

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Angela Bovill
Town Administrator

RE: Weekly Report

DATE: July 28, 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 Update: As expected, my first week as Town Administrator has been fast-paced and filled with meaningful engagement across town operations. I spent a good portion of the week working with the Interim Town Administrator on transitional matters to ensure continuity and clarity and I am grateful for their support during this transition. I connected with all Department Managers to establish a foundation for ongoing collaboration and continued progress on personnel-related matters. Throughout the week, I supported various departments with customer service and internal process discussions, reviewed active projects, and addressed staffing - maintaining steady communication with department heads. We plan to gather in person as a team in the near future. Daily responsibilities included staff communication, responding to public inquiries, and supporting our team. I'm grateful for the warm welcome and look forward to strengthening our partnerships as we move forward.

Finance: Working on Payroll and Year End.

Department of Public Works

Facilities/Grounds: The facilities and grounds crew blew off the pickleball court and walking path. Town beaches cleaned. Building checks continue. Trash and recyclables picked up. Mowing and trimming throughout town properties and cemeteries.

Fleet: The mechanics adjusted a/c belt on equipment 39. Replaced hose bracket on grading bucket. Diagnosed Car 151 02 sensor. The wood chip trailer was loaded. Paperwork for state inspection. Facility audit. Car 161 state inspection, Car 223 and 15-F-1 preventative maintenance. Paperwork and invoices entered. Truck 9 hydraulic leak. Rewired and replaced bed lights. Truck 7 rewire and replace back up alarm.

Highway: The highway crew watered Glidden Road, Lees Mill, Blake, and ditched Kona. Prep work for paving. Sink hole repaired. The transfer station culvert was replaced. Ledge pack from

Robinsons pit picked up, asphalt picked up from Pike Industries. Shimmed Hayes Lane. The bike path was swept.

Transfer Station: This week we shipped out 4 containers of municipal solid waste = 48 tons, 3 containers of single stream recycling = 15 tons, 9 containers of construction and demolition = 45 tons and 2 containers of mixed scrap metal. The brush pile was burned, the compost pile was turned, 24 cubic yards of foam were recycled. Vehicle counts: Monday 709, Tuesday 647, Friday 962, Saturday 560, Sunday 348 total vehicles served 3226 = 91 per hour.

Public Safety Building

Moultonborough Police Department: 07/21/2025 to 07/27/2025

| Activity | Last Week | This Week | Weekly Difference | Last Year-To-Date | This Year-to-Date | Yearly Difference |
|-------------------|-----------|-----------|-------------------|-------------------|-------------------|-------------------|
| Calls for Service | 298 | 263 | -11.75% | 5531 | 5810 | +5.04% |
| Log Entries | 435 | 410 | -5.75% | 9583 | 10379 | +8.31% |
| Arrests | 1 | 2 | +100% | 76 | 102 | +34.21% |
| MV Accidents | 7 | 9 | +28.57% | 112 | 79 | -29.46% |
| MV Stops | 74 | 47 | -36.49% | 1038 | 1610 | +55.11% |
| Offense Reports | 1 | 4 | +300% | 88 | 86 | -2.27% |

Calls For Service Breakdown

| Activity | This Week | Activity | This Week |
|-------------------------------|-----------|-----------------------------------|-----------|
| 911 Hang Up / Wrong Number | 2 | Fish & Game Call | 8 |
| Abandoned MV | 1 | Follow Up | 8 |
| Admin Services | 12 | Found / Lost Property | 2 |
| Alarm Commercial | 1 | Good Morning Project | 5 |
| Alarm Residential | 4 | Harassing Message | 0 |
| Assault | 0 | Juvenile Issue | 1 |
| Assist Citizen | 37 | Lost / Missing Person | 0 |
| Assist Motorist / Disabled MV | 4 | Medical Emergency | 9 |
| Assist Other Agency | 20 | Motor Vehicle Complaint | 8 |
| BOLO | 0 | OHRV Incident | 2 |
| Boating Incident | 0 | Parking Complaint | 5 |
| Building Check | 0 | Police Information | 2 |
| Burglary | 0 | Repossession | 0 |
| Burn Permit | 1 | Road Hazard | 5 |
| Call for Local PD / Officer | 9 | Paperwork Service | 1 |
| Civil Standby | 0 | Sex Offender Registration | 1 |
| Community Policing | 1 | Stalking | 0 |
| Complaint | 0 | Suicide / Attempted | 0 |
| Criminal Mischief | 0 | Suspicious Activity | 13 |
| Criminal Records Check | 1 | Theft / Larceny / Fraud / Forgery | 2 |
| Criminal Threatening | 0 | Training | 0 |
| Criminal Trespass | 0 | Untimely / Unattended Death | 0 |

| | | | |
|------------------------------|---|-------------------------------|---|
| Custody Issue / Complaint | 0 | VIN Verification | 2 |
| Detail | 5 | Violation of Protection Order | 1 |
| Directed Patrol | 9 | Warrant Check | 0 |
| Disturbance | 4 | Welfare Check | 3 |
| Domestic Animal Related Call | 1 | | |
| Domestic Disturbance | 0 | SWAT Call – Out | 0 |

Community Policing: Nothing to report.

Policy Update: Nothing to report.

Training: Nothing to report.

Upcoming Events: Nothing to report.

Moultonborough Fire Rescue: For the period of 07/21/2025 to 07/27/2025, there were thirty-five calls for service: There were:

| | | |
|-------------------|--|-----------|
| Series 100 | Fires | 4 |
| Series 200 | Overpressure, Explosion, Overheat-No Fire | 0 |
| Series 300 | Emergency Medical & Rescue Incidents | 17 |
| Series 400 | Hazardous Conditions-No Fire | 2 |
| Series 500 | Service Calls | 2 |
| Series 600 | Good Intent | 6 |
| Series 700 | False Alarms & False Calls | 4 |
| Series 800 | Severe Weather & Natural Disaster | 0 |
| Series 900 | Special Incident Type | 0 |

Total 2025 Incidents: 598

Percent of decrease from 2024: <5.8%

Mutual: Given

1. to Tamworth for a building fire at the Pinetree Power facility on Plains Road,

Automatic Aid: Given

1. Center Harbor, for fire alarm, dispatched and cancelled en route.

Automatic Aid: Received

1. Center Harbor for motor vehicle accident, Whittier Highway at Lake Shore Drive

Overlapping Incidents:

- **Total Overlapping Incidents:** eight
- **Year to Date:** 105
- **Percentage of Call Volume:** 17.5% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** Twice

Call Staff Participation:

Call firefighters responded to twelve incidents, providing an average of 1.25 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage:

- **Average Reaction Time:** 171 seconds
- **Average Response Time:** 07:32 minutes/seconds

Inspections:

| | |
|-------------------------------------|--------------------------|
| • LP Above Ground Tanks & Piping: | 3 inspections conducted. |
| • Supra Box Installation/Inspection | 3 install performed. |
| • Oil burning equipment inspection | 1 inspection performed |

Operations:

7/23 Moultonborough firefighters were dispatched to Tamworth for a building fire at the Pinetree Power Plant to function as the rapid intervention team. The purpose and function of Rapid Intervention Teams (RITs) on the fireground is to provide a dedicated, fully equipped team of firefighters whose sole responsibility is to perform immediate rescue operations for trapped, lost, injured, or distressed firefighters during emergency incidents. Due to the extreme heat both inside and outside of the plant, combined with the extended nature of the incident RIT was needed. After the incident was upgraded to multiple alarms, Moultonborough's firefighters were integrated into fire extinguishment operations until released by command after being on scene for four hours.



7/24 Moultonborough firefighters and Police participated in Moultonborough Recreation Departments Annual Touch-a-Truck program with the Lt. Gravelle, firefighters Driscoll, Manville, and O'Neil showing campers Engine 4 and its equipment. Chief Bengtson spoke briefly about the truck and its capabilities.



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 is not 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

Moultonborough Recreation Department is geared up with gratitude to the awesome Moultonborough Fire Rescue and Moultonborough Police Department for rolling in and making our Summer RECKing Crew Bike Rodeo & Touch-a-Truck event such a hit! We had a wheely great time exploring your amazing vehicles, picking up some safety tips, and hanging out with real-life heroes. Thanks for making this summer extra memorable, for keeping us safe, and for taking the time to be part of such a fun and special day!

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 20. Bring a picnic dinner and lawn chairs or a blanket. Relax and enjoy the show. The August 6 concert will feature Bryan Conway performing fun and memorable music from the 50's through the 80's. You are sure to clap and sing along. 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.

Registrations for MRD's Youth Soccer program are open! Children in grades Pre-K through grade 6 are eligible for this program. All levels are co-ed. Pre-K, Kindergarten and Grade 1 will meet on Tuesdays at Kraine Meadow Park beginning September 16. Shin guards are strongly recommended at these levels. Cleats are not required. Grades 2-6 will begin the week of September 15 at Kraine Meadow Park, schedules will depend on roster numbers and coach availability and will be provided after registrations close. Shin guards and cleats are required for these levels. Please see the Youth Sports page of our website for more information. The Rec Department has a small supply of donated cleats and shin guards available to borrow. Pre-registration is required for all levels. Register online or in the Recreation office by August 8. 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, through August 18 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.

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 through 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 603/146-8868.

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 for our Adult Outdoor Pickleball program are open. Session 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.

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 continues! 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.

Registrations are open for Youth Soccer programs.

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

Celebrate the End of Summer Reading with us on August 20, 6 to 8 pm, with an ice cream party! We will be recognizing Moultonborough children who have read 1,000 books before kindergarten as well as awarding prizes to the winners of the Youth Summer Reading Raffle, which will be drawn on August 18.

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, July 31, 10:30 am to 12:30 pm. **Friends Literature Discussion: *The Woman Who Smashed Codes*.** Print copies of the book are available for checkout. [Register here.](#)
- Tuesday, August 5, 9 am to 2 pm. **Granite VNA Foot Clinic.** Register directly with the Granite VNA, (800) 924-8620, ext. 8581
- Tuesday, August 5, 12 and 26, 5 to 6:30 pm. **Craft and Chat: Bring Your Own Project.**
- Tuesday, August 5, 7 to 8 pm. **Queen Elizabeth II Performed by Sheryl Faye.** [Register here.](#) *Funded by the Friends of the Library.*
- Thursday, August 7, 10 to 11:30 am. **Friends of the Library Meeting.**
- Thursday, August 7, 1 to 3 pm. **A Matter of Balance.** An 8-week class led by the Granite VNA. [Register here for all 8 classes.](#)
- Thursday, August 7, 6 to 7 pm. **Mike Weinhold Photography Exhibit Open House.**
- Tuesday, August 12, 7 to 9 pm. **Silent Film with Musical Accompaniment by Jeff Rapsis: The Phantom of the Opera.** [Register here.](#) *Funded by the Friends of the Library.*
- Wednesday, August 13, 10 to 11:30 am. **Let's Talk About Grief.** [Register here.](#)
- Thursday, August 14, 10:30 am to 12 pm. **Monthly Book Talk.**
- Thursday, August 14, 6 to 7:30 pm. **Ecological Design for Bug and Pest Control.** [Register here.](#) *Funded by the Friends of the Library.*
- 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, July 30, 6 to 7 pm, Lions Club Function Hall. **Tom Knight Music Concert with the Moultonborough Rec Department.** *Funded by the Friends of the Library.*
- Tuesday, August 5, 3 to 4:30 pm. **Decorate Your Summer Reading Water Bottle.** [Register here.](#) *Funded by the Ziegler Family.*
- Wednesday, August 6, 2 to 4 pm. **How to Draw Comic Book Characters with Ryan Higgins.** [Register here.](#) *Funded by the Friends of the Library.*
- Monday, August 11, 6 to 8 pm. **Summer Reading Program Crafting: What Can You Make with a Box.** [Register here.](#)
- Thursday, August 14, 11 to 11:30 am. **Stories at the Boat Museum.**
- Friday, August 15, 2 to 3:30 pm. **Summer Reading Program: Cupcake Decorating.** [Register here.](#)
- Saturday, August 16, 9:30 to 11:30 am. **T(w)een Jigsaw Puzzle Competition.** [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 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, August 5, 2025 @ 5:00 PM
- Tuesday, August 19, 2025 @ 5:00 PM