

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Carter Terenzini  
Interim Town Administrator  
**RE:** Weekly Report  
**DATE:** March 24, 2025

*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**

**Weekly Activities:** Twas mostly follow-up on outstanding issues with respect to following up on questions raised by interested parties on the Tax Deed Sale notice that we had posted, follow-up on potential individuals for recruitment on the TA position, review of the second Draft of Staff comments on the CMA Transfer Station Study, and the like.

**Finance:** This past week Finance began reconciling additional asset accounts other than the operating account. We are making some headway; however this will be an ongoing practice until all accounts are complete.

**Code, Compliance & Health Office:** Week of 03/17/25 – 03/21/25

This week the Land Use Office received 15 new applications for permits and issued 18 permit applications.

Building Permits - In (9) Out (12)  
Demolition Permits – In (0) Out (0)  
Mechanical Gas Permits – In (4) Out (4)  
Electrical Permit – In (1) Out (1)  
Plumbing Permits – In (1) Out (1)

Total Permits: ***IN – 15    OUT - 18***

### **Department of Public Works**

**Facilities/Grounds:** Facilities and grounds replaced valve for heating at the library. Filters replaced at the Town Hall. The catch basins were cleaned at States Landing. Supplies from Town Meeting put back. A dump run for the Town Hall was made as well as replacing air filters. Lakes Region HVAC at the Public Safety Building replaced filters. The bike path was cleared and opened

for the season. Weekly building checks continue. Trash and recycling picked up at town buildings and brought to the Transfer Station. Spring cleanup started at the playground. Drains treated at the Public Safety Building.

**Fleet:** Welded new panels on packer box #6. Preventative maintenance was performed on car 181 and car 223 was serviced and safety checked. Road call to Eagle Shores for a blown hydraulic hose on truck 20. The jib boom was taken apart to replace hoses. Truck 24 no start condition was addressed and truck 1 stop light issue.

**Highway:** The Highway crew checked roads and culverts throughout the town after the heavy rain. York raked dirt roads. Waste oil was pumped. Winter sand was pushed up and hauled from Robinsons pit. A visor was fabricated for the roller. The grader was washed and prepped for paint.

**Transfer Station:** This week we shipped out 3 containers of construction and demolition = 36 tons, 2 containers of single stream recycle = 10 tons and 6 containers of construction and demolition = 30 tons. Vehicle counts: Monday 245, Tuesday 303, Friday 283, Saturday 338, Sunday 237 = 1406 vehicles served, 40 vehicles per hour.

### **Public Safety Building**

**Moultonborough Police Department:** 03/17/2025 to 03/23/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	202	187	-7.43%	1806	2102	+16.39%
Log Entries	353	356	+.85%	3311	3924	+18.51%
Arrests	2	6	+200%	23	33	+43.48%
MV Accidents	0	3	+300%	55	27	-50.91%
MV Stops	54	44	-18.52%	333	544	+63.36%
Offense Reports	5	3	-40%	20	36	+80%

### **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	8
Admin Services	8	Found / Lost Property	1
Alarm Commercial	4	Good Morning Project	5
Alarm Residential	1	Harassing Message	0
Assault	0	Juvenile Issue	0
Assist Citizen	26	Lost / Missing Person	0
Assist Motorist / Disabled MV	2	Medical Emergency	1
Assist Other Agency	11	Motor Vehicle Complaint	4
BOLO	1	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	8	Police Information	3

Burglary	0	Repossession	1
Burn Permit	0	Road Hazard	1
Call for Local PD / Officer	1	Paperwork Service	5
Civil Standby	4	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	7
Criminal Records Check	3	Theft / Larceny / Fraud / Forgery	0
Criminal Threatening	0	Training	0
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	1
Detail	0	Violation of Protection Order	2
Directed Patrol	12	Warrant Check	0
Disturbance	0	Welfare Check	2
Domestic Animal Related Call	3		
Domestic Disturbance	1	SWAT Call – Out	0

**Community Policing:** Nothing to report.

**Policy Update:** Nothing to report.

**Training:** Officer Derick Jones completed his 10th week at the Part-Time Police Academy.

**Upcoming Events:** Nothing to report.

**Moultonborough Fire Department:** For the period of 03/17/2025 to 03/23/2025, there were twelve 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>6</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>1</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>2</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>2</b>
<b>Series 700</b>	<b>False Alarms &amp; False Calls</b>	<b>1</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:** 217

**Percent of Increase from 2024:** >10.7%

**Mutual and Automatic Aid:** None

**Overlapping Incidents:**

- **Total Overlapping Incidents:** one
- **Year to Date:** 24
- **Percentage of Call Volume:** 11% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** None

**Call Staff Participation:** Call firefighters responded to three incidents, providing an average of 1 firefighter per incident.

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

- **Average Reaction Time:** 94 seconds
- **Average Response Time:** 8 minutes

**Inspections:**

- **LP Above Ground Tanks & Piping:** 2 inspections conducted.
- **Place of Assembly Inspection:** 1 inspection conducted

**Burning Permits:** The return of snow cover has temporarily negated the need for fire permits. When the ground is covered with snow, no fire permits are required, and you may burn at any time. Residents are required to obtain a fire permit before kindling any fire or burning brush, except when the ground is fully covered with snow. This permit system not only ensures safe burning practices but also helps fire officials monitor and manage fire activity, reducing the likelihood of uncontrolled fires and protecting the state's natural resources.

**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

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/>

## **Moultonborough Recreation Department**

Save the date! MRD and Moultonborough Public Library are teaming up to offer the Annual Egg Hunt, Friday April 18 @ 6pm at Kraine Meadow Park! More details to come on this free family event!

The Moultonborough Recreation Department invites you to a fun, creative, and inspiring event: Mocktails and Masterpieces! Join us on Friday, April 11, from 6:00 to 7:30 PM at the Moultonborough Recreation Department (10 Holland Street). Dream of warmer days as our tutorial guides you through painting a vibrant southwest scene, step by step. Sip on refreshing non-alcoholic margaritas while embracing the laid-back southwest vibes. No experience is needed—just bring your creativity and enjoy the process! All materials will be provided, and at the end of the evening, you'll take home your very own masterpiece. Visit our website to see a preview of the painting [www.moultonboroughnh.gov/221/Recreation-Department](http://www.moultonboroughnh.gov/221/Recreation-Department). 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's annual Semi Formal Father Daughter Dance will be held on Friday March 28, 6:0-7:30pm at Moultonborough Academy cafeteria. Girls in grade K-5 and their father (or father figure stand in) can join us for a Wickedly Wonderful evening of music, dancing, fun, photos, and a craft. Enjoy some goodies from the dessert bar while sharing magical moments and making lasting memories. Pre-registration is required. Sign up online or in the Recreation office.

Adult Tai Chi is back! Tai Chi is a series of gentle exercises and stretches with each posture flowing into the next without pause ensuring the body is in constant motion. Our Board-Certified Instructor Ernie Graffam returns for a spring session beginning on April 8 at Moultonborough Recreation. This class runs through May 29 on Tuesday and Thursday evenings 6:00-7:00pm for a total of 16 classes. Participants are asked to bring sneakers or flat sole shoes, wear comfortable clothing and bring a water bottle. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Registrations are open for Youth Softball and Tee ball! Children in Pre-K through grade 6 can sign up for this spring program that will take place at Kraine Meadow Park from the week of May 7 through June 14. Pre-registration is required by April 7. Sign up online or in the Recreation office. Call MRD for mor info 603/476-8868.

Granite State Track and Field is back. This program is open to youth age 9-14 (as of 12/31/25). Events include dashes, runs, relays, standing long jump, running long jump and softball throw. Practices will be held Tuesdays and Thursdays at the MA track May 6-June 12. MRD staff and coaches will meet participants at MCS office at dismissal and walk them to the MA track. Parents will pick up at the MA track at 4:30pm. This program includes 'away' track meets. Rec staff does not provide transportation for meets and Rec staff will not meet the kids at MCS on meet days. Parents must provide transportation on meet days. See our website for the practice and meet schedule. Pre-registration is required. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Moultonborough Recreation is gearing up for summer! Registrations for our Summer RECKing Crew program will open on Tuesday April 8 @ 9am. Save time on registration day by accessing the FORMS ONLY option on our website. This will enable you to complete the necessary forms prior to registration. Our Summer RECKing Crew program will run from June 23-August 15 at Kraine Meadow Park, 8am-4pm. Children age 5-12 are eligible for this program. Session registration for Summer RECKing Crew open on Tuesday April 8 @ 9:00am. See the Summer Happenings page of our website for more information or call MRD at 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 April 4, and May 2. You can choose to attend either or both 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.

Moultonborough Recreation is gearing up for summer! Registrations for our Adult Outdoor Pickleball program will open on Tuesday April 1 @ 9am. Save time on registration day by accessing the FORMS ONLY option on our website. This will enable you to complete the necessary forms prior to registration. Session registration for outdoor pickleball opens on Tuesday April 1 @ 9:00 am. See the Summer Happenings page of our website for more information or 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.

Adult Cornhole concludes this week.

MRD's after school program, Beyond the Bell, Session 4 continues this week.

Planning and logistics are ongoing to our Summer RECKing Crew program.

The hiring process for our summer staff continues.

Planning and logistics have begun for the annual Memorial Day activities.

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**

April is around the corner and we're launching a gardening series at the Moultonborough Library. Our plant clipping swap is going strong. Patrons are invited to drop off clippings to share with others in the community, and of course, take one home. When dropping off, please label your clipping container with the name of the plant and a brief description of the care needed.

We start our gardening lecture series this month with John Moulton of Moulton Farms, who will talk about the importance of soil on April 3, 5 pm. In combination with the talk, the library will collect soil samples from patrons and deliver them to a UNH Extension office. There is a \$20 dollar fee for the standard test. Test results should be back within 2-3 weeks. [See a downloadable test request form here.](#) Forms and checks will be collected until Monday, April 4, 10 am.

The gardening lecture series will continue monthly with diverse topics such as ecological design for pest control, invasive species, water management and more. We will also invite homeowners to collect water samples, which we will then send for testing in May. Stay tuned for details!

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:**

- Thursday, March 27, 5:30 to 6:30 pm. **Evening Page Turners Book Discussion: *Inheritance*, by Dani Shapiro.** [Register here.](#)
- Tuesday, April 1, 9 am to 2 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581. \$15 service fee.
- Tuesday, April 1, 6 to 7 pm. **A Yellowstone Spring with photographer Joe Callanan.** [Register here.](#)
- Thursday, April 3, 10 to 11:30 am. **Friends of the Library Meeting.**
- Thursday, April 3, 5 to 6 pm. **Soil 101 with John Moulton.** [Register here.](#)
- Saturday, April 5, 9:30 to 11:30 am. **Puzzle Palooza Team Jigsaw Competition.** [Register here.](#)
- Monday and Wednesdays starting April 7, 1 to 2 pm. **Tai Chi for Beginners.** 14-week class. [Register here once for all 14 classes.](#)
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- Tuesdays, April 1, 8 and 29, 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 Stitchers.** All skill levels and crafts are welcome.

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

- Wednesday, March 26 and April 23, 10:15 to 10:45 am. **Music and Movement**
- Monday, March 24, 10:30 to 11 am. **Toddlers Messy Art: Fingerpaints**
- Friday, April 18, 5:30 to 7 pm. **Egg Hunt with Moultonborough Rec Dept.**
- Saturday, April 19, 11 am to 12 pm. **Teddy Bear Spring Tea Party**
- Monday, April 28, 5:30 to 7:30 pm. **Teen Open Mic.**

#### **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.**
- Wednesday After School Drop-In, 3:00 to 4:15 pm
  - March 26: **Crafting**
  - April 9: **Puzzles & Games**
  - April 16: **Building with Lego**
- 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:**

- Tuesday, April 1, 2025 @ 5:00 PM
- Tuesday, April 15, 2025 @ 5:00 PM
- Tuesday, April 22, 2025 @ 5:00 PM (Work Session if needed)

**Department Head Meetings:**

- Wednesday, April 2, 2025 @ 10:00 AM
- Wednesday, April 16, 2025 @ 10:00 AM