

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
Carter
FROM: Carter Terenzini
Interim Town Administrator
RE: Weekly Report
DATE: October 28, 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 & Finance

Interim Town Administrator: I received a response to my inquiries of the party who wants to donate the small parcel of land on Lake Kanasatka and we'll place it before you on 11/07 for a determination as to whether or not you wish to accept or you wish to suggest this party donate directly to the state. I held my first budget review with the Fire Department and have three more budgets set for review on Friday. I will need to get a schedule from you at the meeting on 11/07 as to how you want to go into your reviews. Robin and I have reviewed the modified 360 evaluation form which has been previously used here and will be making a few adjustments to carry out the review of the department head that I don't have familiarity with. We should have that out to you for your comments within a week. The position of Finance Director/Town Accountant has been advertised. I held a review session with the CMA Engineer on the Transfer Station Study posing a number of questions. With that information in hand, we'll schedule a follow-up team meeting with the DPW Director and the Transfer Station Supervisor in the hopes of bringing some action items before you in the near future. I am also drafting a memorandum on potential ways to proceed to fill the vacancies within the administration team and will be present on 11/07 to discuss that with you.

Department of Public Works

Facilities/Grounds: Book boxes from the library were brought up. Fencing picked up. Gravel delivered to the school. Built the Recreation department's baseball board game. Met with HVAC technician. Met with the Town Clerk for election updates. Cleaned out the rink, set up the hose rail. Met with the contractor at Lees Mills. Assisted the generator tech. Met with renter at function hall, reset tables and chairs. Grounds maintenance at the Library, Town hall, Lions Club. Building checks continue, trash and recycling pick up throughout town. Leaf cleanup continues.

Fleet: The mechanics picked up parts. Road call at the Transfer Station to repair hydraulics. Hoses on eq13. Worked on truck 6 springs. Sanders and plows worked on for the upcoming winter season. Bid for Truck 24 with Allegiance. Loaded the wood chip trailer. Truck 4 sander spinner repaired and replaced plow blade along with lubricating the unit for the upcoming winter season. Truck 6

replaced the rear U-Joint assembly. Truck 3 sander clean up. Paperwork was completed. Diagnosed Truck 6 air leak.

Highway: Highway cut and stacked firewood. Paving on Birch Lane, Geneva Point. Grading and beaver pipes checked in Blake and Lee Road. Working with GMI and looking at trees with the tree crew on Kona and Evans Road. Trees trimmed on Red Hill Road. Blew off leaves and rolled Blake, Lees, Randall, and Bodge Hill . Loam from Ambrose was picked up.

Transfer Station: This week shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 6 containers of construction and demolition = 36 tons and one container of mixed scrap metal. No brush was burned due to the high fire danger and compost pile was turned and moved in preparation to be screened this spring. Vehicle counts: Monday 342, Tuesday 431, Friday 486, Saturday 486, Sunday 282 total vehicles served 2027= 57 per hour.

Public Safety Building

Moultonborough Fire Rescue: For the period of 10/21/2024 to 10/27/2024, there were twelve calls for service: There were:

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

Total 2024 Incidents: 923 **Percent of decrease from 2023:** <1.4%

Automatic Aid: Given once to Center Harbor.

Mutual Aid: to Meredith, Sandwich and Tuftonboro

Overlapping Incidents: 3 **Year to Date:** 120 **Percentage of Call Volume:** 13%
Overlapping incidents are where two or more incidents occur simultaneously.

Call Staff participation: Call firefighters responded to six incidents, providing an average of two firefighters per incident.

Reaction & Response Times with 24-hour Coverage:

Average Reaction Time (minutes/seconds)	02:13
Average Response Time (minutes/seconds)	13:00*

*Includes responding to four incidents outside of Moultonborough on automatic/mutual aid.

Inspections:

LP Gas	4
Supra Box	17

Operations: 10/26 The Fire Department participated in the Recreation Department's Halloween Boo-levard at Kraine Meadow Park. Members hosted Trick or Treaters at a spooky Haz-Mat tent where they received trick or treat bags with fire prevention item, candy and a glow stick for use on Halloween.



10/27 Moultonborough firefighters responded at 7:18 p.m. to 365 Young Mountain Road in Sandwich for a first alarm outside fire. At 10:31 p.m. Moultonborough was dispatched to Meredith for a first alarm building fire at 21 Circle Drive. Lt. Gravelle and the Duty crew responded to Sandwich for the outside fire, while Deputy Houghton and two firefighters responded to Meredith for the building fire. Chief Bengtson and a call firefighter covered the Moultonborough station.

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.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 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 Police Department: 10/21/24 – 10/27/24

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	339	316	-7.27%	11168	13858	+19.41%
Log Entries	173	151	-14.56%	6467	7920	+18.34%
Arrests	1	0	-100%	85	107	+20.56%
MV Accidents	3	1	-200%	113	149	+24.16%
MV Stops	23	17	-35.29%	937	1439	+34.88%
Offense Reports	3	4	+25%	100	124	+19.35%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
Admin Services	5	Domestic Animal Related Call	3
Alarm Residential	6	Fish & Game Call	1
Assist Citizen	12	Follow Up	8
Assist Motorist / Disabled MV	1	Good Morning Project	5
Assist Other Agency	9	Juvenile Issue	1
BOLO	1	Medical Emergency	4
Building Check	8	Motor Vehicle Complaint	3
Call for Local PD / Officer	20	Police Information	6
Community Policing	1	Road Hazard	1
Criminal Mischief	1	Paperwork Service	1
Criminal Records Check	1	Sex Offender Registration	1
Criminal Trespass	1	Suspicious Activity	1
Custody Issue / Complaint	1	Theft / Larceny / Fraud / Forgery	1
Detail	1	VIN Verification	2
Directed Patrol	16	Welfare Check	3

Community Policing: On Saturday October 26th, 3034, Sgt. Elijah Balser, Officer Abbi Gillis and Officer Derick Jones participated in Trunk or Treat.

Training: None to report.

Upcoming Events: None to report.

Moultonborough Recreation Department

Moultonborough Recreation and Moultonborough Public Library teamed up to offer the annual Halloween Boo-levard Bash on Saturday, October 26. Over 120 little ghosts and goblins and their families braved the cold temperatures and relentless wind for costume judging and parade, photos,

games, trunk or treat (lots of treats) and a few not so scary tricks. Moultonborough Recreation wants to thank Sharon Gulla, the Moultonborough Public Library, and the Friends of the Moultonborough Public Library, for their assistance and collaboration on this large annual event. A special shoutout to all the volunteers who worked tirelessly behind the scenes, ran the games, and more. Many thanks to everyone who contributed trunks for the Trunk or Treat—the creativity was spooktacular! We'd also like to express our deepest appreciation to Dave Houghton for providing his beautiful wagon as a backdrop for our family photos. A big thank you to Moultonborough Fire Rescue, Moultonborough Police Department, and Moultonborough Department of Public Works for their invaluable support. We are also grateful to our costume judges for keeping this event frightfully fair and fiendishly fun. Thanks also to Cider Bellies Donuts for their generous donation of wicked deliciousness. Shoutout to the Moultonborough Women's Club and everyone else for donations of candy, your kindness helped to fill our cauldrons with sweet treats! We are already looking forward to next year's event!

The bathrooms at Kraine Meadow Park are closed for the season effective Monday October 28. Porta Potties will be made available at the park until spring.

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.

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-6th 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 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 Drop In Basketball. Sign up to join us on Sundays, noon -2:00pm through June 22 at Moultonborough Academy gym. Participants must be 18 years or older. Bring your own ball. Street shoes are discouraged on the gym floor. Please bring sneakers to change in to before play. Pre-registration is required. Sign up online or in the Recreation office. Call MRD for more info 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, session 2 begins next 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.

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

Would you like to brighten a local Moultonborough child's holiday? Please consider donating to the Children's Christmas Trust (a.k.a. The Santa Fund). This program has been helping Moultonborough families with assistance for many years over the holidays. The Trust partners with community organizations, MVSB, Bootleggers, MUMC, MWC, Lakes Region Food Pantry, Knights of Columbus, and residents of Moultonborough to aid these families. Each child receives a warm jacket, hat, gloves, boots, clothing, gifts, and groceries. The need grows greater every year, we appreciate any help that can be provided.

The Giving Tree is coming soon. The ornaments on the tree will have instructions on them along with a letter and/or number to identify the recipient. Take an ornament, purchase the gift, and return the gift unwrapped with the ornament attached, to the library by December 6. Staff is always happy to help answer any questions you may have.

The Moultonborough Santa Fund application **deadline is November 12 at midnight**. All Moultonborough families with children up to 18 years of age or up to 12th grade are eligible to participate. Fill out the form online in English [here](#) and in Spanish [here](#). Print applications are available at the library and should be handed in at the library.

On Friday, November 1, the library will open at 10 am to allow 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. 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:

- 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:

- 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

Staff Meeting:

- Friday, November 8, 2024, at 10:00 AM

Holiday Closures:

- Monday, November 11, 2024 (Veteran's Day)
- Thursday, November 28, 2024 – Thanksgiving Day
- Friday, November 29, 2024 – Day After Thanksgiving