

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Carter Terenzini  
Interim Town Administrator

**RE:** Weekly Report

**DATE:** February 17, 2025

*Carter*



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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:

**Agenda Items of Note:** V11. Old Business / A. Sale of Tax Deeded Land

There appear to be four parcels that are of note beyond a straightforward decision to sell or hold:

- Saint Moritz: Shall you allow a repurchase IF a party submits appropriate legal documentation to establish their position as an heir? If the answer is yes; until what date?
- Paradise Drive: Do you want to offer as a merged lot and/or two separate lots taking the highest bid for any combination or a disposition you deem in the best interest of the Town?
- Gansy Island: It is recommended you deed the parcel to the northern abutter (see prior memos). Do you wish to try to recoup any of the “lost taxes”?

You will find much of the week in your agenda packet as I reviewed the Audit Management Letter with the Finance Director to discuss how she might address the findings, reviewed the format for the financial quarterly report I think we should get back to, worked on possible projects for a Town Fellow, and researched and reviewed (w/Town Counsel) a variety of questions surrounding the petitioned Tax Cap article. As a result of the DRA pe-clearance review of the warrant, you will notice a few minor changes in wording they have required.

#### Code, Compliance & Health Office: Week of 02/10/25 - 02/14/25

This week the Land Use Office received 13 new applications for permits and issued 14 permit applications.

Building Permits - In (2) Out (3)

Demolition Permits – In (0) Out (0)  
 Mechanical Gas Permits – In (4) Out (4)  
 Electrical Permit – In (4) Out (4)  
 Plumbing Permits – In (3) Out (3)  
**Total Permits: IN - 13    OUT - 14**

### **Department of Public Works**

**Facilities/Grounds:** The Facilities and Grounds crew pushed back snowbanks, scrapped roofs of ice, plowed, cleared and treated all town buildings, schools and various roads. Truck 3 was set up for plowing and the Library basement cleanout continued. The Ice Rink was maintained. Weekly building checks, trash and recycle pick up continues. Water was delivered to the Public Safety Building. Walkways scraped and treated after the storm events. Generator paths cleared of snow and septic tank covers for access.

**Fleet:** The Highway Mechanics repaired Truck 7 road call. Brakes adjusted in Truck 15, set up hydraulic pump, inner fender. Attention to Truck 1 front end, replaced front wheel hub assembly and addressed caliper issue. Truck 19 right head light replaced. Truck 24 starting issue addressed, and sander. Repaired Truck 6 rear wing mount and reset cable. Parts ordered. Truck 10 fluids checked for running issue. Installed shifter assembly and road test to Truck 11. Diagnosed Equipment 13 warning light issues, cleaned radiator, checked DEF system, and cleared codes. Extract Car162 rusted nuts, removed exhaust. Truck 8 picked up from Keene Chrysler due to warranty. Plowed during the storm and taken care of mechanical issues.

**Highway:** The Highway Crew checked roads for snow drifts, plowing, sanding, and pushed back banks after the storm events throughout the week. Winter salt was delivered and pushed back. Trucks set up for storms. Maintenance preformed on trucks. Cutting edge changed on loader. Truck 15 picked up in Conway.

### **Public Safety Building**

**Moultonborough Police Department:** 02/10/2025 to 02/16/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	183	192	+4.92%	982	1149	+17.01%
Log Entries	344	353	+2.62%	1833	2217	+20.94%
Arrests	1	3	+200%	15	15	0.00%
MV Accidents	0	1	-100%	34	17	-50.00%
MV Stops	74	46	-37.84%	170	268	+57.65%
Offense Reports	4	3	-.25%	9	20	+122.22%

### **Calls For Service Breakdown**

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	1
Abandoned MV	0	Follow Up	10

Admin Services	2	Found / Lost Property	1
Alarm Commercial	3	Good Morning Project	4
Alarm Residential	4	Harassing Message	0
Assault	0	Juvenile Issue	3
Assist Citizen	23	Lost / Missing Person	0
Assist Motorist / Disabled MV	1	Medical Emergency	7
Assist Other Agency	9	Motor Vehicle Complaint	2
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	1
Building Check	5	Police Information	0
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	2
Call for Local PD / Officer	20	Paperwork Service	3
Civil Standby	0	Sex Offender Registration	1
Community Policing	1	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	0	Suspicious Activity	1
Criminal Records Check	2	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	0	Training	0
Criminal Trespass	1	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	1
Detail	0	Violation of Protection Order	1
Directed Patrol	11	Warrant Check	1
Disturbance	0	Welfare Check	2
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 5th week at the Part-Time Police Academy.

**Upcoming Events:** Nothing to report.

**Moultonborough Fire Rescue:** For the period of 02/10/2025 to 02/16/2025, there were twenty-two 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>12</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>1</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>5</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>2</b>
<b>Series 700</b>	<b>False Alarms &amp; False Calls</b>	<b>2</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 2025 Incidents:** 132

**Percent of Increase from 2024:** >15.8%

**Mutual and Automatic Aid:**

- **Automatic Aid:** once to Center Harbor
- **Mutual Aid:** none

**Overlapping Incidents:**

- **Total Overlapping Incidents:** 0
- **Year to Date:** 9
- **Percentage of Call Volume:** 7% *Overlapping incidents occur when two or more incidents happen simultaneously.*

**Call Staff Participation:** Call firefighters responded to eight incidents, providing an average of 1.4 firefighters per incident.

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

- **Average Reaction Time:** 2 minutes 17 seconds
- **Average Response Time:** 9 minutes (*Includes out-of-town response*)

**Inspections:**

- **LP Above Ground Tanks & Piping:** 2 inspections conducted.

**Operations:**

- **February 11:**
  - The Duty Crew aided with a resident in getting from their home into their vehicle for a doctor's appointment, the Duty Crew returned to assist getting back into the home upon the residents return.
- **February 12:**
  - The Duty Crew assisted with the set-up and installation of an AED and cabinet at the NH Boat Museum.
- **February 13**
  - The Fire Chief joined the Police Chief, DPW Director, Rec, Director and Interim Town Administrator in a logistical planning meeting with the Town Moderator in advance of the Town Meeting

**Weekly Activities:** Over the past week, Duty Crews have continued to check dry hydrants to ensure they are accessible when needed. Lt. Gravelle provided EMS coverage for the Lakes Region Ice Racing Latchkey race that was held on Saturday at Beery 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.

Moultonborough Recreation is offering a Nerf Night for grades 6-8! Join us on Wednesday February 26, 6-8pm at the Moultonborough Function Hall. If you love nerf- this is the night for you! Jump in and play different game modes like red vs blue and capture the point. Bring your own nerf gun or use one of ours. Participants will need to fill out a waiver if bringing their own equipment. 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 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 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 3 continues.

Logistics and planning have begun in collaboration with the library for the annual egg hunt event.

The hiring process for our summer staff has begun.

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**

The Youth Services Department has planned activities for school-aged children during the winter break week, including a grade 1 and 2 Read-a-Thon, a musical puppet show, and a Lego Build competition. Be sure to check them out below.

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

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

- Monday, February 24, 10 to 11:30 am. **Tales and Travel Memories: the Middle East.** [Register here.](#)
- Tuesday, February 25, 5 to 6:30 pm. **Craft and Chat: Bring Your Own Project**
- Tuesday, February 25, 6 to 8 pm. **Open Mic with Doug Hazard**
- Thursday, February 27, 10 to 11 am. **Password Management.** [Register here.](#)
- Thursday, February 27, 5:30 to 6:30 pm. **Evening Page Turners: The Girl with the Louding Voice.** Print books are available for checkout. [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 26: **Crafting**
  - March 12: **Puzzles and Games**
  - March 19: **Building with Lego**
- Wednesday, March 5 & 26, 10:15 to 10:45 am. **Music and Movement**

#### **Winter Break Week:**

- 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.\*\*](#)

**Regularly scheduled story and play times:**

- 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 20, 2025 @ 5:00 PM
  - Public Hearing: To Solicit public comment on a Petition Warrant Article: Implement A Tax Cap
- Thursday, February 27, 2025 @ 5:00 PM