

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

FROM: Angela Bovill
Town Administrator

RE: Weekly Report

DATE: January 12, 2026



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: Happy New Year to all. A significant portion of our recent work has focused on the proposed acquisition of 81 Whittier Highway. To preserve this potential opportunity for the Town, the Board acted quickly to sign the Purchase and Sales Agreement, ensuring the property would remain under contract while the community considers the proposal at Town Meeting. At their 1/12/26 meeting, the Board of Selectmen voted *“to authorize the Town to enter into and for the Chair to sign a Purchase and Sales Agreement and all necessary documents for the property located at 81 Whittier Highway for a purchase price of \$3.6 million dollars and sellers closing costs up to \$148,000 dollars, contingent upon voter approval at the upcoming Town Meeting; and to direct the Town Administrator to place an article on the 2026 Town Meeting warrant regarding this property acquisition”*. This will be brought directly to Town Meeting for you, the voters to decide on March 14, 2026.

The Board is holding two public hearings to provide transparency and allow residents to ask questions and offer input. With limited in person seating, residents are encouraged to watch remotely if possible. The public hearings will be streamed live on the Town’s website via Town Hall Streams. (https://townhallstreams.com/towns/moultonborough_nh)

- First Public Hearing: Monday, January 13, 2026, at 5:00 PM
- Second Public Hearing: Friday, January 23, 2026, at 5:00 PM

I am also preparing materials for the January 20, 2026, Board of Selectmen meeting and continue to build the DRAFT warrant article for the Board’s public budget hearing on February 3, 2026 at 5:00 pm (snow date: February 5, 2026, at 5:00 pm).

My sincere thanks go to the Board, our management team, and our staff for their rapid coordination and professionalism throughout this process. We also welcomed our new Town Planner, Chuck Wise, who is already off to a strong start and will be a valuable addition to our team. I look forward to the positive impact his leadership will bring to our residents and to the long-term vitality of our community. Welcome to the TEAM!

Finance: This past week I completed payroll, accounts payable, deposited funds, met with the FD and PD regarding payroll changes, supplied land use information to complete their annual reporting, spoke with the auditors regarding the audit and answered various emails and questions from other departments.

Code, Compliance & Health Office: Week of 1/5/2026 - 1/9/2026

This week the Land Use Office received (8) new applications for permits and issued (7) permit applications. In addition, the Code Enforcement Office received (1) citizen complaints and resolved (0) open complaints and conducted (18) Inspections related to building construction and complaint investigations.

Permits:

Building Permits	In (4) Out (3)
Demolition	In (0) Out (0)
Mechanical Gas Permits	In (0) Out (0)
Electrical Permits	In (2) Out (2)
Plumbing Permits	In (2) Out (2)
Sign Permit	In (0) Out (0)
Total Permits:	In (8) Out (7)

Permit Revenue for Week Shown: \$1153

Inspections:

Electrical Rough – 8
Framing Rough – 3
Plumbing Rough – 5
Insulation – 4
Footings/Foundation/Slab – 4
Electrical Service – 0
Final Approval – 3
Gas Piping – 1
Mechanical – 2
Site Service Consultation – 0

Total Inspections: 30

Department of Public Works

Facilities/Grounds: The facilities and grounds crew plowed, scraped, and treated town facilities. The ice rink was cleared of snow and maintained. Booths were set up for the Town Clerk. Trash and recyclables were collected.

Fleet: Truck 1 sander frame was repaired by the mechanics. A road test was performed on truck 3. Sander and wiring were set up on truck 5. Truck 20 was inspected. The mechanics also assisted with plowing, scraping and treating the roads after the winter weather. Starter was replaced on truck 19. The new truck was picked up from Height Chrysler in Madison, Maine along with parts

from Viking-Cives in Lewiston Maine. Equipment 12 service call, 15-R-3, was brought to the shop where the electronic problem was addressed.

Highway: The highway crew plowed, scraped, and treated roads town wide after the winter weather events. The shop was cleaned. Snowbanks were pushed back. Cutting edges were repaired. Equipment was prepped and maintained. Sand was hauled, mixed and pushed up in the shed. Sanders were swapped and repaired. Ladders were fabricated for sanders. The rental loader was cleaned.

Transfer Station: This week we shipped out 3 containers of construction and demolition = 36 tons, 2 containers of single stream recycling = 10 tons, 5 containers of construction = 25 tons. Vehicle count: Monday 329, Tuesday 280, Friday 345, Saturday 361, Sunday 215 total vehicles served 1530.

Public Safety Building

Moultonborough Police Department: 01/05/2026 to 01/11/2026

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	158	185	+17.09%	9526	10529	+10.53%
Log Entries	285	360	+26.32%	17029	18418	+8.16%
Arrests	2	1	-50%	155	172	+10.97%
MV Accidents	4	3	-25%	179	174	-2.79%
MV Stops	35	41	+17.14%	1712	2733	+59.64%
Offense Reports	2	0	-100%	153	138	-9.80%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	2	Fish & Game Call	1
Abandoned MV	0	Follow Up	10
Admin Services	8	Found / Lost Property	3
Alarm Commercial	3	Good Morning Project	5
Alarm Residential	2	Harassing Message	1
Assault	0	Juvenile Issue	0
Assist Citizen	26	Lost / Missing Person	0
Assist Motorist / Disabled MV	3	Medical Emergency	7
Assist Other Agency	5	Motor Vehicle Complaint	2
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	0
Building Check	6	Police Information	7
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	1
Call for Local PD / Officer	3	Paperwork Service	0

Response Times with 24-Hour Coverage:

- **Average Response Time:** 08:40 minutes/seconds
- **Average Reaction Time:** 60 seconds

Inspections/Services:

- | | | |
|-----------------------------------|---|-----------------------|
| • LP Above Ground Tanks & Piping: | 2 | inspections conducted |
| • Oil burner inspection | 1 | inspection conducted |
| • Place of Assembly inspection | 1 | inspection conducted |

Burning Permits:

Per Administrative Rule Res 5601.02, A fire permit shall be required for all open burning when the ground is not covered by snow. *“Ground covered with snow”* means the area within a 100-foot radius from the fire edge is covered with snow or other frozen precipitation sufficient to prevent the combustion of woodland fuels until the fire is completely extinguished. As there is now snow cover in place, no fire permit is required for permissible open burning.

Fire permits for 2026:

Fire permits for 2026 can be obtained at the Public Safety Building and online at NHFirepermit.com

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

Moultonborough Recreation is offering a trip to see the smash hit musical Rock of Ages at the Palace Theater in Manchester. Join us on Saturday, January 31 and get ready to party like it’s 1987! This all out smash hit musical will transport you back to the Sunset Strip where big dreams

and even bigger hair collide. Featuring a power packed soundtrack of your favorite rock anthems from Journey to Bon Jovi, Styx to Foreigner – Rock of Ages is an electrifying hilarious and utterly unforgettable night out. Don't stop believin' and reserve your seat today! Please note: this show contains adult content. We will depart MRD at 9:30am on Saturday January 31 and return at approximately 6:30pm. Before the show we will stop at Fotia Greek Taverna in Manchester for a buffet style lunch. Trip fee includes show ticket, transportation and lunch at Fotia. Pre-registration is required and space is limited. Sign up online or in the Recreation office. Call MRD for more info 603/476-8868.

Moultonborough Recreation invites you to bring your creativity, teamwork and winter spirit for a downhill challenge like no other at our Slippery Slope Showdown Cardboard Box Sled Event! Join us on Saturday January 24 at Kraine Meadow Park with your completed sled and get ready to slide! Sleds will be inspected for safety before hitting the hill. Prizes will be awarded in several categories – speed, style and silliness are welcome. Pre-registration is required. See our website for full rules and requirements. Call MRD for more info! 603/476-8868.

Moultonborough Recreation invites you to Have Fun Today and stay warm doing it – stylish too! We are selling soft knit cozy pom hats with our logo on the front. Makes a great stocking stuffer! Purchase your MRD pom hat online or in the Recreation office. 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 9:30-10:15am. 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.

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.

Session 3 of Beyond the Bell, our after-school program, continues.

Youth basketball programs continue.

Planning and logistics have begun for our annual Father Daughter Semi Formal Dance. More details to come!

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

If one of your New Year's Resolutions is to get your taxes done early, we can help you! Registration is now open for the AARP Tax Assistance starting February 10 and going through April 7. Call the library during business hours to make an appointment or visit the library calendar.

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](http://www.moultonboroughlibrary.org), www.moultonboroughlibrary.org, has registration links and descriptions of the programs.

Upcoming Adult Programs:

- Thursday, January 15, 9 to 11 am. **Library Board of Trustees Meeting.**
- Tuesday, January 20, 2 to 3 pm. **Tech Workshop: Learn a New Language!** [Register here.](#)
- Tuesday, January 20, 5 to 6:30 pm. **Revolutionary Crafts: Rag Braided Hot Mat.** A non-refundable materials fee of \$20 is required to confirm your spot. [Register here.](#)
- Wednesday, January 21, 10:30 to 11:30 am. **Mystery Book Club: *The Woman in the Library*.** [Register here.](#) Print copies of the book are available to borrow at the library.
- Wednesday, January 21, 12 to 1 pm. **Your Kids Don't Want It: What Can Do? 15 Tips - Zoom.** [Register here to receive the Zoom link 48 hours in advance.](#)
- Thursday, January 22, 5:30 to 6:30 pm. **Evening Page Turners: *Property of the Revolution*.** The author will join us for the discussion. [Register here.](#) Print copies of the book are available to borrow at the library.
- Tuesday, January 27, 6 to 8 pm. **Open Mic: An Evening of Poetry and Music.** [Register here.](#)
- Mondays, 1 to 2 pm. **Chair Yoga.** Registration required for each weekly session.
- 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:

- Monday, February 2, 9:30 am. **Toddler Music and Movement.**
- Monday, February 2, 3 to 4 pm. **Middle School Monday (Ages 12+) Tissue Paper Hearts.** [Register here.](#)

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.
- 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, January 20, 2026 @ 5:00 p.m.

Public Hearings:

- Tuesday, January 13, 2026 @ 5:00 p.m.
- Friday, January 23, 2026 @ 5:00 p.m.

Town Offices Closed:

- Monday, January 19, 2026: Martin Luther King Day (All Offices Closed)