

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Angela Bovill
Town Administrator

RE: Weekly Report

DATE: August 11, 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: This week, I attended various meetings and continued addressing staff needs while welcoming new employees to the team. I've been working on the upcoming Selectmen's agenda and have also begun thinking ahead to the budget process, organizing timelines, deadlines, and other key components as that season approaches. The fellowship has ended, it was a great experience, and we all wish Brennan all the best moving forward in his next chapter. I've also been familiarizing myself with ongoing projects and budgets, handling daily issues as they arise via phone and email, and continuing efforts to connect with all departments, which remains an ongoing priority. I truly appreciate the hard work and dedication of our team.

Finance: I met with the Trustees and Bank of NH. Attended various finance meetings. Worked on year end and Payroll. Met with Chubb regarding employee benefits.

Department of Public Works

Facilities/Grounds: The facilities and grounds crew maintained and mulched the Town Hall front garden. Gardens trimmed at States Landing and raked the beach. Library and playground trimmed and maintained. The Town Clerks office was moved around. Wire and scrap batteries were brought to the scrap yard. Met with contractor at States Landing. All buildings checked, trash and recyclables collected. Mowing and trimming throughout town properties and cemeteries continues.

Fleet: The mechanics replaced truck 6 hydraulic hose and hanger bearing in rear drive shaft. Preventative maintenance on car 181 and replaced two tires and one TPMS sensor. 15-E-4 road test and state inspection. Replaced middle u joint in truck 3. Equipment 58 replaced bristles and lubed unit. Work orders completed. 15-R-2 and 15-R-3 were checked out.

Highway: The highway crew replaced culverts and graded and ditched on Red Hill Road, Kona, Ferry Road and Eagle Shores. Tree cut on Eagle Shores. Recycled foam was hauled to Gilford. Ledge Pack was hauled from Robinsons Pit to the shop.

Transfer Station: This week we shipped out 3 containers of municipal solid waste = 36 tons, 2 containers of single stream recycle = 10 tons, 13 containers of construction and demolition = 65 tons and 1 container of mixed scrap metal. The compost pile was turned. There was no brush burning due to high fire danger. Vehicle counts: Monday 642, Tuesday 621, Friday 774, Saturday 576, Sunday 322 total vehicles served 2935 = 83 per vehicle hour.

Public Safety Building

Moultonborough Police Department: 08/04/2025 to 08/10/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	271	278	+2.58%	5986	6359	+6.23%
Log Entries	446	455	+2.02%	10306	11280	+9.45%
Arrests	4	7	+75%	81	112	+38.27%
MV Accidents	12	3	-75%	122	94	-22.95%
MV Stops	74	38	-48.65%	1118	1721	+53.94%
Offense Reports	3	5	+66.67%	95	96	+1.05%

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	10
Admin Services	13	Found / Lost Property	2
Alarm Commercial	3	Good Morning Project	5
Alarm Residential	2	Harassing Message	1
Assault	1	Juvenile Issue	0
Assist Citizen	54	Lost / Missing Person	0
Assist Motorist / Disabled MV	2	Medical Emergency	14
Assist Other Agency	12	Motor Vehicle Complaint	1
BOLO	2	OHRV Incident	1
Boating Incident	1	Parking Complaint	0
Building Check	0	Police Information	4
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	2
Call for Local PD / Officer	4	Paperwork Service	4
Civil Standby	0	Sex Offender Registration	0
Community Policing	1	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	0	Suspicious Activity	14
Criminal Records Check	14	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	1	Training	0
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	3
Detail	8	Violation of Protection Order	1

Directed Patrol	16	Warrant Check	1
Disturbance	3	Welfare Check	1
Domestic Animal Related Call	2		
Domestic Disturbance	1	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 08/04/2025 to 08/11/2025, there were thirty-two calls for service: There were:

Series 100	Fires	2
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	3
Series 600	Good Intent	5
Series 700	False Alarms & False Calls	5
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2025 Incidents: 654

Percent of decrease from 2024: <6.4%

Mutual:

1. Given to Center Harbor for medical call on Owls Head Road
2. Given to Tuftonboro for a fire on Cow Island, dispatched and cancelled en-route.

Automatic Aid: Given

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

Automatic Aid: Received

1. Center Harbor, Sandwich, and Tuftonboro for a building fire at 80 Glen Forest Drive
2. Tuftonboro for a fire alarm 51 Elkin Point Road in Bald Peak.

Overlapping Incidents:

- **Total Overlapping Incidents:** one
- **Year to Date:** 106
- **Percentage of Call Volume:** 16.2% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** Twice

Call Staff Participation:

Call firefighters responded to seven incidents, providing an average of 2.4 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage:

- **Average Reaction Time:** 109 seconds
- **Average Response Time:** 08:12 minutes/seconds

Inspections:

• LP Above Ground Tanks & Piping:	3 inspections conducted.
• Supra Box Installation/Inspection	1 install performed.
• Place of Assembly/Fire Code Inspection	3 inspections performed.

Operations:

8/4 At approximately 2:40 PM, the fire department responded to a reported structure fire at 80 Glen Forest Drive. Upon arrival, crews confirmed the residence was unoccupied and identified active fire damage on the rear side of the home. The fire was in the furnace room and successfully extinguished. Due to the fire's origin, several walls, ceilings, and floors were opened to check for extension. Estimated damage totals \$75,000 in physical and smoke-related losses. Mutual aid was provided by Sandwich and Tuftonboro, with Center Harbor covering the Public Safety Building. Stewart's Ambulance remained on scene, with an additional unit covering the town. No injuries or additional property damage were reported.

8/5 The fire department, along with Center Harbor and Sandwich fire departments, participated in the National Night Out event held at the Castle in the Clouds. The event provided a wonderful opportunity for community engagement, allowing attendees to interact with firefighters, take photos in turnout gear and use a hose to simulate extinguishing a house fire.





8/9 & 8/10 As of this weekend, both of the department's primary first responder medical vehicles have been taken out of service due to mechanical issues. On Saturday, Rescue 2 was removed from service after a transmission issue was identified. The following day, Rescue 3 was also taken out of service due to a turbocharger malfunction. Both vehicles are currently at the Public Works Department and are being evaluated by the Town Mechanic. In the interim, Utility 1 and Forestry 2 have been assigned to fulfill medical response duties to ensure continued service coverage.

Burning Permits:
What is a Category 1 fire?

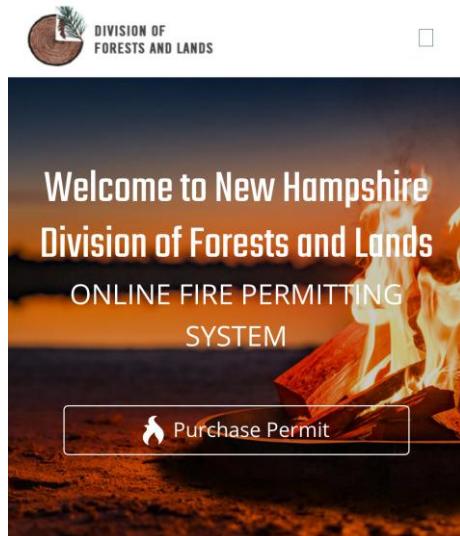
***"Category I Fire"* means a small, controlled fire, such as a camp or cooking fire, no greater than 2 feet in diameter contained within a ring of fire resistive material or in a portable fireplace, except for public & private campgrounds or picnic sites, located at least 25 feet from structures.**

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/>



Fire Danger:

Due to a lack of widespread rainfall, the Moultonborough area and the Lakes Region of New Hampshire are experiencing increasingly dry conditions that can lead to the easy ignition and rapid spread of fire. As a result, the New Hampshire Forest Rangers have declared a High Fire Danger level for most of the state. Residents and visitors are urged to use extreme caution with any outdoor burning or fire-related activities.

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 can strike without warning—and when they do, having accurate, timely information is critical. That is why the Town of Moultonborough offers a reliable emergency alert system that keeps you connected when it matters most.

This system delivers real-time notifications straight to your phone, email, pager, or even via voice call in urgent situations. Whether it is a shelter-in-place order, evacuation notice, boil water advisory, or a significant traffic disruption, you will receive the updates you need to make informed decisions and protect your loved ones.

As more households move away from traditional landlines, it is more important than ever to register your current contact information. Signing up is easy, free, and ensures you will not miss critical alerts—emergency or otherwise.

In addition to urgent situations, the system may also provide non-emergency alerts about significant police or fire activity, or other events that could impact your daily life. Routine information will not be sent—only messages that truly matter.

Do not wait until disaster strikes. Take a proactive step toward safety—sign up for Moultonborough's emergency alert system.

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

Moultonborough Recreation Department

Moultonborough Recreation's free Summer Concert series is concluding soon! Another Story featuring Felecia Steriti will perform at the Moultonborough Function Hall Gazebo Wednesday August 20 at 6:00pm. They will perform pop rock hits from the 70's through today's hits. Many of their songs are by popular artists such as Fleetwood Mac, Bonnie Raitt and the Pretenders. Bring a picnic dinner and lawn chairs or a blanket. Relax and enjoy the show. 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.

Adult Bean Bag Baseball continues! Join us on Friday, September 12, 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. Pre-registration is required. 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.

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.

Logistics and planning are ongoing for Beyond the Bell, our after school program.

MRD's collaborative program with the Library concluded last week. Tod Squad is an awesome summer activity for preschoolers and their parents or guardians. Thank you to Sharon Gulla of MPL for partnering with us for this fun and important activity.

Registrations have closed for Youth Soccer programs. Schedules and rosters will be available soon.

Summer RECKing Crew program concludes this week.

Adult Fitness program Beat the Heat concludes next 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.

Help the Friends of the Library keep the Memorial Garden and Walkway looking their best by contributing your time to its upkeep. [Use this SignUp Genius link to sign up for maintenance slots.](#)

The Friends of the Library have been selected to benefit from the Community Bag Program throughout August. Every time a \$2.50 reusable Community Bag is purchased at the Hannaford located at Meredith in August, \$1 will be donated to the Friends. Time to refresh your stash of reusable bags!

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:

- Thursday, August 14, 10:30 am to 12 pm. **Monthly Book Talk.**
- Thursday, August 14, 6 pm to 7:30 pm. **Ecological Design for Bug and Pest Control.**
[Register here.](#) *Funded by the Friends of the Library.*

- Tuesday, August 19, 5 pm to 6:30 pm. **Craft and Chat: Cut Out Paper Cards.** [Register here.](#) A \$10 materials fee is required to confirm registration.
- Wednesday, August 20, 10:30 am to 11:30 am. **Mystery Book Club: A Study in Scarlet.** [Register here.](#) Print copies of the book are available at the library for checkout.
- Thursday, August 21, 9 am to 11 am. **Library Board of Trustees Meeting.** Open to the public.
- Thursday, August 21, 6 pm to 7 pm. **Next Steps in Tarot: Intermediate Class.** [Register here.](#) *Funded by the Friends of the Library.*
- Monday, August 25, 3:30 pm to 4:30 pm. **Diabetic Recipe Club: Focus on Summer Entertaining.** [Register here.](#)
- Tuesday, August 26, 10 am to 11 am. **Tech Workshop: Creating Digital Avatars.** [Register here.](#)
- Tuesday, August 26, 7 pm to 9 pm. **Open Mic: An Evening of Poetry and Music.** [Register here.](#)
- Wednesday, August 27, 10 am to 2 pm. **Moultonborough Historical Society Open House and Tour.**
- Thursday, August 28, 5:30 pm to 6:30 pm. **Evening Page Turners Book Club: Hester.** [Register here.](#) Print copies of the book are available for checkout at the library.
- Fridays, 10 am 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, August 14, 11 am to 11:30 am. **Stories at the Boat Museum.**
- Friday, August 15, 2 pm to 3:30 pm. **Summer Reading Program: Cupcake Decorating.** [Register here.](#)
- Saturday, August 16, 9:30 am to 11:30 am. **T(w)een Jigsaw Puzzle Competition.** [Register here.](#)
- Wednesday, August 20, 6 am to 8 pm. **End-of-Summer Reading and 1,000 Books Before Kindergarten Celebration.**
- Tuesday, August 26, 5:30 am to 6:30 pm. **Pizza and Pages: Melissa Dassori Writing Workshop for ages 12 to 18.** [Register here.](#)

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.
- Mondays in July and August 11 am to 11:30 am. **Story Time at Castle in the Clouds.**
- Tuesdays, 6 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.
- 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, August 19, 2025 @ 5:00 PM
- Tuesday, August 26, 2025 @ 5:00 PM (Work Session if needed)

Department Head Meeting:

- Thursday, August 21, 2025 @ 9:00 AM

Town Office Closures:

- Monday, September 1, 2025 (All Town Offices Closed - Labor Day)