

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Angela Bovill  
Town Administrator  
**RE:** Weekly Report  
**DATE:** September 1, 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's Selectmen meeting is scheduled for Thursday, September 4th at 5:00 PM, adjusted to accommodate schedules. We are actively preparing for upcoming budget deadlines, with departmental budgets set to be distributed next week. In addition to budget preparations, time has been dedicated to addressing emails, phone calls, and meetings with both staff and members of the public. Budget season is officially upon us, and the Capital Improvement Plan (CIP) process also kicks off this month. Welcome to the busy meeting season! I'm confident in our team's ability to collaborate effectively and navigate this critical period with success. Thank you to all employees for your continued dedication, hard work, and commitment to serving our community.

**Finance:** I worked on bank reconciliation, trained on the new payroll software, mirrored payroll and had the auditors on site Friday.

**Code, Compliance & Health Office:** Week of 8/25/2025 - 8/29/2025

This week the Land Use Office received (23) new applications for permits and issued (11) permit applications. In addition, the Code Enforcement Office received (4) citizen complaints and resolved (1) open complaints and conducted (26) Inspections related to building construction and complaint investigations.

#### **Permits:**

Building Permits	In (10) Out (1)
Demo Permits	In (3) Out (0)
Building Permit Renewals	In (1) Out (2)
Mechanical Gas Permits	In (2) Out (2)
Electrical Permit	In (4) Out (4)
Plumbing	In (2) Out (2)
Sign Permits	In (1) Out (0)
<b>Total Permits:</b>	<b>In – 23 Out – 11</b>

**Permit Revenue for Week Shown: \$2279**

**Inspections:**

Electrical Rough – 3

Final CO/Approvals – 2

Complaint Investigation/Site Visit – 4

Insulation – 2

Footings/Foundation/Slab – 8

Framing – 2

Electrical Service – 4

Rough Fire Alarm – 1

**Total Inspections: 26**

**Department of Public Works**

**Facilities/Grounds:** The facilities and grounds crew cleaned off the pickleball court and the ramp at States Landing. Truck #2 was picked up in Belmont. Weed control at the playground. The broken bathroom sink at the Transfer Station was repaired, the pole and gate were put in on the new traffic pattern. Heating maintenance at the Public Safety Building. The beaches were raked. Specs for the pole barn, circulator at the Public Safety Building. Blood drive at the Function Hall. Mowing throughout town properties continues. Trash and recycling picked up throughout the buildings.

**Fleet:** The highway crew cut trees on Alpine Park Road and Red Hill Road. Ditching, shouldering, and sweeping continues Lee, Blacks Landing, Lees Mill, Ferry, and Sheridan Road. Guard rail post was repaired on Sibley Road.

**Highway:** The mechanics installed exhaust in 15-R-3. Exhaust differential sensor and removed exhaust to check for obstruction in truck 3. Replaced truck 1 front hubs and passenger wheel joint. Reset oil system in eq 13. Road call for the fire department 15-R-3 fuel issue. Truck 1 oil pan repaired and new one ordered. Parts picked up in Concord. Truck 15 battery issue addressed.

**Transfer Station:** Nothing reported.

**Public Safety Building**

**Moultonborough Police Department:** 08/25/2025 to 08/31/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	217	281	+29.49%	6573	7124	+8.38%
Log Entries	379	428	+12.93%	11282	12491	+10.72%
Arrests	5	2	-60%	92	127	+38.04%
MV Accidents	3	6	+100%	129	107	-17.05%
MV Stops	57	94	+64.91%	1237	1929	+55.94%
Offense Reports	2	4	+100%	102	105	+2.94%

### Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	6
Abandoned MV	0	Follow Up	6
Admin Services	4	Found / Lost Property	3
Alarm Commercial	2	Good Morning Project	5
Alarm Residential	0	Harassing Message	0
Assault	0	Juvenile Issue	1
Assist Citizen	45	Lost / Missing Person	0
Assist Motorist / Disabled MV	3	Medical Emergency	6
Assist Other Agency	16	Motor Vehicle Complaint	9
BOLO	1	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	8	Police Information	0
Burglary	0	Repossession	1
Burn Permit	0	Road Hazard	4
Call for Local PD / Officer	8	Paperwork Service	1
Civil Standby	1	Sex Offender Registration	0
Community Policing	1	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	0	Suspicious Activity	1
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	4
Detail	3	Violation of Protection Order	1
Directed Patrol	5	Warrant Check	0
Disturbance	1	Welfare Check	5
Domestic Animal Related Call	3		
Domestic Disturbance	0	SWAT Call – Out	0

**Community Policing:** Nothing to report.

**Policy Update:** Nothing new to report.

**Training:** Nothing to report.

**Upcoming Events:** Nothing to report.

**Moultonborough Fire Rescue:** For the period of 08/25/2025 to 08/31/2025, there were thirty-one calls for service: There were:

<b>Series 100</b>	<b>Fires</b>	<b>3</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>11</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>1</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>0</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>11</b>

Series 700	False Alarms & False Calls	5
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

**Total 2025 Incidents:** 749

**Percent of decrease from 2024:** <2.6%

**Mutual:** Given

1. Given to Gilford for 1<sup>st</sup> Alarm outside fire.

**Automatic Aid:** Given

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

**Automatic Aid:** Received

1. From Center Harbor for water rescue on Lake Kanasatka.
2. Tuftonboro for four incidents, three in Bald Peak and one on North Pasture Island.

**Overlapping Incidents:**

- **Total Overlapping Incidents:** six
- **Year to Date:** 130
- **Percentage of Call Volume:** 17% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** twice

**Call Staff Participation:**

Call firefighters responded to nine incidents, providing an average of 1.7 firefighters per incident.

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

- **Average Reaction Time:** 127 seconds
- **Average Response Time:** 10:00 minutes/seconds

**Inspections:**

- LP Above Ground Tanks & Piping: 1 inspection conducted.
- Supra Box Installation/Inspection 1 installation performed.
- Fire Code Inspection-Fire Alarm 1 inspection performed.

**Operations:**

8/25 Firefighters from the Moultonborough, Center Harbor, Sandwich, and Tuftonboro Fire Departments conducted night water rescue operations training in Moultonboro Bay. Incorporating telecommunicators from Lakes Region Mutual Fire Aid communication center into the exercise, personnel we dispatched to overturned canoes, with multiple people in the water in Moultonboro Bay between Camp Robindel and Camp Tecumseh. Moultonborough and Stewarts Ambulance with Tuftonboro Fire on automatic aid were dispatched. The Tuftonboro boat arrived on scene first and rescued two people in the water, they reported four more people were unaccounted for. Tuftonboro transported the two parties to the docks at Camp Tecumseh, where the command post and EMS were located.

The Moultonborough and Sandwich boats were instructed to search for the unaccounted people. Both boats located single people in the water and transported them to the Tecumseh docks. All boats began a grid search for the last known area where the canoeist was seen. The search continued until the command post reported that the missing subject had swam to shore and all people were accounted for. A quick debriefing and after-action review were conducted before all personnel were released.



The four towns have been working collectively to provide the most expedite delivery of rescue services on the water. This summer has been one of the busiest for Moultonborough, with responses on Winnepesaukee, Squam and Kanasatka, that have included boats from Meredith, Holderness, and Gilford. The Department thanks our Lakes Region Mutual Fire Aid and Ossipee Valley Mutual Aid partners for their assistance.

8/28 The Fire Department held a pinning ceremony for our newest personnel with Town Clerk Julia Marchand swearing in Caleb Beede, Nathan Manville, and Jennifer Sole. The new firefighters were pinned by their family members, who joined them for light refreshments following the ceremony. The Fire Department is extremely grateful to Town Clerk Julia Marchand for her participation in this important occasion for the Department and its members.





**Burning Permits:**

Category 3-Brush permits are being issued dependent upon the daily fire danger. Category 3 permits are not currently available online and may only be obtained at the Public Safety Building from the Fire Department.

**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 Fire Danger levels from HIGH to VERY HIGH for most of the state. Residents and visitors are urged to use extreme caution with any outdoor burning or fire-related activities. However, fires are still permitted.

**Fireworks:**

Due to the high fire danger levels, the use and display of fireworks is discouraged. Persons displaying fireworks are liable for property damages occurring from fireworks, and may face fines.

**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. With Very High Fire Danger conditions, use of fireworks is not recommended.

**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**

Totally Toddlers returns! Beginning on Friday September 12, toddlers and their parent or trusted adult are invited to play, explore, and socialize. This free drop-in program will take place on Friday mornings 9:30-10:15am. We 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 at 10:30. Call MRD for more information 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 continue. Session 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 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.

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!

Beyond the Bell, our after school program begins on September 2.

Youth soccer programs begin the week of September 15.

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](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 cancellations 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 September newsletter is [now live at this link](#). Subscribe to [the library newsletter here](#). We send one issue a month with all of our programs, and sometimes an additional email if there is something we cannot wait to share with you.

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, September 4, 6 pm to 7 pm. **Coming Together for Clean Water.** [Register here.](#)
- Saturdays, September 6 to October 11, 10 am to 11:30 am. A Safe Place Bereavement Group. 6-week class. [Register here for all six sessions.](#)
- Monday, September 8, 10 am to 12 pm. **Fall Crafts with Linda: Pumpkin Tart.** [Register here.](#) Sponsored by the Friends of the Library.
- Tuesday, September 9, 6 pm to 7 pm. **Covered Bridges of NH: Past and Present.** NH Humanities presentation. [Register here.](#)

- Wednesday, September 10, 10 am to 11:30 am. **Let's Talk About Grief: An Open Conversation.** [Register here.](#)
- Thursday, September 11, 10:30 am to 12 pm. **Monthly Book Talk.**
- Thursday, September 11, 6 pm to 7 pm. **Fraud Prevention with Meredith Village Savings Bank.** [Register here.](#)
- Tuesday, September 16, 5 pm to 6:30 pm. **Craft and Chat: Needle Felting Adorable Rounds.** [Register here.](#) \$20 materials fee required to confirm registration. Sponsored by the Friends of the Library.
- Wednesday, September 17, 6 pm to 7 pm. **New England's First Serial Killer (VIRTUAL).** Registered participants will receive the Zoom link 48 hours in advance of the event. [Register here.](#)
- Thursday, September 18, 9 am to 11 am. **Library Board of Trustees Meeting.** Open to the public.
- Thursday, September 18, 11 am to 2 pm. **Friends of the Library Book and Author Luncheon with Howard Mansfield.** At the Chase House in Meredith. \$45 per person. Tickets available for purchase at the library (cash/check only) and through [this secure online link.](#)
- 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, September 11, 11 am to 11:30 am. **Stories at the Boat Museum.**
- Monday, September 15, 3 pm to 4:30 pm. **Monday Makers: Slime.** For ages 6 to 11. [Register here.](#)
- Wednesday, September 17, 10:30 am to 11 am. **Toddlers Messy Art: Fizzy Apple Art.**
- Saturday, September 20, 10:30 am to 12:30 pm. **Barbie Doll Clothing Design Challenge.** 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.
- 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.
- Wednesdays, 9:30 am to 10 am. **Baby Time - Board Books and Nursery Rhymes.**
- 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:**

- Thursday, September 4, 2025 @ 5:00 PM (rescheduled from 9/2)
- Tuesday, September 16, 2025 @ 5:00 PM
- Tuesday, September 23, 2025 @ 5:00 PM (Work session if needed)