

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Carter Terenzini  
Interim Town Administrator

**RE:** Weekly Report

**DATE:** April 21, 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:** We finalized the addendum for the Sale of Tax Deeded lands to address a variety of questions. None were substantive to the point of changing the final bid date or conditions. We discovered we missed a step in the ABC appointments; the original charge calls for a joint board meeting of the SB and SAU to appoint. The Chair has reached out to his counterpart to sort out. We discovered a March of '24 inquiry from DES relative to PFAS and related compounds we had not yet answered. I've been in touch with DES to apologize and let them know our response is on its way. We signed off on the use of the Function Hall for the Lakes Region Ice Racing Club and received a very kind note from the Ossipee Concerned Citizens thanking Mike Kepple and the Lacewood Team for their work in developing the ADA bath.

**Finance:** This past week the Finance Office worked with Valic/Corebridge to have employees' accounts audited ensuring that their monies were properly allocated. The narrative was written for the Selectboard meeting which took place on Tuesday. Payroll was completed for Friday disbursement. The request was made to the Treasurer to dissolve the Tax Collector's clearing account. Accounts Payables were also processed this week as there were quite a few invoices from various departments.

### **Town Clerk: LAST CHANCE TO LICENSE DOGS BEFORE THE STATE DEADLINE!**

Per state law, all dogs 4 months and older must be licensed annually by April 30<sup>th</sup>. Renew now to avoid late fees and fines! Renewing by April 30<sup>th</sup> will also automatically enter you into the Top Dog contest.

#### **You may obtain your dog license in one of four ways:**

- 1. In person:** The Town Clerk's office is open Monday – Friday, 7:30 am – 4 pm.
- 2. Online:** Visit MoultonboroughNH.gov and look for "Online Bill Pay" then "Online Town Clerk Payments" and follow the prompts. We will process the transaction and mail you the new tag.
- 3. By mail:** Send the proper fee (highlighted below), a note with the dog's name and your phone number, and a self-addressed stamped return envelope to: Town Clerk's Office, P.O. Box 15, Moultonborough, NH 03254
- 4. Through secure payment drop box:** Inside an envelope marked "Town Clerk," place the proper fee, a note with the dog's name and your phone number, and a self-addressed stamped

return envelope. Leave this in the secure drop box outside to the left of Town Hall's front door. We will mail the new tag to you.

**Pricing:** The fee is \$7.50 for a spayed/neutered dog, \$10 for an unaltered dog, and \$3.00 for the first dog registered to an owner over 65 years (additional dogs are the regular fee). Group rates are available for households with five or more dogs.

We can accept checks made out to *Town of Moultonborough*, cash, or credit cards if paying in person or online. There is a 3% processing fee added by your credit card company for all card transactions.

**Per state law, a civil forfeiture fine of \$25 will be issued for each dog that remains unlicensed, plus a \$1 per month late penalty.**

### **Department of Public Works**

**Facilities/Grounds:** The Facilities and Grounds crew moved furniture at the library and painted car stops. Interviews were held for the seasonal positions. Sanders were cleaned and washed. The safety rails completed at the Transfer Station. Windows priced out. Docks installed at States Landing. Shannon Cemetery Cremation Burial. Weekly building checks were completed. Paper products delivered to the Recreation and Fire Department. Trash and recyclables picked up. Cemetery Clean up at Holland, Freeze, Shannon, and Red Hill. Painted fence pickets. Veteran and Fireman flags replaced in Red Hill, Bean, Holland Hill and Shannon Cemetery.

**Fleet:** The mechanics repaired car 151, rotated tires on truck 20, truck 9 hydraulic leak. Serviced 15c1 and installed fuse box. Checked the charging and repaired the plug on shoreline. Air leak in truck 7. Fixed the Transfer Station compactor #2 hoses. The wood chip trailer was loaded.

**Highway:** The Highway crew cleaned sanders and took off plow frames from trucks. The roadway and burn area at the Transfer Station were fixed. Reclaiming Sibley Road with GMI, stumping and filling in holes. Grading Ben Berry Road. The bike path was swept.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 1 container of single stream recycle = 5 tons, 8 containers of construction and demolition = 40 tons and 1 container of mixed scrap metal. The compost pile was turned, and 16 cubic yards of foam were recycled. Supervisor Filpula and Attendant Kenney participated in Styrofoam recycling at the Gilford Transfer Station on Wednesday. Vehicle counts: Monday 349, Tuesday 341, Friday 502, Saturday 481 Sunday CLOSED total vehicles served 1573=52 vehicles per hour. Saturday the local Boy Scout troop 142 held a tree sale /fund raiser. The monies earned goes towards their jamboree in the mid-west.

### **Public Safety Building**

**Moultonborough Fire Rescue:** For the period of 04/14/2025 to 04/20/2025, there were fourteen 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>4</b> |

|            |                                   |   |
|------------|-----------------------------------|---|
| Series 400 | Hazardous Conditions-No Fire      | 3 |
| Series 500 | Service Calls                     | 1 |
| Series 600 | Good Intent                       | 3 |
| Series 700 | False Alarms & False Calls        | 3 |
| Series 800 | Severe Weather & Natural Disaster | 0 |
| Series 900 | Special Incident Type             | 0 |

**Total 2025 Incidents:** 270

**Percent of decrease from 2024:** < 9.7%

**Mutual:** Tamworth

**Automatic Aid:** Once to Sandwich

**Overlapping Incidents:**

- **Total Overlapping Incidents:** None
- **Year to Date:** 30
- **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 2.6 firefighters per incident.

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

- **Average Reaction Time:** 136 seconds
- **Average Response Time:** 8 minutes

**Inspections:**

- LP Above Ground Tanks & Piping: 4 inspections conducted
- Installation of Oil Burning Equipment: 1 inspection conducted
- AED Inspections: 1 inspection performed

**Operations:** 4/14 Fire chief's vehicle was serviced by the Town Mechanic at the Highway Department. 4/16 Chief Bengtson attended the Dept. Head meeting with the interim Town Administrator.

**Burning Permits:**



**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

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 Police Department:** 04/14/2025 to 04/20/2025

| Activity          | Last Week | This Week | Weekly Difference | Last Year-To-Date | This Year-to-Date | Yearly Difference |
|-------------------|-----------|-----------|-------------------|-------------------|-------------------|-------------------|
| Calls for Service | 172       | 177       | +2.91%            | 2494              | 2810              | +12.67%           |
| Log Entries       | 317       | 329       | +3.79%            | 4590              | 5254              | +14.47%           |
| Arrests           | 3         | 2         | -33.33%           | 32                | 42                | +31.25%           |
| MV Accidents      | 1         | 2         | +100%             | 60                | 36                | -40%              |
| MV Stops          | 52        | 46        | +43.75%           | 434               | 750               | +72.81%           |
| Offense Reports   | 0         | 3         | +300%             | 35                | 43                | +22.86            |

**Calls For Service Breakdown**

| Activity                      | This Week | Activity                | This Week |
|-------------------------------|-----------|-------------------------|-----------|
| 911 Hang Up / Wrong Number    | 1         | Fish & Game Call        | 2         |
| Abandoned MV                  | 1         | Follow Up               | 11        |
| Admin Services                | 3         | Found / Lost Property   | 1         |
| Alarm Commercial              | 1         | Good Morning Project    | 5         |
| Alarm Residential             | 6         | Harassing Message       | 1         |
| Assault                       | 0         | Juvenile Issue          | 0         |
| Assist Citizen                | 17        | Lost / Missing Person   | 0         |
| Assist Motorist / Disabled MV | 1         | Medical Emergency       | 2         |
| Assist Other Agency           | 5         | Motor Vehicle Complaint | 4         |
| BOLO                          | 1         | OHRV Incident           | 2         |
| Boating Incident              | 0         | Parking Complaint       | 1         |
| Building Check                | 7         | Police Information      | 1         |
| Burglary                      | 0         | Repossession            | 0         |

|                              |   |                                   |   |
|------------------------------|---|-----------------------------------|---|
| Burn Permit                  | 0 | Road Hazard                       | 1 |
| Call for Local PD / Officer  | 4 | Paperwork Service                 | 3 |
| Civil Standby                | 0 | Sex Offender Registration         | 1 |
| Community Policing           | 2 | Stalking                          | 0 |
| Complaint                    | 0 | Suicide / Attempted               | 0 |
| Criminal Mischief            | 2 | Suspicious Activity               | 5 |
| Criminal Records Check       | 5 | Theft / Larceny / Fraud / Forgery | 2 |
| Criminal Threatening         | 0 | Training                          | 2 |
| Criminal Trespass            | 0 | Untimely / Unattended Death       | 0 |
| Custody Issue / Complaint    | 0 | VIN Verification                  | 4 |
| Detail                       | 0 | Violation of Protection Order     | 1 |
| Directed Patrol              | 5 | Warrant Check                     | 0 |
| Disturbance                  | 1 | 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 14th week at the Part-Time Police Academy.

**Upcoming Events:** Nothing to report.

### **Moultonborough Recreation Department**

Moultonborough Recreation and the Moultonborough Public Library hosted the annual Egg Hunt on Friday, April 18 at Kraine Meadow Park. Mother Nature kindly held off the April showers, allowing approximately 150 children and their families to enjoy the festivities. Eggs were hunted, candy and prizes were won, golden eggs were discovered, and raffle prizes were awarded. Photos with the Happy Bunny were also a favorite among attendees. Moultonborough Recreation would like to extend a heartfelt thank you to the Moultonborough Public Library and the Friends of the Library for their partnership and continued support of this wonderful community event. We're also incredibly grateful to all the volunteers who helped make the day such a big success. Happy Spring, everyone!

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 concludes this week. Session 5 will begin after the school April recess.

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](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**

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, 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 for registered participants of the book club only. [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.**
- Thursday, May 1, 10 to 11:30 am. **Friends of the Library Meeting.**
- Saturday, May 3, 9:30 to 11:30 am. **Puzzle Palooza Jigsaw Competition.** [Register here.](#) \$20 per team.
- Tuesday, May 14, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** Led by Lakes Region VNA. [Register here.](#)
- Tuesday, May 6, 6 to 7 pm. **The Collapse of the Ossipee Volcano.** [Register here.](#)
- Wednesday, May 7, 10:30 am to 12 pm. **Wellness Reads: *Still Alice*.** [Register here.](#) Print copies of the book are available at the library for
- 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 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.](#)
- Thursday, May 1, 2 to 3:30 pm. **A Beginner's Guide to Crochet.** All ages welcome. [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, May 06, 2025 @ 5:00 PM
- Tuesday, May 20, 2025 @ 5:00 PM
- Tuesday, May 27, 2025 @ 5:00 PM (Work Session if needed)

#### **Department Head Meetings:**

- Wednesday, May 07, 2025 @ 10:00 AM
- Wednesday, May 21, 2025 @ 10:00 AM

#### **Holiday Closure:**

- Monday, May 26, 2025 – Memorial Day