

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
Carter
FROM: Carter Terenzini
Interim Town Administrator
RE: Weekly Report
DATE: July 7, 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: I met with the Team on the Hazard Mitigation Plan Update. As I recalculate the seasonal population for this report, I have some interesting facts to share with you on the shift from vacant properties (i.e. seasonal) to occupied properties (i.e. year-round). The 2010 census showed 1,741 occupied housing units (w/3,199 vacant) while the 2020 census shows 2,244 occupied units (w/2,666 vacant). With there being no applications for Police Officer as of this date (and with challenges on the Firefighter front as well) I met with the two Chiefs on how we might develop additional recruitment tools; In this instance a “Cadet” program which I will spell out in greater detail over the coming week for you. Our closing on Tax deed sales continued to move – ever so slowly – toward closings. You may her a big Yahoo!!! when the first one actually closes. 😊

Finance: Worked on year end.

Town Clerk:

In the month of June 2025, the Town Clerk’s office processed:

Motor Vehicle Registrations	1,202
Motor Vehicle Titles	230
Boat Registrations	381
Dog Licenses	55
UCC Filings	0
Vital Records (birth/death/marriage certificates and/or divorce decrees)	24
Marriage Licenses	1
Aqua-Therm Permits	0
Articles of Agreement	0

We also processed wetlands applications, voter registrations, administered oaths of office, worked on obtaining repayment for multiple bounced checks, and assisted new residents with establishing residency, among other services.

Meet Dewey – our July 2025 Dog of the Month!



“Dewey arrived in Moultonboro in 2017. It was supposed to be a short stay but he soon became a foster failure. He knew Moultonboro had so much to offer he did not want to live any place else and decided to call this home. As with a lot of dogs he enjoys rides, daily walks, chasing squirrels and chipmunks. He also enjoys laying in the brook in the summer and rolling in the snow in the winter. He is honored to be “Dog of the Month”.”

[Click here](#) for more information on our new Top Dog Contest (including prior monthly winners).

Dogs – The statutory deadline for dog licensing was Wednesday, April 30th, 2025. All dogs that were licensed prior to May 1st, 2025 have been automatically entered into the Top Dog Contest. You can still license your dog in the month of July, however civil forfeiture fines of **\$25.00 per unlicensed dog, plus late fees** will now apply. Civil forfeiture notices have been delivered to the Moultonborough Police Department, and officers will now be visiting owners of unlicensed dogs to notify them of the fines. If you receive one of these notices, please bring it with you to the Town Clerk’s office when you come in to license your dog(s).

Please license your dog ASAP to reduce these fees or notify the Town Clerk’s office if you no longer own your dog!

If your dog has received a rabies vaccination since the last time they were licensed, please be sure to send a copy to the Town Clerk’s office to help us make sure our records are accurate and

up to date. If our system shows your dog as having an expired rabies vaccination, you will not be able to renew the license until proof of a current rabies vaccination is shown.

The clerk's office accepts cash, checks, and credit/debit cards (with a 3% fee collected by your credit card company).

Payment options are as follows:

- In Person
- By mail – please mail to:

Moultonborough Town Clerk
P.O. Box 15
Moultonborough, NH 03254

- Online
- Drop Box – located at Town Hall, just to the left of the front door.

Boat Decals – To renew with us, please provide the following:

- The government-issued photo ID of the person coming in to renew.
- One of the following:
 - The boat renewal letter from the NH DMV (add \$5 per boat to the amount due on the letter), signed by the primary owner.
 - Last year's registration, signed by the primary owner.
 - A completed and signed [Boat Registration Application](#).
- Payment. There is a \$5 boat agent fee added to all boat registrations that are processed by any town or marina.
 - Registering your boat in Moultonborough allows the town to keep more than just the agent fee, ensuring that more of your money stays local.
 - We can accept cash, checks made out to *Town of Moultonborough*, or cards (there is a 3% fee added by your credit card company to all card transactions).

Due to a federal law, this year the New Hampshire DMV was required to redesign their boat decal system. You may notice that there will now be two sets of decals issued at the time of registration: one set of circular decals and one set of the familiar square decals that boat owners are used to.

See the photo below (which is printed on the back of the circle decals) for instructions on how to display both decals.

NEW HAMPSHIRE DEPARTMENT OF SAFETY NUMBER AND VALIDATION STICKER INSTRUCTIONS



RDMV 608

Boat owners may also renew through our drop box or through the mail by providing the items listed above. Please include your phone number and a self-addressed, stamped return envelope if you choose to do this. Mail-in registration renewals can be sent to:

Moultonborough Town Clerk
P.O. Box 15
Moultonborough, NH 03254

Code, Compliance & Health Office:

Department of Public Works

Facilities/Grounds: The facilities and grounds crew maintained the pickleball court, raked Long Island beach and added wood chips to States Landing. Concrete sealing at States Landing. The cooler was removed from the Function Hall. Weekly building checks continues along with trash and recycle pick up. Cemeteries mowed and trimmed throughout town as well as the playground and boat launches.

Fleet: The mechanics checked out car 182 running issue, set up V.G.T unit in truck 9, calibrated and did a road test. Serpentine belt noise addressed in truck 6. Replaced transmission cooler line. The wood chip trailer was loaded. Ferris mower clutch and mower deck. Replaced teeth on Eq. 13 grapple. Adjusted alternator belt in Eq 25. Car 181 brakes.

Highway: The highway crew cut and chipped trees around the sand building. Finished digging and back filled at States Landing. Roads checked from the thunderstorm. Culvert on Jones Road, and repaired head walls on Ossipee Mountain bridge. Signs replaced throughout town. Ditching and grading and checked roads that may need it. Poison Ivy sprayed around culverts.

Transfer Station: This week we shipped out 4 containers of municipal solid waste=48 tons, 3 containers of single stream recycle=15 tons, 6 containers of construction and demolition=30 tons, 1 container of mixed scrap metal.

The brush pile was burned, and compost pile was turned, 24 cubic yards of foam was recycled. Vehicle counts: Monday 534, Tuesday 975, Friday CLOSED, Saturday 1125, Sunday 625 total vehicles served 3259.

Public Safety Building

Moultonborough Fire Rescue:

Moultonborough Fire Rescue: For the period of 06/30/2025 to 07/29/2025, there were twenty-nine calls for service: There were:

Series 100	Fires	1
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	16
Series 400	Hazardous Conditions-No Fire	1
Series 500	Service Calls	1
Series 600	Good Intent	3
Series 700	False Alarms & False Calls	6
Series 800	Severe Weather & Natural Disaster	1
Series 900	Special Incident Type	0

Total 2025 Incidents: 496

Percent of decrease from 2024: <8.1%

Mutual: given to Sandwich.

Automatic Aid: received once from Center Harbor and once from Sandwich. Auto aid was given once to Center Harbor.

Overlapping Incidents

- **Total Overlapping Incidents:** four
- **Year to Date:** 85
- **Percentage of Call Volume:** 17% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** none

Call Staff Participation

Call firefighters responded to eleven incidents, providing an average of 1 firefighter per incident.

Reaction & Response Times with 24-Hour Coverage

- **Average Reaction Time:** 128 seconds
- **Average Response Time:** 11:20 minutes/seconds

Inspections

- LP Above Ground Tanks & Piping: 3 inspections conducted.
- Oil burning equipment 1 inspection performed.

Operations:

7/3 Deputy Chief Houghton relocated the fire boat to the Center Harbor Town Docks in preparation for the Independence Day fireworks display in Center Harbor Bay. The fire boat returned to the Lee's Mills docks on July 5th.

7/4 Proved to be a extremely busy shift for the Duty Crew with firefighters responding to twelve incidents during their 24-hour shift with four simultaneous incidents occurring.

Burning Permits

What is a Category 1 fire?

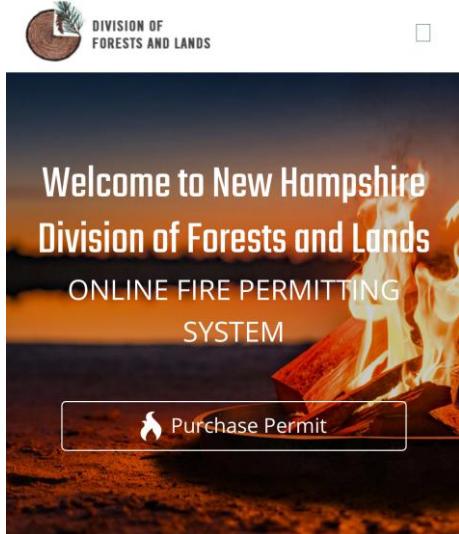
"Category I Fire" means a small, controlled fire, such as a camp or cooking fire, no greater than 2 feet in diameter contained within a ring of fire resistive material or in a portable fireplace, except for public & private campgrounds or picnic sites, located at least 25 feet from structures.

A Category I fire, conditions permitting, may be kindled with a permit at any time or day whether it is raining or not.



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



Fireworks

Statewide Rules

- Age Requirement: You must be at least 21 years old to purchase, possess, or use fireworks.
- Where You Can Use Them: Fireworks may only be used on private property that you own, or with the landowner's written permission or presence. Town beaches, parks, and boat launches are off-limits.
- Types Allowed: Legal fireworks include items like fountains, roman candles, sparklers, ground spinners, and reloadable mortars. High-powered explosives like M-80s, cherry bombs, and large aerial shells are illegal and prohibited.
- Retail Sales: Fireworks must be purchased from licensed New Hampshire retailers. Bringing fireworks in from out of state is prohibited.

Town Restrictions

Town Ordinance limits the use of "consumer fireworks" to the hours between 12 noon and 10:00 pm. Exceptions are two holidays, as recognized by the Town: (1) the 4th of July: limit use to 12 noon to 12 midnight; (2) New Year, limit use to 12 noon and up to 15 minutes past midnight of the holiday.

Liability

People displaying can be held liable in any civil action for damages to another's property. In other words, you can be sued for using fireworks and sparks, embers and debris falling onto property that isn't yours.

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 are 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 is 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—do not 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 Recreation Department

The Moultonborough Recreation Department proudly participated in the 4th of July Parade on Friday. MRD staff, counselors, and Summer RECKing Crew participants enjoyed the beautiful weather while handing out candy and offering the crowd a refreshing spray from water guns. Our float won an award, and a great time was had by all! Many thanks to Kathy Garry for coordinating this wonderful annual event!

Moultonborough Recreation's free Summer Concert series featuring awesome local talent will perform at the Moultonborough Function Hall Gazebo Wednesday evenings at 6:00pm through August 13. Bring a picnic dinner and lawn chairs or a blanket. Relax and enjoy the show. July 16

concert will feature Tom Bartlett, a NH born singer-songwriter who plays his original tunes as well as an eclectic mix of early rock & roll and contemporary songs. Tom's original song "You Can't Get There From Here" is currently performed by stage and screen star John Davidson. Donations to the MRD Scholarship Fund are welcomed and appreciated. See our website for the full schedule of performers. Call MRD for more info 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, 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 League Cornhole returns! Join us on Tuesdays @ 6:00pm, through August 12 on the grounds at Moultonborough Recreation, 10 Holland Street. Guaranteed 2 matches per night and games will be played to 21 points using standard cornhole scoring. Standings will be recorded throughout the season, with the top team receiving champion T shirts and bragging rights for the year. Teams must consist of at least 2 players, with a maximum of 4 members. If you're interested in playing, but do not have a partner, please reach out to us and we will do our best to find you a partner. All must be 18 years or older. Sign up online or in the Recreation office. Call MRD for mor info 603/476-8868.

MRD is pleased to offer a Portland Harbor Lights and Sights Cruise on Saturday, July 12. Join us for an exciting excursion to Portland Maine! We will travel by town bus to Portland where we'll start the day with a delicious breakfast—with your choice of bagels from Center Harbor Bay Gulls. At 10:30am we'll set sail on a captivating 1 hour and 45-minute cruise through Maine's stunning coastal waters. Knowledgeable guides will share fascinating stories of the harbor's past and present, while we pass iconic lighthouses and picturesque coastal sights. After the cruise, enjoy time shopping and exploring Portland's unique local boutiques and stores. We'll then travel to Cornish Maine for a late lunch at Bay Haven Lobster Pound, known for its fresh seafood and classic Maine charm. The trip fee includes transportation, bagel breakfast and cruise. Purchases made in Portland and Bay Haven lunch costs are not included in the trip fee. This trip will require some walking on uneven surfaces. Comfortable, closed toe shoes are recommended as well as a jacket for the cruise. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Looking for an awesome summer activity for your preschooler? Moultonborough Recreation and Moultonborough Public Library have teamed up to offer some summer fun for preschoolers. This program is designed for children age 3-5 and their parent or guardian. Tod Squad will run on Fridays, 9:30-10:30am at Moultonborough Recreation July 18-August 8. Different activities each week, including Silly Science, Bubble Dance Party, Water Play and Messy Art. Pre-registration is required, and space is limited. Pre-registration is required, and space is limited. The registration

fee includes a child's t shirt. 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, 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 are open for Adult CoEd Slow Pitch Softball. Get your friends together and join us for 7 inning games, one night a week. Pre-registration is required, and participants must be 18 years or older. Call MRD for more info 603/476-8868.

Registrations for our Adult Outdoor Pickleball program are open. Session 2, 3 & 4 of adult outdoor pickleball will be held on Mondays, Wednesdays, and Fridays at Kraine Meadow Park through September 29. There are 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.

Summer is here! Registrations for our Summer RECKing Crew program are still available. Our Summer RECKing Crew program will run through August 15 at Kraine Meadow Park, 8am-4pm. Extended day hours are limited but may be available. 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.

Moultonborough Recreation Department would be happy to host players of all experience levels to join a drop-in Cribbage group. It's free funs and a great way to enjoy your favorite game in a relaxed setting. All experience levels are welcome. Come on your own or with a friend. Everyone gets a seat at the table. Interested? Call MRD at 603/476-8868. Let us know what mornings you are available, and we'll do our best to match up a time that works. Let the games begin!

Summer Bridge is back! Meeting on Mondays, 10am-noon At Moultonborough Recreation, 10 Holland Street. Learn to play or just drop in for a hand or two. This is a drop-in activity. No registration needed and no charge. Call MRD for more information 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.

Summer RECKing Crew program continues this week.

Logistics and planning are ongoing for MRD programming, trips, activities, and events.

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

Our Summer Reading Program has started. You are not too late to join the fun! Visit our website, moultonboroughlibrary.org, for a calendar of events.

The library will be closed on July 4 and 5. We reopen on Monday, July 7, at 9 am.

The annual Used Book Sale will be held on Friday, July 11, 4 to 7 pm, and Saturday, July 12, 9 am to 3 pm. The Friends of the Library will hold their ribbon cutting ceremony for the new Memorial Walkway on July 11, 6 pm.

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:

- Wednesday, July 9, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation with the Lakes Region VNA.** [Register here.](#)
- Thursday, July 10, 10:30 am to 12 pm. **Monthly Book Talk.**
- Friday, July 11, 6 pm. **Friends Memorial Walkway Ribbon Cutting Ceremony**
- Tuesday, July 15, 7 to 8 pm. **What's Wild with Eric Orff.** *Funded by the Friends of the Library.* [Register here.](#)
- Wednesday, July 16, 10:30 to 11:30 am. **Mystery Book Club: We Solve Murders,** by **Richard Osman.** Print copies of the book are available for checkout. [Register here.](#)
- Thursday, July 17, 9 to 11 am. **Board of Trustees Meeting.**
- Thursday, July 17, 6 to 7:30 pm. **Tarot for Beginners.** *Funded by the Friends of the Library.* [Register here.](#)
- Monday, July 21, 3:30 to 4:30 pm. **Diabetic Recipe Exchange.** [Register here.](#)
- Tuesday, July 22, 5 to 6:30 pm. **Craft and Chat: Quilled Earrings.** \$20 materials fee required for confirmation. [Register here.](#)

- Tuesday, July 22, 7 to 8 pm. **Local Book Release with Ron Kaiser and Helen Cotrupi.** [Register here.](#)
- Thursday, July 24, 5:30 to 6:30 pm. **Evening Page Turners Book Discussion: *The Many Lives of Mama Love*.** Print copies of the book are available for checkout. [Register here.](#)
- Fridays, 10 to 11:30 am. **Caregivers Support Group.** Helping each other.
 - Please note the support group will not meet on July 11 due to book sale preparations.
- Fridays, 10 am to 12 pm. **Friday Stitchers.** All skill levels and crafts are welcome.

Upcoming Youth Programs:

- Wednesday, July 9, 9:30 to 10 am. **Children's Author Karen Steele Reading Event.**
- Thursday, July 10, 11 to 11:30 am. **Stories at the NH Boat Museum.**
- Monday, July 14, 9:30 to 10:15 am. **Beth Green: The Music Lady.** No registration required.
- Monday, July 14, **4 H Science: Catapults.** 1 to 2 pm for ages 5 to 7, 3 to 4 pm for ages 8 to 13. [Register here.](#)
- Wednesday, July 16, 10 to 10:30 am. **Tissue Paper Printing for children 5 and under.** [Registration starts July 1.](#)
- Wednesday, July 16, 2 to 3:30 pm. **Picasso Portraits for children 6 and up .** [Registration starts July 1.](#)
- Wednesday, July 23, 9:30 to 10 am. **Baby Time: Board Books and Nursery Rhymes.**
- Wednesday, July 23, 6 to 8:30 pm. **Christmas in July: Movie and snacks.** [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.
- Mondays in June, July and August 11 to 11:30 am. **Story Time at Castle in the Clouds.**
- 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.
- 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:

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

Department Head Meeting:

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