

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Angela Bovill
Town Administrator

RE: Weekly Report

DATE: October 13, 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 was focused on budget sessions with department managers, keeping daily operations on track, and preparing for next week's selectmen's meeting and joint budget work session with the Board of Selectmen and the Advisory Budget Committee. I also met with representatives from the New Hampshire Municipal Association (NHMA), the New Hampshire Municipal Bond Bank (NHMBB), and Gilford's Town Administrator, Scott Dunn, which proved to be both informative and extremely helpful. The team also recognized the retirement of Denny Emerton, honoring his 22 years of service to the town with sincere appreciation. Now, it's back to budgets!

Finance: Attended Budget Meetings, CIPC Meeting, Trustees of the Trust Funds Meeting, Processed Account Payables.

Code, Compliance & Health Office: Week of 10/6/2025 - 10/10/2025

This week the Land Use Office received (29) new applications for permits and issued (30) permit applications. In addition, the Code Enforcement Office received (0) citizen complaints and resolved (0) open complaints and conducted (37) Inspections related to building construction and complaint investigations.

Permits:

Building Permits	In (5) Out (7)
Demolition	In (0) Out (0)
Mechanical Gas Permits	In (12) Out (12)
Electrical Permits	In (9) Out (9)
Plumbing Permits	In (2) Out (2)
Sign Permit	In (1) Out (0)
Total Permits:	In (29) Out (30)

Permit Revenue for Week Shown: \$4814

Inspections:

Electrical Rough – 2

Framing Rough – 2

Plumbing Rough – 2

Complaint Investigation/Site Visit – 5

Insulation – 2

Footings/Foundation/Slab – 13

Electrical Service – 3

Gas Piping – 2

Mechanical – 3

Final Approval – 2

Solar Final – 1

Total Inspections: 37**Department of Public Works**

Facilities/Grounds: This past week the facilities and grounds crew repaired the trusses to the sand buildings. Grounds maintenance at the Highway Garage, Function Hall, States Landing and the park. A leaking valve was replaced at the Public Safety Building. A service call for the generator at the Academy was addressed. Cremation burial at the Holland Hill Cemetery. Weekly building checks continue. Trash and recycling picked up and disposed of at the Transfer Station. Mowing and trimming throughout town cemeteries and buildings along with leaf cleanup. Scrap wire and batteries were brought to New Hampton. The eye wash valve replaced at the Public Safety Building.

Fleet: The mechanics put a transmission into 15-R-2. Brakes adjusted on truck 10. Truck 11 bed pins lubed. A trip to Viking-Cives to go over the truck build on the new 24. Parts picked up at Freightliner of Maine. 15-E-4 brake checks. 15-R-2 safety inspection. A road call for truck 6 brake problem.

Highway: The highway crew added millings to School House Road and Marvin Road. A trip to RGB to look at new bucket trucks. Winter plows and frames were worked on and painted. Culvert flushed on Harvard Road. Assisting with GMI paving on Eagle Shores. Degreased the excavator.

Transfer Station: Nothing to report this week.

Public Safety Building

Moultonborough Police Department: 10/06/2025 to 10/12/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	243	213	-12.35%	7596	8484	+11.69%
Log Entries	382	359	-6.02%	13193	14727	+11.63%
Arrests	2	4	+100%	107	152	+42.06%
MV Accidents	7	4	-42.86%	145	132	-8.97%
MV Stops	62	46	-25.81%	1396	2256	+61.60%
Offense Reports	4	5	+25%	114	124	+8.77%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	1	Fish & Game Call	2
Abandoned MV	0	Follow Up	14
Admin Services	10	Found / Lost Property	2
Alarm Commercial	5	Good Morning Project	4
Alarm Residential	6	Harassing Message	0
Assault	1	Juvenile Issue	1
Assist Citizen	28	Lost / Missing Person	0
Assist Motorist / Disabled MV	3	Medical Emergency	5
Assist Other Agency	14	Motor Vehicle Complaint	6
BOLO	2	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	5	Police Information	5
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	1
Call for Local PD / Officer	3	Paperwork Service	4
Civil Standby	0	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	1	Suspicious Activity	11
Criminal Records Check	1	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	0	Training	1
Criminal Trespass	1	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	2
Detail	2	Violation of Protection Order	0
Directed Patrol	12	Warrant Check	0
Disturbance	2	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: For the period of 10/06/2025 to 10/12/2025, there were twenty calls for service: There were:

Series 100	Fires	0
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	9
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	6
Series 600	Good Intent	3
Series 700	False Alarms & False Calls	2
Series 800	Severe Weather & Natural Disaster	0
Series 900	Special Incident Type	0

Total 2025 Incidents: 870

Percent of decrease from 2024: <1.2%

Mutual: None

Automatic Aid Given: None

Automatic Aid Received: Twice from Tuftonboro and once from Center Harbor and Sandwich.

Overlapping Incidents:

- **Total Overlapping Incidents:** Three
- **Year to Date:** 146
- **Percentage of Call Volume:** 16.7% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** None

Call Staff Participation: Call firefighters responded to six incidents, providing an average of 1.5 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage:

- **Average Reaction Time:** 83 seconds
- **Average Response Time:** 08:45 minutes/seconds

Inspections:

- **LP Above Ground Tanks & Piping:** 4 inspections conducted

Operations: 10/11 Functioning under the Department's automatic aid policy, Moultonborough, Stewart's Ambulance, Center Harbor, Sandwich, and Tuftonboro were dispatched for a two vehicle, motor vehicle accident with confirmed entrapment on Route 171 near Severance Road. Ambulances from Stewart's, Tuftonboro, and Action Ambulance transported patients to Huggins Hospital. Old Mountain Road was closed briefly while one patient was extricated. This incident occurred during Sandwich Fair weekend, and the Fire Department greatly appreciates the response from our mutual aid partners during this time.

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

Fire Danger: Despite recent rainfall, 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 pm-7:30 pm 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 pm-5:30 pm at Kraine Meadow Park. Our annual Halloween Boo-levard features costume contest, trunk or treat, costume parade, games, goodies, prizes, and fun! Children’s costume contest will be judged 4:00 pm-5:00 pm. 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.

MRD is pleased to offer a Wickedly Cozy Mother-Daughter Pajama Party on Friday November 14, 6:00 pm-7:30 pm 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! Pre-registration is required. Sign up online or in the Recreation office by November 12. Mother figure stand ins are welcome! Call MRD for more information 603/476-8868.

Registrations are open for CoEd Indoor Youth Volleyball for children in kindergarten through 6th 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.

Bean Bag Baseball continues! Bean Bag Baseball is played between 2 teams, with each trying to score as many runs as possible each inning. Players toss bean bags underhand at a modified board, similar to a cornhole board. The rules follow closely to a traditional baseball game. No 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.

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 am-10:15 am. 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 am. 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 10:00am-

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 am-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.

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

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

We are partnering with the Rec Department to offer our annual Halloween Boo-levard on October 25, 4:00 pm to 5:30 pm at Kraine Meadow Park. A frightfully fun time will include a costume contest, games, prizes, goodies and a costume parade. This family event is geared to children up to grade 5.

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, 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)
- 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:

- 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-levard 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 21, 2025 @ 5:00 PM

Board of Selectmen/ABC Joint Budget Work Sessions:

- Friday, October 24, 2025 @ 9:00 AM
- Friday, October 31, 2025 @ 9:00 AM

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.



Moultonborough's Trick or Treating Hours:

Friday, October 31st
4:30 pm–7:30 pm