

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen  
**FROM:** Angela Bovill  
Town Administrator  
**RE:** Weekly Report  
**DATE:** October 6, 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 includes several important meetings and initiatives. I'll be participating in Police Department negotiations, attending the Selectmen's meeting, and joining the Trustees of the Trust Funds to discuss clarifications on certain funds—I appreciate their invitation. In preparation for my upcoming budget review with all departments, the Finance Director and I are actively reviewing budget figures. The Capital Improvements Planning Committee (CIPC) continues its work on Thursday, following a productive walkthrough at the DPW facility this past Saturday. Daily operations remain steady across departments, and I appreciate the continued dedication and hard work from everyone during this busy season.

**Finance:** I attended the CIPC meeting where the SAU presented along with the Recreation Department. Payroll and A/P were completed and work continued on the budget.

**Code, Compliance & Health Office:** Week of 9/29/2025 - 10/3/2025

This week the Land Use Office received (22) new applications for permits and issued (20) permit applications. In addition, the Code Enforcement Office received (0) citizen complaints and resolved (0) open complaints and conducted (34) Inspections related to building construction and complaint investigations.

#### **Permits:**

Building Permits	In (3) Out (15)
Demolition	In (1) Out (0)
Mechanical Gas Permits	In (14) Out (15)
Electrical Permits	In (6) Out (5)
Plumbing Permits	In (1) Out (0)
<b>Total Permits:</b>	<b>In (22) Out (20)</b>

**Permit Revenue for Week Shown: \$5784**

#### **Inspections:**

Electrical Rough – 5

Framing Rough – 1  
 Plumbing Rough – 3  
 Complaint Investigation/Site Visit – 5  
 Insulation – 3  
 Footings/Foundation/Slab – 8  
 Electrical Service – 3  
 Gas Piping – 1  
 Generator – 1  
 Final Approval – 4  
**Total Inspections: 34**

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

Motor Vehicle Registrations	1,224
Motor Vehicle Titles	175
Boat Registrations	8
Dog Licenses	11
UCC Filings	0
Vital Records (birth/death/marriage certificates and/or divorce decrees)	30
Marriage Licenses	6
Aqua-Therm Permits	25
Articles of Agreement	1

We also processed wetlands applications, voter registrations, collected repayment for multiple returned payments, began collecting absentee ballot requests for the March 2026 Town & School election, and assisted new residents with establishing residency, among other services. All members of the Town Clerk’s office participated in Teams meetings with the Secretary of State and Attorney General’s offices to discuss the implementation of many election law changes.

### Meet Evie – our October 2025 Dog of the Month!



*“Sweet Evie is a 12+ year old German Shepherd who began her journey with us in Alabama. She is now enjoying her retirement years in Moultonboro with mom and dad. Evie loves lounging in the yard, notifying everyone of deliveries, playing with her squeaky toys, helping around the*

house and munching on her daily treats. Evie's mobility has significantly declined this year but she continues to smile and enjoy her life. She is our special girl and we love her so much. Evie is honored to be Dog of the Month."

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

**CLOSURE:** The Town Clerk's office will be closed on **Thursday, October 30<sup>th</sup>** for a statewide Clerk training event. Please plan accordingly.

**DMV FEE INCREASES:** Due to a recent law change, a number of motor vehicle-related fees will be increasing as of **January 1<sup>st</sup>, 2026**. For those with a January, February, or March registration renewal date who choose to renew their vehicles early (**processed** in 2025), the new fee structure will **not** yet apply. Registrations due in January can be processed as early as October 1<sup>st</sup>. Registrations due in February can be processed as early as November 1<sup>st</sup>. Registrations due in March can be processed as early as December 1<sup>st</sup>.

Below are some of the **state fee increases** that will affect a significant number of motor vehicle registrants (*Reminder – There are additional municipal fees for the items below, which have not changed*):

Item	Current State Fee	New State Fee
Motor Vehicle Title	\$25	\$35
Vehicles with GVW of 0-3,000 lbs.	\$31.20 (\$2.60/month)	\$42 (\$3.50/month)
Vehicles with GVW of 3,001-5,000 lbs.	\$43.20 (\$3.60/month)	\$48 (\$4/month)
Vehicles with GVW of 5,001-8,000 lbs.	\$55.20 (\$4.60/month)	\$66 (\$5.50/month)
Vehicles with GVW of 8,001-73,280 lbs.	\$0.96 per 100 lbs.	\$1.06 per 100 lbs.
Vehicles over 73,280 lbs. GVW	\$1.44 per 100 lbs.	\$1.58 per 100 lbs.
Motorcycles	\$15/year	\$30/year
Vanity Plates	\$40/year	\$60/year
Duplicate Registration	\$15	\$20
Replacement Decal	\$1	\$5

**ABSENTEE BALLOTS:** [Request forms are now available](#) for the March 10<sup>th</sup>, 2026 Moultonborough Town and School Election. **A recent law change now requires voters to present proof of identity when applying for an absentee ballot.** When requesting an absentee ballot, voters will now be required to do one of the following:

1. Include a photocopy of their photo identification – as defined in [RSA 659:13, II\(a\)](#) – with their absentee ballot application (not sent separately) via mail, email, or fax; **OR**
2. Personally present their qualifying photo identification to the Town Clerk's office when applying in person; **OR**
3. Have their signature notarized in the space provided on the new absentee ballot request form, then submit the application in person or via mail/email/fax. For voters who opt for their signature to be notarized, most banks and public libraries should have at least one notary among their staff. Most libraries will also offer photocopying services if you don't have access to a printer and scanner at home.

Absentee ballots are not yet available but will become available as we get closer to the March 2026 election. The Town Clerk's office will mail absentee ballots when they become available to voters who have valid absentee ballot request forms on file.



### **Department of Public Works**

**Facilities/Grounds:** The facilities and grounds crew raked beaches, mowed the soccer and baseball fields, along with painting the field lines. Pickleball court was cleared. Door locks at the Public Safety Building repaired. The bike path was cleaned. Fall cleanup at cemeteries.

**Fleet:** Truck 10 fuel injector assessed and taken to Maine for fuel work. 15-R-2 transmission repairs. Truck 20 control handle with pin. Car 181 tire repair and change coolant res. The shop was cleaned and organized. Truck 24 repaired.

**Highway:** The highway crew marked areas for ditching town wide. Ditched Red Hill Road. Millings were added to the overflow road at the Transfer Station. Tree cutting at Middle Neck Cemetery. Assisted GMI with paving. Trucks washed and detailed.

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 1 container of single stream recycling = 10 tons, 9 containers of construction and demolition = 45 tons and 1 container of mixed scrap metal. 1 pallet of rechargeable batteries weighing 1280 pounds was shipped to be recycled, one 20-yard container of mixed electronics was shipped to be recycled,

and the compost pile was turned. Vehicle counts: Monday 501, Tuesday 526, Friday 488, Saturday 377, Sunday 319 total vehicles served 2211 = 62 vehicles per hour.

### **Public Safety Building**

**Moultonborough Police Department:** 09/29/2025 to 10/05/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	221	243	-9.95%	7409	8270	+11.62%
Log Entries	378	382	+1.06%	12848	14367	+11.82%
Arrests	5	2	-60%	104	148	+42.31%
MV Accidents	3	7	+133.33%	141	127	-9.93%
MV Stops	67	62	-7.46%	1358	2210	+62.74%
Offense Reports	3	4	+33.33%	112	119	+6.25%

### **Calls For Service Breakdown**

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	4
Abandoned MV	0	Follow Up	8
Admin Services	13	Found / Lost Property	0
Alarm Commercial	0	Good Morning Project	5
Alarm Residential	5	Harassing Message	0
Assault	0	Juvenile Issue	0
Assist Citizen	29	Lost / Missing Person	0
Assist Motorist / Disabled MV	4	Medical Emergency	5
Assist Other Agency	20	Motor Vehicle Complaint	7
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	0	Police Information	3
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	4
Call for Local PD / Officer	7	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	13
Criminal Records Check	8	Theft / Larceny / Fraud / Forgery	2
Criminal Threatening	0	Training	2
Criminal Trespass	1	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	5
Detail	0	Violation of Protection Order	0
Directed Patrol	15	Warrant Check	0
Disturbance	1	Welfare Check	0
Domestic Animal Related Call	5		
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 09/28/2025 to 10/05/2025, there were twenty-one calls for service: There were:

<b>Series 100</b>	<b>Fires</b>	<b>1</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>8</b>
<b>Series 400</b>	<b>Hazardous Conditions-No Fire</b>	<b>0</b>
<b>Series 500</b>	<b>Service Calls</b>	<b>4</b>
<b>Series 600</b>	<b>Good Intent</b>	<b>3</b>
<b>Series 700</b>	<b>False Alarms &amp; False Calls</b>	<b>5</b>
<b>Series 800</b>	<b>Severe Weather &amp; Natural Disaster</b>	<b>0</b>
<b>Series 900</b>	<b>Special Incident Type</b>	<b>0</b>

**Total 2025 Incidents:** 850

**Percent of decrease from 2024:** <1.5%

**Mutual:** None

**Automatic Aid: Given:** Sandwich

**Automatic Aid Received:** Twice from Tuftonboro and once from Center Harbor

**Overlapping Incidents:**

- **Total Overlapping Incidents:** Three
- **Year to Date:** 143
- **Percentage of Call Volume:** 16.8% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** One

**Call Staff Participation:**

Call firefighters responded to 4 incidents, providing an average of 2.5 firefighters per incident.

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

- **Average Reaction Time:** 73 seconds
- **Average Response Time:** 07:49 minutes/seconds

**Inspections:**

- **LP Above Ground Tanks & Piping:** 2 inspections conducted.

**Operations:**

9/29 A water supply drill was conducted with tankers and engines from Center Harbor, Meredith, Holderness, Sandwich, Tamworth, Tuftonboro joining Moultonborough to transport water from Highway Garage Road 1.2 miles to a fire pond on Moultonboro Neck Road. The goal was to sustain an uninterrupted flow of 500-gallons per minute. The exercise was able to maintain a flow of 750-800 gallons per minute, with periods of 1,000 gallons per minute. Using the “Rural Hitch” technique, which allows for multiple trucks to dump water simultaneously, 50,000 gallons of water was transported during the drill.



- 10/1 The fire chief participated in the technical review of a subdivision proposed for Ferry Road that was conducted by the Land Use Department.
- 10/4 Deputy Houghton with the Forestry truck provided EMS & fire protection services during the Car Show held at Castle in the Clouds.

**Burning Permits:**

No fire permits are being issued due to the statewide prohibition on open burning.

**Fire Danger:**

Due to the continued lack of widespread rainfall and drought, 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 report any fires to 9-1-1.

**Fireworks:**

Due to the high fire danger levels, the use and display of fireworks is discouraged. People displaying fireworks are liable for property damages occurring from fireworks and may face fines up to \$2,000.

**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 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**

MRD is pleased to partner with Castle in the Clouds and Lakes Region Conservation Trust to offer the annual Jack O Lantern Lane Pumpkin Walk on Friday, October 17, 6:00 - 7:30pm at Castle in the Clouds. The area near Shannon Pond will be lit with jack-o-lanterns and some not so scary Halloween surprises along the way. Please wear weather appropriate clothing and good footwear. Costumes are encouraged! After your walk, enjoy some sweet goodies. This event is free and open to the public. Please note this is a family friendly event. This is not a “haunted walk”. The Halloween decorations and surprises are not scary or gory. Pre-registration is encouraged via the Castle in the Clouds website. Donated pumpkins are welcome. See our website for details. Call MRD with questions. 603/476-8868.

Moultonborough Recreation and Moultonborough Public Library are partnering to offer Moultonborough residents a free, family-friendly Halloween event! Gather up your little monsters through grade 5 (preschoolers and toddlers too) on Saturday October 25, 4:00 - 5:30pm at Kraine Meadow Park. Our annual Halloween Boo-leverd features costume contest, trunk or treat, costume parade, games, goodies, prizes, and fun! Children’s costume contest will be judged 4:00 - 5:00pm. Costume parade at 5:15pm with awards to follow. Please enter the park via the KMP lot on Route 25. Donations of bagged candy will be happily accepted at MRD and MPL until October 23. Contact MRD if you’d like to enter a trunk for the Trunk or Treat. Call MRD with questions 603/476-8868.

Registrations are open for CoEd Indoor Youth Volleyball for children in Kindergarten through 6<sup>th</sup> grade. This program will take place at Moultonborough Central School Wednesday evenings, November 5 - December 17. There will be no program on November 26 (Thanksgiving). The program on December 10 will be held on December 11 due to the holiday concert. See our website for schedule info and more details. Sign up online or in the Recreation office by October 24. Call MRD for more info. 603/476-8868.



Save the date! Wickedly Cozy Mother-Daughter Pajama Party will take place on Friday November 14 at Moultonborough Recreation Department. Girls in kindergarten through grade 5 with their mom (or mother figure stand in) can put on their coziest PJs and join us for a Wicked (For Good) time at our Wicked themed mother daughter pajama party for goodies, games, crafts, fun and more! More details to come!

Totally Toddlers continues. 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 10:30am. 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 is pleased to offer Drop In Cribbage on Tuesday mornings, 9:00 - 11:00 am at Moultonborough Recreation. It's a free fun way to enjoy your favorite game, or learn a new one, in a relaxed setting. All experience levels are welcome. This is a drop in activity: no registration needed and no charge. Call MRD with questions. 603/476-8868.

Thew CrocktoberFest Chili Cookoff Fundraiser scheduled for Saturday, October 4 was cancelled due to a lack of registered participants.

Beyond the Bell, our after school program, continues.

Youth soccer programs continue.

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 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**

The library will be holding a Halloween Costume Swap on October 9, from 9:30 am to 4:30 pm. Bring your children's outgrown costumes and swap them out for new-to-you ones. Please make sure to launder your costume donations before you drop them off, thank 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.

The library will close on October 13 to honor Columbus Day/Indigenous People's Day.

### **Upcoming Adult Programs:**

- Wednesday, October 8, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** Bereavement support group. [Register here.](#)
- Thursday, October 9, 10:30 am to 12 pm. **Monthly Book Talk.** No registration required.
- Tuesday, October 14, 6 to 7 pm. **The First Scientific Expedition to Mt. Washington.** [Register here.](#)
- Wednesday, October 15, 10:30 to 11:30 am. **Mystery Book Club: *The Snowman*.** Print copies are available to borrow at the library. [Register here.](#)
- Thursday, October 16, 9 to 11 am. **Board of Trustees Meeting.**
- Tuesday, October 21, 11:30 am to 12:30 pm, and Wednesday, October 22, 11 am to 12 pm. **Tech Workshop: Canva.com & AI.** [Register here.](#) (Requires experience with [Canva.com](https://www.canva.com))
- Tuesday, October 21, 5 to 6:30 pm. **Craft and Chat: Halloween Tie-Dye.** \$5 materials fee needed to confirm registration. [Register here.](#)
- Thursday, October 23, 5:30 to 6:30 pm. **Evening Page Turners Book Discussion: *Orbital*.** [Register here.](#)
- Monday, October 27, 3:30 to 4:30 pm. **Diabetic Recipe Exchange.** [Register here.](#)
- Tuesday, October 28, 10:30 am to 12 pm. **Friends' Literature Discussion: *The Bluest Eye*.** Print copies are available to borrow at the library. [Register here.](#)
- Tuesday, October 28, 6 to 8 pm. **Open Mic: An Evening of Poetry and Music.** [Register here.](#)
- Thursday, October 30, 6 to 7 pm. **The Scam Landscape: Staying Safe.** With AARP and the Moultonborough Police Department. [Register with the AARP here.](#)
- 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:**

- Thursday, October 9, 9:30 am to 4 pm. **Halloween Costume Swap.** [Information here.](#)
- Friday, October 10, 3:15 to 4:15. **Music Program with Puppets.** Ages 4 and up. [Register here.](#)
- Friday, October 10, 11 am to 12 pm. **"Sew" Excited about Sewing!** [Register here.](#) Children ages 5 and up. Children up to 10 years of age need to be accompanied by an adult.
- Tuesday, October 14, 3:30 to 4:30 pm. **NH Fire Safety K-9 Team.** [Register here.](#)
- Wednesday, October 15, 3 to 4:15 pm. **After School Drop In: Building with Lego Bricks.**
- Friday, October 17, 10:30 to 11 am. **Story Time with Meredith Village Savings Bank.**
- Saturday, October 18, 9:15 am to 12:30 pm. **Family Halloween Movie Marathon.**

- Monday, October 20, 10:30 to 11:30 am. **Toddler: Pumpkin Playdough.** (Ages 2 and up.) [Register here.](#)
- Friday, October 24, 10:30 to 11 am. **Story Time Trick or Treating Through the Village.**
- Saturday, October 25, 4 to 5:30 pm. **Halloween Boo-leverd at Kraine Meadow Park.**

**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.
- 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.
- Wednesdays, 9:30 to 10 am. **Baby Time - Board Books and Nursery Rhymes.**
- 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, October 7, 2025 @ 5:00 PM
- Tuesday, October 21, 2025 @ 5:00 PM

**Town Offices Closed:**

- Monday, October 13, 2025 (All Town Offices Closed – Columbus Day)

**Town Clerk's Office Closed:**

- Thursday, October 30, 2025 – Closed all day to attend a statewide Clerk training.