



Board of Selectmen
Meeting Agenda
Tuesday, December 03, 2019
6:15 PM

Call to Order

Pledge of Allegiance

Consent Agenda

[Item1:](#) Consent Agenda

Public Forum #1

New Business

[Item2:](#) Azalea Park/Riverwalk Committee

[Item3:](#) Update on Intersection Improvements at US202/NH9/NH127

[Item4:](#) Henniker Hazard Mitigation Plan

[Item5:](#) Purchase Ford F350 - Highway

[Item6:](#) 2020 Household Hazardous Waste Collection Day

[Item7:](#) Right to Know Policy 2nd Reading

[Item8:](#) Police Department Restructure

Old Business

Item9: Henniker Wastewater Treatment Abatement Request

Other Business

[Item10:](#) Town Administrator Report

Public Forum #2

Telephone
603-428-3221

18 Depot Hill Road
Henniker, NH 03232
www.henniker.org

FAX
603-428-4366

Non-Public

Item11: Nonpublic RSA 91-A:3, II(b)

Item12: Nonpublic RSA 91-A:3, II(e)

Adjourn

Notice posted on: 11-26-19

Next Routine Meeting: 12-17-19

Items for the next agenda, with completed backup, must be in the
Selectmen's Office no later than 12:00 noon on 12-12-19



Board of Selectmen
Consent Agenda
December 3, 2019

Consent Agenda

1. Town Administrator, As required per contract, leave approval for December 24, 2019
2. Henniker Beautification Committee (Unofficial group of engaged Henniker residents) request for approval from the Select Board:
 1. The Beautification Committee would like to have the whiskey barrel planters around the town center planted earlier than may and with flower other than petunias. We understand that an order has been placed by Kristen for the petunias and two whiskey barrel planters with Henniker Farm and Country Store. We approached Kristen with our idea for different, more hardy flowers and she is fine with modifying the planting time and the petunia order (any order change or new order would not exceed the amount of the existing order) so long as the Select Board is aware and approves. Hence the need for this memo and request.
There would be no additional cost or work for the town to complete this request.
 2. The Beautification Committee would like to have the permission of the Select Board to clean up and address beautification of the war and veteran's memorials around town. We appreciate that the Parks and Recreation Department has a limited budget and staff and feel that we can contribute our time and provide funds to improve the surrounding plantings of these important memorials. **There would be no additional cost or work for the town to complete this request.**
 3. The Beautification Committee would like Select Board approval to address the simple packed dirt around many of the trees along Main Street by adding mulch and or ground cover plants to these areas. For example, the tree in Proctor Square and the tree in front of the Davis and Towle Building need this update. **There would be no additional cost or work for the town to complete this request.**

4. The Beautification Committee would like to have the permission of the Select Board to work with the Historical Society to clean up and repaint the Rush Road historic sign located on the corner of Mainstreet and Rush Road. **There would be no additional cost or work for the town to complete this request**

Board of Selectmen Approval:

*Please note that the Consent Agenda is subject to change until 4:30 pm the day of a scheduled Selectmen's Meeting.



TOWN OF HENNIKER, NEW HAMPSHIRE
OFFICE *of the* TOWN ADMINISTRATOR

MEMORANDUM

TO: BOARD OF SELECTMEN

FROM: JOSEPH DEVINE, TOWN ADMINISTRATOR

SUBJECT: DAY OFF REQUEST

DATE: DECEMBER 3, 2019

Consent Agenda

Motion: Per my contract, I am requesting December 24, 2019 as a vacation day.

Kris Blomback, Chairman

Tia Hooper, Vice Chairman

Peter R. Flynn, Selectman

D. Scott Osgood, Selectman

Leon Parker, Selectman

MEMO

To: Joe Devine, Town Administrator, Town of Henniker

11/27/19

From: Members of the Henniker Beautification Committee

Re: Request to get Select Board approval via Consent Agenda

Hello Joe. The Beautification Committee is an unofficial group of engaged Henniker residents who are interested in volunteering our time and funds to help the town with various beautification projects that will give a sense of place and build community pride. At this point in time, the Beautification Committee is not a Town Committee or a nonprofit. We are just a group of people who think we can make a difference and want to help.

There are several areas where we can begin to contribute is the Select Board is open to our help. With that in mind, we would like to get the following things noted and approved by the Select Board on their upcoming Consent Agenda.

1. The Beautification Committee would like to have the whiskey barrel planters around the town center planted earlier than may and with flower other than petunias. We understand that an order has been placed by Kristen for the petunias and two whiskey barrel planters with Henniker Farm and Country Store. We approached Kristen with our idea for different, more hardy flowers and she is fine with modifying the planting time and the petunia order (any order change or new order would not exceed the amount of the existing order) so long as the Select Board is aware and approves. Hence the need for this memo and request. **There would be no additional cost or work for the town to complete this request.**
2. The Beautification Committee would like to have the permission of the Select Board to clean up and address beautification of the war and veteran's memorials around town. We appreciate that the Parks and Recreation Department has a limited budget and staff and feel that we can contribute our time and provide funds to improve the surrounding plantings of these important memorials. **There would be no additional cost or work for the town to complete this request.**
3. The Beautification Committee would like Select Board approval to address the simple packed dirt around many of the trees along Main Street by adding mulch and or ground cover plants to these areas. For example, the tree in Proctor Square and the tree in front of the Davis and Towle Building need this update. **There would be no additional cost or work for the town to complete this request.**
4. The Beautification Committee would like to have the permission of the Select Board to work with the Historical Society to clean up and repaint the Rush Road historic sign located on the corner of Mainstreet and Rush Road. **There would be no additional cost or work for the town to complete this request.**

Thanks for helping with these requests. Please let Marc McMurphy know if there are any questions.

Henniker Beautification Committee Members

Marc McMurphy – Chair marcm@whitebircchcc.org (603) 428-7860

Nancy Reno

Alison Mrohs

Melanie Connor

Susan Adams

Jeff Brechtbul



Town Hall
18 Depot Hill Road
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Fax: (603) 428-4366

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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Azalea Park/Riverwalk Committee

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

We need to look at the safety with the current fencing in place along the descending staircase.

BACKGROUND:

There is concern about the safety of Azalea Park's entrance stairs. This was brought to my attention on 11/27/2019.

DISCUSSION:

Does the town want to maintain the staircase? This would include shoveling, salting, and sanding to make sure they are passable during the winter months. Also, the fencing was put in place without any authorization that I am aware of.

FISCAL IMPACT:

The cost of the employee's time and supplies to maintain the stairs throughout the winter

RECOMMENDATION:

I would recommend we look at not maintain these stairs during the winter month.

ATTACHMENTS:

Description	Upload Date	Type
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Update on intersection improvements at US202/NH9/NH127

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

BACKGROUND:

Mike Tardiff, Executive Director for Central Regional Planning is coming in to give an update on the planning and construction of this project.

DISCUSSION:

Comments from Mike Tardiff, Executive Director

FISCAL IMPACT:

None

RECOMMENDATION:

ATTACHMENTS:

Description	Upload Date	Type
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Henniker Hazard Mitigation Plan

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

Adopt the Hazard Mitigation Plan as presented.

BACKGROUND:

Town staff have worked hard on an updated Hazard Mitigation Plan for the Town of Henniker. The plan has been finished and sent to Homeland Security for review. I am aware you have received a comprehensive presentation of the plan back in September. Chief French will be going over a brief overview of the plan.

DISCUSSION:

In order to have this plan adopted and approved in 2019, the official adoption vote must happen tonight.

FISCAL IMPACT:

None

RECOMMENDATION:

Adopt and sign the Certificates of Adoption.

ATTACHMENTS:

Description

Upload Date

Type

From: [Hazard Mitigation Planning](#)
To: [Stephanie Alexander](#); "kris@patspeak.com"; "[Stefanie Costello](#)"; "townadministrator@henniker.org"
Cc: [Chase, Julia](#); [Monastiero, Alexxandre](#)
Subject: Henniker, NH - Approvable Pending Adoption
Date: Friday, November 22, 2019 3:42:06 PM

Good afternoon,

The Department of Safety, Division of Homeland Security & Emergency Management (HSEM) has completed its review of the Henniker, NH Hazard Mitigation Plan and found it approvable pending adoption. Congratulations on a job well done!

With this approval, the jurisdiction meets the local mitigation planning requirements under 44 CFR 201 **pending HSEM's receipt of electronic copies of the adoption documentation and the final plan.**

Acceptable electronic formats include Word or PDF files and must be submitted to us via email at HazardMitigationPlanning@dos.nh.gov. Upon HSEM's receipt of these documents, notification of formal approval will be issued, along with the final Checklist and Assessment.

The approved plan will be submitted to FEMA on the same day the community receives the formal approval notification from HSEM. FEMA will then issue a Letter of Formal Approval to HSEM for dissemination that will confirm the jurisdiction's eligibility to apply for mitigation grants administered by FEMA and identify related issues affecting eligibility, if any. If the plan is not adopted within one calendar year of HSEM's Approval Pending Adoption, the jurisdiction must update the entire plan and resubmit it for HSEM review. If you have questions or wish to discuss this determination further, please contact me at Kayla.Henderson@dos.nh.gov or 603-223-3650.

Thank you for submitting the Henniker, NH Hazard Mitigation Plan and again, congratulations on your successful community planning efforts.

Sincerely,

Kayla J. Henderson

**NH Department of Safety – Division of Homeland Security & Emergency Management
Hazard Mitigation Planning**

Hazard Mitigation Staff:

Alexx Monastiero, State Hazard Mitigation Officer / Alexxandre.Monastiero@dos.nh.gov / (603) 223-3627

Kayla Henderson, State Hazard Mitigation Planner / Kayla.Henderson@dos.nh.gov / (603) 223 3650

Whitney Welch, Asst. Chief of Planning / Whitney.Welch@dos.nh.gov / (603) 223-3667



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Purchase Ford F350 - Highway

PREPARED BY: Joseph Devine, Town Administrator
Superintendent Leo Aucoin, Highway Department

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:
I recommend purchasing the new Ford F350

BACKGROUND:

Superintendent Aucoin is looking to purchase a new Ford F350. This would replace the 2008 Ford Pickup truck he is currently running.

DISCUSSION:

We currently have money in the budget to afford this purchase. By purchasing this truck in the current 2019 budget, we would not be asking for any vehicles in the 2020 budget. Currently in the CIP plan we are forecasted to purchase a new truck. We would be forgoing that truck purchase. We did complete the RFP process for the truck in the event the board gave us the go ahead for the purchase.

FISCAL IMPACT:

Cost of the new truck

RECOMMENDATION:

Approve the purchase of the new truck.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: 2020 Household Hazardous Waste Collection Day.

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

I recommend signing the commitment letter.

BACKGROUND:

This is a project the Town has participated in for several years with surrounding towns. Superintendent Bergeron is asking for you to sign a letter of commitment to take part in the annual Household Hazardous Waste Cleanup day

DISCUSSION:

The annual Household Hazardous Waste Cleanup day is tentatively scheduled for October 24, 2020 from 9am-1pm. This gives town residents the opportunity to dispose of items the transfer station will not typically collect. Some examples are paints, stains, fuels, oils, cleaners and other chemicals.

FISCAL IMPACT:

\$15,500

RECOMMENDATION:

Sign and authorize Superintendent Bergeron to organize the collection and expend the funds that are budgeted for the project.

Transfer/Recycling Station
Parks and Properties Department



*Incorporated
November 10, 1768*

To: Henniker Board of Selectman

From: Kristen Bergeron, Superintendent, Henniker Transfer Station

Subject: 2020 Household Hazardous Waste Collection Town Commitment

The attached letter of commitment for the Town of Henniker is an annual event where by signing this document, the BOS gives the transfer station superintendent the authority to organize the annual HHW collection and expend the funds that are budgeted for this purpose annually. We annually budget \$15,500 for this event. Generally other towns participate in splitting the cost per resident.

Telephone
603-428-7604

Delivery Address:
1393 Weare Road
Henniker, NH 03242

Billing Address:
18 Depot Hill Road
Henniker, NH 03242

Fax
603-428-3291

Letter of Commitment

The Town of Henniker hereby commits to participate and cooperate with other towns as may wish to join with us in a Household Hazardous Waste Clean-Up Project to be tentatively held on Saturday, October 24, 2020 from 9AM-1PM at the Henniker Highway Garage, Ramsdell Road, Henniker, NH.

We hereby give Kristen Bergeron the authority to represent us in organizing said collection project.

The Town of Henniker has appropriated \$15,500 for the purpose of said Household Hazardous Waste Clean-Up Project.

Name, address and phone number of local contact person who can help organize the event:

Henniker Board of Selectmen

Date: _____

Population of Town: _____



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Right to Know Policy 2nd Reading

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

I would recommend we adopt the policy.

BACKGROUND:

To make all departments uniform in dealing with the release of information this policy was created. This will also make it so all citizens are equal when requesting information. We have not deviated from the law surrounding Right to Know requests (91-a). This policy has been reviewed by Henniker Legal Counsel.

DISCUSSION:

This follows the law and what we can require. There will be a suggested form for people requesting information.

FISCAL IMPACT:

None

RECOMMENDATION:

Pass the policy.

ATTACHMENTS:

Description

Upload Date

Type

Right to know policy

Right to know form



ADMINISTRATIVE PROCEDURE

SUBJECT: RIGHT TO KNOW REQUESTS FOR
 INFORMATION

I. STATEMENT:

This policy is intended to provide town personnel with guidance regarding the requests of citizens and others for information. The town seeks to balance openness and transparency (in accordance with RSA 91-A) versus staff time and town resources. To these ends please familiarize yourself with the Town's Administrative Procedure regarding the Right to Know statute and follow the steps below.

II. PROCEDURE

1. All requests for information per RSA 91-A should be referred to the Town Administrators Office. The intent here is that there is but one point of contact for our offices and one point of information dissemination.
2. The department receiving the request will ask the person making the request to fill out a "Right to Know" Request for (copy attached). We cannot require citizens to use this form; however, we can use the form for our own purposes to document the request. If a citizen does not fill out the form, the department taking the request will fill out the form on behalf of the person making the request at the time the person makes the request, and forward to the Town Administrator's Office.
3. The Town Administrator will review the request and determine how we are to respond (who, what, when, how). If the information requested is readily available for immediate inspection, we must allow immediate inspection, regardless of whether a form has been filled out and processed.
4. Any information produced in response to a Right to Know request per RSA 91-A will be copied and kept in a separate file in the Town Administrator's office along with the corresponding Right to Know request form.

Please know that the statute provides the following important provisions:

1. If the town is unable to make a governmental record available for immediate inspection and copying, the Town must, within 5 business days of request, make such record available, deny the request in writing with reasons, or furnish written acknowledgment of the receipt of the request and a statement of the time reasonable necessary to determine whether the request shall be granted or denied (the Right to Know form will be used for this purpose).



ADMINISTRATIVE PROCEDURE

SUBJECT: RIGHT TO KNOW REQUESTS FOR
INFORMATION

2. If permitted by law, the individual requesting a copy of a governmental record will be charged with the actual cost of providing the copy. The town has established the following rate for all items:
 - a. Black and White photocopies of documents and of black and white computer-printed documents will be charged at \$0.50 per page for the first 10 pages of any document for letter (8.5 x 11) size, legal (8.5 x 14) size and ledger (11 x 17) size and \$0.10 per page thereafter. *For example, since each document is treated separately for purposes of these charges, if a person wanted copies of both a 10 page document and 20 page document, there would be a \$5.00 charge for the first document (\$0.50 x 10) and a \$6.00 charge for the second document (\$0.50 x 10 + \$0.10 x 10) not a \$7.00 charge for the two documents.*
 - b. Colored photocopies of letter, legal and ledger size documents and colored computer printed documents will be charged \$1.00 per page for the first 10 pages and \$0.25 per page thereafter. If necessary, employees may need to indicate in writing that a document requested to be reproduced in color will require additional time consistent with the town's personnel and other capabilities within to produce a color copy of the document.
 - c. Electronic medial storage will be provided on an unopened, new thumb drive approved by the Town. Thumb drives are available for purchase from the Town.

***NOTE – under the Right to Know Law, “no fee shall be charged for the inspection or delivery, without copying, of governmental records, whether in paper, electronic, or other form.” RSA 91-A:4, IV (2020). If the Town is not required to “copy” a record before delivery or inspection, then no copying fee shall be charged. Examples included, but are not limited to, documents delivered in electronic format or documents with multiple copies already in existence at the time of request.
3. Nothing in the law required the town to compile, cross reference, manipulate or assemble information into a form in which it is not kept or reported by the Town already. The Town shall simply provide the information in the format it currently exists.
4. Exempt from disclosure are preliminary drafts, notes, memoranda and other documents not in their final form and not already disclosed to the public, circulated or available to a quorum or a majority of the members of a public body. The town has five (5) business days after a public meeting to make the minutes available to the public. If not finalized in five (5) days, the Town can release a draft version with the notation “draft version.”
5. Nothing in the law required the Town to provide information to an out of state individual. *See McBurney v Young, U.S. Supreme Court, No. 12-17, 4/29/13.* Requests from out of state individuals will be reviewed and analyzed on a case-by-case basis.



ADMINISTRATIVE PROCEDURE

SUBJECT: RIGHT TO KNOW REQUESTS FOR
INFORMATION

6. Nothing in the law required the Town to answer questions. The law only requires the Town to disclose governmental records.

-END OF PROCEDURE-

“RIGHT TO KNOW” REQUEST

The public information identified below is requested forthwith, pursuant to New Hampshire RSA 91-A. I
INFORMATION REQUESTED FROM:

Name of Public Body
Address

Person Making the Request (print):

Name: _____ Phone: _____ Date: _____

Once payment is received*, if requested information is not immediately available; I would like to have it:

- ☐ Sent to me via U.S.P.S. mail to: _____

- ☐ Held for me. Call me at _____ and I will pick it up.

Signature of person making the request: _____

Description of Information Requested:

I hereby attest that I have received a copy of this public information request on behalf of the public body named
above at _____ a.m. or p.m. on _____
(Circle One) (Month, Day and Year)

Name of the person accepting the request (Print)

Signature

-
-
- ☐ The requested information is NOT AVAILABLE. Reason _____
Attach explanation if necessary
 - ☐ The information may not be available. We will search and notify you of our results
 - ☐ The information is available, and the cost to reproduce will be _____ per 8.5 x 11 photocopy
\$ _____ Per audiotape. Larger documents or records will be charged at the cost to reproduce them*

Name of person responding (Print)

Signature of Person Responding

Date of Response

*Black and White photocopies of documents and of black and white computer-printed documents will be charged at \$0.50 per page for the first 10 pages of any document for letters (8.5 x 11) size, legal (8.5 x 14) size and ledger (11 x 17) size and \$0.10 per page thereafter. For example, since each document is treated separately for purposes of these charges, if a person wanted copies of both a 10 page document and a 20 page document, there would be a \$5.00 charge for the first document (\$0.50 x 10) and a \$6.00 charge for the second document (\$0.50 x 10 + \$0.10 x 10), not a \$7.00 charge for the two documents.

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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: December 3, 2019

TITLE: Police Department Restructure

PREPARED BY: Joseph Devine, Town Administrator
Chief Matthew French, Police Department

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

This is a plan we need to consider. There are many reasons including morale and retention of employees.

BACKGROUND:

In meeting with Chief French we have developed the following restructure of the Police Department. We have several concerns about the current structure and hope by making these necessary changes it will improve the Henniker Police Department.

DISCUSSION:

We will be reviewing the attached PowerPoint.

FISCAL IMPACT:

2019 - \$1,318.02 effective 11/18/2019

2020 - \$8,781

RECOMMENDATION:

Approve the Police Department restructuring as request.



Police Department Restructuring

Chief Matthew French

Joseph Devine, Town Administrator

Why is this needed?

Ease of Recruitment

- 5 applicants for 1 full time position
- 5 applications for 2 part-time positions (advertised twice)

Looking to create fluid operation

Clear Chain of Command

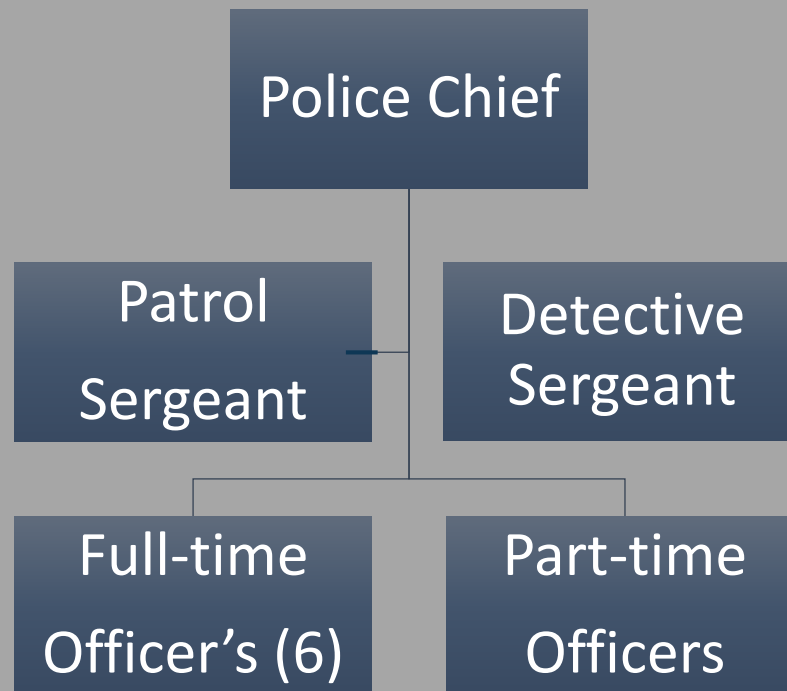
Retention of Veteran/Skilled/Trained Officers

- Bow PD (2 Officers)
- Keene PD (1 Officer)
- Fire Marshalls (1 Officer)
- NH Fish & Game (1 Officer)

Other Departments

- Marlboro PD - \$2500 Sign on bonus
- Keene PD - \$5000 Sign on bonus
- Lebanon PD - \$10,000 Sign on bonus

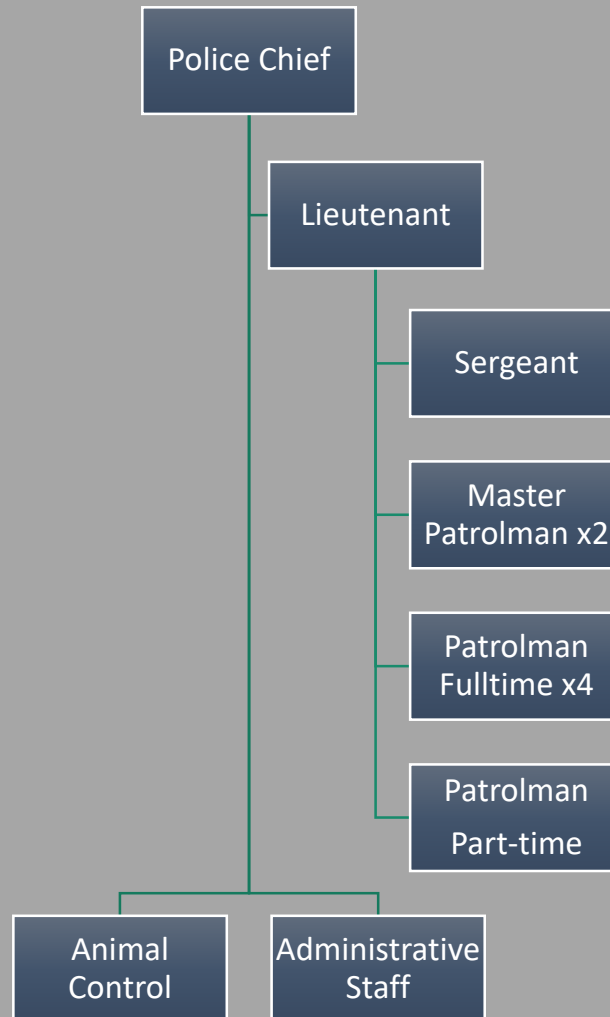
Current Structure



Problem with current structure

- A new officer is the same rank as a 12-year veteran
 - Clear distinction in abilities
 - Expectations
 - Knowledge
 - Work product
 - Experience

Proposed Structure



Benefits to Proposed Structure

Retention of Veteran Officers

- Promotion of Current Officers
- Rewarding Efforts of Current Officers
 - Hopefully will stop them from leaving for better pay of fixed schedule

Retention of New Officers

- Upward mobility
- Something to work towards

Master Patrolman Position

Eligibility for Master Patrolman will not be automatic

- Proven performance
- At least 5 years with the agency

Pay grade would change to labor grade 21

- Increased pay means increased responsibility
- Receive supervisor training
- Fixed shifts with weekends rotating between the two officers
- Ability to move schedule for both officers to be present during busier weekends.
- Gaining experience to move up for potential supervisor roles.

Lieutenant Position

Eligibility
for
Lieutenant
will not be
automatic

- Proven performance
- At least 5 years with the agency

Pay grade
would
change to
labor
grade 24

- Clear chain of command in department structure
- Succession Planning
- Already served as Sergeant
- Gaining experience to assist Chief in all daily operations

Long-term Problems



3 Full time Officers have the age or will have the age to retire in three years.



1 Full time officer returning to school full time and going to resign or retire.



By doing these organizational changes the hope is we can keep the core of the department and build the agency around them.



Almost all departments around us are hiring

The Time
to Act is
NOW

This will save the town money

Not a revolving door

Trained personnel

Knowledge of Community

Trust and Friendship

Cost to the Budget



BY ADDING THE LIEUTENANT POSITION AND
CHANGING TWO PATROLMAN TO MASTER
PATROLMAN



\$8,781 ADDED TO THE 2020 SALARY LINE.
EACH OFFICER IS RECEIVING A 5% PAY
INCREASE.

2019

Rank	Pay Grade	Hourly Rate
Chief	26	\$39.65
Lt.	24	\$35.34
Sgt.	23	\$31.92
Master Patrolman	21	\$30.36
Master Patrolman	21	\$30.36
Officer	19	\$26.86
Officer	19	\$26.86
Officer	19	\$24.74
Officer	19	\$22.74

2020

Rank	Pay Grade	Hourly Rate
Chief	26	\$40.25
Lt.	24	\$36.92
Sgt.	23	\$33.82
Master Patrolman	21	\$32.42
Master Patrolman	21	\$33.42
Officer	19	\$27.27
Officer	19	\$27.27
Officer	19	\$25.13
Officer	19	\$23.14

The Cost if we lose Officers

\$20,000 is the average cost to train and onboard an officer.

- Fulltime Academy
- Field Training time

This figure does not include the OT and strain it puts while we are training the officer.

Money is only a minor problem

We lose the experience, job knowledge, and community member which is **INVALUABLE!!!!**



Part-
Time
Salaries

Part Time Pay

Municipality ▼	Pay Rate ▼↑	Extras ▼
Henniker	\$19.40	
Andover	\$20.00	11 Holidays
GMI Flaggers	\$20.00	
Hills County	\$20.00	2 Weeks vacation, 80 hrs Sick, Health Insurance
Hopkington	\$20.00	
Fremont	\$20.34	
New Boston	\$21.84	
Lee	\$22.00	
East Kingston	\$22.15	
Deering	\$23.00	
Rye	\$23.34	
Francestown	\$25.00	
Hillsboro	\$25.00	
Newmarket	\$25.00	
Plymouth State	\$25.00	

Part-time Officers



In the past people looking to start a career in Law Enforcement would work part-time first, since the job market was more competitive.



Still doing the same job and risking the same thing as the fulltime counterparts.



Compared to other towns Henniker part-time officers are the lowest paid.



Even construction flaggers are making more than our part-time officers.



QUESTION
S?

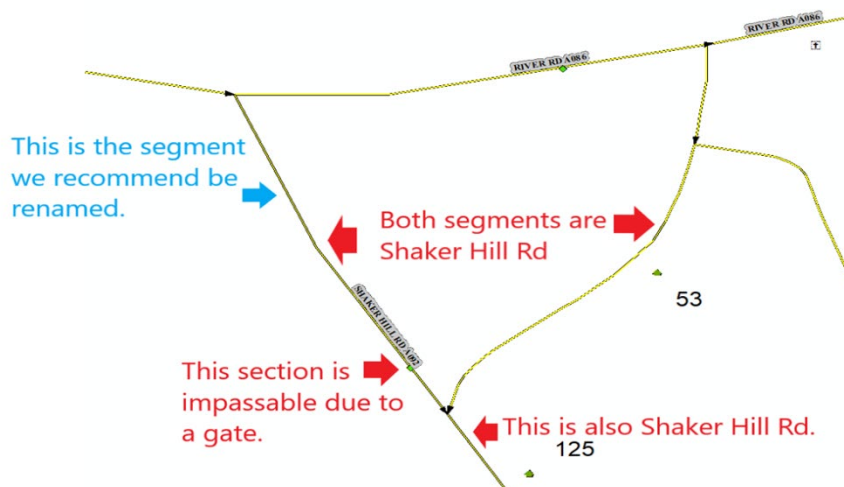


TOWN OF HENNIKER, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR
December 3, 2019

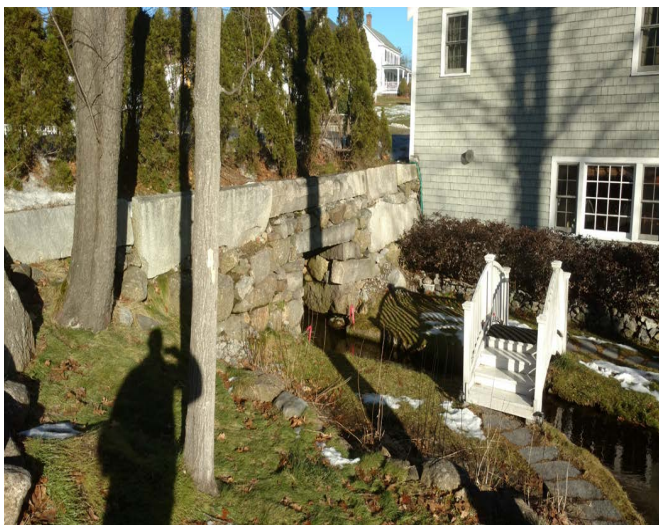
- Wastewater is having Ted Berry Company in to unplug, clean, and inspect the 6" sanitary sewer siphon line that runs under the river. The pipe is currently almost completely blocked. The cost for this project is \$3,850.
- I received notice from the State of NH Department of Safety about a concern with the current layout of Shaker Hill Rd. A resident had an emergency call at her home which required an ambulance. As reported by the resident, while responding to the residence, the ambulance was traveling east on River Rd and turned right onto the right segment of Shaker hill Rd which is gated off, preventing any access to the other portions of Shaker Hill Rd. The ambulance arrived at the home, but the property owner was concerned by the delay.

The State of NH is recommending that the gated segment of Shaker Hill Rd be renamed to avoid any future confusion. The current layout of the road is a non-standard because of the use of "Y" shaped roads. Renaming the gated section will be low impact as there are no homes located on that section of the roadway.



- A part time position for an Attendant/Laborer at Transfer Station has been posted. This position is for 24 hours as we are hoping that by combining both positions, we will be able to increase the interest rather than having two positions for 8 and 16 hours. The position that is being requested in the 2020 budget for the Transfer Station will be just a Building and Grounds Position to work at the Town properties.

- We received 3 RFP's for the Solar PV Systems for the Town of Henniker. They have been given to the Energy Committee for review.
- The Supreme Court heard oral arguments on 11/20/2019 regarding three right to know cases. All these cases involve personnel practices and what parts of a personnel record can be released. The defense attorneys are arguing there should be a balancing test of whether the public's interest outweighs employee's privacy concerns. The municipal lawyers are arguing that if we overturn Union Leader v. Fenniman (1993) it would be placing an unfair burden on municipalities to peruse through all different kinds of record and decide what can be shared publicly. Ultimately creating more time spent in courts. A decision is expected in 3 to 6 months.
- The culvert replacement was finished at Western Ave. Thank you to all the citizens for understanding during the road closure and detours. As you can see the finished product is great.



Before



After

- I am looking to start an employee recognition program. I am hoping by adding this we are going to increase morale with all our staff. Included in this program would be an employee of the quarter, recognizing anniversaries with the town, birthdays, and possibly an employee lunch/picnic. I would like to have an employee committee that would handle the employee of the quarter. I am looking to see if you would like me to put forth a policy under the Personnel Policy or just move forward with it.

Ongoing Projects

- RFP for 2020 Revaluation of all Henniker properties. (RFP POSTED)
- RFP for 2020 Construction of Western Ave. (RFP POSTED)
- Highway and PD repeaters

*****The Sections below will not be reported on orally to the Board at the meeting but will use this as a chance to update on any pertinent information. Unless the Board has questions or comments and would like to address the information*****

Meetings

- I went and received a tour of the Historic Commission building.
- I attended the weekly TAP meeting for road construction updates.

Useful Information

- NH DES Solid Waste inspected the old landfill. They found no issues, and stated staff have done a great job keeping up with it.

Upcoming Dates

- **Public Forums RSA:79-3 – December 5 and 10th @6:00pm – Town Hall Chambers**
- **Capital Improvements Committee – December 12th @6:00pm – Town Hall Chambers**
- **Board of Selectmen – Tuesday December 17, 2019 @6:15pm – Town Hall Chambers**

Respectfully Submitted,

A handwritten signature in cursive script, reading "Joseph R. Devine, Jr.".

Joseph R. Devine, Jr.
Town Administrator