Embroidery for Beginners Part 1. [Register here.](#)
 - June 25: Embroidery for Beginners Part 2.
- 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 7, 3:30 to 4 pm. **Storytime with Special Guest Reader from the Moultonborough Women's Club.**
- Saturday 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!

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

Upcoming Public Meetings:

Board of Selectmen Meetings

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

Other Important Dates/Events

- Holiday Closure – Thursday, July 4, 2024, in observance of Independence Day - ALL Town Offices, Library and Transfer Station will be closed.
- 4th of July Parade – Thursday, July 4, 2024. The Parade will begin on Blake Road at 11:00 a.m. and end at the Moultonborough Function Hall.
- Friday, July 5th the Transfer Station will be closed.