

MEMORANDUM – OFFICE OF TOWN ADMINISTRATOR

TO: Board of Selectmen
Bartee
FROM: Carter Terenzini
Interim Town Administrator
RE: Weekly Report
DATE: April 28, 2025



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 Activities: We have been notified that we were awarded a Management Fellow. We are setting up a conference with the candidate, R. Reade and B. Durgin. The Treasurer, Finance Director and I met to review the auditor's management letter and have set up an additional meeting this week with the Town Clerk for continued progress. The ConCom Chair and I met to review the properties retained at the ATM and their responsibilities to monitor those sites as well as some other items. Additional research has been carried out on the suggestion we repurpose the Highway Capital Reserve Fund (CRF) as an emergency fund with questions going off to DRA to try to wrap up the report. We have had a request for funding from the Drug & Alcohol CRF and I'll be working to get that formalized and submitted for the next meeting or two. I've worked with Alanna to scope and edit the newsletter and I think you will be quite impressed with the work she did. The Fire Chief's old command vehicle has been posted on Municibid for sale. We are getting a lot of activity on it. The damaged fire boat motors will be posted for sale on Municibid soon.

Finance: This past week the Finance Office worked on Accounts Payable and bank reconciliations.

Department of Public Works

Facilities/Grounds: The Facilities and Grounds crew hung up the projection screen at the Function Hall. Parking signs hung at the beach. Raked and graded back road of the Town Hall. At the Middle Neck Cemetery, the drainage ditch was dug and filled in with stone, test pits dug for cemetery expansion. Bittersweet and weeds removed from the library hill. Dock installed at Long Island. Chairs and tables removed and replaced for waxing at the Function Hall. Trash was collected from the side of the road from the school's Earth Day clean up.

Fleet: The mechanics diagnosed Eq. 23 hydraulic drive issue. The wood chip trailer was loaded. Truck 7 spinner removed and installed L.R U bolts, Truck 1 wired up aux. fuel pump. Air leak addressed in Truck 6 and replaced valves. Truck 1 tailgate release issue. Compactor repaired at the Transfer Station. Monthly facility audit.

Highway: The highway crew marked trees to cut town wide. Ditching, rolling, and grading roads continue throughout town. Culverts are marked for cleaning. Calcium at the Highway Garage.

Trees grabbed around the sand building. Crushed asphalt hauled from Ambrose pit. Delineators straightened on Moultonborough Neck Road and replaced Shaker Jerry Road sign.

Transfer Station: This week we shipped out 3 containers of municipal solid waste=36 tons, 2 containers of single stream recycle=10 tons, 9 containers of construction and demolition=45 tons and 1 container of mixed scrap metal.

The brush pile was burned, and the compost pile was turned. Trash compactor 2 had the hydraulic pump replaced. The hi-way department has been working on the new loop road on the reclaimed land fill.

Vehicle counts: Monday 434, Tuesday 372, Friday 507, Saturday 304, Sunday 273 total vehicles served 1890 = 53 vehicles per hour.

Code, Compliance, & Health Office: 04/21/25 – 04/25/25

This week the Land Use Office received 23 new applications for permits and issued 18 permit applications.

Building Permits - In (8) Out (2)

Demolition Permits -In (0) Out (1)

Mechanical Gas Permits -In (8) Out (8)

Electrical Permit -In (5) Out (5)

Plumbing Permits -In (2) Out (2)

Total Permits:

IN - 23

OUT - 18

Public Safety Building

Moultonborough Fire Rescue: For the period of 04/21/2025 to 04/27/2025, there were twenty calls for service: There were:

Series 100	Fires	6
Series 200	Overpressure, Explosion, Overheat-No Fire	0
Series 300	Emergency Medical & Rescue Incidents	5
Series 400	Hazardous Conditions-No Fire	0
Series 500	Service Calls	4
Series 600	Good Intent	1
Series 700	False Alarms & False Calls	3
Series 800	Severe Weather & Natural Disaster	1
Series 900	Special Incident Type	0

Total 2025 Incidents: 290

Percent of decrease from 2024: <7.9%

Mutual: to Sandwich three times for outside fires

Automatic Aid: once to Sandwich for outside fire on Route 25. Received once from Center Harbor, Sandwich, and Tuftonboro, cancelled en route.

Overlapping Incidents

- **Total Overlapping Incidents:** four
- **Year to Date:** 34
- **Percentage of Call Volume:** 11.7% *Overlapping incidents occur when two or more incidents happen simultaneously.*
- **Emergency Recall of Personnel:** once

Call Staff Participation

Call firefighters responded to three incidents, providing an average of 2.6 firefighters per incident.

Reaction & Response Times with 24-Hour Coverage

- **Average Reaction Time:** 68 seconds
- **Average Response Time:** 8 minutes

Inspections

• LP Above Ground Tanks & Piping:	4 inspections conducted
• Place of Assembly inspection	2 inspections conducted
• Supra Box Installation/Inspection	2 inspections performed

Operations:

The Duty Crews have tested 8,500 feet of 1.75", 2.5", and 3" hose during their shifts.

Burning Permits

What is an attended fire?



RES 5601.01 DEFINITIONS

- “Attended” means that an individual responsible for the fire and capable of extinguishing the fire is on the same property as the fire, and is able to immediately extinguish the fire, and has the fire in plain view.

How to obtain a fire permit

Fire Permits for 2025 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/>



Moultonborough Police Department: 04/21/2025 to 04/27/2025

Activity	Last Week	This Week	Weekly Difference	Last Year-To-Date	This Year-to-Date	Yearly Difference
Calls for Service	177	187	+5.65%	2687	2997	+11.54%
Log Entries	329	351	+6.69%	4897	5606	+14.48%
Arrests	2	1	-50%	33	43	+30.30%
MV Accidents	2	2	0%	63	38	-39.68%
MV Stops	46	62	+34.78%	482	812	+68.46%
Offense Reports	3	4	+33.33%	36	47	+30.56%

Calls For Service Breakdown

Activity	This Week	Activity	This Week
911 Hang Up / Wrong Number	0	Fish & Game Call	3
Abandoned MV	0	Follow Up	5
Admin Services	3	Found / Lost Property	0
Alarm Commercial	2	Good Morning Project	5
Alarm Residential	3	Harassing Message	0
Assault	0	Juvenile Issue	0
Assist Citizen	11	Lost / Missing Person	0
Assist Motorist / Disabled MV	3	Medical Emergency	1
Assist Other Agency	5	Motor Vehicle Complaint	1
BOLO	0	OHRV Incident	0
Boating Incident	0	Parking Complaint	6
Building Check	4	Police Information	0
Burglary	0	Repossession	0
Burn Permit	0	Road Hazard	2
Call for Local PD / Officer	14	Paperwork Service	2
Civil Standby	0	Sex Offender Registration	0
Community Policing	0	Stalking	0
Complaint	0	Suicide / Attempted	0
Criminal Mischief	0	Suspicious Activity	5
Criminal Records Check	2	Theft / Larceny / Fraud / Forgery	1
Criminal Threatening	0	Training	1
Criminal Trespass	0	Untimely / Unattended Death	0
Custody Issue / Complaint	0	VIN Verification	3
Detail	2	Violation of Protection Order	1
Directed Patrol	11	Warrant Check	0
Disturbance	0	Welfare Check	3
Domestic Animal Related Call	1		
Domestic Disturbance	0	SWAT Call – Out	0

Community Policing: Nothing to report.

Policy Update: Nothing to report.

Training: Officer Derick Jones completed his 15th week at the Part-Time Police Academy.

Upcoming Events: Nothing to report.

Moultonborough Recreation Department

Registrations for our Adult Outdoor Pickleball program are open. Sessions 1 & 2 of adult outdoor pickleball will be held on Mondays, Wednesdays, and Fridays at Kraine Meadow Park beginning on June 2. There will be two time slots available: 8:00am-9:30am and 9:30am-11:00am. Sign up for the dates and times that work for you! Pre-registration is required, and space is limited. Sign up online or in the Recreation office. See the Summer Happenings page of our website for more information or call MRD at 603/476-8868.

Moultonborough Recreation Department is pleased to offer Beginner Instructional Pickleball for adults. We have teamed up with Pickleball Instructor Lisa Maria-Booth for two 90-minute classes covering the basics every novice player needs to know: basic strokes, serving and positioning. You'll be court ready after these three hours of instruction! Classes will take place on Tuesday May 6 & 13, at Kraine Meadow Park, 5:30-7:00pm. Paddles are available to borrow. 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 is gearing up for summer! Registrations for our Summer RECKing Crew program open April 8. Our Summer RECKing Crew program will run from June 23-August 15 at Kraine Meadow Park, 8am-4pm. Children age 5-12 are eligible for this program. See the Summer Happenings page of our website for more information or call MRD at 603/476-8868.

Moultonborough Recreation invites adults to join a fun, growing activity that's gaining popularity nationwide: Bean Bag Baseball! Played between two teams, the goal is to score as many runs as possible each inning. Players toss bean bags underhand at a modified board, similar to a cornhole board, with rules closely resembling traditional baseball. No prior experience or special skills are required—anyone can learn to play! Join us on Friday May 2 from 6-8 pm at Moultonborough Central School. Pre-registration is required, and space is limited. Sign up online or at the Recreation office. For more information, call MRD at 603-476-8868.

Totally Toddlers continues. This drop-in program at MRD is a great way for our youngest community members to play, explore and socialize while their trusted adults share stories and ideas. MRD 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! This free drop-in program will run on Fridays, 9:30-10:15am, beginning on December 6. All children must be supervised by a responsible adult. Call MRD with questions. 603/476-8868.

Registrations are open for Adult Drop In Basketball. Sign up to join us on Sundays, noon -2:00pm through June 22 at Moultonborough Academy gym. Participants must be 18 years or older. Bring your own ball. Street shoes are discouraged on the gym floor. Please bring sneakers to change in to before play. Pre-registration is required. Sign up online or in the Recreation office. Call MRD for more info 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.

Tai Chi continues this week.

MRD's after school program, Beyond the Bell, Session 5 will begin after the school April recess.

Planning and logistics continue for the annual Memorial Day activities.

Logistics and planning are ongoing for programming, trips, activities, and events, including but not limited to summer programming.

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

Please note that 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, May 1, 10 to 11:30 am. **Friends of the Library Meeting.**
- Saturday, May 3, 9:30 to 11:30 am. **Puzzle Palooza Jigsaw Competition.** [Register here.](#) \$20 per team.
- Tuesday, May 14, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** Led by Lakes Region VNA. [Register here.](#)
- Tuesday, May 6, 6 to 7 pm. **The Collapse of the Ossipee Volcano.** [Register here.](#)
- Wednesday, May 7, 10:30 am to 12 pm. **Wellness Reads: Still Alice.** [Register here.](#)
Print copies of the book are available at the library for Moultonborough Library patrons.

- Thursday, May 8, 5 to 7 pm. **Thursday Night Movie: Conclave (2024)** Pizza, popcorn and soft drinks served. A \$2 donation per slice of pizza is appreciated to help the library cover costs. [Register here.](#)
- Saturday, May 10, 10:30 am to 12 pm. **Writing a Legacy Letter: Sharing Your Values with Your Loved Ones.** [Register here.](#) Sponsored by the Friends of the Library.
- Tuesday, May 13, 6 to 7 pm. **Live Free and Hike with Linda Magoon.** [Register here.](#) Sponsored by the Friends of the Library.
- Wednesday, May 14, 10 to 11:30 am. **Let's Talk About Grief: An Open Conversation.** Led by the Lakes Region VNA. [Register here.](#)
- Thursday, May 15, 6 to 7:30 pm. **Gardening Lecture Series - Invasive Species: A Balancing Act.** [Register here.](#) Sponsored by the Friends of the Library.
- 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:

- Saturday, May 17, 10 am to 12 pm. **Family Movie: Moana 2.**
- Wednesday, May 21 and 28, 10:15 to 10:45 am. **Music and Movement**

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.
- Tuesdays, 6 to 6:30 pm. **PJ Storytime.** Dress in your coziest pajamas and come to the library for read-alouds to get us in the mood for sleep.
- Wednesdays, 9:30 to 10 am. **Baby Time: Board Books and Nursery Rhymes.**
- Wednesday After School Drop-In, 3:00 to 4:15 pm
 - May 14: **Puzzles and Games**
 - May 21: **Building with Lego**
 - April 28: **Crafting - Foil Art and Perler Beads**
- Thursdays, 3:30 to 4:30 pm. **Storytime with Special Guests from the Moultonborough Women's Club.**
- 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. @Moultonborough-PublicLibrary

Upcoming Public Meetings:

Board of Selectmen Meetings:

- Tuesday, May 06, 2025 @ 5:00 PM
- Tuesday, May 20, 2025 @ 5:00 PM
- Tuesday, May 27, 2025 @ 5:00 PM (Work Session if needed)

Department Head Meetings:

- Wednesday, May 07, 2025 @ 10:00 AM
- Wednesday, May 21, 2025 @ 10:00 AM

Holiday Closure:

- Monday, May 26, 2025 – Memorial Day