

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: August 26, 2024



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: The facilities and grounds crew continue weekly building checks and trash and recycle collection throughout town buildings. Mowing and trimming was completed at Holland Hill, Bodge Hill, Mason, Middle Neck, Ambrose, Lee, Fosse, Freeze and Shannon Cemetery along with the Playground. Drains flushed at the Public Safety Building. Beaches were cleaned. Fire doors and facets were repaired at the Fire Station. Lines were painted at Lees Mills and the park. Library projects were completed. The oven at the Lions Club was repaired and septic was cleaned.

Fleet: Truck 6 air valves were replaced, and the system was checked for leaks, and preventative maintenance. Truck 2 wire issue, taillight was repaired. The garage was cleaned, work orders completed. Parts were picked up in Ossipee and put away stock. Belt and pulley was changed on Truck 5. Oil was pumped out of transport drums. Service on Truck 2 and safety check. Car 241 checked. Leak in Skid Steer. Broom lid on Eq 16 and tarp on Truck 24 repaired.

Highway: The Highway crew continues to shoulder, and ditch on Sibley Road, Lees, Ossipee Park and Ossipee Mountain. Roads checked from heavy rains. Grading and fixing washouts on Lunt, Far Echo, Ben Ayers. Pavement was measured for paving. Flushed culvert water on Tara. Material was hauled from the pit.

Transfer Station: This week we shipped out 2 containers of municipal solid waste = 24 tons, 3 containers of single stream recycle = 15 tons, 8 containers of construction and demolition = 48 tons and 1 container of mixed scrap metal. Brush pile was burned, compost pile was turned, 60 propane tanks were recycled, 12 cubic yards of foam recycled. Vehicle counts: Monday 502, Tuesday 585, Friday 495, Saturday 428, Saturday 363 = 2373 vehicles served = 67 per hour.

Public Safety

Moultonborough Police Department: 08/19/24 – 08/25/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	359	319	-11.14%	8507	11018	+29.51%
Calls for Service	213	189	-11.26%	5001	6411	+28.19%
Arrests	8	1	-87.5%	70	87	+24.28%
MV Accidents	0	1		96	123	+28.12%
MV Stops	48	41	-14.58%	737	1211	+64.31%
Offense Reports	3	4	+33.33%	72	106	+47.22%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
Admin Services	8	Found / Lost Property	1
Alarm Commercial	5	Good Morning Project	5
Alarm Residential	2	Juvenile Issue	1
Assist Citizen	14	Lost / Missing Person	1
Assist Other Agency	9	Medical Emergency	10
Boating Incident	1	Motor Vehicle Complaint	4
Call for Local PD / Officer	29	Parking Complaint	7
Community Policing	2	Police Information	4
Criminal Trespass	2	Paperwork Service	3
Detail	1	Suspicious Activity	4
Directed Patrol	12	Theft / Larceny / Fraud / Forgery	1
Disturbance	4	VIN Verification	2
Domestic Animal Related Call	2	Welfare Check	1
Follow Up	1		

Community Policing: Nothing to report.

Training: Officer Curran completed his two-part firearms instructor recertification with Police Standards and Training.

Upcoming Events: None to report.

Moultonborough Fire Rescue: For the period of 08/19/2024 to 08/25/2024, there were twenty-one calls for service: There was:

Series 100	Fires	1
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	10
Series 400	Hazardous Conditions-No Fire	2
Series 500	Service Calls	1
Series 600	Good Intent	3
Series 700	False Alarms & False Calls	4
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2024 Incidents: 746 **Percent of increase from 2023:** >0.7%

Automatic Aid: Received from Center Harbor and Sandwich twice, given to Center Harbor and Tuftonboro once each.

Mutual Aid: none.

Overlapping Incidents: 4 **Year to Date:** 113 **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 1.9 firefighters per incident.

Reaction & Response Times with 24-hour Coverage:

Average Reaction Time (minutes/seconds) 02:10
Average Response Time (minutes/seconds) 12:00

Inspections:

LP Gas 3
Supra Box 1

Operations: 8/19 Deputy Houghton and Lt. Gravelle conducted driver training for call and fulltime personnel. Using the parking lot at the Public Safety Building and traffic cones, they set up an obstacle course for backing and turning maneuvers. 8/23 The Duty Crew assisted DPW with flushing out a cross culvert on Deep Wood Lodges Road. Using the DPW's rotating nozzle, Engine 4 supplied water to open up the culvert pipe. Maintaining good drainage is essential for ensuring the delivery of emergency services. The Fire Department is happy to assist other Town Departments whenever needed.

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.

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 4th 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 is busy working on some great events for the fall. Jack O Lantern Lane Pumpkin Walk will take place on Friday, October 18 at Castle in the Clouds, 5:00-6:30pm. Bring your family and friends to enjoy a friendly Halloween-themed stroll through the woods at Castle in the Clouds! Moultonborough Recreation has once again teamed up with Castle in the Clouds and the Lakes Region Conservation Trust for this beloved Halloween tradition. The area near Shannon Pond will be well-lit with jack-o'-lanterns and look for some not-so-scary Halloween surprises along the way! Costumes are encouraged! Be sure to wear weather-appropriate clothing underneath your Halloween costume and good footwear for this fun adventure. Feel free to bring a flashlight or headlamp as it will be getting dark on the property. Please note: This is a family-friendly event. This is not a "haunted" walk, and Halloween decorations and surprises will not be scary or gory. After your walk, warm up by a fire pit and enjoy goodies compliments of Castle in the Clouds, the Moultonborough Recreation Department, and the Lakes Region

Conservation Trust. Registration is encouraged but not required. Knowing how many people will be attending allows us to better prepare for the evening. Sign up on the Castle in the Clouds website.

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!

Moultonborough Recreation Department's free Summer Concert Series concludes this week. Bring lawn chairs or blankets and a picnic dinner to the Moultonborough Function Hall gazebo, 6:00-7:30pm, 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 fold, 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.

MRD is pleased to offer Drop In Dominoes 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 concludes this week.

Adult CoEd Softball concludes 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.

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 have a super busy September calendar with programs for all ages, including a return of Toddler Music and Movement on Wednesdays, 10:15 am, and A Safe Place Bereavement Group, a 6-week grief support class led by the Lakes Region VNA.

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:

- 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.](#)
- Tuesday, September 10, 10 am to 12 pm. **Friends' Craft with Linda: Fabric Pumpkins.** [Register here.](#)
- Tuesday, September 10, 6 to 7 pm. **Author Talk with Annie Hartnett of *Unlikely Animals*.** [Register here.](#)
- Tuesday, September 11, 6 to 7 pm. **Discoveries in Bird Migrations with Stephen Hale.** [Register here.](#)
- Thursday, September 12, 6 to 7 pm. ***Flyways* PBS Documentary on Bird Migration.** [Register here.](#)
- Tuesdays, 5 to 6:30 pm. **Craft and Chat Bring Your Own Project.** 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 4, 1:30 to 2 pm. **Toddlers' Messy Art: Fingerprinting**
- September 9, 3 to 4 pm. **Fall Crafting for Kids - Scarecrows.** For ages 5 to 9.
- September 19, 3 to 4:15 pm. **Fall Crafting for Kids - Apple Pie and Playdough.** [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.
- 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