

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
Carter

FROM: Carter Terenzini
Interim Town Administrator

RE: Weekly Report

DATE: March 31, 2025



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: We invited four area contractors to submit price proposals for the States Landing bath facility with a pre-bid meeting this Friday and bids due on the 10th. We are hopeful of having it on your agenda for the 15th. It is also posted on the web. Working w/Robin; I have made personal contacts with eleven people I have identified as having possible interest in a change in scenery from their current TA/TM position or direct interest specifically in Moultonborough. Tom Sawyer and I met with an AV consultant to determine how we might improve the televising of our meetings in the Meeting Room and – more specifically – feed our presentations directly into the stream so that person viewing it live or on demand can follow along. Tom S also worked with Consolidated/Fidium to develop pricing proposals for fiber into our various facilities. The monthly fee will be about \$700/mo *less* than what we pay Spectrum with the service considered superior. I attended (w/the Chair via Zoom) the Coalition Communities which the Chair will report on 04/01. I have scheduled a weekly meeting w/Land Use staff to review the status of permits and any outstanding citizen issues for every Tuesday at 2pm. Should you have comments or constituent concerns please try to get them to be by CoB Mondays so I can get them along to the Staff for review and response during these weekly meetings.

Finance: This past week the bank reconciliations began for accounts other than the operating account. One of the recreation accounts has been reconciled. Work is still being done on the investment and additional recreation account. The Tax clearing account should be integrated into the general fund this week, eliminating one of the two clearing accounts.

Code, Compliance & Health Office: Week of 03/24/25 – 03/28/25

This week the Land Use Office received 25 new applications for permits and issued 23 permit applications.

Building Permits - In (7) Out (5)
Demolition Permits – In (0) Out (0)
Mechanical Gas Permits – In (6) Out (6)

Electrical Permit – In (8) Out (8)
Plumbing Permits – In (4) Out (4)

Total Permits: IN – 25 OUT - 23

Department of Public Works

Facilities/Grounds: The facilities and grounds crew picked up trash along the Long Island beach. The Ice Rink building was cleaned. The Transfer Station was laid out for the installation of the safety bars. Plow trucks prepared for the storm. Roads plowed and treated after the winter storm events. Parking lots, walkways and crosswalks plowed and treated. Weekly building checks, trash and recyclables picked up. Drains treated at the Public Safety Building. Water and paper products distributed.

Fleet: The mechanics continued to repair truck 20 boom hoses. Truck 24 seized sensor and oil pan. Equipment 39 hydraulic leak. Truck 11 sander harness repaired. Truck 2 reset back flow valves. Truck 7 checked for burning smell, spinner motor stuck. Scrapers were made for the roller. Equipment 17 was prepped for the season. Car 223 safety checked. Packer box #6 was repaired at the Transfer Station.

Highway: The highway crew checked, plowed, and treated the roads town wide after the winter storm events. The grader was painted, the shop cleaned. Waste oil was pumped. Sand/salt was mixed and pushed up in the shed. Winter sand was hauled to the shop. The rear window was fabricated for the roller. Trucks were washed. The loader was greased.

Transfer Station: This week we shipped out 1 container of municipal solid waste = 12 tons, 1 container of single stream recycle=5 tons, 3 containers of construction and demolition=15 tons and 1 container of mixed scrap metal. The compost pile was turned, and the brush pile was burned. Vehicle counts: Monday 116, Tuesday 280, Friday 478, Saturday 125, Sunday 175 total vehicles served 1174= 33 vehicles per hour.

Public Safety Building

Moultonborough Police Department: 03/24/2025 to 03/30/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	187	186	-.53%	1958	2288	+16.85%
Log Entries	356	340	-4.50%	3608	4264	+18.18%
Arrests	6	3	-50%	26	36	+38.46%
MV Accidents	3	5	+66.67%	55	32	-41.82%
MV Stops	44	56	+27.27%	352	632	+79.55%
Offense Reports	3	2	-33.33%	27	38	+40.74%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Fish & Game Call	1
Abandoned MV	1	Follow Up	6
Admin Services	4	Found / Lost Property	0
Alarm Commercial	2	Good Morning Project	5
Alarm Residential	2	Harassing Message	0
Assault	0	Juvenile Issue	1
Assist Citizen	20	Lost / Missing Person	0
Assist Motorist / Disabled MV	6	Medical Emergency	1
Assist Other Agency	9	Motor Vehicle Complaint	2
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	4	Police Information	2
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	2
Call for Local PD / Officer	5	Paperwork Service	0
Civil Standby	0	Sex Offender Registration	0
Community Policing	1	Stalking	1
Complaint	0	Suicide / Attempted	0
Criminal Mischief	0	Suspicious Activity	2
Criminal Records Check	5	Theft / Larceny / Fraud / Forgery	2
Criminal Threatening	0	Training	0
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	2
Detail	0	Violation of Protection Order	1
Directed Patrol	15	Warrant Check	1
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 11th week at the Part-Time Police Academy.

Upcoming Events: Nothing to report.

Moultonborough Fire Department: For the period of 03/24/2025 to 03/30/2025, there were thirteen calls for service: There were:

Series 100	Fires	1
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	5

Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	3
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 2025 Incidents: 230

Percent of Increase from 2024: >5.5%

Mutual: to Wolfeboro for a building fire at 223 North Line Road.

and Automatic Aid: to Center Harbor for a motor vehicle accident on Whittier Highway.

Overlapping Incidents:

- **Total Overlapping Incidents:** three
- **Year to Date:** 27
- **Percentage of Call Volume:** 11.7% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** once

Call Staff Participation: Call firefighters responded to two incidents, providing an average of 2.5 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage:

- **Average Reaction Time:** 134 seconds **
- **Average Response Time:** 11 minutes *

** Storm Delayed Responses
*Out of Town Responses

Inspections:

- **LP Above Ground Tanks & Piping:** 4 inspections conducted.
- **Fire & Life Safety Code Consultation:** 1 consultation provided
- **Supra Box Key Replacement** 1 replacement for new occupancy

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. Or a <https://nh.burnsafeamerica.com/>.

Moultonborough Recreation Department

If you see Dan Sturgeon, Moultonborough Recreation's Director of Recreation & Leisure Activities, around town, be sure to congratulate him on 15 years of service with the Moultonborough Recreation Department! Dan joined the department in 2010 as a summer program counselor, achieving the title of RECKing Crew Supervisor by the following summer. By 2011, Dan was a year-round recreation department employee, assisting in the planning and running of programs for all ages. By 2012, Dan was named Assistant Director to the department and youth sport coordinator. In April of 2021, Dan was appointed as the department's Director of Recreation & Leisure Activities. Congratulations to Dan and thank you for your service to our community!

MRD's Annual Father Daughter Dance was held on Friday March 28 in the Moultonborough Academy cafeteria. We broke our previous registration record this year with nearly 80 girls and their fathers (or father figure stand in) in attendance. The music was pumping, and the dance moves were epic. Moultonborough Recreation would like to thank Moultonborough Academy for its use of their cafeteria, Meredith Hannaford's for donating baked goods to our dessert bar, and the Boro Florist for donating beautiful flowers for each of the girls in attendance.

Registrations for our Adult Outdoor Pickleball program open April 1. Session 1 of adult outdoor pickleball will be held on Mondays, Wednesdays, and Fridays at Kraine Meadow Park beginning on June 2. There will be two time slots available: 8:00am-9:30am and 9:30am-11:00am. Sign up for the dates and times that work for you! Pre-registration is required, and space is limited. Sign up online or in the Recreation office. See the Summer Happenings page of our website for more information or call MRD at 603/476-8868.

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 of 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.

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

Egg hunting squad assemble! Moultonborough Recreation and Moultonborough Public Library are teaming up to offer the Annual Egg Hunt! Moultonborough children in grades 5 and below-preschoolers too—are invited to join us on Friday April 18 @ 6pm at Kraine Meadow Park for this free family friendly event! We'll supply the bag to collect your eggs, you bring your egg hunting skills. Pictures with the happy bunny, candy, fun, raffle, and prizes! Find the golden egg for your age group and win a grand prize! The hunt will be held outdoors, so participants are asked to dress for the elements. The rain date for this event is Saturday April 19. 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 more info 603/476-8868.

Moultonborough Recreation wants to take you out to the ball game! Join us on Saturday May 3 on a trip to historic Fenway Park to see the Boston Red Sox take on the Minnesota Twins from our outfield bleacher seats. We will depart MRD at noon and travel by town bus for the 4:10pm game. Return arrival back in Moultonborough is estimated at 10:00pm or later, depending on the length of the game. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. The fee includes transportation and game ticket. Food and beverages are not included in the fee. Call MRD for more 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. 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 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.

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 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

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

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 Friday, April 14, 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, has registration links and descriptions of the programs.

Upcoming Adult Programs:

- 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](#). Registration closes on April 7 or when the class fills up.
- Tuesdays, April 1, 8 and 29, 5 to 6:30 pm. **Craft and Chat: Bring Your Own Project.**
- Tuesday, April 8, 6 to 7 pm. **Ernest Harold Baynes: NH's Doctor Doolittle.** [Register here](#). Program made possible by a grant from NH Humanities.
- Wednesday, April 9, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** Led by Lakes Region VNA. [Register here](#).
- Thursday, April 10, 10:30 am to 12 pm. **Monthly Book Talk.**
- Thursday, April 10, 5 to 7 pm. **Thursday Movie Night: Juror #2 (2024).** [Register here](#). Popcorn, pizza and soft drinks will be served. A \$2 donation per slice of pizza is appreciated.
- Tuesday, April 15, 2 to 3:30 pm, and Wednesday, April 16, 10 to 11:30 am. **Tech Workshop: Using Canva.com.** [Register here](#).
- Tuesday, April 15 and 23, 5 to 6:30 pm. **Craft and Chat: Felted Hens.** 2-week class. \$20 materials fee required for confirmation. [Pre-register here](#).

- Wednesday, April 16, 10:30 to 11:30 am. **Mystery Book Club: How to Solve Your Own Murder.** Print copies of the book are available at the library for checkout. [Register here.](#)
- Thursday, April 17, 9 to 11 am. **Board of Library Trustees Meeting.** Open to the public.
- Thursday, April 17, 6 to 7 pm. **S.A.F.E. @ Home: Evaluating Safety, Access, Fits Needs, and Ease of Use of your Home.** [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, April 23, 10:15 to 10:45 am. **Music and Movement**
- 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
 - April 9: **Puzzles & Games**
 - April 16: **Building with Lego**
 - April 23: **Crafting**
- 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