

## MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

**TO:** Board of Selectmen

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

**RE:** Weekly Report

**DATE:** March 28, 2023



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 1 container of municipal solid waste = 12 tons, 1 container of single stream recycle = 5 tons and 3 containers of construction and demolition = 18 tons. Brush pile was burned. Car counts: Monday 265, Tuesday 269, Friday 276, Saturday 227, Sunday 155 total 1192 residents served.

### **Public Safety**

#### **Moultonborough Police Department: 03/20/23 – 03/26/23**

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Log Entries	230	232	1%	2872	2620	-10%
Calls for Service	128	135	5%	1525	1535	1%
Arrests	4	3	-33%	22	28	21%
MV Accidents	2	5	60%	48	34	-41%
MV Stops	32	47	32%	373	261	-43%
Offense Reports Taken	1	2	50%	32	20	-60%

#### **Calls For Service Breakdown 03/20/23 – 03/26/23**

Activity	This Week	Activity	This Week
911 Hang Up	1	Good Morning Program	4
Abandoned MV	0	Grand Jury	0
Admin Services	5	Gunshot Report	0
Assist Fire/EMS	3	IEA	0
Alarm Commercial	1	Juvenile Matter	0

Alarm Residential	5	MV Complaint	3
Animal Complaint	2	MV Unlock	0
Assist Citizen	18	Noise Complaint	0
Assist Motorist	0	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	1
House Check	0	Relay	0
Unsecured Premises	0	Repossession	0
Civil Matter	0	Road Hazard	1
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	1	Suspicious Activity	0
Directed Patrol	7	TO Violation	0
Disabled M/V	0	Training	0
Dog Complaint	0	VIN Verification	0
Domestic Disturbance	1	Vehicle Off Road	0
Fingerprinting	0	Warrant Service	0
Fire Permits	0	Warrant Check	0
Follow Up	6	Welfare Check	4

**Moultonborough Fire Department:** For the period of 03/20/2023 to 03/26/2023, there were eight calls for service: There was: 5 EMS incidents, two\* of the five incidents, no Fire Dept. response, Stewart's Ambulance only, 1 Motor vehicle accident with no injuries, 1 No incident found upon arrival at dispatched address, 1 Fire alarm activation, no fire, unintentional, 2 *Dispatched, No Fire Department Response – EMS\**.

**Total YTD 2023 Incidents:** 214.

**Percent of increased from 2022:** 26%.

**Automatic Aid:** twice from Stewart's Ambulance.

**Mutual Aid:** none.

**Overlapping Incidents:** 2 **Year to Date:** 32 **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	5.0 firefighters.
Average Night	1.0 firefighters
Weekend	1.5 firefighters

### **Response Times**

Average Daytime (7 AM-5 PM, Mon-Fri) response time	08:30 mins/sec.
Average Night	12:00 mins/sec.
Weekend	14:30 mins/sec.

**Operations:** 3/20 - Rescue 2 went to Irwin Ford for recall repairs. 3/21- Forestry 1 went to Irwin Ford for recall repairs. Place of Assembly inspection performed at 66 Whittier Highway restaurant. 3/22 - Utility 1 went to Irwin Ford for recall repairs. 3/23 - Engine 4 went to DPW for minor repair work. 3/24 - Lt. Frangelli, FF. Brown and Chief Bengtson attended a professional development seminar in Tilton on Overcoming Engine company Mistakes and Fighting Fire in New England Style two story dwellings.

**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 (MRD) hosted a sold-out trip over the weekend to Boston's TD Garden to see the Boston Bruins take on the Tampa Bay Lightning. Dan Sturgeon piloted the town bus and transported registrants to and from the Garden's front door. As part of the capacity crowd, we cheered the Bruins on to a 2-1 victory, clinching their Division title!

MRD is offering a trip to Gilmanton Winery for brunch and a wine tasting. Join us on Saturday April 15 as we travel by town bus to this beautiful rustic winery for a 5-course brunch followed by your choice of tasting 3 or 6 wines. We will also visit Gilmanton's Own Market to browse the goods of local farmers, artists, and artisans. The bus departs MRD at 11:00 am and will return by 4:30pm. Registrants for this trip must be 21 years of age or older. Pre-registration is required, and space is limited. Sign up online or in the Recreation office. Call MRD for more information 603/476-8868

Registrations are open for some exciting adult fitness opportunities at MRD. 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!) The rain date for this event is April 2. See our website and Facebook page for updates!

Registrations are open for Youth T Ball & Softball programs. Athletes in Pre-K through Grade 6 can register for our T Ball & Softball programs. Softball and T Ball programs will take place weekday afternoon and evenings at Kraine Meadow Park beginning the week of May 1. Register online or in the Recreation office. Call MRD for more info 603/476-8868

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.

Updates/reminders: 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.

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!

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**

Join us for the most anticipated spring event of the year! Saturday, April 1st, 1 pm at Kraine Meadow Park: Spring Egg Hunt for Moultonborough children up to grade 5. The goodies inside the eggs may be kept by the children who find them; please return the empty eggs to the marked

containers. Some eggs may contain tickets for a small prize. Find the special egg and win the Grand Prize.

This is an outdoor event, so dress accordingly. Bring your cameras to pose for photos with the Big Bunny! Rain date will be Sunday, April 2nd. Patrons interested in volunteering for the event, please contact Sharon Gulla at the library, 603-476-8895.

#### Upcoming Adult Programs:

- Tuesdays, 5 to 6:30 pm. **Craft and Chat.** Bring a craft project and work alongside other Moultonborough crafters, or learn how to make traditional bobbin lace with Lisa Davy.
- Thursday, March 30, 12 to 1 pm. **Meet Victoria Laracy from the office of Chris Pappas.** This one-hour community session is an opportunity to get connected with a variety of federal agencies that you might need assistance with, such as SSA, IRS, Veterans Affairs, etc.
- Thursday, March 30, 6 to 8 pm. **Painting Lavender Wine Glasses.** Join Art Escape and the Friends of the Library for a fun evening of painting. Space is limited and registration is required. Materials fee is \$10 (bring that night). This is a Friends of the Library program. [REGISTRATION LINK](#)

#### Upcoming Youth Programs:

- Monday, March 27 through April 3, 9:15 to 9:45 am. **Toddler Music and Movement.** Toddlers (and parents) are invited to dance and play instruments along to popular kid songs.
- Mondays, 9:45 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-alouds and a craft.
- Fridays, 10:30-11 am. **Storytime.** Join us for stories, music, and fun!
- Friday, March 24, 3 to 4:45 pm - **Dungeons and Dragons.** For teens and tweens. All levels of role-playing game experience are welcomed.

**Library Tech Tip** - Did you know we have a mobile app? Download the Aspen LIDA app and search our catalog, place holds, manage your checkouts and more!

Like us on Facebook - [@MoultonboroughPublicLibrary](#) - and follow us on Instagram - [@MoultonboroughNHLlibrary](#) - to get the latest news and updates.

### **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:
  - Capital Improvements Program Committee Public Hearing to finalize the fiscal year 2023-2024 CIPC report, 03/30/23 at 3:00 pm
  - Board of Selectmen Public Hearing on Proposed FY 2023 - 2024 Budget, Capital Items and Warrant Articles, 04/06/23 at 4:00 PM
  - 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