

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
*Carter*  
**FROM:** Carter Terenzini  
Interim Town Administrator  
**RE:** Weekly Report  
**DATE:** May 19, 2025



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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:** Work continued on trying to get to timely closings on the Tax Deed properties. Faced with a work overload, Town Counsel has suggested farming the legal work out to NH Tax Deed & Property Auctions. We are sending them all of the info we think they need and will stay vigilant in getting them timely updates as they ask for any added info. Mary B. and I met with representatives of the Ossipee Concerned Citizens to work out some shared use issues that had arisen. Also, as part of that meeting, we explored the desire of the Moultonborough Meals Site Council to donate a large number of items they had fund raised for over the years. As you have seen, there is a bit of a difference of opinion between the OCC and our local citizenry. We will meet again in three weeks to try to find a way to close that gap in a manner satisfactory to all. Our high bid on the damaged boat motors was \$575 as of this writing. With staffing challenges in the Land Use Department, we have reached out to Town Hall Streams to see if they have the ability to use AI (Artificial Intelligence) for the creation of minutes. They do have such a capability and Alison is setting up a Teams meeting with them for us to explore how evolved it is and how useful it might be.

**Finance:** This past week the finance office processed payroll along with submitting monthly information to NHRS. Reconciliations were also worked on.

### Code, Compliance & Health Office: 05/12/25 – 05/16/25

This week the Land Use Office received 17 new applications for permits and issued 22 permit applications.  
Building Permits - In (4) Out (10)  
Demolition Permits – In (0) Out (0)  
Mechanical Gas Permits – In (4) Out (3)  
Electrical Permit – In (7) Out (7)  
Plumbing Permits – In (2) Out (2)

**Total Permits: IN – 17 OUT - 22**

**Town Clerk:** The Town Clerk's office has been working diligently on assisting local dog owners with licensing their dogs before late fees and fines start being applied. The dog licensing deadline was April 30<sup>th</sup>, and the month of May is a grace period where no late fees will be charged.

During this grace period, our office generated a comprehensive list of all outstanding dog licenses, consisting of the owners' names and contact information and the dogs' names and rabies vaccination expiration dates, which allowed us to personalize our calls and notify owners when their dog's vaccination status needed to be updated before paying for their dog's license.

On May 1<sup>st</sup>, our list had 226 dogs reported as unlicensed, which equated to roughly 200 dog owners to contact. By May 8<sup>th</sup>, Town Clerk staff had contacted all dog owners who had a working phone number or email address on file, leaving 18 owners who were otherwise unreachable and were sent a mailed notice. By Monday, May 12<sup>th</sup>, contact attempts had been completed for all owners of unlicensed dogs.

While our call list was slightly shorter this year than in prior years, we continue to encourage our local dog owners to license their dogs each year prior to the statutory deadline of April 30<sup>th</sup>. Not only will this enter more potential winners into our [Top Dog Contest](#), but it will also reduce staff time spent contacting dog owners, and reduce the number of service calls our local police officers will need to make to deliver civil forfeiture fines, freeing them up to serve our community in other areas. Our hope is to one day have 100% compliance with NH's dog licensing law!

### **Department of Public Works**

**Facilities/Grounds:** No information provided.

**Fleet:** No information provided.

**Highway:** No information provided.

### **Public Safety Building**

**Moultonborough Fire Rescue:** For the period of 05/12/2025 to 05/18/2025, 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>14</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>0</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>4</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>1</b>
<b>Series 700</b>	<b>False Alarms &amp; False Calls</b>	<b>3</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:** 339

**Percent of decrease from 2024:** <6.4%

**Mutual:** to Ossipee and Sandwich

**Automatic Aid:** none

**Overlapping Incidents:**

- **Total Overlapping Incidents:** two
- **Year to Date:** 72
- **Percentage of Call Volume:** 21.0% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** three times

**Call Staff Participation:**

Call firefighters responded to four incidents, providing an average of 1.5 firefighters per incident.

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

- **Average Reaction Time:** 111 seconds
- **Average Response Time:** 10 minutes

**Inspections:**

- LP Above Ground Tanks & Piping: 3 inspections conducted.
- Fire/Life Safety Code Consults 2 consultations conducted.

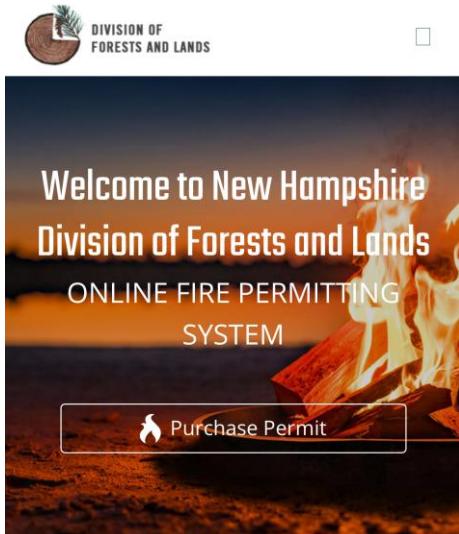
**Operations:** 5/14 Chief Bengtson attended the Primex Risk Management Summit at the Mountain Washington Hotel. While at the conference the Chief attended classes Change for the Better, Endurance Leadership, Art of Ambition, Leadership, and Decision Making, Practical Strategies for Effective Public Engagement.

**Burning Permits:**

*What is an attended fire?*



**How to obtain a fire permit:** 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/>



### **The Town of Moultonborough Alerts!**

Stay Informed!! Sign up to receive emergency alerts that could directly impact you and your family.

The Town of Moultonborough can send you emergency alerts via text message, email, pager, or voice mail (in extreme cases), based on your preferences. It is important that we collect this contact information because many households no longer utilize traditional land-based telephone lines.

The system is intended to be used for emergency alerts, as well as non-emergency incidents that may have significant impacts on residents. Emergency Alerts could be related to specific hazards that require some kind of action be taken such as evacuation, shelter in place, boil water orders, etc. Non-emergency alerts could include significant transportation problems with prolonged impacts or significant ongoing police or fire activity. This list is not meant to be all inclusive and demonstrates that this system will not be used for routine information. In addition to receiving information on your wireless device, you may also receive notification on your land telephone line (if you have one) depending on the type of incident or event.

<https://public.alertsense.com/SignUp/?RegionId=2076>

**Moultonborough Police Department:** 05/12/2025 to 05/18/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	141	187	+32.63%	3238	3487	+7.69%
Log Entries	283	330	+16.61%	5872	6506	+10.80%
Arrests	0	4	+400%	42	49	+16.67%
MV Accidents	1	1	0%	75	42	-75%
MV Stops	49	51	+4.08%	584	957	+63.87%
Offense Reports	2	2	0%	49	54	+10.20%

**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	5
Admin Services	1	Found / Lost Property	1
Alarm Commercial	3	Good Morning Project	5
Alarm Residential	5	Harassing Message	1
Assault	0	Juvenile Issue	0
Assist Citizen	16	Lost / Missing Person	0
Assist Motorist / Disabled MV	4	Medical Emergency	9
Assist Other Agency	6	Motor Vehicle Complaint	3
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	1
Building Check	0	Police Information	1
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	6
Call for Local PD / Officer	10	Paperwork Service	2
Civil Standby	0	Sex Offender Registration	2
Community Policing	2	Stalking	0
Complaint	0	Suicide / Attempted	1
Criminal Mischief	0	Suspicious Activity	2
Criminal Records Check	2	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	0	Training	3
Criminal Trespass	0	Untimely / Unattended Death	1
Custody Issue / Complaint	0	VIN Verification	9
Detail	1	Violation of Protection Order	0
Directed Patrol	11	Warrant Check	1
Disturbance	2	Welfare Check	2
Domestic Animal Related Call	5		
Domestic Disturbance	0	SWAT Call – Out	0

**Community Policing:** Nothing to report.

**Policy Update:** Nothing to report.

**Training:** Officer Derick Jones completed his 18th week at the Part-Time Police Academy.

**Upcoming Events:** Nothing to report.

## **Moultonborough Recreation Department**

Moultonborough's Memorial Day Procession and Remembrance Ceremony will take place on Monday May 26. The procession will step off from Blake Road at 10:00am and travel to Moultonborough Town Hall, where the Remembrance Ceremony will immediately follow. Ice cream will be served after the ceremony. This year marks the 20<sup>th</sup> anniversary of the Freedom Monument at the town hall where the ceremony takes place. We would like to extend an invitation to the veterans in our community. A special seating section will be reserved at the ceremony and veterans are welcome to join the procession as well. If you are interested in participating, please call Moultonborough Recreation Department at 603/476-8868.

Moultonborough Recreation's Free Summer Concert Series returns! Free concerts will take place at the Moultonborough Function Hall gazebo on Wednesdays @ 6:00pm, June 25 through August 13. Bring a picnic dinner, lawn chairs or a blanket. Relax and enjoy the show featuring awesome local talent. All concerts are free and open to the public. Donations to MRD's Scholarship Fund are welcome and appreciated. Schedule of performers will be posted on our website soon! Call MRD for more information 603/476-8868.

MRD is pleased to offer Beat the Heat Adult Fitness this summer! Join Certified Personal Trainer Karen Bartley for a 6-week strength session to get you ready for the summer months. Outdoor classes will take place Monday mornings @ 6:30am, July 7 through August 11 at Kraine Meadow Park. Each week will be a full body workout, starting with some mobility work on the mat, followed by strength work with weights and a spicy finisher! It will leave you feeling ready for all your summer activities. Participants should bring a set of weights, a hat, water and be ready to try new things. MRD has mats and weights to borrow – call our office for more info. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Save the Date! MRD's Mother-Son Ice Cream & Fun event is Friday June 6! Boys in Kindergarten through 5<sup>th</sup> grade and their mother (or mother figure stand in) are invited to join us from 6:00-7:30 pm at MRD (10 Holland Street) for an evening of games and fun! Backyard games, Mario Kart, Photo Booth, Wii Sports, Game Room fun, Ice Cream and Lemonade. Pre-registration is required, and space is limited. Call MRD for more info 603/476-8868.

Adult Bean Bag Baseball will continue this summer! Join us Friday evenings, 6-8pm at the Moultonborough Function Hall for this fast-growing pastime. Bean Bag Baseball is played between two teams with each trying to score as many runs as possible each inning. Players toss bean bags underhand at a modified standing board, similar to a cornhole board. The rules closely follow those of a traditional baseball game. No prior experience needed – anyone can learn to play. See our website for schedule dates – you choose which dates when you register. Sign up online or in the Recreation office. 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 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 ages 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.

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 into 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.

Softball and Tee Ball programs continue this week.

Granite State Track and Field continues this week.

Tai Chi continues this week.

MRD's after school program, Beyond the Bell, Session 5 will continue this week.

Planning and logistics are ongoing for Tod Squad – a summer camp activity for toddlers and preschoolers – offered in partnership with the Moultonborough Public Library. More details to come.

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**

The Friends' House Tour Fundraiser is back this year: 5 beautiful homes in Moultonborough on June 11, 10:00 am to 4:00 pm, \$40 per ticket. Tickets available for purchase at the library, or [via this secure online site](#).

The library will be closed on May 26 in observance of Memorial Day.

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, May 22, 10:00 am to 11:00 am. **Join the Discussion: Aging in New Hampshire.** [Register here](#).
- Thursday, May 22, 5:30 pm to 6:30 pm. **Evening Page Turners Book Discussion: James.** [Register here](#).
- Tuesday, May 27, 6:00 pm to 8:00 pm. **Open Mic: An Evening of Poetry and Music.** [Register here](#).
- Wednesday, May 28 and June 4, 10 am to 2:00 pm. **Property Tax Relief Assistance.** [Register for a 20-minute appointment with town hall staff](#).
- Saturday, May 31, 9:00 am to 1:00 pm. **Craft Materials Swap.** Drop off used craft materials like yarn, fabric, ink, and tools, by Friday, May 30, 12:00 pm. [Click here for a list of materials that are eligible for the swap](#)
- Tuesday, June 3, 9:00 am to 2:00 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581
- Tuesday, June 3, 6:00 pm to 7:00 pm. **From Canvas to Film: Exploring the Art and Artists of Lucknow.** [Register here](#).
- Thursday, June 5, 10:00 am to 11:30 am. **Friends of the Library Meeting.**
- Saturday, June 7, 9:30 am to 11:30 am. **Puzzle Palooza Team Jigsaw Competition.** Last date before summer! [Register in teams of up to 4 people here](#).
- Fridays, 10:00 am to 11:30 am. **Caregivers Support Group.** Helping each other.
- Fridays, 10:00 am to 12:00 pm. **Friday Stitchers.** All skill levels and crafts are welcome.

**Upcoming Youth Programs:**

- Wednesday, May 21 and 28, 10:15 am to 10:45 am. **Music and Movement**
- Thursday, June 5, 5:30 pm to 6:30 pm. **Comic Club Showcase for MCS 5th Grade Students**

**Regularly scheduled story and play times:**

- Mondays, 9:30 am 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, 6:00 pm 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 am to 10 am. **Baby Time: Board Books and Nursery Rhymes.**
- Wednesday After School Drop-In, 3:00 pm to 4:15 pm.
  - May 21: **Building with Lego**
  - May 28: **Crafting - Foil Art and Perler Beads**
  - June 11: **Puzzles and Games**
- Thursdays, 3:30 pm to 4:30 pm. **Storytime with Special Guests from the Moultonborough Women's Club.**
- Fridays, 10:30 am 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.

@MoultonboroughPublicLibrary

**Upcoming Public Meetings:****Board of Selectmen Meetings:**

- Tuesday, May 20, 2025 @ 5:00 PM
- Tuesday, May 27, 2025 @ 5:00 PM (Work Session if needed)

**Department Head Meeting:**

- Wednesday, May 21, 2025 @ 1:00 PM

**Transfer Station Closure:**

- Monday, May 19, 2025 - CLOSED All Day for Staff Training

**Holiday Closure:**

- Monday, May 26, 2025 – Memorial Day