

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
*Carter*  
**FROM:** Carter Terenzini  
Interim Town Administrator  
**RE:** Weekly Report  
**DATE:** May 27, 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

**Finance:** This past week the finance office processed payroll along with processing a small amount of accounts payable and still making headway on the reconciliation module.

### Code, Compliance & Health Office: Week of 05/19/25 – 05/23/25

This week the Land Use Office received 23 new applications for permits and issued 21 permit applications.

Building Permits - In (7) Out (6)  
Demolition Permits – In (0) Out (0)  
Mechanical Gas Permits – In (5) Out (5)  
Electrical Permit – In (6) Out (6)  
Plumbing Permits – In (5) Out (4)  
**Total Permits: IN – 23 OUT - 21**

### Department of Public Works

**Facilities/Grounds:** The facilities and grounds crew removed the tree at the Recreation Department and the old debris from the garden at the Function Hall. Flags and banners were put up in town. The new Recreation Department letters hung on the building. Gravel Parking lots repaired. Interview for the Part-Time position. Toilets at the Function Hall repair. The well was installed at Middle Neck. Meetings with pest control and historical committee. The leaky mixing valve at the Public Safety building was repaired. Weekly building checks, trash and recycling continues. Bathrooms cleaned at the playground. Taylor property, Middle Neck, Sutherland Park, Function Hall, and Mason cemeteries cut and trimmed. Water distributed to town buildings. States Landing, Birch Hill, Richardson, Vickery, Clement, Holland Hill and Friese cleaned up. Town Hall, Long Island and Lees Mill Landing cleaned.

**Fleet:** The mechanics checked out the DEF system in 15-E at the Neck Station. Tested boom on Truck 20, verify operation on test run. Set up Truck 2 and preventative maintenance. Invoices completed. Serviced car 161 reset brake calipers and lights. Engine light issue addressed in 15-E-4. Reset Truck 9 systems and coolant system. Eq 25 broom looked at, Eq 35 filters and Eq 58 replaced broom wafers. Eq 23 drive train, Eq 12 warranty work and 15-E-4 road tested, reset system. Wood chip trailer loaded. Bids worked on for lift. Car 161 state inspection and plates installed. Paperwork completed. Truck 2 washes and undercoated. Car 162 mirror replaced, wiring cleaned up and rear brakes. The shop was cleaned up.

**Highway:** The Highway crew checked roads from the weekend storms. Ditching on Red Hill and Lakeshore. Graveled the playground parking lot. Rocks dug for ditching on Red Hill Road. Lakeshore Drive was paved by GMI. The crew attended the Mountain of Demos in Sunapee. Equipment washed. A employees attended the NRRA conference for Solid Wate Operator training. Material was hauled to the shop. Culverts were checked throughout town. The bike path was swept. Grader ditching on Evans Road, Randall, Red Hill, Old Red Hill and Harvard.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 2 containers of single stream recycle = 10 tons, 12 containers of construction and demolition = 60 tons and 1 container of mixed scrap metal. The compost pile was turned, and the brush pile was burned. Vehicle counts : Monday CLOSED TRAINING, Tuesday 717, Friday 676, Saturday 640, Sunday 448 total 2481 = 90 vehicles per hour.

### Public Safety Building

**Moultonborough Fire Rescue:** For the period of 05/19/2025 to 05/25/2025, there were fifteen calls for service: There were:

Series 100	Fires	0
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	7
Series 400	Hazardous Conditions-No Fire	1
Series 500	Service Calls	0
Series 600	Good Intent	4
Series 700	False Alarms & False Calls	3
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

**Total 2025 Incidents:** 354

**Percent of decrease from 2024:** <8.0%

**Mutual:** to Sandwich and Tamworth

**Automatic Aid:** Center Harbor

#### **Overlapping Incidents:**

- **Total Overlapping Incidents:** one
- **Year to Date:** 73

- **Percentage of Call Volume:** 20.0% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** once

### **Call Staff Participation:**

Call firefighters responded to seven incidents, providing an average of 2.6 firefighters per incident.

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

- **Average Reaction Time:** 111 seconds
- **Average Response Time:** 8 minutes

### **Inspections:**

- LP Above Ground Tanks & Piping: 3 inspections conducted.
- Place of Assembly Inspection 3 inspections conducted.

**Operations:** 5/22 Firefighters Cavic and Eldridge gave a presentation on high performance CPR and review of the Zoll Autopulse. The ZOLL AutoPulse is an automated chest compression system designed to provide high-quality CPR in emergency situations. Unlike traditional manual CPR, the AutoPulse uses a load-distributing LifeBand to squeeze the entire chest, ensuring consistent and effective compressions. This device is battery-operated and helps maintain uninterrupted blood flow, even during patient transport, which can improve survival rates for cardiac arrest victims. It is particularly useful for EMS professionals who need to perform CPR in challenging environments.

5/23 Deputy Houghton and Chief Bengtson conducted VENT, Enter, Isolate, Search (VEIS) training with the duty crew. VEIS training is a critical skill for conducting searches and rescuing victims in burning buildings. Being proficient at this skill allows firefighters to locate victims trapped in rooms, and remove them quickly, increasing survival chances. Using masks that have been obscured, firefighters entered the room, located the interior door, checked for victims in the hallway, closed the door, located the victim and removed them.



**Burning Permits:**  
*What is an attended fire?*

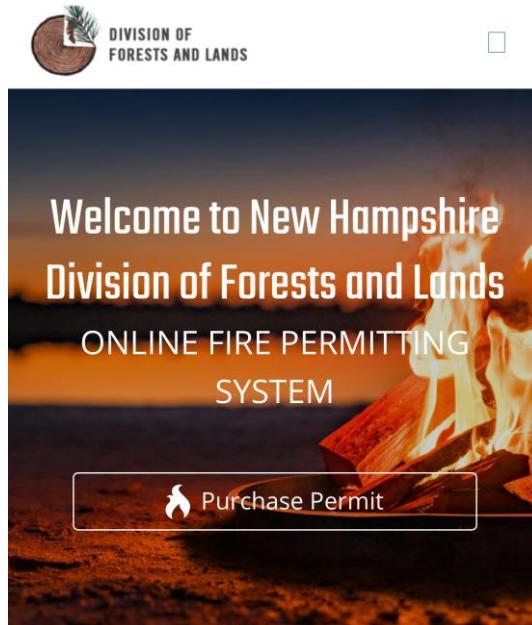


**RES 5601.01  
DEFINITIONS**

■“Attended” means that an individual responsible for the fire and capable of extinguishing the fire is on the same property as the fire, and is able to immediately extinguish the fire, and has the fire in plain view.

**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!**

Emergencies happen when we least expect them, and staying informed is the key to keeping your family safe. The Town of Moultonborough offers real-time emergency alerts via text, email, pager, or even voice calls in extreme situations—so you’re never left in the dark when it matters most.

With many households moving away from traditional landlines, registering your contact information ensures you receive crucial updates when they happen. Whether it's an emergency evacuation, shelter-in-place order, boil water advisory, or major transportation disruptions, this system will provide timely notifications to help you respond effectively.

Signing up is easy and free—don't wait until disaster strikes. Be proactive and stay connected to vital updates today!

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:** 05/19/2025 to 05/25/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	187	183	-2.14%	3491	3670	+5.13%
Log Entries	330	370	+12.12%	6280	6876	+9.49%
Arrests	4	14	+250%	43	63	+46.51%
MV Accidents	1	3	+200%	78	45	-42.31%
MV Stops	51	56	+9.80	615	1013	+64.72%
Offense Reports	2	3	+50%	59	57	-3.39%

#### Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Fish & Game Call	3
Abandoned MV	1	Follow Up	6
Admin Services	4	Found / Lost Property	0
Alarm Commercial	1	Good Morning Project	5
Alarm Residential	1	Harassing Message	1
Assault	0	Juvenile Issue	1
Assist Citizen	21	Lost / Missing Person	0
Assist Motorist / Disabled MV	4	Medical Emergency	5
Assist Other Agency	7	Motor Vehicle Complaint	4
BOLO	0	OHRV Incident	0
Boating Incident	1	Parking Complaint	1
Building Check	1	Police Information	0
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	2
Call for Local PD / Officer	8	Paperwork Service	0

Civil Standby	0	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	7
Criminal Records Check	1	Theft / Larceny / Fraud / Forgery	2
Criminal Threatening	1	Training	0
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	3
Detail	1	Violation of Protection Order	0
Directed Patrol	10	Warrant Check	0
Disturbance	1	Welfare Check	0
Domestic Animal Related Call	1		
Domestic Disturbance	0	SWAT Call – Out	0

**Community Policing:** Nothing to report.

**Policy Update:** Nothing to report.

**Training:** Officer Derick Jones completed his Part-Time Police Academy and Graduation was held on May 22, 2025.

**Upcoming Events:** Nothing to report.

### **Moultonborough Recreation Department**

Moultonborough's Memorial Day Procession and Remembrance Ceremony took place on Monday, May 26. Mother Nature provided a beautiful bluebird day for the events. The procession stepped off from Blake Road and made its way to Moultonborough Town Hall, where the Remembrance Ceremony was held immediately afterward. This year marks the 20th anniversary of the Freedom Monument at the Town Hall.

Moultonborough Recreation would like to extend heartfelt thanks to the following individuals and groups for their support and participation in this year's Memorial Day events:

- Members of the Moultonborough Academy Band and Chorus, along with their directors Devon Larabee and Emma Forest
- Shane Pouliot and Cub Scout Pack 369, Herschel Chambers and Boy Scout Troop 142 & Mary Carver and Girl Scout Troop 58666
- Police Chief Peter Beede and members of the Moultonborough Police Department
- Fire Chief Dave Bengtson and members of Moultonborough Fire Rescue
- Todd and Sandy Ringelstein
- Moultonborough Police Lieutenant Mark Cavic
- Sally Carver for her continued support and wisdom
- And our honored veterans

The ceremony concluded with an ice cream social, which was enjoyed by all.

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.

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.

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 aged 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 concludes 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.

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 am to 4 pm, \$40 per ticket. Tickets available for purchase at the library, or [via this secure online site](#).

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:**

- Wednesday, June 4, 10 am to 2 pm. **Property Tax Relief Assistance.** [Register for a 20-minute appointment with town hall staff.](#)
- Tuesday, June 3, 9 am to 2 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581
- Tuesday, June 3, 6 to 7 pm. **From Canvas to Film: Exploring the Art and Artists of Lucknow.** [Register here.](#)
- Thursday, June 5, 10 to 11:30 am. **Friends of the Library Meeting.**
- Saturday, June 7, 9:30 to 11:30 am. **Puzzle Palooza Team Jigsaw Competition.** Last date before summer! [Register in teams of up to 4 people 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:**

- Thursday, June 5, 5:30 to 6:30 pm. **Comic Club Showcase for MCS 5th Grade Students**
- **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
  - June 11: **Puzzles and Games**
- 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.  
@MoultonboroughPublicLibrary

#### **Upcoming Public Meetings:**

##### **Board of Selectmen Meetings:**

- Wednesday, May 28, 2025 @ 8:00AM (Work Session)
- Tuesday, June 3, 2025 @ 5:00 PM
- Tuesday, June 17, 2025 @ 5:00 PM

##### **Department Head Meeting:**

- Wednesday, June 4, 2025 @ 10:00 AM
- Wednesday, June 18, 2025 @ 10:00 AM