

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Angela Bovill
Town Administrator

RE: Weekly Report

DATE: September 8, 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: The first CIPC meeting is scheduled for next Thursday, September 18, 2025. Throughout this week, the Finance Director has been meeting with departments to review payroll wages, benefits, and position titles as part of Phase I of the FY27 budget process. On Friday, I'll be sending out the budget guidance memo, budget sheets, and a timeline outlining key dates and deadlines to all department managers. I've also been working with the Human Resources Director on several personnel items and will be moving forward with DPW and Police contract negotiations later this month. In the meantime, I continue to respond to calls, attend meetings, and manage both immediate priorities and long-term planning. Thank you all for your ongoing support and collaboration as I continue to settle into the role and we move into budget season. It truly takes a team, and I appreciate everyone's efforts!

Finance: Worked on Accounts Payables.

Code, Compliance & Health Office: Week of 9/2/2025 - 9/5/2025

This week the Land Use Office received (16) new applications for permits and issued (13) permit applications. In addition, the Code Enforcement Office received (1) citizen complaints and resolved (1) open complaints and conducted (26) Inspections related to building construction and complaint investigations.

Permits:

Building Permits	In (6) Out (6)
Demo Permits	In (1) Out (1)
Mechanical Gas Permits	In (4) Out (4)
Electrical Permit	In (4) Out (2)
Plumbing	In (1) Out (0)
Total Permits:	In – 16 Out – 13

Permit Revenue for Week Shown: \$224

Inspections:

Electrical Rough – 4
Final CO/Approvals – 2
Temporary CO - 1
Complaint Investigation/Site Visit – 5
Insulation – 2
Footings/Foundation/Slab – 3
Framing – 3
Electrical Service – 2
Gas Piping – 3
Solar Racking – 1

Total Inspections: 26

Department of Public Works

Facilities/Grounds: The facilities crew opened and closed 2 cremation burials, one in Red Hill Cemetery and Middle Neck Cemetery. Tabletops were set up in for the clerk's office. Beaches and the playground were cleaned. Richardson, Foss, Brown, Lee, Clement, Evans and Tilton cemeteries maintained.

Fleet: The mechanics finished repairing truck 1. Bearings and test drive 15-R-3. State inspection on truck 4. The garage was cleaned and tools put away.

Highway: The highway crew cut trees with the tree crew on Alpine Park Road and Red Hill Road. Ditching, shouldering and sweeping continues on Alpine, Shaker Jerry and Sheridan. Fill was added by the guard rails on Sibley Road. New bridge post and 3/6 rock was added on Kelly bridge. Ledge pack was hauled from Robinsons pit.

Transfer Station: Nothing reported.

Public Safety Building

Moultonborough Police Department: 09/01/2025 to 09/07/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	281	231	-17.79%	6771	7355	+8.63%
Log Entries	428	378	-11.68%	11619	12869	+10.76%
Arrests	2	5	+150%	96	132	+37.5%
MV Accidents	6	3	-50%	132	110	-16.67%
MV Stops	94	48	-48.94%	1269	1977	+55.79%
Offense Reports	4	4	0%	102	109	+6.86%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	2
Abandoned MV	0	Follow Up	9
Admin Services	10	Found / Lost Property	5
Alarm Commercial	4	Good Morning Project	2
Alarm Residential	5	Harassing Message	0
Assault	0	Juvenile Issue	2
Assist Citizen	37	Lost / Missing Person	2
Assist Motorist / Disabled MV	3	Medical Emergency	9
Assist Other Agency	42	Motor Vehicle Complaint	8
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	2
Building Check	0	Police Information	3
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	1
Call for Local PD / Officer	4	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	4
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	3
Detail	0	Violation of Protection Order	0
Directed Patrol	9	Warrant Check	1
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 new to report.

Training: Nothing to report.

Upcoming Events: Nothing to report.

Moultonborough Fire Rescue: Nothing reported.

Moultonborough Recreation Department

The Moultonborough Recreation Department was pleased to partner with Human Resources Director Robin Reade and Administrative Assistant Alanna Schiller to host an End-of-Summer Employee Appreciation Ice Cream Luau on Friday, September 5. Spirits were high as department heads from across the town served up ice cream and a variety of toppings—not just as a treat, but as a way to show appreciation for the hardworking staff. It was a sweet way to close out the summer and celebrate the dedication of town employees.

Moultonborough Recreation is hard at work planning some Autumn-atic fun in October. Our 2nd Annual Crocktoberfest Chili Cookoff Fundraiser to support our MRD Scholarship Fund will take place on Saturday, October 4. The annual Pumpkin Walk at Castle in the Clouds will take place on Friday October. And on Saturday, October 25, we will once again team up with Moultonborough Public Library to offer the Halloween Boo-levard at Kraine Meadow Park. More details to come for these awesome October events!

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.

Drop in 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, continues.

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.

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

Welcome to our new high school Page, Scout. Stop by the library to introduce yourself - and maybe check out a few books.

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, 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.](#)
- Monday, September 22, 3:30 pm to 4:30 pm. **Diabetic Recipe Exchange. Focus: Favorite Cookbooks.** [Register here.](#)

- Tuesday, September 23, 6 pm to 7:30 pm. **Your Garden Can Save the Lake! Practical Storm Water Management.** [Register here.](#)
- Wednesday, September 24, 4 pm to 5 pm. **Driving Toward Zero with the NH DOT.** [Register here.](#) For drivers of all ages.
- Thursday, September 25, 10:30 am to 12 pm. **Friends' Literature Discussion: *The Handmaid's Tale.*** [Register here.](#) Print books are available to borrow at the library.
- Thursday, September 25, 5:30 pm to 6:30 pm. **Evening Page Turners Discussion Group: *The History of Sound.*** [Register here.](#) Print books are available to borrow 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, 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:

- Tuesday, September 16, 2025 @ 5:00 PM
- Tuesday, September 23, 2025 @ 5:00 PM (Work session if needed)

Department Head Meeting:

- Wednesday, September 24, 2025 @ 9:00 AM