

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Carter Terenzini  
Interim Town Administrator

**RE:** Weekly Report

**DATE:** October 21, 2024

*Carter*



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

### Administration & Finance

**Interim Town Administrator:** I have found some minutes from the [Coalition Communities](#) annual meeting and a set of hand written notes I am afraid I am having some trouble deciphering. I have reached out to the group to help me understand the end result of that meeting, decisions I need to put in front of the Board, and the timeline for the same. We have received a letter inquiring as to whether or not the Town might be interested in a donation of land along Route 25 and Lake Kanasatka. I have made an inquiry as to any deed restrictions the donor might want to impose so I might bring the matter before you (hopefully 11/07). The Conservation Commission has received an RSA 91-A RTK request, so I met with the Chair to give some guidance as to the process. I briefly attended the 10/21 ABC meeting to get a sense of their status, and the indication was they did wish to continue with the joint budget review process. I met with the Tax Collector to understand the status of the parcels which might be available for sale. I understand there has been work commenced so we will wrap up that initial first cut and hope to report to you at your SB meeting of 11/21. I have reviewed the list of performance reviews outstanding and am working with Robin to try to sort out how best to bring them current without overloading the Departments Heads. One of the outstanding reviews is that of a Department Head so we will be discussing how best to carry that out so... Do please watch that space for some inquiries from us in the near future. I have begun to review the CMA study of the Transfer Station and set up a Teams meeting with the CMA engineer for next Monday.

### Department of Public Works

**Facilities/Grounds:** This past week the Facilities and Grounds Crew changed the shower head at the Public Safety Building. The bike path was blown off. The crew met with the Electric Company for light in the poll barn. Furnace at the Transfer Station was addressed. The Moultonborough Function Hall new sign was installed, and the septic line was worked on, along with moving furniture. Water testing was completed. Cemetery maintenance continues with leaf blowing and clean up. Building checks were completed along with trash and recycle pick up. Paper products were distributed. Bottled water was checked and dropped off at town buildings as needed.

**Fleet:** Truck 6 springs were pulled and cleaned of rust. Parts were retrieved from Western Star. Loader was inspected. Paperwork was completed. Truck 6 springs were installed and rear shoes. The sander was worked on for Truck 1, batteries replaced, and broken bolt repaired. Truck 9's brakes were repaired. Car 162 undercoated. Truck 6 brakes and slack adjusters. The shop was cleaned, and the tools were put away.

**Highway:** The highway crew cut and stacked firewood for the woodshed. Roads checked for trees down. Culvert for basin prepped on Colonial Drive. Ditching and grading on Wakonda Road and Red Hill Road. Scrap metal was dumped. Chainsaws were sharpened and equipment was moved.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 8 containers of construction and demolition = 48 tons. Vehicle counts: Monday closed Columbus Day, Tuesday 513, Friday 524, Saturday 461, Sunday 315 total vehicles served 1813 = 51 per hr.

### **Public Safety Building**

**Moultonborough Fire Rescue:** For the period of 10/14/2024 to 10/20/2024, there were twenty-seven calls for service: There were:

<b>Series 100</b>	<b>Fires</b>	<b>0</b>
<b>Series 200</b>	<b>Overpressure, Explosion, Overheat-No Fire</b>	<b>0</b>
<b>Series 300</b>	<b>Emergency Medical &amp; Rescue Incidents</b>	<b>8</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>3</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>6</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>4</b>
<b>Series 700</b>	<b>False Alarms &amp; False Calls</b>	<b>6</b>
<b>Series 800</b>	<b>Severe Weather &amp; Natural Disaster</b>	<b>0</b>
<b>Series 900</b>	<b>Special Incident Type</b>	<b>0</b>

**Total 2024 Incidents:** 911                      **Percent of decrease from 2023** <0.5%

**Automatic Aid:** Given once to Center Harbor and Sandwich. received once from Tuftonboro.

**Mutual Aid:** none.

**Overlapping Incidents:** 4    **Year to Date:** 117    **Percentage of Call Volume:** 13%  
Overlapping incidents are where two or more incidents occur simultaneously.

**Call Staff participation:** Call firefighters responded on eight incidents, providing an average of 1.8 firefighters per incident.

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

Average Reaction Time (minutes/seconds)	01:27
Average Response Time (minutes/seconds)	08:00

**Inspections:**

LP Gas	6
Supra Box	10

**Operations:** 10/17 EMS continuing education of EMS Jeopardy tested the knowledge of providers. 10/18 Call firefighter Brandon Flanagan was the MCS Mystery Reader bringing a fire truck for a Touch-a-Truck experience in addition to an exciting story.

**Burning Permits:** Fire danger conditions are trending toward higher as foliage changes. 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 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.

**Moultonborough Police Department:** 10/14/24 – 10/20/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	350	339	-3.244%	10852	13217	+17.89%
Calls for Service	188	173	-8.67%	6307	7593	+16.93%
Arrests	3	1	+200%	84	102	+17.64%
MV Accidents	4	3	-33.33%	111	145	+23.44%
MV Stops	34	23	-47.82%	913	1406	+35.06%
Offense Reports	2	3	+33.33%	96	119	+19.32%

**Calls For Service Breakdown**

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Follow Up	4
Admin Services	5	Found / Lost Property	3
Alarm Residential	5	Good Morning Project	5
Assist Citizen	10	Juvenile Issue	2
Assist Motorist / Disabled MV	2	Medical Emergency	7

Assist Other Agency	4	Motor Vehicle Complaint	5
Call for Local PD / Officer	29	Police Information	1
Civil Standby	1	Road Hazard	3
Criminal Mischief	2	Paperwork Service	1
Criminal Records Check	4	Suspicious Activity	6
Directed Patrol	14	Theft / Larceny / Fraud / Forgery	2
Disturbance	3	Training	1
Domestic Animal Related Call	5	VIN Verification	2

**Community Policing:** None to report.

**Training:** On 10/17/2024, the Moultonborough Police Department hosted a Glock Armorer course. It was a great turnout with a full class of 35 people.

**Upcoming Events:** None to report.

### **Moultonborough Recreation Department**

The Jack O' Lantern Lane Pumpkin Walk took place on Friday, October 18, at Castle in the Clouds. Moultonborough Recreation collaborated with Castle in the Clouds and the Lakes Region Conservation Trust to host this annual autumn event. 125 carved pumpkins illuminated the area near Shannon Pond, where over 600 attendees enjoyed the evening stroll.

We want to thank Castle in the Clouds, the Lakes Region Conservation Trust, and AmeriCorps for their hard work on the Pumpkin Walk. We also extend heartfelt appreciation to Moulton Farms, EM Heath Supermarket, Bly Farm, Grand View Farm, Stephens Landscaping & Gardening Center, and the Panchishak Family for their generous pumpkin donations.

Moultonborough Recreation is pleased to offer a trip to see New England's King of Comedy, Bob Marley. Join us on Saturday, November 16 as we travel to Concord's Capital Center for the Arts in the town bus. We will depart MRD at 2pm and our return time is approximately 9:30pm. Before the show, we'll enjoy a family style/buffet dinner at Nonna's in Concord for pasta, meatballs, sausage, chicken, Caesar salad and soft drink. After dinner, we'll settle into our floor seats at the Capital Center to enjoy Bob's 5:30pm show. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. This trip will require some walking and stairs to climb at the venue. Call MRD for more info. 603/476-8868.

We are gearing up for our annual Halloween Boo-levard event. MRD will team up with Moultonborough Public Library to offer an outdoor Halloween party for Moultonborough's little ghouls and goblins through Grade 5 (preschoolers and toddlers too!). The free family fun will take place on Saturday, October 26, 4:00-5:30pm at Kraine Meadow Park. Costume contest, Trunk or Treat, Games, Goodies, Prizes, and a Costume Parade. This is a child and family friendly event. Children's costume contest will be judged 4:00-5:00. Costume parade at 5:15 with awards to follow. Donations of bagged candy will be happily accepted at MRD & MPL through October 24. Contact Moultonborough Recreation if you'd like to enter a trunk. Call MRD for more information. 603/476-8868.

MRD is pleased to offer Safesitter Essentials for students in grades 6-8. This one-day class is designed to prepare students to be safe when they're home alone, watching younger siblings or babysitting. Certified Instructor and MRD Recreation Activities Assistant, Shannon Milligan, will lead the class with fun games and role-playing exercises. Students will get to use manikins to practice skills like choking rescue! This class will take place on Wednesday, November 6, (parent-teacher conference day) 9am-4pm at Moultonborough Recreation @ 10 Holland Street. Students should bring a bagged lunch, (refrigerator available) snacks and a water bottle. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD with questions 603/476-8868.

Co-Ed Youth Volleyball is back! Students in Kindergarten-6<sup>th</sup> grade can register to join us Wednesday evenings at Moultonborough Central School, November 6-December 18 (no volleyball on Nov. 27/ Dec 11 rescheduled to Dec 12) This is an instructional program where participants will grow and develop a love for the sport and skill development. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD with questions 603/476-8868.

Registrations are open for CoEd Adult Pick Up Volleyball. Join us on Tuesday evenings, November 5-December 17 at the Moultonborough Central School gym, 7:00-8:30pm. Participants must be 18 years or older. Pre-registration is required. Sign up online or in the Recreation office. Call MRD for more information 603/476-8868.

Registrations are open for Adult Basketball. Sign up online or in the Recreation office to play pick up basketball noon to 2:00pm on Sundays in the Moultonborough Academy gym through June 22. Participants must pre-register and must be 18 years or older. 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 to meet at MRD on Mondays, 1-4pm and on Wednesdays 10:00-noon. These are drop-in groups, no registration, and no fee. Please bring your set if you have one. Call MRD for more information 603/476-8868.

MRD's after school program, Beyond the Bell, continues session 1 with week with registrations at capacity.

MRD's Youth Soccer programs continue this week.

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](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**

What do ghosts say when they're really excited about the library? *Boooooooooooks!* And it's not just books. The library is chock-a-block full of resources for patrons of all ages and interests.

The Halloween Boo-levard returns on Saturday, October 26, 4 to 5:30 pm. The library and Recreation Department have teamed up again to offer Moultonborough residents a free, family-friendly Halloween event. Families are invited to gather up their little pumpkins, ghouls & goblins and join us at Kraine Meadow Park for a frightfully fun time with a costume contest, games, prizes, goodies and a costume parade! This program is for little monsters through Grade 5.

But first, on Friday, October 25, our 10:30 am Friday Storytime turns into Trick or Treat Storytime. Children will go trick-or-treating around the village, so wear your costumes and bring a bag to collect goodies. We will visit the Town Hall offices, the Recreation Department, The Old Country Store, Lamprey's, and the Meredith Village Savings Bank. We thank these organizations for their participation.

On Friday, November 1, the library will open at 10 am to allow for staff training and planning. The library will be closed on November 11 for Veterans Day. We will be closed on November 28 and 29 for Thanksgiving, and will reopen on Saturday, November 30.

Please note that most of our programs require registration (although not for the Halloween events.) 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](http://www.moultonboroughlibrary.org), has registration links and descriptions of the programs.

#### **Upcoming Adult Programs:**

- Monday, October 28, 10:30 am to 12 pm. **Friends of the Library Literature Discussion: *A Room of One's Own*.** [Register here.](#)
- Monday, October 28, 3:30 to 4:30 pm. **Diabetic Recipe Club: Reflecting on 2024.** [Register here.](#)
- Tuesday, October 29, 6 to 8 pm. **Open Mic: An Evening of Poetry and Music featuring Priscilla Burlingham.** [Register here.](#)
- Friday, November 1, 1 to 2:30 pm. **Let's Talk About Grief: An Open Conversation.** [Register here.](#)
- Tuesday, November 5, 9 am to 2 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581. A \$15 fee is now required for services.
- Thursday, November 7, 10 to 11:30 am. **Friends of the Library Meeting.**

- Tuesday, November 12, 10 am to 12 pm. **Friends of the Library Craft.** Registration is closed.
- Tuesday, November 12, 6 to 7 pm. **Carroll County in the 19th Century: A Glimpse into the past with Author MJ Pettengill.** [Register here.](#)
- Wednesday, November 13, 10 to 11:30 am. **Tech Workshop: Holiday Card with Canva.** [Register here.](#)
- Wednesday, November 13, 6 to 7 pm. **Lucknow: A Moultonborough Landmark.** [Register here.](#)
- Thursday, November 14, 5 to 7 pm. **Thursday Movie Night *Love Again* (2023).** Pizza, popcorn and soft drinks provided. A \$2 donation per slice of pizza is appreciated. [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:**

- Friday, October 25, 10:30 to 11 am. **Storytime Trick or Treating.**
- Saturday, October 26, 4 to 5:30 pm. **Halloween Boo-levard at Kraine Meadow Park.** For children up to grade 5.
- Monday, November 4, 10:30 to 11 am. **Toddlers Messy Art: Painted Cotton Ball Turkeys**
- Wednesday, November 6, 3 to 4:15 pm. **Thankful Turkey Craft.**
- Saturday, November 16, 10 am to 12 pm. **Family Movie: *Super Mario Brothers*.**
- 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, 3:00 to 4:30 pm. **After School Drop-In: Puzzles and Games 2nd Wednesday, Lego Building 3rd Wednesday, Crafting 4th Wednesday**
- Thursdays, 3:30 to 4:30 pm. **Storytime with Special Guests from the Moultonborough Women's Club.**
- 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, November 7, 2024, at 5:00 PM
- Thursday, November 21, 2024, at 5:00 PM

##### **Holiday Closures:**

- Monday, November 11, 2024 (Veteran's Day)

- Thursday, November 28, 2024 – Thanksgiving Day
- Friday, November 29, 2024 – Day After Thanksgiving