

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
*Carter*

**FROM:** Carter Terenzini  
Interim Town Administrator

**RE:** Weekly Report

**DATE:** February 3, 2025



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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.

### Administration & Finance

**Weekly Activities:** Additional – and hopefully final – revisions were made to the ATM Warrant coming out of the 01/30 Board meeting and a review of the warrant by Town Counsel. Follow-up on the Tax Deeded properties. The LRCT was not open to accepting the islands but did suggest we check with the Loon Society which we did and found none of them are considered to be nesting locations. The two potential “heirs” were giving reminders, and I connected with a number of parties about Bean Rd after reviewing the Kanasatka study. Given the public hearing on 02/06; I have pushed my request for a formal vote off to 02/20. As I’ve mentioned recent changes in the law will require a rework of your policy on such sales and I will try to have it ready for that night as well.

**Finance:** This past week I met with Recreation to go through transactions in the Revolving Fund. Some changes have been made in how funds are allocated. This should alleviate the need for weekly journal entries due to improper coding. I began the pre-review of warrant articles with the DRA. This process will continue next week.

**Code, Compliance & Health Office:** This week the Land Use Office received 29 new applications for permits and issued 23 permit applications.

Building Permits - In (11) Out (6)  
Demolition Permits – In (1) Out (0)  
Mechanical Gas Permits – In (11) Out (11)  
Electrical Permit – In (4) Out (4)  
Plumbing Permits – In (2) Out (2)

Total Permits: **IN – 29**      **OUT - 23**

## **Department of Public Works**

**Facilities/Grounds:** The facilities and grounds crew checked and salted parking lots from the snowstorms, crosswalks and sidewalks cleared of snow. Heat in the buildings checked. Ice rink maintenance continues clearing snow and running the Zamboni. Weekly building checks continue, along with trash and recycle pick up. Miscellaneous maintenance tasks at PSB (septic) and Library (hot water).

**Fleet:** Trk 11 replace vacuum pump, serp belt and pulleys, replaced rotted fuel line and PM-B. Trk 2 adjustor issue, plow frame issue, new front piston. Trk 9 replace sander hinge bolt and broken fittings, air leak. Trk 1 plow repair. Trk 10 diagnose air issue and hydraulic leak. Trk 7 lighting issues. Trk24 wiring issue, new swing piston. 15-C-1 mount/balance snow tires, reset TPMS. Assist with plowing facilities and roads. EQ14 starting issue, blown hydraulic lines.

**Highway:** The highway crew treated roads and cleaned snow drifts town wide after the storms throughout the week. The sand building was filled and salt deliveries taken care of. Plow edges replaced on Trk 24. Reset sanding/plowing equipment on Trk6. Washed trucks and equipment. Tree work/trimming on a few roads.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 1 container of single stream recycle = 5 tons, 4 containers of construction and demolition = 20 tons and 1 container of mixed scrap metal. The brush pile was burned. Vehicle counts: Monday 238, Tuesday 211, Friday 336, Saturday 210, Sunday 160 total vehicles served 1154 = 33 vehicles per hour.

## **Public Safety Building**

**Moultonborough Police Department:** 01/27/2025 to 02/02/2025

<b>Activity</b>	<b>Last Week</b>	<b>This Week</b>	<b>Weekly Difference</b>	<b>Last Year-To-Date</b>	<b>This Year-to-Date</b>	<b>Yearly Difference</b>
Calls for Service	172	171	-0.58%	657	772	+17.50%
Log Entries	312	343	+9.94%	1227	1518	+23.72%
Arrests	2	1	-0.50%	12	11	-8.33%
MV Accidents	3	4	+33.33%	21	16	-23.81%
MV Stops	54	36	-33.33%	108	148	+37.04%
Offense Reports	2	2	0%	5	14	+180%

## **Calls For Service Breakdown**

<b>Activity</b>	<b>This Week</b>	<b>Activity</b>	<b>This Week</b>
911 Hang Up / Wrong Number	0	Fish & Game Call	1
Abandoned MV	0	Follow Up	1

Admin Services	1	Found / Lost Property	0
Alarm Commercial	6	Good Morning Project	5
Alarm Residential	4	Harassing Message	0
Assault	0	Juvenile Issue	1
Assist Citizen	27	Lost / Missing Person	0
Assist Motorist / Disabled MV	4	Medical Emergency	2
Assist Other Agency	13	Motor Vehicle Complaint	0
BOLO	0	OHRV Incident	1
Boating Incident	0	Parking Complaint	3
Building Check	1	Police Information	2
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	1
Call for Local PD / Officer	24	Paperwork Service	3
Civil Standby	3	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	1
Criminal Mischief	0	Suspicious Activity	2
Criminal Records Check	2	Theft / Larceny / Fraud / Forgery	2
Criminal Threatening	0	Training	1
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	0
Detail	8	Violation of Protection Order	1
Directed Patrol	9	Warrant Check	0
Disturbance	0	Welfare Check	1
Domestic Animal Related Call	0		
Domestic Disturbance	1	SWAT Call – Out	0

**Community Policing:** Nothing to report.

**Policy Update:** Nothing to report.

**Training:** Officer Derick Jones completed his 3<sup>rd</sup> week at the Part-Time Police Academy.

**Upcoming Events:** Nothing to report.

**Moultonborough Fire Rescue:** For the period of 01/27/2025 to 02/02/2025, there were twenty-three calls for service: There were:

Series 100	Fires	1
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	13
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	1
Series 600	Good Intent	5
Series 700	False Alarms & False Calls	3
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

**Total 2025 Incidents:** 93

**Percent of increase from 2024:** >20.8%

**Automatic Aid:** twice to Center Harbor

**Mutual Aid:** once to Tamworth for a building fire

**Overlapping Incidents:** 4    **Year to Date:** 9    **Percentage of Call Volume:** 9.7%  
Overlapping incidents are where two or more incidents occur simultaneously.

**Call Staff participation:** Call firefighters responded to six incidents, providing an average of 1.5 firefighters per incident.

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

Average Reaction Time (minutes/seconds)	02:09
Average Response Time (minutes/seconds)	08:00*

\* Includes out of town response

**Inspections:**

LP Gas	2	13D Fire Sprinkler Final	1
E-9-1-1 Address Assignment	1		

**Operations:** 1/27 Quad-Town Ice/Cold Water Rescue training at Lee's Mills with Center Harbor, Sandwich, and Tuftonboro joining Moultonborough firefighters for training on rescue techniques on a multitude of equipment deployed by the four towns.



2/1 Lt. Gravelle provided EMS stand-by coverage for Ice Racing on Lee Pond. 2/2 Firefighter Cavic provided EMS stand-by coverage for Ice Racing on Lee Pond.

**Burning Permits:** Fire Permits for 2025 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/>

When the ground is covered with snow, no fire permits are required, and you may burn at any time.

**Materials Acceptable for Burning:**

- Campfire wood.
- Charcoal.
- Clean pallets.
- Brush (<5 inches in diameter).
- Clean lumber scraps (homeowner, at primary residence).

**Material That Are Prohibited and May Not Be Burned:**

- Plywood and painted, stained, glued or otherwise pressure treated wood.
- Construction/demolition debris.
- Tires and plastics
- Household trash.
- Used oil and hazardous waste.
- Plastic- or wax-coated paper or cardboard, and magazines

**Moultonborough Recreation Department**

Moultonborough Recreation is excited to offer a fun trip to Plymouth State University! We'll travel by town bus to watch the men's and women's basketball teams face off against Eastern Connecticut State. The women's game will kick off first, followed by the men's game. Let's come together to support the local stars who made our Basketball Hoopla event such a success! Children in grade 2 and under must be accompanied by an adult. Bring snacks or money for limited concessions. Pre-registration is required. Space is limited. Sign up online or in the Recreation office. Call MRD for more info! 603/476-8868

Winter Fun for Kids in Grades 3-5! Join MRD staff for some winter excitement during February recess! On Thursday, February 27, we'll take the town bus to Gunstock for 2 hours of fun on their multi-lane tubing hill. After tubing, we'll enjoy a bagged lunch at Gunstock before heading back to MRD, arriving at 1:45 pm. Parents can pick up their children at MRD at that time, or kids can stay for supervised activities until 5:00 pm. Bring your snow gear, a bagged lunch & snacks, and a change of clothes. 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 offer a day of skiing or snowboarding at Gunstock Mountain on Wednesday, February 26! Meet Shannon at Gunstock for a fun day on the slopes. We'll handle your ticket orders and arrange rentals if needed. Helmets are included with rental equipment. This is a family program and will not have staff supervision. Transportation is not provided. Children under 16 must have an adult on the mountain. Tickets & rentals are provided at a discounted rate. See our website for specific fees. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Adult Indoor Cornhole is back! Beat those winter blues with a summertime favorite! Join us on Tuesday evenings through March 25 at Moultonborough Central School, 6-7:30pm. Pre-

registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Moultonborough Recreation invites adults to join a fun, growing activity that's gaining popularity nationwide: Bean Bag Baseball! Played between two teams, the goal is to score as many runs as possible each inning. Players toss bean bags underhand at a modified board, similar to a cornhole board, with rules closely resembling traditional baseball. No prior experience or special skills are required—anyone can learn to play! Join us on Fridays from 6-8 pm at Moultonborough Central School. Games will be held on Feb. 7, March 7, April 4, and May 2. You can choose to attend any (or all) of the nights when you sign up. Pre-registration is required, and space is limited. Sign up online or at the Recreation office. For more information, call MRD at 603-476-8868.

Indoor Pickleball continues. Moultonborough residents can sign up to play indoors at the MCS café through March 31. When registering, players should choose dates that fit their schedule and select their skill level (Beginner or Intermediate/Advanced). Outdoor footwear is discouraged in the play area. Please change into sneakers after entering the building. Pre-registration is required for each session, with a limit of 10 players per skill level. Sign up online or in the Recreation office. For questions, call MRD at 603-476-8868.

Totally Toddlers continues. This drop-in program at MRD is a great way for our youngest community members to play, explore and socialize while their trusted adults share stories and ideas. MRD will supply various age-appropriate toys, you bring your imagination. Stay and play for a bit, then head over to the library for story time! This free drop-in program will run on Fridays, 9:30-10:15am, beginning on December 6. All children must be supervised by a responsible adult. Call MRD with questions. 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 into 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 3 continues.

Logistics and planning are ongoing for programming, trips, activities, and events, including but not limited to summer programming.

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**

Dine at Lemongrass Restaurant & Sake Bar on February 6, 12 to 8 pm, mention you are a friend of the library, and the restaurant will donate 10% of your bill to the Friends of the Library. We greatly appreciate the support of local businesses to the library, thank you!

The Friends of the Library invite all to another delicious fundraiser: the annual Friends Chocolate Fare on February 13, 11:30 am to 1:30 pm. For an entry fee of \$5 enjoy all the chocolate you can eat in the company of good friends and library supporters. What a sweet deal!

The AARP Tax Aide appointment slots are filling up fast. Appointments are available for Wednesdays from February 5 to April 9. Each appointment is 60 minutes. Register on [the library calendar](#) or call the library.

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.

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

- Wednesday, February 12, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** [Register here](#).
- Wednesday, February 12, 10:30 am to 12 pm. **Wellness Reads: *The Five Invitations*.** Print copies of the book are available for checkout. [Register here](#).
- Thursday, February 13, 11:30 am to 1:30 pm. **Friends of the Library Chocolate Fare Fundraiser.**
- Thursday, February 13, 5 to 7 pm. **Thursday Night Movie: *Here (2024)*.** [Register here](#).
- Saturday, February 15, 5 to 6 pm, at the Moultonborough Academy Auditorium. **Ty Gagne: The Lions of Winter.** [Register here](#). Funded by the Friends of the Moultonborough Library.
- Tuesday, February 18, 2 to 3 pm. **Tech Workshop: Password Management.** [Register here](#).
- Tuesday, February 18, 5 to 6:30 pm. **Craft and Chat: Alcohol Ink Cards.** \$15 materials fee required to confirm your registration. [Pre-register here](#).
- Monday, February 24, 10 to 11:30 am. **Tales and Travel Memories: the Middle East.** [Register here](#).
- Fridays, 10 to 11:30 am. **Caregivers Support Group.** Helping each other.

- Fridays, 10 am to 12 pm. **Friday Stitchers**. All skill levels and crafts are welcome.

#### **Upcoming Youth Programs:**

- **Wednesday After School Drop-In, 3:00 to 4:15 pm**
  - February 12: **Puzzles and Games**
  - February 19: **Building with Lego**
  - February 26: **Crafting**
- Wednesday, February 5, 10:15 to 10:45 am. **Toddler Music and Movement**.
- Saturday, February 15, 10 am to 12 pm. **Family Movie: IF**.
- Friday, February 21, 5:30 to 7 pm. **Read-A-Thon Grades 1 & 2**. [Register here](#).
- Monday, February 24, 1 to 3 pm. **Teen Movie: The Princess Bride**.
- Tuesday, February 25, 9:30 to 10:30 am. **Musical Puppets with Tom Knight**. Funded by the Friends of the Moultonborough Library.
- Friday, February 28, 1 to 3 pm. **Lego Building Challenge**. [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**.
- 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, February 6, 2025 @ 5:00 PM
  - Public Hearing: FY 26 Budget & Warrant Articles @ 5:00 PM
- Thursday, February 20, 2025 @ 5:00 PM
  - Public Hearing: To Solicit public comment on a Petition Warrant Article

##### **Department Head Meeting:**

- Friday, February 7, 2025 @ 10:00 AM

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

- All Town Offices (including the Transfer Station) will be closed on President's Day, Monday, February 17, 2025

