

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA  
Town Administrator

**RE:** Weekly Report

**DATE:** December 13, 2022



The following report from town departments provides an update for the Board of Selectmen on the various programs, initiatives, projects, and upcoming events.

### **Department of Public Works**

**Transfer Station:** This week we shipped out 2 containers of municipal solid waste = 24 tons, 1 container of single stream recycle = 5 tons, 4 containers of construction and demolition = 24 tons and 1 container of mixed scrap metal. Compost pile was turned, and brush pile burned.

Car counts Monday 275, Tuesday 300, Friday 290, Saturday 322, Sunday 180 total of 1367 residents served.

### **Public Safety**

**Moultonborough Police Department:** 12/05/2022 – 12/11/2022

Activity	This Week	Last Week	Year-to-Date	Last Year-to-Date	% +/-
Log Entries	167	205	12029	11700	+2.73 %
Calls For Service	83	101	6135	6097	+0.62 %
M/V Accidents	3	0	160	151	+5.62 %
Arrests	0	1	114	111	+2.63 %
Offense Reports Taken	0	0	126	160	-26.98 %
Domestic Disturbances	0	2	23	34	-47.82 %
Alarms-Commercial	2	4	63	60	+4.76 %
Alarms-Residential	2	5	194	243	-25.25 %
Assist Citizens	39	47	726	398	+45.17 %
Assist Fire/EMS	11	12	597	585	+2.01 %
Assist Other Agency	0	3	223	180	+19.28 %
Directed Patrols	0	6	111	65	+41.44 %

Dog Complaints	0	3	123	97	+21.13 %
M/V Complaints	2	3	171	193	-12.86 %
M/V Stops	10	7	884	1063	-20.24 %
M/V Unlocks	2	1	56	55	+1.78 %
Welfare Check	4	1	93	91	+2.15 %

**Training:** MPO Michalski attended FBI – LEEDA Executive Leadership Institute in Danvers, MA from 12/05 to 12/09 and completed the required leadership courses to receive the FBI – LEEDA Trilogy Award.

Officer Curran attended Firearms Instructor Recertification class at the NH PSTC on Tuesday December 8<sup>th</sup>.

**Events:** Chief Beede, School Resource Officer Cloutier and Officer Balser relayed the 2014 and 2015 cruisers to the Colonial Municipal Group in Marlborough, MA for trade and to go over set up of the two new cruisers on December 5<sup>th</sup>.

**Upcoming Events:** Chief Beede's official swearing in ceremony will be Thursday December 15<sup>th</sup> at 4 p.m. at the Town Hall and there will be a reception to follow at the Public Safety Building in the training room.

**Moultonborough Fire Rescue Department:** For the period of 12/05/2022 to 12/11/2022, there were twenty calls for service: There was: 1 Fuel burner/boiler malfunction, fire confined, 10 EMS incidents, 1 Arcing, shorted electrical equipment, 1 Assist Police or other government agencies, 2 Public service assistance, 1 Unauthorized burning, 1 - Dispatched and cancelled en route, 1 – Authorized controlled burning, 1 – Alarm system sounded due to malfunction, 1 – Smoke detector activation, no fire, unintentional. **Total 2022 Incidents: 997 Automatic Aid:** received five times from Stewart's Ambulance. **Mutual Aid:** given once to Sandwich. **Overlapping Incidents: 3 Year to Date: 171 Percentage of Call Volume: 17.0%.** Overlapping incidents are where two or more incidents are occurring simultaneously.

### **Staffing**

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	4.8 firefighters
Average Night	0.9 firefighters
Weekend	3.0 firefighters

### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:54 mins/sec.
Average Night	10:20 mins/sec.
Weekend	15:30 mins/sec.

**Operations:** 12/5 - The Day shift performed a wood stove inspection at an Eden Lane residence  
12/6 - The Day shift conducted the annual school inspections at Moultonborough Academy and Moultonborough Central School. Chief Bengtson attended the monthly Lakes Region Mutual Fire Aid Executive Committee meeting in Laconia at the communications center. 12/7 - The Fire

Chief met with a vendor to investigate improving the audio-visual equipment in the meeting room at the Public safety Building. 12/8 - The Day shift installed a Supra box at a Wallbridge Way residence. Chief Bengtson and Lt. Frangelli met with the Town Administrator to review the Fire Department's proposed FY 23-24 budget. Call firefighter's monthly meeting with the Chief.

**Burning Permits:** Fire permits are required for all open burning. If you are burning wood, you need a fire permit. 2022 Fire permits are available at the Public Safety Building and on-line at [www.NHFirepermit.com](http://www.NHFirepermit.com). The fee for an online fire permit is \$5.50. Property owners with rental properties are reminded that "written permission" must be given to anyone renting the property to kindle a fire on the property being rented. The letter of permission must indicate the category of fire allowed and the duration in which the renter is permitted to kindle the fire.

Fire permits are not required when the ground is covered by snow. New fire permits are required January 1, 2023

### **Moultonborough Recreation Department**

Moultonborough Recreation Department (MRD) is pleased to present a holiday concert for all to enjoy! Deep Blue C Studio Orchestra will perform classic, new, and traditional Christmas favorites on Sunday December 18, 3:00pm at the Moultonborough Academy Community Auditorium. Deep Blue C is a 17-piece orchestra with 4 vocalists, directed by "Doc" Vose. Advance purchase online or in the Recreation office by noon on December 16. Advance price is \$15 per person. The price at the door will be \$20 per person, cash only. Call MRD for more info 603/476-8868

MRD and Moultonborough Public Library have rescheduled the Merry & Bright Family Fun Night to Friday, December 16. Start your free family fun festive night at 5:30pm at Moultonborough Recreation Department for a crock pot variety dinner, Bingo, prizes, scavenger hunt and Happy Holi-games. Then, make your way over to the library for dessert, games, crafts, lighted holiday stroll and the man himself: Santa! One festive night – two free fun events. Call MRD for more info 603/476-8868.

North Pole greetings took place last week. Santa himself called nearly 20 Moultonborough families to spread some holiday cheer! MRD's Brighten the Borough Holiday lights challenge judging will take place this week.

MRD is offering free Teen Game Nights for grades 6-9. Thursday evenings starting Dec. 29, 6:00-8:00pm at M'boro Recreation. Video games, board games and retro games. Use our consoles or bring your own. Pre-registration is required. See our website for more information. 603/476-8868

MRD is pleased to offer a free winter concert series beginning January 4. We've put together lineup of awesome local talent to chase the winter blues away! All concerts are free and open to the public. Concerts will take place Wednesday evenings, 6:00-7:30pm at the Moultonborough Academy Community Auditorium.

MRD is offering a Youth Learn to Skate program at the Kraine Meadow Park ice rink for boys & girls aged 5-12. Hockey and figure skates are welcome. Classes will take place on Tuesdays &

Thursdays, 4:00-5:00pm January 3-19 with weather/ice make-up dates on January 24 & 26. Lessons are weather and ice condition permitting. Registration information will be provided soon.

MRD is actively seeking to hire After School Counselors for our Beyond the Bell program. Call MRD for more information 603/476-8868

Reminders: MRD Youth Volleyball program continues this week. Session 2 of Beyond the Bell, MRD's after school program continues. Logistics and planning are ongoing for winter programming.

Drop-in Mah Jong continues Wednesdays @ 10am at the Recreation department at 10 Holland Street. This is a drop-in group, no registration required and no fee. Please bring your set if you have one. Call MRD for more info 603/476-8868.

As always, your Moultonborough Recreation staff is hard at work designing and planning programs for people of all ages. See our website at [www.moultonboroughnh.gov](http://www.moultonboroughnh.gov) for information on MRD activities or call us at 603/476-8868. Check our Facebook page for cancelations or updates regarding our events and programs. The Moultonborough Recreation Department is located at 10 Holland St., Moultonborough.

### **Important Dates to Remember**

- Board of Selectmen Meetings
  - Thursday, December 15, 2022, at 4:00 pm
  - Thursday, January 5, 2023, at 4:00 pm
- Holiday Closures
  - Friday, December 16, 2022, Town Buildings closing at 11am for Employee Luncheon
  - Sunday, December 25, 2022, Transfer Station CLOSED - Christmas
  - Monday, December 26, 2022, Town Hall Offices, Library, Rec CLOSED - Christmas
  - Monday, December 26, 2022, Transfer Station is OPEN
- Open Positions: The Town is currently seeking applicants for the following open positions:
  - Full-Time Police Officer(s)
  - Public Works Mechanic
  - Part-time Code Enforcement Officer – Land Use Office
  - Part-time Building Clerk – Land Use Office
  - Part-time Transfer Station Attendant
  - Part-time Park Ranger/Enforcement Officer
  - Public Works Seasonal Laborers