

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen

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

RE: Weekly Report

DATE: May 31, 2023



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

Administration

Town of Moultonborough 2023 Annual Town Meeting

To the inhabitants of the Town of Moultonborough in the County of Carroll in the State of New Hampshire qualified to vote in Town affairs, are hereby notified that the Annual Town Meeting, that was rescheduled from Thursday, the 11th day of May 2023 and will be held as follows:

- Second Session of Annual Meeting (Transaction of All Other Business) will take place on **Thursday, the 1st day of June 2023 at 6:00 P.M.**, at Moultonborough Academy, 25 Blake Road, Moultonborough, NH for voters to act upon Article 2 and the remaining articles of the Warrant.
- Early check-in starts at 3:30 P.M. No reentry after check-in. Please bring a government ID.
- If you have a copy of the 2022 Town Report, please bring a copy. Town warrant/budget copies will be provided.
- Limited parking available at Moultonborough Academy, as availability will be for Handicap Parking. Carpooling is encouraged. Overflow parking available at Town Hall, Public Safety Building (Police/Fire Station), Function Hall (former Lions Club building), Moultonborough United Methodist Church, Bank of New Hampshire (after 5 p.m.) and Meredith Village Savings Bank (after 5 p.m.). Shuttle bus service will be provided starting at 3:30 P.M.
- Childcare will be provided at Moultonborough Central School.
- Any person with a disabling condition who would like to attend this public meeting and needs to be provided reasonable accommodations to participate please contact the Moultonborough Town Hall at 603-476-2347 so accommodations can be made.

Department of Public Works

Transfer Station: This week we shipped out three (3) containers of municipal solid waste (36 tons), three (3) containers of single stream recycling (15 tons), nine (9) containers of construction and demolition (45 tons). The brush pile was burned, compost pile turned, and scrap metal container shipped.

On Sunday students from the Moultonborough Academy held a fund raiser at the facility by assisting the residents in off-loading their trash and recyclables for a donation.

Car counts: Monday closed for training, Tuesday 580, Friday 635, Saturday 605, Sunday 440, Total 2260 cars.

Moultonborough Public Safety

Moultonborough Fire Rescue: for the period of 05/22/2023 to 05/28/2023, there were fifteen (15) calls for service:

Fires	0
Overpressure, Explosion, Overheat – No Fire	0
EMS & Rescue Incidents	8
Hazardous Conditions – No Fire	0
Service Calls	4
Good Intent	2*
False Alarms & False Calls	1
Severe Weather & Natural Disaster	0
Special Incident Type	0

**1 – Dispatched, No Fire Department Response – EMS*

Total Incidents YTD: 389 **Percentage increased from 2022** 17%

Automatic Aid: Once from Stewart's Ambulance.

Mutual Aid: None

Overlapping Incidents: 4 **Year to Date:** 41 **Percentage of Call Volume:** 10.5%

Overlapping incidents are where two or more incidents are occurring simultaneously.

Staffing

Average Daytime (7 AM-5 PM, Mon-Fri) staffing	2.3 firefighters.
Average Night	4.0 firefighters.
Weekend	2.5 firefighters*

Response Times

Average Daytime (7 AM-5 PM, Mon-Fri) response time	10:00 mins/sec.
Average Night	06:00 mins/sec.
Weekend	08:30 mins/sec.*

* Dispatched, No Fire Department Response – EMS

Operations:

5/22 Annual pump testing of the department's engine was conducted at Lee's Mills and Lakes Region Fire Apparatus. Call firefighter Adam Gravelle worked with the Day Shift to cycle apparatus through the testing process. Annual pump testing is a documented procedure to test the apparatuses' ability to pump at its rated capacity. The chassis, drivetrain, pump, and transmission are run through a progressive series of tests that are designed to prove the system is in sound working order. Any deficiencies are noted and corrected following the testing process.

Self-contained breathing apparatus fit testing was performed at the Public Safety Building Monday evening. Firefighters from Moultonborough, Center Harbor and Sandwich were fit tested by Lt. Parker from Lakes Region Mutual Fire Aid. Fit testing is required by the Code of Federal Regulations for anyone wearing a respirator, including self-contained breathing apparatus.

5/23 The Day Shift installed three Supra key safe boxes at residential occupancies. Supra boxes are required by Town Ordinance for all alarm systems installed after 2003. Supra boxes are available at the Public Safety Building for \$99.00.

5/26 Chief Bengtson performed a solid fuel appliance (woodstove) inspection at a Gansy Lane residence.

Burning Permits: Despite the increasing leaf cover, the fire danger has been fluctuating between "Moderate and High" Permit holders are advised to use caution when kindling fires. Fire permits are required for open burning, including campfires, and burning brush. Fire Permits may be obtained at the Public Safety Building located at 1035 Whittier Highway or online at www.NHFirePermit.com. Or a <https://nh.burnsafeamerica.com/>

The Daily Fire Danger forecast can be obtained by calling the Division of Forests and Lands wild-fire information line (toll free): 1-866-NH-FIRES (866-643-4737). The Daily Fire Danger is also posted on the Smokey Bear sign outside the Public Safety Building.

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.

Moultonborough Recreation Department

The Moultonborough Recreation Department (MRD) hosted the Memorial Day Parade and Remembrance Ceremony on Monday, May 29, 2023. The parade stepped off from Blake Road at 10 a.m. and ended at Town Hall where a ceremony immediately followed. Moultonborough was proudly represented and attendance by spectators was high.

The honor guard was made up of members of Moultonborough Police Department and Moultonborough Fire-Rescue. The Moultonborough Academy Band played patriotic favorites as they marched. Cub Scout Troop 369 and Girl Scout Troop 58666 led us in the Pledge of Allegiance with pride. Kate Lancor recited a heartfelt prayer “With Gratitude and Honor” which she wrote for the occasion. The Moultonborough Academy Chorus performed beautiful renditions of The Star-Spangled Banner, America the Beautiful and God Bless America. Our speaker for the day was a Moultonborough native, Navy Commander Kevin Ringelstein who gave an inspiring speech. Our honored veterans rode the parade in style in a trolley provided by Castle in the Clouds. The ceremony was followed by an ice cream social, served by the Ringelstein family. The Moultonborough Recreation Department would like to thank everyone who made this day a success: Moultonborough Police Department, Moultonborough Fire Rescue, Moultonborough Academy Band, Moultonborough Academy Chorus, Cub Scout Troop 369, Girl Scout Troop 58666, Kate Lancor, Sally Caver, Jerry Hopkins, Alanna Bengtson, The Ringelstein Family, Artisan Florals, Castle in the Clouds, Commander Kevin Ringelstein, and our honored veterans. We consider it our honor to host this important event and we are grateful for our community partners’ support and participation. Thank you everyone!

MRD’s free Summer Concert Series returns! Join us Wednesday evenings at the Moultonborough Function Hall gazebo 6:00-7:30pm, June 28 through August 23. We have lined up some awesome local talent to entertain you all summer long – there’s something for everyone! June 28 will feature Mr. Aaron, described by NH Magazine as a multi-instrumentalist performer and composer, making music for kids and their grownups. Mr. Aaron is a longtime professional musician with a career playing in bands, musical theater and more. Bring a picnic dinner and lawn chairs or a blanket. Relax and enjoy the show. All concerts are free and open to the public. The Moultonborough Function Hall is located at 139 Old Route 109. A complete schedule of performers is available on our website. Call MRD for more information 603/476-8868

Registrations are open for Moultonborough’s Summer Camp, program and sessions are filling quickly. Payment plans and multi child discounts are available by calling MRD 603/476-8868.

Updates: Adult Tai Chi program concluded last week. Chair Yoga continues. Guitar group lessons continue. Session 5 of Beyond the Bell, MRD’s continues. Logistics and planning are ongoing for 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. Drop in Bridge returns on Monday June 26, 10 am-noon. This is a drop-in group-no registration and no fee.

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, New Hampshire.

Moultonborough Public Library

And it's June! Stop by the library this month. We have events and programs for all ages and all interests.

Tickets are on sale now for the Friends of the Library's House Tour 2023. Don't be left out. Buy your tickets at the library or Bayswater Books now!

The library is now subscribing to Creative Bug, a website produced by Joann's Fabric with hundreds of HUNDREDS, of crafty video tutorials. Join us for a demonstration of the website and a craft on Tuesday, June 20. Bring your mobile device for this hands-on workshop.

Upcoming Adult Programs:

- Thursday, June 1, 10 to 11:30 am: **Friends of the Library meeting**
- CANCELED - Thursday, June 1, Presentation on Geneva Point
- Monday, June 5, 6 to 7:30 pm: **Cruising NH History with Mike Bruno.** Bruno will showcase NH history through a photographic tour of historical markers around the state. [Register here.](#)
- Tuesday, June 6, 6:30 to 8 pm: **Go Native! Incorporate Native Plants into your Landscape.** UNH Master Gardener Donna Williams will highlight the importance of native plants to the environment due to their positive impact on soil health and biodiversity. [Register here](#)
- Thursday, June 8, 5 to 7 pm: **Thursday Movie Night - Jerry and Marge Go Large!** [Register here.](#)
- Monday, June 19, 3:30 to 4:30 - **Diabetic Recipe Club**
- Tuesday, June 20, 5 to 6:30 pm: **Craft and Chat: Introduction to Creative Bug.**
- Wednesday, June 21: **Friends of the Library House Tour 2023**
- Monday, June 26, 1 to 2:30 pm: **Dementia Safety and Memory Challenges with the Alzheimer's Association.** [Register here.](#)

Upcoming Youth Programs:

- Wednesday, June 7, 3 to 4 pm: **Discover the Fun of Hex Bugs, Snap Circuits, Floam, Coding Cars, and Lincoln Logs.** [Register here.](#)
- Friday, June 8, 5:30 to 7:30 pm: **Grade 6 Read-A-Thon.** [Register here.](#)
- Saturday, June 17, 10:30 am to 12 pm: **Family Movie - The Addams Family 2**
- 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-alouds and a craft.
- Fridays, 10:30-11 am. **Storytime.** Join us for stories, music, and fun!
- Fridays, 3:15 to 4:45 - **Dungeons and Dragons.** Discover your inner storyteller in this exciting role-playing game. No experience required. Led by a master player for teens and tweens. Note: Dungeons and Dragons will continue on Wednesdays starting July 5th.

Visit the library website to see the full library calendar, www.moultonboroughlibrary.org

Important Dates to Remember

- Board of Selectmen Meetings
 - Thursday, June 15, 2023, at 5 pm
 - Thursday, July 6, 2023 at 4:00 pm
 - Thursday, July 20, 2023 at 4:00 pm
- Upcoming important dates:
 - Town Meeting is June 1, 2023, at 6:00 pm at the Moultonborough Academy (Child-care will be provided at the Central School)
- Open Positions: The Town is currently seeking applicants for the following open positions:
 - Full-Time Police Officer(s)