

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
FROM: Carter Terenzini
Interim Town Administrator
RE: Weekly Report
DATE: April 14, 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: Nothing to report.

Finance: This past week the Finance Office has worked on Q3 Reporting as well as weekly depositing and Accounts Payable.

Code, Compliance & Health Office: Week of 04/07/25 – 04/11/25

This week the Land Use Office received 31 new applications for permits and issued 25 permit applications.

Building Permits - In (12) Out (6)
Demolition Permits – In (0) Out (0)
Mechanical Gas Permits – In (11) Out (11)
Electrical Permit – In (5) Out (5)
Plumbing Permits – In (3) Out (3)
Total Permits: IN – 31 OUT - 25

Town Clerk: **Does your dog need their rabies vaccination between now and the dog licensing deadline of April 30th?** The Town Clerk's office and the NH Humane Society are working together to provide a low-cost rabies and dog license clinic, where you can get your dog vaccinated against rabies and then visit the Town Clerk's office immediately afterward to license them (licensing fees below).



Saturday, April 19th



11:00am – 3:00pm



Town Hall – 6 Holland St, Moultonborough

[Pre-registration is encouraged but not required](#) (click the link for Moultonborough to pre-register). Please [review this flyer](#) from the NH Humane Society for further information.

During the rabies clinic, the clerk's office will be open for dog licensing purposes only.

Dog license fees are as follows:

- \$3.00 for the first dog owned by someone age 65 or older
- \$7.50 for all spayed/neutered dogs and puppies under 7 months of age
- \$10.00 for any unaltered dogs

The clerk's office accepts cash, checks, and credit/debit cards (with a 3% convenience fee).

Renew BEFORE the April 30th deadline to avoid late fees and fines and be entered to win our next [Top Dog contest!](#)

Department of Public Works

Facilities/Grounds: Last week the facilities and grounds crew finished forms and poured concrete at the Transfer Station and installed the new safety rails. Drains flushed and cleaned at the library, cut down doors, removed the sign, fixed the toilet, and all the trash from the basement. Equipment was brought to the gun range for the Police Department. Met with the electrician at the Public Safety Building and the Function Hall. Buildings were treated from the snowstorm on Saturday.

Fleet: The mechanics set up the headboard on truck 7. Tested truck 24 sensors on the lab scope, found corrosion inside. New TMPS sensor for right front tire. Set boom extension into main boom on truck 20. Replaced back up alarm on 15-r-2 and scanned ABS issues in 15-e-4. Brackets pulled for paint on Eq23. Started repairs on container #1 at the Transfer Station. Replaced washer pump in car 161. Assisted with treating the roads on Saturday after the storm event.

Highway: The highway crew marked Dig Safe roads. Road Bans removed on Monday, April 7th. Met with homeowners for cutting trees. Checked culvert to replace on Sibley Road and checked Wentworth shores. Painted the grader. Plowed and treated the roads. Wood chip truck loaded. Pushed up sand at the Highway Garage. Waste Oil pumped. Sand hauled to the shop.

Transfer Station: This week we shipped out 3 containers of municipal solid waste = 36 tons, 2 containers of single stream recycle = 10 tons, 8 containers of construction and demolition = 48 tons and 1 container of mixed scrap metal. Friday Lakes Region Planning Commission was at the Transfer Station conducting a survey with the residents on food composting. On Saturday and Sunday Lakes Region Dances held a fund raiser at the Transfer Station, the donations will go towards dance competitions. The Facilities and Grounds Department has started installing the safety rails around the deposit areas of construction and demolition, scrap metal and leaf and yard waste this is to help keep the residents safe. Vehicle counts: Monday 327, Tuesday 240, Friday 369, Saturday 259, Sunday 238 total vehicles served 1433=40 per hour.

Public Safety Building

Moultonborough Police Department: 04/07/2025 to 04/13/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	169	172	+1.78%	2310	2630	+13.85%
Log Entries	340	317	-6.76%	4258	4923	+15.62%
Arrests	2	3	+50%	28	40	+42.86%
MV Accidents	1	1	0%	60	34	-43.33%
MV Stops	52	52	0%	395	704	+78.23%
Offense Reports	2	0	-100%	33	40	+21.21%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	0
Abandoned MV	0	Follow Up	12
Admin Services	1	Found / Lost Property	0
Alarm Commercial	2	Good Morning Project	4
Alarm Residential	0	Harassing Message	0
Assault	0	Juvenile Issue	0
Assist Citizen	18	Lost / Missing Person	0
Assist Motorist / Disabled MV	0	Medical Emergency	6
Assist Other Agency	5	Motor Vehicle Complaint	2
BOLO	0	OHRV Incident	1
Boating Incident	0	Parking Complaint	0
Building Check	8	Police Information	1
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	4
Call for Local PD / Officer	2	Paperwork Service	1
Civil Standby	0	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	4
Criminal Records Check	10	Theft / Larceny / Fraud / Forgery	5
Criminal Threatening	0	Training	1
Criminal Trespass	1	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	4
Detail	0	Violation of Protection Order	0
Directed Patrol	9	Warrant Check	0
Disturbance	0	Welfare Check	0
Domestic Animal Related Call	3		
Domestic Disturbance	0	SWAT Call – Out	0

Community Policing: Nothing to report.

Policy Update: Nothing to report.

Training: Officer Derick Jones completed his 13th week at the Part-Time Police Academy.

Upcoming Events: Nothing to report.

Moultonborough Fire Rescue: For the period of 04/07/2025 to 04/13/2025, there were nine calls for service: There were:

Series 100	Fires	1
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	1
Series 600	Good Intent	2
Series 700	False Alarms & False Calls	1
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2025 Incidents: 256

Percent of decrease from 2024: <11.11%

Mutual: none

Automatic Aid: once to Center Harbor

Overlapping Incidents:

- **Total Overlapping Incidents:** none
- **Year to Date:** 30
- **Percentage of Call Volume:** 12% *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 2 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage:

- **Average Reaction Time:** 149 seconds
- **Average Response Time:** 9 minutes

Inspections:


- **LP Above Ground Tanks & Piping:** 5 inspections conducted

- **AED Inspections**

1 inspection performed

Operations: 4/9 The Department conducted an annual review of forestry firefighting equipment and apparatus. Members also trained on portable pumps at Lee's Mills.

Burning Permits: The battle between winter and continues to determine who is in charge, with spring gaining ground. Even with snow occasionally covering the ground, the strong sun usually melts it away quickly and a fire permit is required. 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.



RSA 227-L:17
PERMITS; DAMAGES; PENALTIES

- A fire permit is required when the ground is not covered with snow
- Written landowner permission is required
- Any person that kindles a fire that runs upon the land of another shall pay the owner for damages
- Any person having a fire without a permit when one is required is responsible for suppression costs

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

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 for our Adult Outdoor Pickleball program are open. Sessions 1 & 2 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.

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.

Moultonborough Recreation is gearing up for summer! Registrations for our Summer RECKing Crew program open April 8. 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 Friday May 2 from 6-8 pm at Moultonborough Central School. 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.

Tai Chi continues this week.

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

The hiring process for our RECKing Crew summer staff continues.

Planning and logistics continue 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

The Friends of the Moultonborough Public Library are generous supporters of our library programs. [Please consider completing this survey to help them in their future planning.](#)

The April Artist of the Month is Cheryl King. Stop by the library to view her beautiful paintings on display in the Program Room for the month.

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, has registration links and descriptions of the programs.

Upcoming Adult Programs:

- 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](#).
- Wednesday, April 23, 9:30 am to 2 pm. **Tri-County Community Action Program Drop-In**.
- Thursday, April 24, 10:30 am to 12 pm via Zoom. **Friends Literature Discussion with Author Emily Franklin**. Copies of the book *The Lioness of Boston* are available for checkout from the library. Registered participants will receive the Zoom link. No Zoom? Come watch at the library. [Register here](#).
- Thursday, April 24, 5:30 to 6:30 pm. **Evening Page Turners Discussion Group**. Copies of the book *James* are available for check out at the library. [Register here](#).
- Friday, April 25, 9 am to 12 pm. **Arbor Day Tree Giveaway**
- Monday, April 28, 3:30 to 4:30 pm. **Diabetic Recipe Exchange**. [Register here](#).
- Tuesday, April 29, 6 to 8 pm. **Open Mic: An Evening of Poetry and Music**. [Register here](#).
- Tuesday, April 29, 5 to 6:30 pm. **Craft and Chat: Bring Your Own Project**.
- Wednesday, May 6, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation**. Led by Lakes Region VNA. [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:

- 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**. [Register here](#).
- Wednesday, April 23 and 30, 10:15 to 10:45 am. **Music and Movement**
- Monday, April 28, 5:30 to 7:30 pm. **Teen Open Mic**
- Tuesday, April 29, 10 am to 1 pm. **Teen Book to Movie: Wicked**. [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**.
- Wednesday After School Drop-In, 3:00 to 4:15 pm
 - April 16: **Building with Lego**
 - April 23: **Crafting**
 - May 14: **Puzzles and Games**

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

Department Head Meetings:

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

Transfer Station Closure:

- Sunday, April 20, 2025, Easter Sunday (Closed)