

# MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** August 19, 2024



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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:** This past week the facilities and grounds crew addressed the tank issue with Lamprey. The bike path and playground were cleaned up. The shelving at the library was repaired. Burial at Shannon cemetery was dug. Beaches were cleaned. The park water drainage was fixed. Building checks continues along with trash and recycling pick up throughout town buildings. Mowing and trimming was completed.

**Fleet:** The monthly audit was completed. A road call to Ossipee Park road. Eq 39 warning light was addressed. Coolant into 15-E-4. State inspection and preventative maintenance on 15-C-1. Seat belt issue in truck 9. Finished bushing in car 151, installed weld muffler and inspection. Plugged tire on truck 8. 15-t-1 State inspection. Serviced truck 6 and state inspection. Diagnosed air leak in eq16, rewire broom and water pump in eq58. Truck 20 state inspection. Straightened out mudflap bracket on truck 2. Truck 6 slack adjustors and removed ABS valve on assembly. Repair orders completed and cleaned the shop.

**Highway:** The highway department continues with grading, drainage, ditching and shouldering throughout town.

**Transfer Station:** This week we shipped out 3 containers of municipal solid waste = 36 tons, 3 containers of single stream recycle = 15 tons, 9 containers of construction and demolition = 54 tons and 1 container of mixed scrap metal. The brush pile was burned, and compost pile was turned. Vehicle counts: Monday 584, Tuesday 539, Friday 633, Saturday 519, Sunday 310 total vehicles served 2585 = 73 per hour.

## Public Safety

### Moultonborough Police Department: 08/12/24 – 08/18/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	381	359	-5.77%	10340	10699	+3.47%
Calls for Service	230	213	-7.39	4840	6221	+28.53%
Arrests	1	8	+700%	68	86	+26.47%
MV Accidents	5	0	-100.00	94	122	+29.78

MV Stops	34	48	+41.17	713	1170	+64.09%
Offense Reports	3	3	0.0%	70	102	+45.71%

### Calls For Service Breakdown

Activity	This Week	Activity	This Week
Admin Services	16	Fish & Game Call	1
Alarm Commercial	3	Follow Up	5
Alarm Residential	3	Found / Lost Property	1
Assault	1	Good Morning Project	5
Assist Citizen	11	Medical Emergency	8
Assist Motorist / Disabled MV	3	Motor Vehicle Complaint	6
Assist Other Agency	12	Parking Complaint	13
BOLO	1	Police Information	4
Building Check	3	Paperwork Service	3
Call for Local PD / Officer	18	Suspicious Activity	5
Criminal Records Check	4	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	1	VIN Verification	3
Directed Patrol	9	Welfare Check	4
Domestic Animal Related Call	4		

**Community Policing:** Nothing to report.

**Training:** None to report.

**Upcoming Events:** None to report.

**Moultonborough Fire Rescue:** For the period of 08/12/2024 to 08/18/2024, there were twenty-four calls for service: There was:

Series 100	Fires	0
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	12
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	5
Series 600	Good Intent	5
Series 700	False Alarms & False Calls	2
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

**Total 2024 Incidents:** 725 **Percent of increase from 2023:** >1.7%

**Automatic Aid:** Given once to Center Harbor. Receive once from Gilford and Tuftonboro, received twice from Center Harbor and Sandwich.

**Mutual Aid:** Once each to Meredith, Sandwich, and Wolfeboro.

**Overlapping Incidents:** 6 **Year to Date:** 109 **Percentage of Call Volume:** 15%

Overlapping incidents are where two or more incidents occur simultaneously.

**Call Staff participation:** Call firefighters responded on ten incidents, providing an average of 2.3 firefighters per incident.

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

Average Reaction Time (minutes/seconds)	00:59
Average Response Time (minutes/seconds)	11:00

**Inspections:**

LP Gas	3
Supra Box	18

**Operations:** 8/14 Moultonborough and Tuftonboro fire boats were dispatched for a smoke investigation on Cozy Island. Moultonborough crews found a permitted cooking fire, Tuftonboro's boat was cancelled. 8/17 Moultonborough, with automatic aid from Gilford, Meredith, and Tuftonboro were dispatched to Braun Bay for a medical emergency. Gilford's boat arrived on scene first and rendered aid, bringing the patient to Trexler's Marina for transport to the hospital by Stewart's Ambulance. Later in the day crews were dispatched to Wolfeboro for station coverage while Wolfeboro operated at a building fire. The truck was cancelled enroute.

**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](http://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.

**Fireworks:**

- You must be 12 years of age to buy and possess fireworks.
- Fireworks may only be used on private property that you own, or with written permission from the landowner, or in the presence of the landowner. If you are renting property, you must have written permission from the landowner to display fireworks.
- The use and display of fireworks on Town property, beaches, and docks is prohibited.

**Moultonborough Ordinance # 22 limits the use of fireworks to the hours between 12 noon and 10:00pm. Exceptions are two holidays, as recognized by the Town: (1) the 4<sup>th</sup> of July: limit use to 12 noon to 12 midnight; (2) New Year, limit use to 12 noon and up to 15 minutes past midnight the holiday.**

### **Moultonborough Recreation Department**

Moultonborough Recreation finished up our summer camp program last week. Six of the eight program weeks were sold to capacity. Our summer staff once again provided a summer of fun and friendship, making memories for our campers to last a lifetime. Thank you to our wonderful staff and our community partners for helping us provide this essential program.

Moultonborough Recreation Department's free Summer Concert Series concludes soon. Free concerts will take place on Wednesday evenings at the Moultonborough Function Hall gazebo, 6:00-7:30pm through August 28. Bring lawn chairs or blankets and a picnic dinner-relax and enjoy the show. Our final concert of the season will be on August 28 featuring The Sweetbloods. Phil and Janice Sanguedolce are a local acoustic duo from Meredith whose music centers around acoustic versions of classic rock tunes, folk rock and country tunes, intermingled with folk, bluegrass, reggae calypso, blues and jazz tunes. Please call MRD for more information 603/476-8868.

Registrations for Adult Outdoor Pickleball continue through September 30. 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.

Moultonborough Recreation is busy working on some great events for the fall. Jack O Lantern Lane will take place on Friday, October 18 at Castle in the Clouds. This is a family friendly Halloween event. The area around Shannon Pond will be well lit with jack o lanterns with some not so scary surprises along the way. Moultonborough Recreation is pleased to partner with Castle in the Clouds and Lakes Region Conservation Trust for this beloved Halloween tradition. Saturday October 26 will bring our annual Halloween Boo-levard event at Kraine Meadow Park. We will team up with Moultonborough Public Library to offer an outdoor Halloween party for Moultonborough's little ghouls and goblins. More info to come!

MRD is pleased to offer drop-in program for adults. Drop In Dominoes will take place on Fridays, 10am-noon at Moultonborough Recreation Department, 10 Holland Street. Learn to play or drop in for a round or two! This is a drop- in group, no registration, and no fee. Please bring your set if you have one. Call MRD for more information 603/476-8868.

Drop-in Mah Jong continues Wednesdays, 10am-noon 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.

Drop In Bridge meets Monday mornings @ MRD. Join in for a hand or two at the Recreation Department, 10 Holland Street. This drop-in group meets from 10am-noon. No pre-registration and no fee.

Adult Cornhole League continues this week.

Adult CoEd Softball continues this week.

Logistics and planning are ongoing for programming, trips, activities, and events.

Moultonborough Recreation is currently seeking to hire a full-time Recreation Activities Assistant. Details and application requirements are listed on the town's website.

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**

We would like to thank those of you who have already filled out our 2024 Community Survey. Please consider completing the survey, found at [tinyurl.com/MboroLibrarySurvey24](http://tinyurl.com/MboroLibrarySurvey24), or use our survey kiosk located in the library's lobby if you haven't. We appreciate your input as it will help inform our strategic planning for the next 5 years.

Show your support for the library by "Paving the Way" with the Friends of the Moultonborough Library. Purchase a paving brick with an engraved message of your choice to be included in a pathway to the Memorial Garden and help fund the Friends' ongoing efforts. More information [on the Friends' page on the library website](#), or at the library.

Have you been enjoying local foods this August? It is NH Eats Local Month, and we are partnering with the NH Food Alliance for the Live Free & Eat Local Challenge. All through August, we'll be collecting your favorite seasonal recipes to enhance our book display on local foods. We will raffle off a NH Eats Local tote bag and gift card to a local farm stand. The deadline to submit is August 31, with winners drawn on September 6. You can also go to [nheatslocal.com](http://nheatslocal.com) to enter the Live Free & Eat Local Challenge and be eligible for even more prizes. The real prize, of course, is a month of healthy, locally-sourced meals. Bon Appetit!

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

The library will be closed on September 2 in observance of Labor Day and will have a delayed opening at 10 am on Friday, September 6.

### **Upcoming Adult Programs:**

- Wednesday, August 21, 10:30 to 11:30 am. **Mystery Book Club: *The Eyre Affair*.** [Register here.](#)
- Thursday, August 22, 5:30 to 6:30 pm. **Evening Page Turners Book Club: *Unlikely Animals*.** [Register here.](#)
- Monday, August 26, 3:30 to 4:30 pm. **Diabetic Recipe Club.** [Register here.](#)

- Tuesday, August 27, 7 to 9 pm. **Open Mic: An Evening of Poetry and Music.** [Register here.](#)
- Tuesday, September 3, 9 am to 2 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581
- Wednesdays, September 4 to October 16, 10 to 11:30 am. **A Safe Place Bereavement Group.** 6-week class led by Brenda Wentworth of the Lakes Region VNA. [Register here](#) for all 6 classes.
- Wednesday, September 4, 5 to 7 pm. **Special Movie Night: Boys in the Boat.** [Register here.](#)
- Thursday, September 5, 10 to 11:30 am. **Friends of the Library Meeting.**
- Thursday, September 5, 1 to 2 pm. **Boys in the Boat Book Discussion at the NH Boat Museum,** 130 Whittier Hwy, Moultonborough. [Register here.](#)
- Thursday, September 5, 5:30 to 6:30 pm. **3D Printing Basics with Doug Whitley.** [Register here.](#)
- Tuesdays, 5 to 6:30 pm. **Craft and Chat Bring Your Own Project.** August 27, September 3, 10 and 24.
- 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:**

- September 9, 3 to 4 pm. **Fall Crafting for Kids - Scarecrows.** For ages 5 to 9.
- 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.**
- Wednesdays in September, 10:15 to 10:45 am. **Toddler Music and Movement.**
- 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, September 5, 2024, at 5:00 p.m.
- Thursday, September 19, 2024, at 5:00 p.m.
- Thursday, September 26, 2024, at 5:00 p.m. (Work Session – if needed)

### **Other Important Dates/Events:**

- **Holiday Closure** – Monday, September 2, 2024, in observance of Labor Day  
ALL Town Offices, Library and Transfer Station will be closed
- **New Hampshire State Primary Election** – Tuesday, September 10, 2024  
7:00 a.m. – 7:00 p.m.  
Moultonborough Academy Gym