

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

**FROM:** Charles F. Smith, MPA, ICMA-CM  
Town Administrator

**RE:** Weekly Report

**DATE:** March 21, 2023



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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, 2 containers of single stream recycle = 10 tons and 5 containers of construction and demolition = 30 tons.

Car counts Monday 290, Tuesday 28 low car count due to snow event, Friday 312, Saturday 315, Sunday 175 total 1120 residents served.

### Public Safety

#### Moultonborough Police Department: 03/13/23 – 03/19/23

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	228	230	1%	2651	2388	-11%
Calls for Service	130	128	-2%	1408	1400	-1%
Arrests	2	4	50%	22	25	12%
MV Accidents	2	2	0%	25	29	14%
MV Stops	21	32	34%	342	214	-60%
Offense Reports Taken	1	1	0%	28	18	-56%

#### **Calls For Service Breakdown 03/13/23 – 03/19/23**

Activity	This Week	Activity	This Week
911 Hang Up	1	Good Morning Program	1
Abandoned MV	0	Grand Jury	0
Admin Services	5	Gunshot Report	0

Assist Fire/EMS	7	IEA	0
Alarm Commercial	2	Juvenile Matter	0
Alarm Residential	7	MV Complaint	2
Animal Complaint	4	MV Unlock	0
Assist Citizen	13	Noise Complaint	0
Assist Motorist	4	Police Info	2
Assist Other Agency	3	Pistol Permit	0
BOLO	0	Found/Lost Property	1
CAC Interview	0	Parking Complaint	0
Business Check	0	Paperwork Service	0
House Check	0	Relay	0
Unsecured Premises	0	Repossession	0
Civil Matter	0	Road Hazard	2
Community Policing	0	ERO/TRO/RO Service	0
Complaint	0	Scam Attempt	0
Court	0	School Zone	0
Civil Standby	0	SO Registration	0
Death Investigation	0	Suspicious Activity	4
Directed Patrol	0	TO Violation	0
Disabled M/V	0	Training	0
Dog Complaint	0	VIN Verification	0
Domestic Disturbance	0	Vehicle Off Road	0
Fingerprinting	0	Warrant Service	0
Fire Permits	0	Warrant Check	4
Follow Up	0	Welfare Check	4

**Moultonborough Fire Department:** For the period of 0313/2023 to 03/19/2023, there were eighteen calls for service: There was: 10 EMS incidents, four\* of the twelve incidents, no Fire Dept. response, Stewart's Ambulance only, 1 Motor vehicle accident with no injuries, 1 Furnace problem, delayed ignition causing smoke condition, 1 No incident found upon arrival at dispatched address, 4 *Dispatched, No Fire Department Response – EMS\**, 2 Smoke detector activation due to malfunction, 3 Smoke detector activation, no fire, unintentional. **Total YTD 2023 Incidents: 206.** **Percent of increased from 2022: 26%.** **Automatic Aid:** four times from Stewart's Ambulance and once from Sandwich and twice from Center Harbor. **Mutual Aid:** none. **Overlapping Incidents: 2.** **Year to Date:** 30. **Percentage of Call Volume:** 14.5%. Overlapping incidents are where two or more incidents are occurring simultaneously.

#### **Staffing**

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	3.6 firefighters.
Average Night	2.0 firefighters
Weekend	3.2 firefighters

#### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time	09:40 mins/sec.
Average Night	07:30 mins/sec.
Weekend	14:00 mins/sec.

**Operations:** 3/16 - EMS Continuing education. 3/17 - The Department took delivery of new rescue struts; the Day Shift will mount them soon on Rescue 1.

**Burning Permits:** Burning permits for brush may be required for some areas of town dependent upon snow cover.

Property owners are not required to obtain fire permits when the ground is covered by snow. RSA 125-N:4 prohibits the residential open burning of combustible domestic waste. " Combustible domestic waste " means combustible waste such as, but not limited to, household trash, packaging materials, plastics, coated or laminated papers, rubber, painted, or treated wood, coated, or treated cardboard, oily rags, and animal, vegetable, and kitchen waste. The term does not include untreated wood, leaves, brush, or paper products generated at a residence.

New Category 1 & 2 fire permits are required for 2023. Fire Permits for 2023 may be obtained at the Public Safety Building from 8a.m. to 5p.m. Monday through Friday or online at <https://nh.burnsafeamerica.com/>

### **Moultonborough Recreation Department**

Moultonborough Recreation's new software is up and running! We are pleased to offer our community an upgraded registration process for our events, programs & activities. We invite everyone to access our new software and set up accounts for registration in future programs. We will be opening registrations for some of our most popular programs in the near future via our new software. By setting up your account now, your next registration with us will be quick and easy. Have questions? Call MRD at 603/476-8868. We're here to help!

Registrations are open for some exciting adult fitness opportunities at Moultonborough Recreation. Tai Chi with Board Certified Instructor Ernie Graffam will be offered on Tuesday and Thursday evenings, 6-7pm @ MRD beginning April 4. This 8-week program will focus on arthritis and fall prevention. Tai Chi is a series of gentle exercises & stretches, sometimes described as "meditation in motion" because it promotes serenity through gentle movements, connecting mind & body. Tai Chi participants should wear sneakers or flat sole shoes as well as comfortable clothing. We will also offer Chair Yoga with Instructor Felecia Steriti beginning on April 10. Chair Yoga offers gentle, mindful movements to gain flexibility and core strength as well as tools for quieting the mind. This 4-week course will take place on Monday mornings 10:30 - 11:30am @ MRD. Participants should bring two 4" yoga blocks and a yoga strap. The Recreation Department has some blocks & straps to borrow. Pre-registration is required, and space is limited. Sign up online or in the Recreation office.

MRD is pleased to team up with Moultonborough Public Library to offer an Egg Hunt. Bring your basket and join us on Saturday, April 1 @ Kraine Meadow Park for candy, fun, prizes, pictures with a Happy Bunny and some April Fool's Day mischief! Who will find the golden ticket for a special prize? The egg hunt begins at 1:00pm. Families are asked to arrive at 12:30 and park in the main KMP parking lot accessed from Route 25. This event is free and open to Moultonborough children in grade 5 & below (preschoolers too!)

MRD is offering Adult Billiards & Games Nights. Join us Tuesday evenings at Moultonborough

Recreation Department (10 Holland Street) 6-8pm for poker, cribbage, air hockey, billiards/pool, skeeball, foosball and more. Have a favorite card game or board game? Bring it along! This is a “drop in” activity – no registration needed and no charge.

MRD is actively seeking to hire After School Counselors for our Beyond the Bell program as well as our summer camp program, swim instructors and lifeguards. Call MRD for more information 603/476-8868 or see our listings on Indeed.

Session 4 of Beyond the Bell, MRD’s after school program continues. Logistics and planning continue for the Memorial Day Parade and Remembrance Ceremony. Logistics and planning are ongoing for spring and summer programming and events.

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.

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/recreation-department](http://www.moultonboroughnh.gov/recreation-department).

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. The Moultonborough Recreation Department is located at 10 Holland St., Moultonborough.

### **Moultonborough Public Library**

March is still roaring like a lion at the library. Lots of events and activities for all ages are coming up! Plus, new books and periodicals arrive every week. We even now offer free coffee, tea, and hot chocolate in the Reading Room. Stop by today!

#### **Upcoming Adult Programs:**

- Tuesday, March 21, 5 to 6:30 pm: **Craft and Chat - Spring Wreath.** Make a spring wreath with us to celebrate its arrival. Registration is now full but call us to indicate interest as we could open a second session.
  - Not making a wreath, just want to craft and chat? Bobbin Lace Making continues on Tuesdays. No experience necessary. All materials provided. Optional \$15 to purchase bobbins.
  - Not making lace or a wreath? Come anyway with a craft project and work on it as you chat with other crafters.
- Thursday, March 23, 6 to 7 pm. **Artist Reception for Artist-of-the-Month Paul Foote.** Artist demonstration and exhibit. Light refreshments provided.
- Friday, March 24, 11:30 am to 1 pm; **“Soups and Sweets” to thank our patrons.** Hosted by the Friends of the Library and the Library Board of Trustees, the community is invited to enjoy a variety of savory soups and sweet desserts. No registration required; just drop in to enjoy “soup and sweets,” and bask in our appreciation of your support.

Upcoming Youth Programs:

- Monday, March 20 through April 3, 9:30 to 10 am. **Toddler Music and Movement.** Toddlers (and parents) are invited to dance and play instruments along to popular kid songs.
- Tuesday, March 22, 11 to 11:30 am. **Toddlers Messy Art: Painting with Frozen Paint.** What could be more fun than painting with a frozen paint popsicle? Parents are invited to dress their toddlers in clothes they don't mind getting messy.
- Friday, March 24, 5:30 to 7 pm. **Read-a-Thon Grades 1-2.** Kids in Grades 1-2 get locked in the library! Join us for an evening of silent reading, book discussion, snacks, and pizza!
  - Please bring a book to read!! Wear comfy clothes, bring a pillow, or blanket if you'd like!
  - [REGISTRATION LINK](#) Registration is required to ensure we have adequate staff and refreshments. Register early. It's free and fun!
- 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. Start with Music and Movement or go straight to the fun!
- Tuesdays, 6 to 6:30 pm. **PJ Storytime.** Dress in your coziest pajamas and come to the library for read-aloud and a craft.
- Fridays, 10:30-11 am. **Storytime.** Join us for stories, music, and fun!
- Friday, March 24 - **No Dungeons and Dragons.** The club resumes on Friday, March 31st.
- Saturday, April 1, 1 to 1:30 pm - **Spring Egg Hunt at Kraine Meadow Park.** Children aged 10 and under are invited to this library-Rec Dept collaboration.
  - Rain date, April 2
  - This is an outdoor event so please dress accordingly.
  - No registration required; [Details here](#).

The Board of Trustees will be meeting on Thursday, March 23, 9:00 am to 11:00 am. Trustee meetings are open to the public.

**Important Dates to Remember**

- Board of Selectmen Meetings
  - Work Session - Thursday, March 30, 2023, at 4:00 pm
  - Thursday, April 6, 2023, at 4:00 pm
  - Thursday, April 20, 2023, at 4:00 pm
- Upcoming important dates:
  - Town Election Day is Tuesday, May 9, 2023 from 7am to 7pm at Moultonborough Academy
  - Town Meeting is Thursday, May 11, 2023 at 6pm at Moultonborough Academy in the Auditorium

- Open Positions: The Town is currently seeking applicants for the following open positions:
  - Police Lieutenant
  - Full-Time Police Officer (s)
  - Part-time Park Ranger/Enforcement Officer
  - Part-time Code Enforcement Officer – Land Use Office