

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: June 17, 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?
Moultonborough has the most shoreline of any municipality in New Hampshire – 66 miles!

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, absentee ballot applications, assisted new residents with establishing residency, and prepared for the fall elections, 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**.

The Town Clerk has reported all unlicensed dogs to the Select Board as required by RSA 466:14. **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 week of the year – we highly recommend avoiding the long lines and potential boat decal shortage by coming in sooner to register your boats if you have not done so already. The Town Hall will be closed on Thursday, July 4th.

Filing Period for State Offices: The filing period ended on Friday, June 14th. The Town Clerk's office assisted 5 citizens with filing their declarations of candidacy as state representatives, and 1 citizen as a delegate to the Republican State Convention. We wish them luck with their campaigns! Please keep an eye on the website for future election information as it becomes available.

Department of Public Works

Facilities/Grounds: The grounds crew checked and cleaned beaches and ramps, built deck for summer program. Set up a bookcase in the Town Clerks office and cleaned/scraped the parking lot.

Fleet: Truck and Equipment maintenance continues with, Trk7 air leak, change rear park break. Scrap metal was brought to the Transfer Station. 15-f-2 parts run to Laconia and Ossipee, front bearing in Ferris 700 dump, refabricate loader after grapple was bent. Weld Trk24 body. Paper-work was completed and the shop was cleaned.

Highway: Road ditching, tree cutting and grading continues and Harvard, Ferry, Cottage, Lunt and Sibley Road.

Transfer Station: This morning this week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons and 10 containers of construction and demolition = 50 tons. On Saturday Scout Chambers from Boy Scout Troop 142 was educating residents at the facility on foam recycling and handing out informational flyers on foam recycling. The brush and compost piles were maintained. Vehicle counts Monday 420, Tuesday 436, Friday 567, Saturday 459, Sunday 219 total vehicles served 2109 = 59 vehicles per hour.

Public Safety

Moultonborough Police Department: 6/10/24 – 6/16/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	300	386	+28.66	6609	7209	+9.07%
Calls for Service	186	240	+29.03	3670	3856	+5.06%
Arrests	1	1	0%	51	56	+9.80%
MV Accidents	3	2	-33.33%	52	85	+63.46%
MV Stops	19	59	+210.52%	492	676	+37.39%
Offense Reports	3	3	0%	46	66	+36.95%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Found / Lost Property	2
Admin Services	14	Good Morning Project	5
Alarm Commercial	2	Juvenile Issue	1
Alarm Residential	4	Medical Emergency	6
Assist Citizen	9	Motor Vehicle Complaint	6
Assist Other Agency	18	OHRV Incident	2
Building Check	2	Parking Complaint	2
Call for Local PD / Officer	22	Police Information	3
Community Policing	2	Road Hazard	5
Criminal Records Check	7	Paperwork Service	1
Criminal Trespass	1	Suspicious Activity	5
Detail	2	Theft / Larceny / Fraud / Forgery	2
Directed Patrol	22	Untimely / Unattended Death	1
Disturbance	2	VIN Verification	1
Domestic Animal Related Call	5	Warrant Check	1
Fish & Game Call	2	Welfare Check	1
Follow Up	6		

Community Policing: SRO Cloutier educated young drivers on the consequences of impaired driving using educational tools such as impaired vision goggles and educated on Standard Field Sobriety Testing.

Training: Officer Curran attended Ridgeline Rifle course.

Upcoming Events: None to report.

Moultonborough Fire Rescue: For the period of 06/10/2024 to 06/16/2024, there were twenty-four calls for service: There was:

Series 100	Fires	2
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	14
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	3
Series 600	Good Intent	3
Series 700	False Alarms & False Calls	2
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
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Average Response Time (minutes/seconds)	11:00
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Operations: The Department performed one place of assembly inspection at 100 Sibley Road. Twenty-six Supra box inspections. Two LP gas piping 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.nhdfl.dncr.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 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.

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.

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.

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 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.

Explore Archery will take place this Friday, June 21 @ KMP. Registrations are still open for this class.

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 concluded last week.

Granite State Track & Field program concluded last week.

Totally Toddlers concludes this week. Registrations for Tod Squad are still open.

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.

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 number 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:

- 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.** *Funded by the Friends of the Library.* [Register here](#).
- Friday, June 21, 1 to 2 pm. **Author Talk with MK Graff.** [More information here](#).
- Monday, June 24, 3:30 to 4:30 pm. **Diabetic Recipe Exchange - Focus: Summer Salads.** [Register here](#).
- Tuesday, June 25, 4 to 5 pm. **Show and Tell: Summertime Adventures with the Moultonborough Historical Society.** [Register here](#).
- Tuesday, June 25, 5 to 6:30 pm. **Craft and Chat: Beginner Embroidery Part 2.**
- Tuesday, June 25, 7 to 9 pm. **Open Mic: An Evening of Poetry and Music.** Featured guest Beth Fox. [Register here](#).
- Wednesday, June 26, 5:30 to 7 pm. **Big Trees of Northern New England.** *Funded by the Friends of the Library.* [Register here](#).
- Thursday, June 27, 1 to 2:30 pm. **AARP Fraud Watch Network.** [Register here](#).
- Thursday, June 27, 5:30 to 6:30 pm. **Evening Book Discussion Group.** [Register here](#).
- Tuesdays, 5 to 6:30 pm. **Craft and Chat: Bring your own Project.**
- 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:

- Monday, June 24, 11 to 11:30 am. **Story Time at Castle in the Clouds.** [Register on the Castle in the Clouds website](#).
- Monday, June 24, **4-H Summer of Science.** 6-week program. [Register with UNH Extension](#).
 - 1 to 2 pm for ages 5 to 8.
 - 3 to 4 pm for ages 9 to 13.
- 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.