



Board of Selectmen
Meeting Agenda
Tuesday, September 17, 2019

Call to Order

Pledge of Allegiance

[Item1:](#) Correspondence (1)

[Item2:](#) Correspondence (2)

[Item3:](#) Correspondence (3)

Consent Agenda

[Item4:](#) Consent Agenda

Public Forum #1

New Business

Item5: Leo Aucoin - Highway Update

Old Business

[Item6:](#) Revised PV RFP

Other Business

[Item7:](#) Review of public minutes of August 27, 2019

Item8: Review of non-public minutes of August 27, 2019 item #7

Item9: Selectmen Reports

[Item10:](#) Interim Town Administrator's 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: Non-Public RSA 91-A:3 11 (b)

Item12: Non-Public RSA 91-A:3 11 (b)

Adjourn

Notice posted on: 9/13/19

Next Routine Meeting: 10/01/19

Items for the next agenda, with completed backup, must be in the
Selectmen's Office no later than 12:00 noon on 9/26/19

From: New Hampshire Retirement System <Public_Relations@nhrs.org>
Sent: Tuesday, September 10, 2019 4:02 PM
To: russroy@tds.net
Subject: NHRS Update: 2019 Legislative Update



For Immediate Release: September 10, 2019

Contact: Marty Karlon, Public Information Officer, (603) 410-3594; public_relations@nhrs.org

NHRS 2019 Legislative Update

Six bills dealing with the retirement system enacted into law, including first COLA granted since 2010

CONCORD, NH – Six bills related to RSA 100-A were enacted by the New Hampshire Legislature during the 2019 session and signed into law by the Governor. RSA 100-A is the statute governing the New Hampshire Retirement System (NHRS, the retirement system).

Here is a summary of all NHRS-related legislation passed in 2019:

House Bill 616 (*Chapter 340, Laws of 2019; effective July 1, 2020*) grants a one-time, 1.5% cost-of-living adjustment (COLA) on the first \$50,000 of an annual pension benefit to members who retired on or before July 1, 2014, or any beneficiary of such member who is receiving a survivorship pension benefit. The COLA will take effect on the retired member's first anniversary date of retirement occurring after July 1, 2020. The COLA will be funded over 20 years through an increase in employer contribution rates that will begin in fiscal year 2022.

For additional information on this bill, see:

- COLA press release: <https://www.nhrs.org/news/article/2019/09/08/state-authorizes-1.5-cost-of-living-adjustment>
- Frequently asked questions: [https://www.nhrs.org/faqs/faq-hb-616-\(cola\)](https://www.nhrs.org/faqs/faq-hb-616-(cola))

House Bill 110 (*Chapter 339, Laws of 2019; effective Nov. 5, 2019*) requires that the annual costs to the retirement system of preparing statutorily required fiscal analysis of proposed legislation be reimbursed to NHRS by the state. These costs relate mainly to actuarial fees.

House Bill 116 (*Chapter 147, Laws of 2019; effective Aug. 30, 2019*) changes the method for determining proper NHRS membership classification of state "correctional line personnel" as defined in RSA 100-A. Note: An amendment to House Bill 110 (above) repeals this change effective July 1, 2020.

House Bill 468 (*Chapter 214, Laws of 2019; effective Sept. 10, 2019*) classifies annual attendance stipends or bonuses as earnable compensation for NHRS provided that they are paid pursuant to a collective bargaining agreement, personnel policy, or other agreement applicable to substantially all employees and the amount of which is determined by reference to the amount of sick days an employee used in the calendar or fiscal year. Under current law, such cash awards are not treated as earnable compensation. The bill also enables summer adjunct wages earned by full-time community college faculty to be included as earnable compensation.

For additional information, see: <https://www.nhrs.org/news/article/2019/08/23/additional-pay-types-includable-as-earnable-compensation>

House Bill 675 (*Chapter 038, Laws of 2019; effective July 14, 2019*) modifies the cost calculation methodologies for the purchase of service credit in the retirement system for active service in the armed forces prior to NHRS membership and in cases of employer enrollment oversight.

For additional information, see: <https://www.nhrs.org/about-nhrs/news/article/2019/07/31/service-credit-formulas-updated-for-prior-military-service-employer-oversight>

Senate Bill 28 (*Chapter 061, Laws of 2019; effective Aug. 4, 2019*) adds an active NHRS member to the NHRS Independent Investment Committee as a non-voting Committee member. The member would be appointed by the Governor from a list of nominations provided by public employee labor organizations.

In 2019, 10 bills related to RSA 100-A were introduced. Pursuant to RSA 100-A:14, XII, NHRS issues a notice to participating employers at the beginning of the legislative session about legislation that may have a cost impact on political subdivision employers. Under the same statute, NHRS notifies employers if legislation with a cost impact is ultimately adopted.

Additional information on all 2019 NHRS-related legislation is available at: <https://www.nhrs.org/about-nhrs/legislative-updates>

About NHRS

NHRS provides retirement, disability, and death benefits to its eligible members and their beneficiaries. The State of New Hampshire and nearly 470 local government employers participate in NHRS for their employees, teachers, firefighters, and police officers. NHRS has approximately 48,000 active members and 35,000 pension recipients. NHRS administers a defined benefit plan qualified as a tax-exempt entity under sections 401(a) and 501(a) of the Internal Revenue Code.

#

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How To Reach Us

54 Regional Drive, Concord, NH 03301
(603) 410-3500 ~ (877) 600-0158
www.nhrs.org ~ info@nhrs.org

ITEM # Item1:



Forward



Share



Tweet



+1

September 11, 2017

Hello—

I live at 3 Crescent St. and have a question/ request regarding town property that borders the parking lot adjoining what was the Catholic Church on Crescent St.

My parents had an agreement, made when the Catholic Church was active, that the church would cut down a flank of evergreens that ran along the edge of their property and they would put up a lower hedge—of winged euonymous—so that they would have enough sun to have a garden in our back yard. (I believe the large dead pine (?) at the edge of the road is the last of those evergreens.)

I've gotten too old to maintain all of my yard, so this year have hired some people to trim out what's overgrown. They have cleared out about half of this border and are concerned about what they should be responsible for. Next to the dead pine there's wild maple that is filling in the corner and along the back edge several wild elms. I think there's wild cherry as well. I used to cut these "trash" trees out myself when they were 4-8' tall, but the workmen found a town parking sign that probably came down from the weight of snow during plowing. They stopped half way through this patch of scrub growth when I pointed out that they were clearing out town property.

They've asked that the town clear the remainder of this border area. They will continue to trim the euonymous.

One used to be able to see the old property line because the stumps of the pines were there. These are gone now. So I can only say that I consider the edge of my property to be about 5 feet beyond the euonymous hedge and beyond the wire fenced compost area on my property.

Can you remove any further scrub trees, raspberries and poison ivy that I know to edge the area of driveway that opens at the corner near the town meeting hall?

Thank you for your consideration,



Linda Martin

3 Crescent St.

428-3859 home phone



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION

Received by
TOWN OF HENNIKER
New Hampshire

SEP 03 2019

Selectmen's Office



William Cass, P.E.
Assistant Commissioner

Bureau of Planning & Community Assistance
Tel: (603) 271-3344
August 29, 2019

To Whom It May Concern:

We are sending the enclosed notice to your organization in an effort to encourage you to speak up about transportation projects planned between 2021-2030 throughout the State of New Hampshire. Your organization can benefit from your being involved in this discussion.

Attached is a listing of all the dates, times and locations of public hearings planned throughout NH for review of the State of New Hampshire Transportation Ten Year Plan. In order to develop the best transportation solutions for all communities, our Department wants to hear from you. History and success show that the best transportation projects evolve as a result of close cooperation between planners, designers, and policy makers, and the residents, business owners, and interest groups who know and care about their community's needs. These hearings are being hosted by the Department of Transportation and your Executive Councilor. We invite you, your residents and communities to actively participate in this hearing. Our goal is to hear from you on what your transportation needs are.

If you have questions regarding these meetings or the scope of planned projects in your area, please contact me at (603) 271-3344.

Sincerely,

William E. Watson Jr., PE
Administrator

Enclosure
WEW/sa

Pursuant to RSA 228:99 and RSA 240, the Governor's Advisory Commission on Intermodal Transportation (GACIT), which is composed of the five Executive Councilors and the Commissioner of the New Hampshire Department of Transportation announces that Public Hearings will be held to review and receive input on the update of the State's Ten Year Transportation Improvement Plan (2021-2030).

The purpose of these Public Hearings is to receive public comments/testimony on transportation projects and priorities included in the draft 2021-2030 Ten-Year Transportation Improvement Plan as recommended by the New Hampshire Department of Transportation to GACIT. Those not able to attend the meetings can submit written testimony within 10 days of the completion of the Public Hearings. (no later than November 12, 2019 at 4 PM)

Copies of any documents related to the Ten-Year Transportation Improvement Plan (2021-2030) will be available for review on the NHDOT website prior to the first Public Hearing:

<http://www.nh.gov/dot/org/projectdevelopment/planning/typ/index.htm> or by contacting the Bureau of Planning & Community Assistance at the Department of Transportation (603-271-3344).

Written Comments should be addressed to:

William E. Watson, P.E.

Bureau of Planning and Community Assistance

New Hampshire Department of Transportation

John O. Morton Building, 7 Hazen Drive

P.O. Box 483

Concord, NH 03302-0483

Any individuals needing assistance or auxiliary communication equipment due to sensory impairment or other disability, should contact Sharon Allaire, (603) 271-3344, NHDOT, P.O. Box 483, Concord, N.H. 03302-0483 - TDD access: Relay N.H. 1-800-735-2964.

The projects developed through the Ten Year Plan process will be administered according to the requirements of Title VI of the Civil Rights Act of 1964 and related statutes to ensure non-discrimination.

Executive Councilor Andru Volinsky

Chairman, Governor's Advisory Commission on Intermodal Transportation (GACIT)

Dated at Concord, NH

this 29th day of August 2019

Public Hearing Schedule for 2021 - 2030 Ten Year Plan

ITEM # Item3:

Executive Councilor	Date	Town/City	Time	Location
District 2 Councilor Andru Volinsky	(Tue) 9/10/19	Dover	6:00 PM	McConnell Center 1 st Floor Cafeteria 61 Locust Street
District 1 Councilor Michael Cryans	(Wed) 9/11/19	Claremont	1:00 PM	City Council Chambers 58 Opera House Square
District 1 Councilor Michael Cryans	(Wed) 9/11/19	Lebanon	6:00 PM	City Council Chambers 51 North Park Street – 5 th Floor
District 4 Councilor Theodore Gatsas	(Thur) 9/12/19	Londonderry	7:00 PM	Town Office Council Chambers Moosehill Room – 268B Mammoth Road
District 2 Councilor Andru Volinsky	(Mon) 9/16/19	Concord	6:00 PM	NH Department of Transportation – Room 114 7 Hazen Drive
District 1 Councilor Michael Cryans	(Tue) 9/17/19	Conway	1:00 PM	Town Hall, Upstairs 1634 East Main Street
District 5 Councilor Debora Pignatelli	(Wed) 9/18/19	Peterborough	6:00 PM	Town Hall 1 Grove Street
District 1 Councilor Michael Cryans	(Thur) 9/19/19	Berlin	1:00 PM	City Hall Auditorium 168 Main Street
District 1 Councilor Michael Cryans	(Thur) 9/19/19	Laconia	6:00 PM	Armand A. Bolduc City Council Chamber 45 Beacon Street East
District 3 Councilor Russell Prescott	(Mon) 9/23/19	Hampton	6:00 PM	Hampton Seashell Complex Ocean Front Pavillion Room 170 Ocean Boulevard
District 5 Councilor Debora Pignatelli	(Wed) 9/25/19	Nashua	6:00 PM	City Auditorium – 3 rd Floor (use Elm Street Entrance) 229 Main Street
District 5 Councilor Debora Pignatelli	(Thur) 9/26/19	Milford	6:00 PM	Town Hall – Banquet Room 1 Union Square
District 3 Councilor Russell Prescott	(Tue) 10/1/19	Salem	6:00 PM	Salem High School 44 Geremonty Drive TV Studio
District 2 Councilor Andru Volinsky	(Wed) 10/2/19	Rochester	6:00 PM	Frisbie Memorial Hospital Community Education & Conference Center Strafford Room 11 Whitehall Road
District 3 Councilor Russell Prescott	(Tue) 10/8/19	Portsmouth	6:00 PM	Portsmouth Public Library Levenson Room 175 Parrott Avenue
District 2 Councilor Andru Volinsky	(Tue) 10/15/19	Keene	6:00 PM	Keene Parks and Recreation 312 Washington Street Room 14
District 2 Councilor Andru Volinsky	(Wed) 10/16/19	Franklin	6:00 PM	City Hall – Opera House 316 Central Street
District 4 Councilor Theodore Gatsas	(Thur) 10/17/19	Bedford	7:00 PM	Bedford Cable TV Meeting Room 10 Meetinghouse Road
District 4 Councilor Theodore Gatsas	(Wed) 10/23/19	Manchester	7:00 PM	Manchester Community College Auditorium
District 3 Councilor Russell Prescott	(Mon) 10/28/19	Kingston	6:00 PM	Kingston Community Library 56 Church Street by GPS Actual address: 2 Library Lane



Board of Selectmen
Consent Agenda
September 17, 2019

Consent Agenda

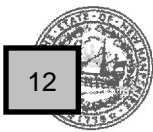
1. MS-535
2. Assembly Permit: New England College Fall Festival Sept. 27 - 29, 2019
3. Warrant and bill for the Collection of Land Use Change Tax for lots:
 - a. 701-83
 - b. 293-F
 - c. 728
4. Intent to Cut Lots: 1-630, 1-77-A, 1-78

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.

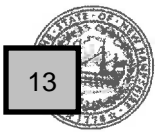


For assistance please contact:
NH DRA Municipal and Property Division
(603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>



Financial Report of the Budget

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4130-4139	Executive	\$22,317	\$22,348
4140-4149	Election, Registration, and Vital Statistics	\$92,287	\$93,683
4150-4151	Financial Administration	\$625,444	\$624,366
4152	Revaluation of Property	\$0	\$0
4153	Legal Expense	\$20,000	\$16,623
4155-4159	Personnel Administration	\$0	\$0
4191-4193	Planning and Zoning	\$53,838	\$33,772
4194	General Government Buildings	\$0	\$0
4195	Cemeteries	\$11,950	\$11,800
4196	Insurance	\$153,176	\$139,978
4197	Advertising and Regional Association	\$4,024	\$4,024
4199	Other General Government	\$0	\$0
General Government Subtotal		\$983,036	\$946,594
Public Safety			
4210-4214	Police	\$1,238,390	\$1,197,061
4215-4219	Ambulance	\$0	\$0
4220-4229	Fire	\$752,697	\$698,465
4240-4249	Building Inspection	\$6,583	\$7,438
4290-4298	Emergency Management	\$1,492	\$1,292
4299	Other (Including Communications)	\$0	\$0
Public Safety Subtotal		\$1,999,162	\$1,904,256
Airport/Aviation Center			
4301-4309	Airport Operations	\$0	\$0
Airport/Aviation Center Subtotal		\$0	\$0
Highways and Streets			
4311	Administration	\$642,806	\$625,802
4312	Highways and Streets	\$445,500	\$571,956
4313	Bridges	\$0	\$0
4316	Street Lighting	\$25,460	\$38,495
4319	Other	\$0	\$0
Highways and Streets Subtotal		\$1,113,766	\$1,236,253
Sanitation			
4321	Administration	\$436,854	\$441,889
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$0	\$0
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$30,000	\$0
4329	Other Sanitation	\$0	\$0



Financial Report of the Budget

Sanitation Subtotal		\$466,854	\$441,889
Water Distribution and Treatment			
4331	Administration	\$0	\$0
4332	Water Services	\$0	\$0
4335	Water Treatment	\$0	\$0
4338-4339	Water Conservation and Other	\$0	\$0
Water Distribution and Treatment Subtotal		\$0	\$0
Electric			
4351-4352	Administration and Generation	\$0	\$0
4353	Purchase Costs	\$0	\$0
4354	Electric Equipment Maintenance	\$0	\$0
4359	Other Electric Costs	\$0	\$0
Electric Subtotal		\$0	\$0
Health			
4411	Administration	\$0	\$0
4414	Pest Control	\$9,408	\$3,165
4415-4419	Health Agencies, Hospitals, and Other	\$74,858	\$74,850
Health Subtotal		\$84,266	\$78,015
Welfare			
4441-4442	Administration and Direct Assistance	\$80,000	\$95,359
4444	Intergovernmental Welfare Payments	\$0	\$0
4445-4449	Vendor Payments and Other	\$0	\$0
Welfare Subtotal		\$80,000	\$95,359
Culture and Recreation			
4520-4529	Parks and Recreation	\$47,157	\$45,447
4550-4559	Library	\$216,440	\$216,344
4583	Patriotic Purposes	\$2,000	\$1,737
4589	Other Culture and Recreation	\$0	\$0
Culture and Recreation Subtotal		\$265,597	\$263,528
Conservation and Development			
4611-4612	Administration and Purchasing of Natural Resources	\$2,790	\$2,790
4619	Other Conservation	\$0	\$0
4631-4632	Redevelopment and Housing	\$0	\$0
4651-4659	Economic Development	\$0	\$0
Conservation and Development Subtotal		\$2,790	\$2,790
Debt Service			
4711	Long Term Bonds and Notes - Principal	\$278,938	\$291,859



4721	Long Term Bonds and Notes - Interest	\$45,970	\$36,322
4723	Tax Anticipation Notes - Interest	\$13,500	\$7,985
4790-4799	Other Debt Service	\$0	\$0
Debt Service Subtotal		\$338,408	\$336,166

4901	Land	\$0	\$107,231
	<i>Explanation: highway block funds encumbered from 2018</i>		
4902	Machinery, Vehicles, and Equipment	\$52,000	\$165,945
4903	Buildings	\$10,500	\$0
4909	Improvements Other than Buildings	\$378,350	\$98,674
	Capital Outlay Subtotal	\$440,850	\$371,850

4912	To Special Revenue Fund	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$585,270	\$0
4914W	To Proprietary Fund - Water	\$467,528	\$0
4915	To Capital Reserve Fund	\$249,602	\$249,600
4916	To Expendable Trusts/Fiduciary Funds	\$5,000	\$5,000
4917	To Health Maintenance Trust Funds	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0
Operating Transfers Out Subtotal		\$1,307,400	\$254,600

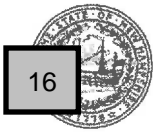
4931	Taxes Assessed for County	\$0	\$1,210,907
4932	Taxes Assessed for Village District	\$0	\$0
4933	Taxes Assessed for Local Education	\$0	\$7,713,647
4934	Taxes Assessed for State Education	\$0	\$905,406
4939	Payments to Other Governments	\$0	\$0
Payments to Other Governments Subtotal			\$9,829,960

Total Before Payments to Other Governments	\$7,082,129	\$5,931,300
Plus Payments to Other Governments		\$9,829,960
Plus Commitments to Other Governments from Tax Rate	\$9,829,960	
Less Proprietary/Special Funds	\$0	\$0
Total General Fund Expenditures	\$16,912,089	\$15,761,260



Financial Report of the Budget

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Taxes			
3110	Property Taxes	\$0	\$13,430,688
3120	Land Use Change Tax - General Fund	\$26,115	\$26,115
3121	Land Use Change Taxes (Conservation)	\$0	\$0
3180	Resident Tax	\$0	\$0
3185	Yield Tax	\$32,520	\$32,520
3186	Payment in Lieu of Taxes	\$4,875	\$5,170
3187	Excavation Tax	\$4,403	\$4,404
3189	Other Taxes	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$85,000	\$99,635
9991	Inventory Penalties	\$5,500	\$5,456
Taxes Subtotal		\$158,413	\$13,603,988
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	\$1,260	\$1,800
3220	Motor Vehicle Permit Fees	\$877,369	\$943,294
3230	Building Permits	\$9,500	\$22,064
3290	Other Licenses, Permits, and Fees	\$5,000	\$9,979
3311-3319	From Federal Government	\$0	\$0
Licenses, Permits, and Fees Subtotal		\$893,129	\$977,137
State Sources			
3351	Shared Revenues	\$0	\$0
3352	Meals and Rooms Tax Distribution	\$247,439	\$247,439
3353	Highway Block Grant	\$174,916	\$174,817
3354	Water Pollution Grant	\$7,783	\$0
3355	Housing and Community Development	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$99	\$0
3357	Flood Control Reimbursement	\$97,402	\$97,403
3359	Other (Including Railroad Tax)	\$750	\$0
3379	From Other Governments	\$35,282	\$37,749
State Sources Subtotal		\$563,671	\$557,408
Charges for Services			
3401-3406	Income from Departments	\$464,675	\$528,411
3409	Other Charges	\$0	\$0
Charges for Services Subtotal		\$464,675	\$528,411
Miscellaneous Revenues			
3501	Sale of Municipal Property	\$4,915	\$7,363
3502	Interest on Investments	\$100	\$11,701
3503-3509	Other	\$26,996	\$35,756
Miscellaneous Revenues Subtotal		\$32,011	\$54,820



Financial Report of the Budget

Interfund Operating Transfers In

3912	From Special Revenue Funds	\$0	\$0
3913	From Capital Projects Funds	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$585,270	\$0
3914W	From Enterprise Funds: Water (Offset)	\$467,528	\$0
3915	From Capital Reserve Funds	\$33,263	\$27,000
3916	From Trust and Fiduciary Funds	\$14,337	\$14,337
3917	From Conservation Funds	\$0	\$0
Interfund Operating Transfers In Subtotal		\$1,100,398	\$41,337

Other Financing Sources

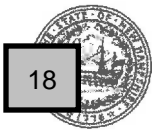
3934	Proceeds from Long Term Bonds and Notes	\$230,000	\$0
Other Financing Sources Subtotal		\$230,000	\$0

Less Proprietary/Special Funds		\$0	\$0
Plus Property Tax Commitment from Tax Rate		\$13,535,223	
Total General Fund Revenues		\$16,977,520	\$15,763,101



Financial Report of the Budget

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	\$3,960,060	\$5,149,988
1030	Investments	\$0	\$0
1080	Tax Receivable	\$543,686	\$864,115
1110	Tax Liens Receivable	\$431,067	\$463,621
1150	Accounts Receivable	\$465,918	\$431,001
1260	Due from Other Governments	\$18,529	\$7,288
1310	Due from Other Funds	\$1,278,058	\$61,314
1400	Other Current Assets	\$32,872	\$32,204
1670	Tax Deeded Property (Subject to Resale)	\$102,784	\$102,784
Current Assets Subtotal		\$6,832,974	\$7,112,315
Current Liabilities			
2020	Warrants and Accounts Payable	\$391,295	\$390,947
2030	Compensated Absences Payable	\$0	\$0
2050	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$0	\$0
2075	Due to School Districts	\$4,491,365	\$4,769,053
2080	Due to Other Funds	\$26,915	\$62,226
2220	Deferred Revenue	\$0	\$4,500
2230	Notes Payable - Current	\$0	\$0
2270	Other Payable	\$59,155	\$19,504
Current Liabilities Subtotal		\$4,968,730	\$5,246,230
Fund Equity			
2440	Non-spendable Fund Balance	\$22,920	\$33,204
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$0	\$0
2490	Assigned Fund Balance	\$342,941	\$0
2530	Unassigned Fund Balance	\$1,498,383	\$1,832,881
Fund Equity Subtotal		\$1,864,244	\$1,866,085



Financial Report of the Budget

Source	County	Village	Local Education	State Education	Other	Property Tax
MS-535	\$1,210,907	\$0	\$7,713,647	\$905,406	\$0	\$13,430,688
Commitment	\$1,210,907	\$0	\$7,713,647	\$905,406		\$13,535,223
Difference	\$0	\$0	\$0	\$0		(\$104,535)

General Fund Balance Sheet Reconciliation

Total Revenues	\$15,763,101
Total Expenditures	\$15,761,260
Change	\$1,841
Ending Fund Equity	\$1,866,085
Beginning Fund Equity	\$1,864,244
Change	\$1,841

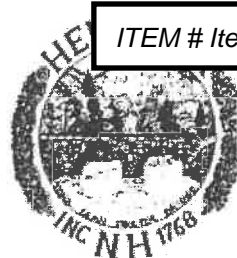


Financial Report of the Budget

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
Landfill Closure (Closure of landfill)	\$150,000	\$10,000	VAR	2018	\$5,000	\$0	\$5,000	\$0
Sewer Project (wwtplant upgrade)	\$611,580	\$30,000	VAR	2024	\$210,000	\$0	\$30,000	\$180,000
Sewer UV System (upgrade uv system at wwtp)	\$223,000	\$14,867	3.625	2029	\$178,399	\$0	\$14,867	\$163,532
Water Meters (Install Water Meter billing system)	\$400,000	\$26,667	3.625	2029	\$319,999	\$0	\$26,667	\$293,332
Water Storage (Water Storage Tank Davison Rd)	\$575,000	\$30,000	VAR	2021	\$100,000	\$0	\$25,000	\$75,000
Water Storage Tank (Restoration of Depot Hill Water Tank)	\$350,000	\$23,333	2.44	2027	\$233,334	\$0	\$23,333	\$210,001
Western Ave Bridge Replacement (town share of double span bridge)	\$1,208,940	\$80,596	2.79	2030	\$1,047,748	\$0	\$80,596	\$967,152
	\$3,518,520				\$2,094,480	\$0	\$205,463	\$1,889,017

AUG 27 2019

ITEM # Item4:



Town of Henniker - Office of Selectmen
18 Depot Hill Road, Henniker, NH 03242
Phone (603) 428-4366 / Fax (603) 428-4366
Website www.henniker.org

Selectmen's Office APPLICATION FOR ASSEMBLY

For any assembly or gathering of persons within the Town of Henniker for the purpose of entertainment, games, shows, activities, exhibitions, amusements, etc., for which the promoter has reason to believe, will attract **300 or more persons** at any one time (see Sect. 15.2). It shall be unlawful for any promoter to allow, permit, encourage, promote, organize, conduct or advertise any such assembly or gathering unless a valid permit has first been obtained therefore from the Board of Selectmen (see Sect. 15.3). Completed application MUST BE submitted to the Board of Selectmen no less than 30 days prior to the planned event, however **60 days** is strongly recommended.

DESCRIPTION OF EVENT: See Attached schedule and description.

Location: Various Locations throughout campus.

Date(s) of Event: Sept. 27-29, 2019 Hours from Friday afternoon through Sunday noon.

- ☐ **Drawing / Map:** If this is a walk, race or any event that will take place in multiple areas, please include a DRAWING that shows: *parking, start/end locations, and the exact route, including areas to be kept open for emergency vehicles.*

Estimated Attendance: 300-400 throughout campus. Maximum No.: 400+/- Minimum No.: 100+/-

Should attendance exceed the maximum listed above, what plan will be followed?: _____

Events are mainly at side. Inside events are managed with pre-registration caps and crowd managers.

Cleanup: Describe provisions for cleanup of premises and removal of rubbish: _____

Campus Facilities will be on duty to remove rubbish throughout the event.

Describe the following provisions:

Sanitation (toilets) various buildings + porta potties No. of units: _____ Male: _____ Female: _____

Water supply from: Various buildings on campus. - see description attached.

Food will be served from and/or by: Chartwells

Beverages will be served from and/or by: Chartwells

Type of alcoholic beverages to be served: beer and wine

Illumination after dark will be provided by: N/A.

Medical and first aid available from or by: Campus safety, Athletic trainers.

Traffic control provided by: Campus safety No. of officers: 3.

Parking for 300⁺ number of cars is planned.

- ☐ Attach plan of exact parking location and exact route to be kept open for emergency vehicles.
☐ Not applicable. Explain: see attached description

NAME OF PROMOTER: Sharon Williamson for NEC
 Mailing Address: 98 Bridge Street, Henniker
 Phone / Fax: 603-748-8992 - Cell 603-428-2479 - office
 Email: SWilliamson@nec.edu

I, Sharon Williamson, do hereby accept all responsibility for the above described event. I agree to adhere to all laws and regulations of the Town of Henniker and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I do also agree to provide whatever surety is deemed necessary by the Board of Selectmen. Under the penalty of perjury, I do hereby certify that the above is true.

Date: 8/27/2019 Signature: [Signature]
 Printed name: Sharon E. Williamson

PROPERTY OWNER: The following MUST BE completed by the owner of the property involved.

Owner's Name: New England College

I, Paula Amato, have thoroughly discussed the above event with the Promoter and am in agreement with him/her in all areas. I do hereby give my consent to the use of my property for this event. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I agree to adhere to all laws and regulations of the Town of Henniker and the State of New Hampshire. Under the penalty of perjury I do hereby certify that the above application is true.

Date: 8/27/2019 Signature: Paula A Amato

*Lions Center Egresses (see) have to be addressed before event.

• Det 4 Block Fire Hydrant

DO NOT WRITE BELOW THIS SPACE. FOR TOWN-USE ONLY

DEPARTMENTAL APPROVALS: Please attach any comments or special requirements to the application.

Fire Chief: <u>[Signature]</u>	Date: <u>9/10/19</u>
Health/Code Enforcement Officer: <u>[Signature]</u>	Date: <u>9/10/19</u>
Highway Superintendent: <u>[Signature] (see Conditions)</u>	Date: <u>9/11/19</u>
Water Superintendent: <u>[Signature]</u>	Date: <u>9-12-19</u>
Waste Water Superintendent: <u>[Signature]</u>	Date: <u>9/18/19</u>
Rescue Squad Chief: <u>[Signature]</u>	Date: <u>9/10/19</u>
Police Chief: <u>see email</u>	Date: <u> </u>

BOARD OF SELECTMEN:

☐ **Denied** Reason: _____

☐ **Approved** Having reviewed the above-described event we do hereby grant permission for this event to take place at the time and hours indicated. **Surety** in the amount of \$_____ is required.

Selectmen's comments and/or additional requirements to be met: _____

PROMOTER: I do hereby agree to these additional requirements and/or comments:

Promoter's Signature: _____ Date: _____

SELECTMEN SIGNATURES:

Date: _____

Original Document to: Promoter
Copies to: Police Department & Assembly Permit Files

Henniker Ordinance, Sections 15.1 – 15.11

~ 15.1 Findings and declarations. The Town of Henniker finds and declares that it is necessary for the protection of the health and welfare of the general public and the inhabitants of the town that rules and regulations be established for the purpose of regulating large assemblies so as to ensure the public health and safety, proper sanitary, fire, police, health and safety measures be provided to regulate such gatherings. (RSA 155:1, 155:2, 155:17, 155:39 and RSA 651:2)

~ 15.2 Applicability; size of crowd. This chapter pertains to any assembly or gathering of persons within the Town of Henniker for the purpose of entertainment, games, shows, activities, exhibitions, amusements, etc., for which the promoter has reason to believe, will attract 300 or more persons at any one time.

~ 15.3 Permit required. It shall be unlawful for any promoter to allow, permit, encourage, promote, organize, conduct or advertise any such assembly or gathering unless a valid permit has first been obtained therefore from the Board of Selectmen.

~ 15.4 Submission of application. Application for permit must be submitted to the Board of Selectmen 30 days prior to the date upon which event is to be held or may be held. If application for permit is not approved, the denial shall be in writing setting forth the reason(s) for the denial. The decision of the Selectmen shall be final.

~ 15.5 Surety.

- A. At the discretion of the Selectmen, surety will be posted by the promoter, prior to the date of the event, to satisfy damages to public or private property, reimbursements for expenses of any town department and any and all other expenses incurred as a result of the event.
- B. Any or all unexpended funds from said surety shall be returned to the promoter.

~ 15.6 Contents of application. The applicant for a permit under this chapter shall furnish the following information:

- A. Owner's name and exact location planned for activity.
- B. Owner's name and exact location of area(s) to be used for parking or other uses incidental to the activity.

- C. Date or dates and hours during which the event is to be conducted.
- D. An estimate of the minimum and maximum number of customers, spectators, participants and other persons expected to attend the event for each day it is conducted; detailed information supporting such estimate.
- E. Explanation of program, plans and ability to supply water and facilities, food supply and facilities, sanitation facilities (including but not limited to sewage, garbage and rubbish), medical and first aid facilities, vehicle parking space, on site traffic control, wrecker service, also plans for maintaining vehicle routes to allow emergency vehicles access to event.
- F. Provisions for cleanup of premises and removal of rubbish at conclusion of event.
- G. Such other information pertinent to the event as the Selectmen or any other officer of the town finds is reasonably necessary and required in order to determine whether or not the permit should be granted.
- H. Explanation of promoter's plan for policing the activity in the event that more persons attempt to attend the event than are permitted by the permit.

~ **15.7 Right of entry.** The promoter must consent to the entry, at any time, in the course of his or her duties, of any peace officer, employee of the Police Department, health officer and any other town officer in the performance of his or her duties, including but not limited to inspection.

~ **15.8 Additional requirements.**

- A. **Drinking water.** The permittee shall provide drinking water from a source approved by the Selectmen in consultation with the Health Officer.
- B. **Sanitary facilities.** Adequate toilet facilities for both sexes must be available on the premises. One water closet, chemical or sanitary privy unit must be supplied for each 250 persons.
- C. **Parking.** The permittee shall have on the premises, or contiguous thereto, automobile space equal to 1/4 of the number of persons which the permit allows to attend the event. At the discretion of the Selectmen, fewer parking spaces may be required.
- D. **Hours of operation.** The permittee shall operate the event only on day(s) and during the hours specified in the permit.
- E. **Controlled admission.** The permittee shall not sell, give or distribute a greater number of tickets than the number which the permit allows to attend.
- F. **No advertising before permit granted.** A person shall not advertise or announce by any means or medium, including but not limited to pamphlets, handbills, newspapers, radio and television, the holding of such an event prior to the granting of a permit.
- G. **Illumination of area.** Every permittee planning an event after dark, or planning to allow persons who attend the event to remain on the premises after dark, shall provide electrical illumination to ensure that those areas to be used may be lighted.

~ **15.9 Permit not transferable.** No permit granted under this chapter shall be transferable to another location, another person or entity or another set of dates.

~ **15.10 Conditional approval.** If the required facilities fail to meet the standards set forth in the plans and specifications therefore, which have been conditionally approved, such conditional approval shall be withdrawn, and any and all permits granted subject to such approval shall be canceled and withdrawn.

~ **15.11 Violations and penalties.** Whenever in this chapter any act is prohibited or is made or declared to be unlawful or an offense or the doing of any act is required or the failure to do any act is declared to be prohibited, unlawful or an offense where no specific penalty is provided therefore, the violation of any such provision of this chapter shall be punishable by a fine not to exceed \$1,000. (RSA 641:2)

Description of Event for Application for Assembly Permit

Fall Festival at New England College September 27-29, 2019

This permit is for our annual Fall Festival weekend. This weekend is a combination alumni and family weekend. It is sponsored by multiple departments on campus and will have events for both alumni and families of current students. Attached is a schedule of events for more clarity of the day.

Most of the events draw smaller numbers with 100-200 at most of the games. The receptions will have 50-60 people at them. The athletics awards brunch, 50th reunion dinner and Golden Pilgrim lunch are capped depending on the location due to the capacity of the space. They are all managed through the registration process.

The BBQ and carnival on the Simon Lawn does draw a larger crowd. If the weather is nice it will be busy with a few hundred people passing through there throughout the afternoon. There will be live music on the bandstand, yard games and inflatables on the lawn and a BBQ on the patio. There will be a tent on the patio to cover the food serving area. There will NOT be a beer tent at this event. The buildings surrounding the lawn will be open for restrooms and Chartwells will be doing the food. There will be crowd managers at this event throughout the day. Members of the Chartwell staff, Student Engagement team, Advancement team and Events Office are all crowd manager certified and will be working in shifts throughout the day. This event will move into the Great Room if it is raining. We will have people around making sure that the room is not over capacity. All lawn games and inflatables will not take place if we move inside. We will just have the food and music.

The BBQ and beer tent on the end of the Rugby Pitch off of Western Avenue will be set up like last year. There will be two portable toilets at this event. The beer garden and BBQ will be managed by Chartwells. They have filed the appropriate forms with the liquor commission for this event. We will have it roped off according to all the state liquor laws and policies. This event will happen rain or shine and will not have an indoor location.

The event on the Lyons Lawn is a bigger version of what was done in the Great Room last year. We have invited more vendors to this event. The beer and wine tasting will be under a tent that is roped off for people over 21+. This event will be managed by Chartwells and they have filed the appropriate forms with the liquor commission for this event. If it rains the beer and wine tasting will remain under the tent and the craft vendors will move into the building into various classrooms on the lower level. The building will be open for the use of restrooms throughout the event.

A new event this year will be run by the Criminal Justice club and their faculty advisor Frank Jones. They would like to bring various law enforcement agencies and their equipment to campus to showcase the various job opportunities for students in the criminal justice major. They hope to have state police, K-9, a mobile command center, Marine Patrol, Fish and Game, a bear cat, etc. These groups would bring vehicles to campus and have tables with displays for families and students. They also are hoping to host a K-9 demonstration. Their hope is for this event to run from 1-3 pm. They wish to close the section of Depot Hill in front of the town offices from 12:30-3:30 pm so the various vehicles can park along the road and they can have a place to set up displays. They would like to request the use of the ball field for a K-9 demonstration. The guests would stay off the field and watch from behind the fence while the dog and handler would be on the field. This way there would be no one near the dog during the

demonstration and everyone would be able to see by lining up along the fence around the field. We would set up a detour by sending people around on Circle Street to connect with Depot Hill from 12:30 pm to 3:30 pm. Due to the construction equipment in the Currier parking lot we do not have a parking lot to set this event in and would like to request permission to close this section of road for this event.

We will have three **tents** at this event. One will be at the Rugby Field and it will be a 20x20 foot tent, one on the Simon Patio which will be 20x40 and the one at Lyons which will be 20x20. I have included drawings with this application to show the locations of these tents.

Restrooms will be available in Lyons, Simon, CEI, Bridges Gym, Gilmore and porta potties at the Rugby and turf fields.

Food and Beverages will be handled by Chartwells. Student Engagement will be bringing in a couple of food trucks for the carnival. Most likely they will be fried dough and ice cream like they have done before. All alcohol will be managed through Chartwells and they are in contact with the state for the appropriate approvals.

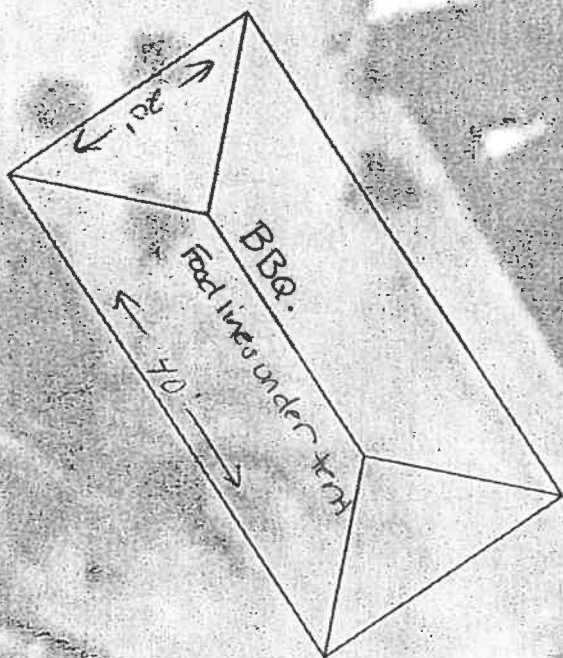
Parking will be in our various lots on campus. Currier, West, River, Simon, CEI and commuter lots will all be open. We will also have cars parked at the Laurie Cox Memorial fields off Western Avenue where we park cars at commencement.

Campus Safety will be available for assistance with traffic, crowd control and first aid. There will be athletic trainers at all athletic events for first aid assistance as well.

Saturday, Sept. 28, 2019 11:30-2pm

Simon lawn - BBQ, music, games and inflatable.

Patio
Furniture Seating



- Barton Bandstand
- Games on lawn
- No Alcohol at this event



SIMON CENTER

PATIO TENT PLAN

NEW ENGLAND COLLEGE
HENNIKER, NH

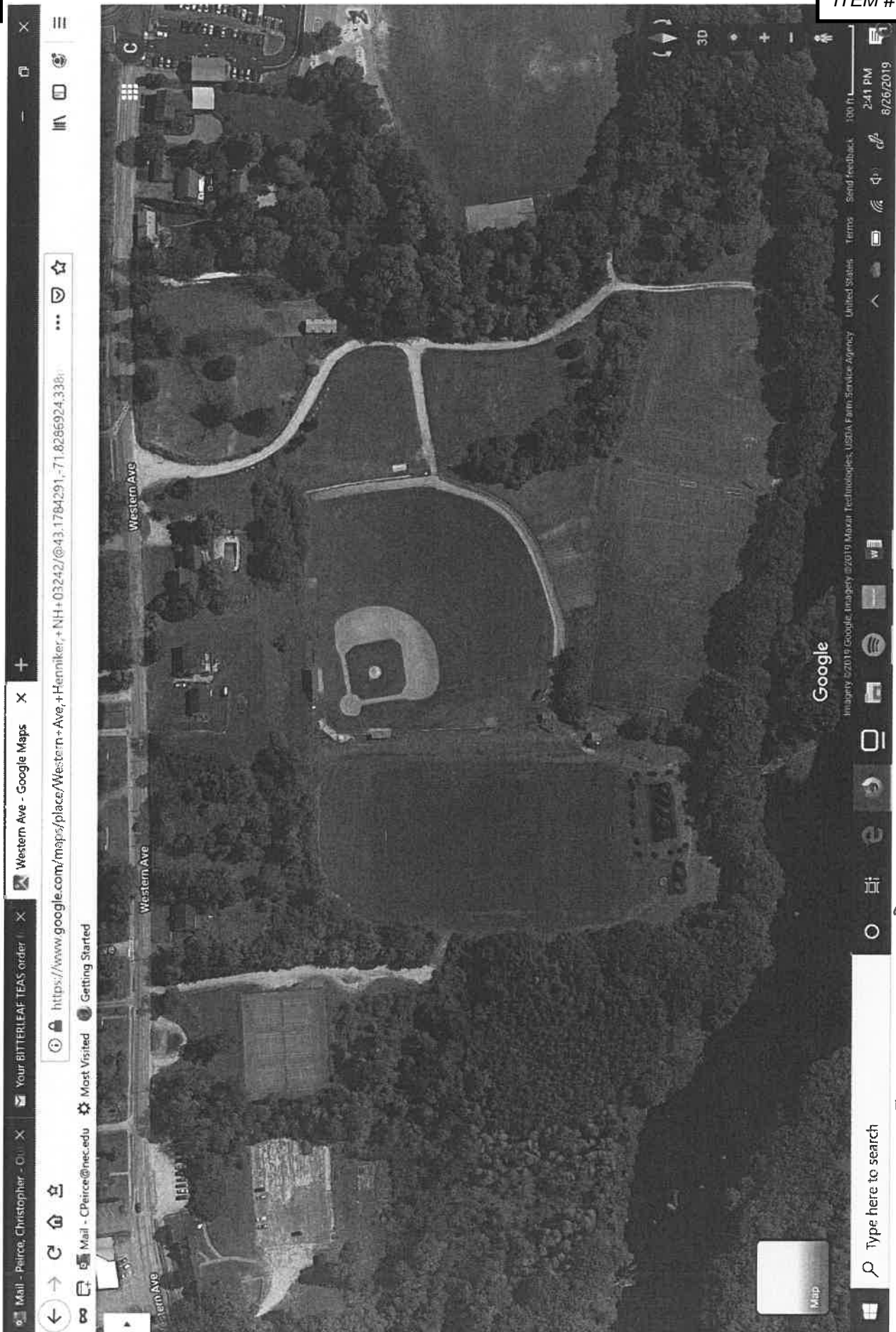
1 OF 1

7/28/2019

Saturday September 28, 2019
11:30 am - 4 pm

toilet.
tent.
... bandy

Beer tent with
BBQ. Served by Charfueels
the state permit.

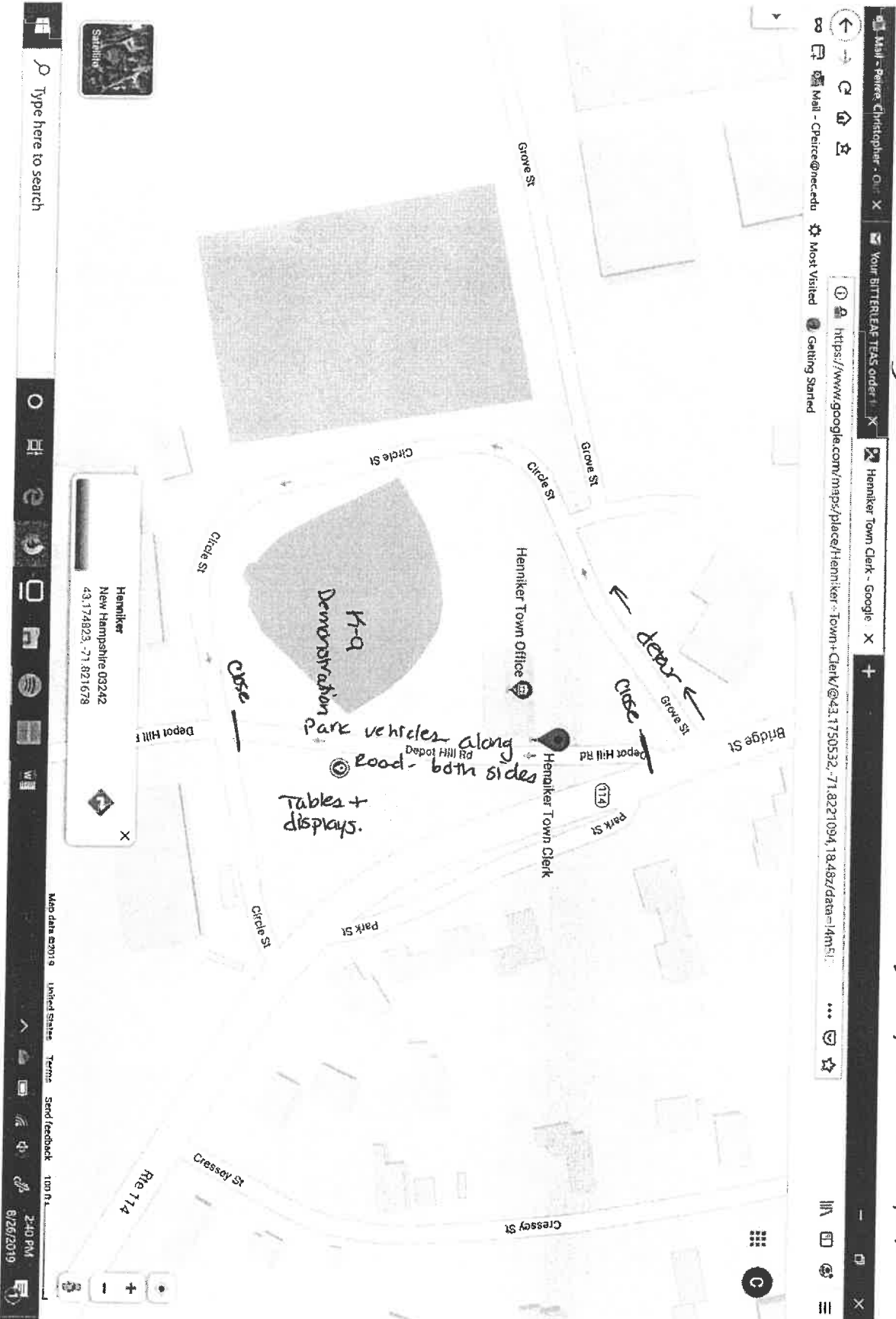


From 1-3pm (Road close 12:30-3:30)

Saturday September 28, 2019

criminal justice event } will have vehicles from; State Police, marine patrol, fish + game, Beavercat, mobile along Depot Street.

incident command, K-Q, etc. Also displays to show career choices.



Saturday, Sept 28, 2019, 2-5pm Red, white and Brew
 Craft-fair/Farmers market with local artisans. Beer + wine tasting under tent with NH vineyard +
 breweries. (Sponsored by Chantrelles)



■ = 20x20 tent.

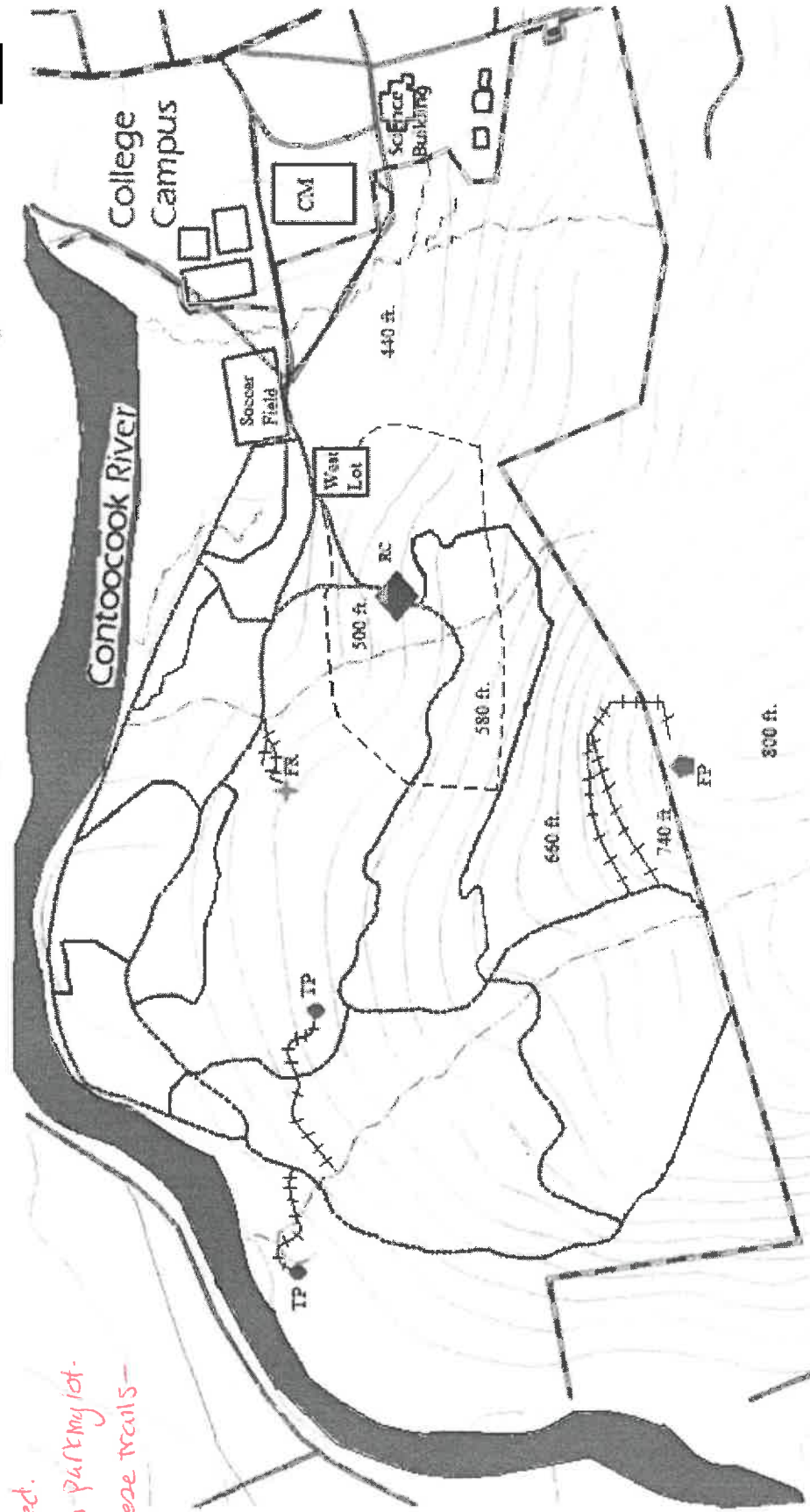
--- = boundary

--- = 8' tables

For Road on
 Sunday, September 29, 2019
 No Roads being used.
 Start and finish in parking lot.
 will only be using these trails -
 exact route TBD.

New England College Woods Trail Map

30



Trails	---
Boundary Line	---
Streams	---
Bike Trail	+++
Frissbee Golf	---
Contours 20'	---

Proctor Hill



Boundaries and Trails
 of the NEC Woods
 Created with Map and Compass

Footprint	★
Rock	◆
Ropes	●
Course	●
Tent	●
Platf	●
Fire	●

ITEM # Item4:



Friday, September 27th

2:00 PM - 6:00 PM John Lyons Center 103	Welcome & Fall Festival Information: Alumni & Parents Check-in	Stop by check-in to pick up an updated schedule of events, a copy of your registration, NEC giveaways, and Fall Festival information.
4:00 PM Bridges Gym	Athletics Championship Ring Ceremony	NEC Athletics Teams who won Division Championships last year will be awarded during this ceremony.
4:45PM-5:30PM Mainstage Theater, Science Building	Alpha Chi Induction & Reception	Join us as we recognize current students who are inducted into the Alpha Chi honor society and recognized for their academic excellence. Induction ceremony will be followed by a reception.
5:30 PM - 7:30 PM John Lyons Center Porch	Fall Festival Welcome Reception	All alumni, parents, and families are invited to join the NEC Community on the John Lyons Center Porch for appetizers and a cash beer and wine bar for 21+ with valid ID.
8:00 PM - 9:00 PM John Lyons Center Learning Commons	Alumni Networking Reception	Take the opportunity to network with current students, Young alumni, and established alumni.
8:00 PM Simon Center Great Room	Welcome & Activities	All alumni, parents, and families are invited to join the NEC Community for a night of a cherished NEC activity - Bingo!
9:00 PM - 12 AM Simon Center Pub	Young Alumni Pub Night	Gather with fellow young alumni in the NEC Pub.

Saturday, September 28th

8:00 AM - 1:00 PM John Lyons Center 103	Welcome & Fall Festival Information: Alumni & Parents Check-in	Stop by check-in to pick up an updated schedule of events, a copy of your registration, NEC giveaways and Fall Festival information. <i>Coffee/Tea and Quick eats available from 8:00 am - 11:00 am.</i>
9:00 AM - 10:00 AM John Lyons Center 204	Annual Meeting of the Alumni Association	All alumni are invited and encouraged to attend the NEC Alumni Association annual fall meeting.
9:00AM-11:00AM Cogswell House	Parent Breakfast (PRIVATE EVENT - NOT ADVERTISED)	Parent Breakfast with the President of NEC.

9:00AM-11:00AM
John Lyons Center
Room XXX
Room XXX

Department Showcases

Criminal Justice Department
Kinesiology Department

Stop by to view a variety of student, faculty, and other showcases from many departments and topics.
Slideshow of the annual CJ Senior Trip to Washington D.C.
Student Thesis showcases

10:00AM
Flag Pole behind CEI

Old Center Cemetery Walking Tour

Join Professor Jim Walsh on a walking tour of the Old Center Cemetery located behind the Henniker Town Hall. This historic cemetery is the final resting place of Ocean Born Mary. Meet at the Flag Pole behind CEI (Center for Educational Innovation) promptly at 10:00AM.

10:30 AM - 12:00 PM
Simon Center Great Room

Athletics Hall of Fame

Seven individuals and one team comprise the 2019 induction class of the New England College Athletic Hall of Fame. We will honor the awardees during the brunch and ceremony during Fall Festival.

10:30 AM - 12:15 PM
NEC Art Annex

Pottery Studio 101 - Session 1

Learn the basics of throwing clay at the Art Studio, which is located behind the Science Building on Circle Street. There will be two studio sessions this weekend and this is the first session. Each session can accommodate eight attendees who will learn to use pottery wheels.

11:00AM
Simon Center Lobby

Student-led Campus Tour

Join our Student Admissions Ambassadors for a campus tour to learn more about the college's history and goings-on. The tour will both begin and end in the Simon Center Lobby.

11:00AM-1:00PM
Danforth Library

Library Archives Display

The Danforth Library staff will have a great archives display set up for you to check out. Stop by and take a walk through memory lane!

11:30AM-3:30PM
Rugby Pitch

Athletic Alumni BBQ and Beer Tent

Stop by the Athletic Alumni BBQ and Beer Tent to reconnect with old teammates! All NEC teams and years, as well as parents of current student athlete are welcome. CASH-ONLY refreshments will be available including beer, wine, hot dogs, and burgers.

12:00 PM - 2:00 PM
Simon Center Patio

BBQ Lunch & Lawn Party

Alumni, families, students, and guests can enjoy a BBQ lunch with live music on the back patio of the Simon Center. Lunch is \$15 per person and guests pay at the door. Cash and credit cards will be accepted. There is no cost for current students who participate in the meal plan; those students must have their ID to swipe at the entry point.

12:00 PM
Rugby Pitch

Women's Rugby Game

NEC vs. Saint Michaels College

12:00 PM - 1:30 PM
Sayce Lounge,
Simon Center 4th Floor

Golden Pilgrim Luncheon (Alumni 1949-1969 only)

Celebrating NEC alumni from class years 1949 to 1969. The Sayce Lounge is on the 4th floor of the Simon Center - an elevator is available on all floors of the building.

1:00 PM
Bridges Gym

Women's Volleyball Game

NEC vs. Becker College

1:00 PM
Don Melander Turf Field

Women's Field Hockey Alumni Game

Women's Field Hockey Alumni from across the decades are welcome to play each other in this annual scrimmage. Register online if interested to play. All spectators are welcome.

1:00 PM Laurie Cox Memorial Field	Men's Lacrosse Legends Game	Men's Lacrosse Alumni from across the decades play each other in this annual scrimmage. Register online if interested to play. All spectators are welcome.
1:00 PM - 3 :00 PM Henniker Town Hall	Criminal Justice Expo	Join the CJ Club for demonstrations from local Police, Fire and other Law Enforcement departments.
1:30 PM - 3:15 PM NEC Art Annex	Pottery Studio 101 - Session 2	Learn the basics of throwing clay at the Art Studio, which is located behind the Science Building on Circle Street. There will be two studio sessions this weekend and this is the first session. Each session can accommodate eight attendees who will learn to use pottery wheels.
2:00PM Simon Center Lobby	Student-led Campus Tour	Join our Student Admissions Ambassadors for a campus tour to learn more about the college's history and goings-on. The tour will both begin and end in the Simon Center Lobby.
2:00 PM - 5:00 PM John Lyons Center	Red, White and Brew: Farmers & Arts Market	Alumni and other local vendors will be set up for our first annual Farmers & Arts Market. There will be a small selection of local winery and breweries for a tasting. Valid ID showing 21+ for alcohol tasting.
2:30 PM Don Melander Turf Field	Women's Lacrosse Legends Game	Women's Lacrosse Alumni from across the decades play each other in this annual scrimmage. Register online if interested to play. All spectators are welcome.
3:00 PM Bridges Gym	Men's Basketball Alumni Game	Alumni of NEC Men's Basketball are invited back for this alumni game. Register online if interested to play. All spectators are welcome.
4:00PM-6:00PM Simon Center Pub	Athletics Alumni Social	Alumni who participated in athletics during their student years are invited to join the current NEC Athletics staff in the Pub to celebrate the legacy of athletics at the college. A cash bar will be open for all 21+ guests with valid ID.
6:30PM-8:00PM Gilmore Dining Hall	Class of 1969 Reunion Dinner	This event celebrates the 50th reunion of the class of 1969 with dinner in Gilmore Dining Hall. Tickets are \$30 per person and must be purchased in advance.
8:00PM-11:00PM John Lyons Center	Reunion Alumni Celebration	All reunion year alumni and friends join us to celebrate. Appetizers and Cash bar for 21+ with valid ID. This event is free to attend!
9:00PM-11:00PM Simon Center Great Room	Paul Ramsay: Hypnotist	All Fall Festival attendees are invited to see Mind Games, the world's first TRULY interactive hypnosis show by Paul Ramsay.

Sunday, September 29th

9:00 AM	Adventure Bound Trail Race	Join Adventure Bound NEC on a 5 mile trail race on the Proctor Hill trails at New England College. Cost is \$30 per person. Please register at https://www.runreg.com/adventure-bound-trail-race .
10:30 AM - 1:00 PM Gilmore Dining Hall	Harvest Brunch	Alumni and families. \$8 per person; pay at the door with cash or credit.

hennikeradmin@tds.net

From: hpd.mfrench@tds.net <hpd.mfrench@tds.net>
Sent: Tuesday, September 10, 2019 2:08 PM
To: hennikeradmin@tds.net
Subject: Re: NEC Assembly Permit - Event Dates Sept. 27 - 29, 2019

Im fine with it. Standard from previous years. -M

Matthew French
Chief of Police
Henniker NH
340 Western Avenue
603 428-3213

CONFIDENTIALITY: This email, including attachments, is intended for the exclusive use of the person or entity to which it is addressed and may contain confidential or privileged information. If you are not the intended recipient or the person responsible for delivering the email to the intended recipient, be advised that you have received this email in error and that any use, dissemination, forwarding, printing, or copying of this email is strictly prohibited. If you believe you have received this email in error, please immediately notify the Henniker Police Department at (603) 428-3213 or by reply email .

From: hennikeradmin@tds.net
To: "Keaton Gagne" <hennikerfireltgagne@gmail.com>, "fire chief" <hennikerfirechief@gmail.com>, "Leo Aucoin" <leosexcavating@tds.net>, wastewater@henniker.org, "Norm Bumford" <cogswellspring@tds.net>, "Matt French" <hpd.mfrench@tds.net>
Cc: "Debbie Aucoin" <deputytc@tds.net>
Sent: Tuesday, September 10, 2019 12:45:55 PM
Subject: NEC Assembly Permit - Event Dates Sept. 27 - 29, 2019

Hello All,

Attached please find an Application for Assembly for New England College for your review. Please sign via email or stop by the Town Office.

Thank you,
Jean

TOWN OF HENNIKER
Executive Secretary
18 Depot Hill Road
Henniker, NH 03242
603-428-3221 x1

PV RFP Town Henniker

, 2019

Town of Henniker, NH

Request for Qualifications & Proposals

Municipal PV Systems for the Town of Henniker

, 2019

I. Selection Process Overview

The Town of Henniker, NH, seeks proposals and qualifications from qualified Contractor/Vendors (Providers) to design and build, and potentially operate, municipal turn-key Grid Interactive Photovoltaic Solar Energy Systems (PV Systems) on Town-owned land to provide approximately 449,600 kWh annually of the electrical usage on meters servicing Henniker municipal facilities as listed below in Section VI.

Sealed, written proposals printed on paper and an electronic copy must be received by the Town at the address below no later than 4 pm Monday , 2019. Five (5) copies of all submissions must be included. Each envelope must be clearly marked "Henniker Municipal PV System Proposal" with the proposing company's name and address.

, Town Administrator

18 Depot Hill Road

Henniker, NH 03242

Proposals may be changed or withdrawn by a Provider in writing on paper and in an electronic copy until the proposal deadline. Finalist(s) will be invited to present their proposals in a meeting with the Town Administrator, Selectmen, Henniker Energy Committee, and/or other representatives of the Town.

The Town reserves the right to hold additional interviews with finalists to discuss and negotiate, if applicable, the price and terms prior to making a final selection. The Town reserves the right to withdraw this RFP before or after receiving proposals, accept any or reject all proposals, to waive minor irregularities, and to make a selection, if any, as it deems to be in the best interest of the Town. The Town also reserves the right to reject the selected Provider and contract with another Provider if the Town and the selected Provider cannot successfully negotiate a contract for the proposed work. The Town reserves the right to approve all plans prior to installation.

The Town shall not be liable for any cost incurred by any Provider during the selection process.

If Town Property is altered in any way by a Provider during the selection process, the Town may require the Provider to restore the property to its prior condition.

The Board of Selectmen expects to bring the winning proposal to Town Meeting in March 2019 for approval. All proposals must be valid for at least 3 months after Town Meeting. The selected Provider shall attend Town Meeting and support their proposal. In addition, the Provider shall make presentations at two public outreach meetings (one on a weeknight and the other on a weekend) and be present at the Selectmen's Budget Hearing to answer questions.

II. Electrical Energy/PV System Procurement

The Town welcomes proposals offering a variety of procurement methods:

- a. Outright purchase of the PV Systems from the outset by the Town using a 20-year bond.
- b. Power Purchase Agreements, leases, or other options that may utilize a third party to finance the PV Systems. These options may include the opportunity for the Town to purchase the PV Systems from the Provider or third party in the future.

Providers may present the one procurement method they believe to be most financially beneficial to the Town or they may provide two or more options. The Town will use the metrics listed next to analyze and compare the proposals.

All proposals must present the projected year-by-year cost per kWh of electricity provided by the PV Systems, the projected year-by-year cost per kWh of electricity purchased from the utility, the average cost per kWh over the first 25 years of operation, the year-by-year savings, and the total savings over the first 25 years of operation. Proposals shall also discuss whether the production of the PV Systems will reduce charges based on kW power demand and what these savings might be, if any. Proposals utilizing outright purchase by the Town will also include the payback period and return on investment after 15 and 25 years of operation.

Providers may present other metrics they deem to have value in portraying the financial benefit to the Town.

Providers shall state all financial assumptions made and list all sources of funding and revenue to be utilized in their proposals.

III. Scope of Project

The Town of Henniker seeks proposals from Providers for PV Systems to be located on Town owned property identified in Section VII. The PV Systems may utilize a variety of module and mounting technologies including but not limited to flat and curved modules/collectors, roof, fixed ground, or tracking mounting, and module-level power electronics. These PV Systems will be sized to offset annually approximately 449,600 kWh of the electrical usage on meters servicing Henniker municipal facilities as listed below in Section VI.

The PV Systems must be turnkey systems. The Provider must:

1. design,
2. engineer,
3. permit,
4. finance or facilitate financing,
5. install,
6. commission,
7. interconnect,
8. furnish complete as-built documentation,
9. operate or provide guidance for operating,
10. monitor or facilitate monitoring,
11. maintain or provide guidance for maintaining

- these PV Systems, and
12. decommission or provide a plan for the decommissioning of the systems at the end of their lifetimes.

If the proposal incorporates outright purchase of the system from day one by the Town using bonding, the Provider shall furnish:

1. training to town employees for operating, monitoring, and maintaining the PV Systems,
2. on-going customer support,
3. manufacturers' specification sheets and instruction manuals for equipment,
4. all manufacturer and Provider warranties for parts and labor, and
5. a schedule of maintenance, if any, including anticipated costs, such as for inverters or tracker systems.

Or, alternatively, a Provider may present a maintenance and service contract for the life of the system and include the cost for such in the PV Systems' cost or offer the contract and cost separately as an option.

If the proposal incorporates leasing or a Power Purchase agreement, the Provider shall list all services provided to the Town at no additional cost and list all services the Town must provide or contract for and the costs of these services on an annual and system lifetime basis.

IV. Evaluation Criteria and Selection of a Provider

The Town of Henniker is seeking best value for these PV Systems. Best value is a combination several factors including:

1. financial savings resulting from a net cost per kWh of electrical energy that is lower than projected conventional purchase costs,
2. technically accurate, aesthetically pleasing, secure, and minimally disruptive design,
3. efficient, safe, environmentally sound, and on-schedule construction and operation of the system,
4. quality and longevity of workmanship and system components,
5. utilization of American-made components to the greatest extent feasible,
6. provision of convenient monitoring of system operation for diagnostics and educational purposes,
7. comprehensive and reliable system maintenance resulting in minimal system down-time over the system lifetime, and
8. courteous, knowledgeable, and readily available customer support and service over the life of the system.

Each Provider must demonstrate the knowledge, skill and experience necessary to design, permit, construct, operate and maintain the system, as well as provide information regarding the contracts let in the past five years, accompanied by contact information.

A final Provider will be selected based on the thoroughness and quality of the information it provides in its proposal regarding the Required Proposal Elements listed below through which the Provider will demonstrate its ability to provide superior value to the Town as described above.

V. Required Proposal Elements:

1. Name and address of company and person/s responsible for contract. Include contact information.
2. Number of employees working on project site/s.
3. Qualifications and experience of:
 - a. principal members,
 - b. designer engineers
 - c. project managers and installers
 - d. subcontractors, if any
4. Names of any Town officials or employees who are related to any of the partners, officials or directors of the firm or have any ownership interest in the firm.
5. Experience with PV System installations of similar size and type including a list of three or more municipal projects in NH or northern New England. Summary of performance of each system including actual kWh generation versus projected generation. Brief company history.
6. Experience with customer training and service.
7. Three municipal customer references with contact information.
8. Project schedule, from town vote in March to interconnection with utility (turn-on).
9. PV System design consisting of preliminary site plan layouts showing:
 - a. the approximate location of the PV modules and inverters,
 - b. type and number of PV modules, inverters, and mounting,
 - c. the area of land covered by ground mount arrays and the percent of the area of each tax map lot covered by ground mount arrays
 - d. PV system sizes in kW DC STC and kW AC maximum continuous, and
 - e. expected average monthly and annual production of each PV System.
10.
 - a. Cost quote that covers all costs including design, engineering, permitting, equipment, building structural work (if necessary), installation, interconnection, financing (if any), internet-based production monitoring, and periodic maintenance (if any) costs if procurement by outright purchase of PV Systems. If it is not possible to quantify any of the above costs at the proposal stage, please explain why. State how these costs will be specified and at what stage of the process.
 - b. Complete pricing for Power Purchase Agreements, leases, or other procurement methods, including but not limited to maintenance costs, if any, and buyout pricing if that option is available.
 - c. In addressing the use of American-made components, the Provider may (but is not required to) submit two proposals, one utilizing American-made products to the greatest extent feasible, and a second suggested alternative with a lower percentage of American-made products.
11. PVWatts Energy Report or Helioscope Energy Report for the PV Systems.
12. Financial benefit analysis which includes, among other things, yearly and 25-year payments and savings, and average cost per kWh of electricity over 25 years.
13. Statement of all financial assumptions made and list of all sources of funding and revenue to be utilized.
14. Environmental benefit analysis which includes, among other things, the weight of CO2 emissions and of other pollutants eliminated by the production of the PV Systems.
15. Manufacturers' specification sheets for equipment.
16. Manufacturer and installation company warranties for parts and labor.

17. Schedule of maintenance, if any, such as for tracker systems.
18. Proof of general liability and professional liability Insurance and current good standing with the State of NH Secretary of State office.
19. Proof of ability to bond the cost of the proposed project with payment and performance bonds.

VI. Town Facilities Electricity Usage

The Town facilities listed below used the following amounts of electricity in kWh in 2018.

Academy Hall	Maple Street	3531
Community Center	Main Street	25,893
Fire Station	Maple Street	36,930
Grange	Western Ave.	8298
Highway Dept.	Ramsdell Road	25,020
Police Station	Western Ave.	31,891
Town Hall	Depot Street	15,189
Transfer Station	Weare Road	29,931
Tucker Free Library	Western Ave.	31,116
Cogswell Springs Water Works and Route 114	Davison Road	94,608
Waste Water Treatment Plant	Ramsdell Road	294,423
Annual PV Systems Production Target		449,600

The Town has chosen an annual target that equals one half of the consumption of the Waste Water Treatment Plant plus the sum of the consumption of all the other listed Town facilities.

VII. PV System Sites

The Town of Henniker has identified the Town properties listed below as potential locations for PV Systems.

Lot #	Address	
1-665	1393 Weare Road	Transfer Station
2-501	250 Weare Road	Cogswell Springs Water Works
2-96-H	146 Davison Road	" "
2-509-A	209 Ramsdell Road	Highway Department
2-509-B	199 Ramsdell Road	Charles E. Damour Waste Water Treatment Plant

However, no PV Systems are to be constructed on the historic town buildings or lands listed below:

Henniker Town Hall
 Grange Hall
 Henniker Community Center
 Henniker Historical Society Building
 Tucker Free Library

All Providers are required to attend guided site visits at the properties listed above scheduled for , 2019 at 9:00 AM. Please meet at the Highway Garage located at 209 Ramsdell Road in Henniker.

VIII. Insurance

Prior to commencing work, and throughout the term of this contract, the Provider shall obtain and maintain, in the limits and under the conditions set forth below, insurance coverage naming the Town, its officers, employees, volunteers, and assigns, as Certificate Holder and Additionally Named Insured, for the following types and levels of coverage:

- Workers Compensation Statutory
- Automobile and Equipment \$1 Million/\$2 Million
- Property Damage \$1 Million/\$2 Million
- Commercial General Liability \$1 Million/\$2 Million
- Contractual Liability;
- Products and Completed Operations;

The Provider shall furnish the Town, at the time the contracts are returned to the Provider for execution, Certificates of Insurance and/or policies. This coverage shall be primary to the Additionally Insureds' existing insurance and shall not be contributing with any other insurance or similar protection

available to the Additionally Insureds' whether other available insurance be primary, contributing or excess.

All coverage shall be with insurance carriers licensed and authorized to do business in New Hampshire. If any of the above coverages expire during the term of this contract, the Provider shall deliver renewal Certificates and/or policies to the Town at least ten (10) days prior to the expiration date.

Sixty (60) days advance written notice of cancellation, non-renewal, reduction and/or material change shall be sent to: The Town of Henniker, New Hampshire, Attn. Town Administrator 18 Depot Hill Road, Henniker, NH 03242.

If a sub-Contractor is used for any portion of the work, the Provider will supply to the Town similar certificates, in similar amounts and under similar conditions, from the sub-Contractor.

Should the Provider fail to maintain Workers' Compensation insurance, and should the Town be found liable to principals, officers, employees and agents of the Provider, the Town may recover from the Provider the amount of any medical costs and compensation paid to or on behalf of the principals, officers, employees and agents of the Provider and any expenses relating to claims filed under the provisions of Workers' Compensation.

IX. Indemnification and Litigation

The Provider agrees to indemnify, pay on behalf of, defend and hold harmless the Town and its officers, agents, employees, and volunteers from and against any and all claims, demands, suits, actions, costs, judgments, whatsoever, including reasonable attorney's fees, which may be imposed upon, incurred by, or asserted against the Town by reason of (a) any failure on the part of the Provider or a subcontractor under this contract, or (b) for the death, injury or property damage suffered by any person on account of or based upon the act, omission, fault, negligence or misconduct of any person whomsoever other than the Town of Henniker. The Town agrees that the Provider will not be responsible for any suit, action or claim of loss or expenses because of bodily injury, including death caused by the Town and its agents and employees.

The foregoing indemnity and hold harmless agreement shall include indemnity against all costs, expenses, and liabilities incurred in or in connection with any such claim or proceeding brought here on, and the defense thereof with counsel acceptable to the Town or counsel selected by an insurance company which has accepted liability for any such claim.

This covenant shall survive the termination of this Contract.



**Town of Henniker
Board of Selectmen Meeting
Tuesday, August 27, 2019
Henniker Town Hall**

Members Present: Chairman, Kris Blomback; Vice Chair Tia Hooper; Selectman Peter Flynn; Selectman Scott Osgood; Selectman Leon Parker

Town Administrator: Russ Roy

Recording Secretary: Kelly McCutcheon

Guests: Maryellen Schule, Susan Adams, Wayne Lesperanu, Warren Mattiello, Bonnie Mattiello, Michael Pon, Paul Areato, Matt French, Mike French, Kelley LaPlante, Bob French Jr., Jerry Gilbert, Sandy Johnson

Item1: Consent Agenda

Vice Chair Hooper moved to approve the Consent Agenda as presented. Selectman Parker seconded. Motion carried 5-0.

Public Forum #1

No public comment.

Item2: Henniker Resident Concerns

Susan Adams stated her concerns regarding the quality of life in the center of town and asked if there were any regulations regarding housing standards in the center of town, stating concerns of absentee landlords who are unreachable and the Henniker Police having to step in when they are already busy, in addition to the money residents have spent downtown to improve their properties. Additionally, she mentioned the peculiar retail shop that is never open and appears to have someone living in the shop.

Vice Chair Hooper acknowledged Susan's concerns regarding the trash piling up and stated the new Health Officer was just appointed and has the authority to inspect apartment buildings and ensure the living standards and safety requirements are up to code. Selectman Flynn asked what would cause the Health Inspector to go in and Vice Chair Hooper stated the annual inspection. Selectman Flynn stated he and his wife have had a bad experience with the retail store regarding the planters placed on the sidewalk, which the person stated the landlord said it was ok when it was an obstruction on the side walk. Selectman Osgood stated the town is allowed to have housing standards. Selectman Flynn mentioned absentee landlords buying buildings to rent exclusively to college students and the town having no control over NEC (New England College) expansion, as well as the issue of illegal driveways and residents driving over the new curbs.

Selectman Osgood stated the building code enforcement is for any 2 units or more and would not apply to private homes. Vice Chair Hooper stated that is why Fire and Health have the right to enter for annual inspections to ensure living conditions meet guidelines. Bonnie Mattiello stated across from the thread shop there are 19 cars there and according to the Town Planner it is grandfathered for 19 cars but there are not enough bathrooms in that building for all the cars. Warren Mattiello supported Susan Adams' position in that there needs to be control regarding properties in the village. Warrant stated he believes in "Live free or Die" and does not want to infringe on anyone's rights but at the same time it is not right for people in the village to keep their properties in such poor condition that it impacts the overall impression on the village and impacts property values. Warren stated even a simple enclosure to cover the dumpsters and grease traps would help. He stated Henniker is a quintessential old New England small town and little things will help persevere the character that is held dear by the town.

Selectman Osgood stated there are complaint forms that can be filled out in person at the Town Hall, that will be directed to the correct people and allow the town to track complaints and progress. Sandy Johnson reiterated what Warren Mattiello had said and mention the couch sitting out on Crescent St and how horrible it looks having to pass it every day. Bonnie Mattiello the Town Planner told her the Board could vote to have an enclosure amendment and they would not have to wait.

Chair Blomback stated that without a permanent Town Administrator the Boards hands are tied, but the Health Inspector was recently appointed. Vice Chair Hooper encouraged residents to report complaints to Town Hall to be properly addressed. Selectman Parker noted the Board voted and approved to allow NEC to put up their campus banners on the lamp post and at the last meeting voted and approved to allow other banners as well. Chair Blomback commended NEC for the beautiful new facility in the center of town and the good things they are bringing forward in the long-term strategic vision. He also asked for patience while the new Town Administrator search continues, and once a new Town Administrator is hired, they will work with the Health Officer to address complaints and established new regulations if needed. Susan Adams thanked the Board for their consideration.

Selectman Osgood requested the complaint form be moved to the front page of the town website for easier access.

By consensus the Board is sending complaints to the Zoning Board to review for now.

Item3: Azalea Park Discussion

Susan Adams stated there is \$4,000 the Azalea Park Committee voted to return to Susan Adams who lent the money and was deposited into the entrance fund account on May 7th when it was believed there was not enough money in the account. A mistake had been made and there was enough money in the account resulting in the vote to return Susan's money.

Chair Blomback confirmed that Susan loaned the committee \$4,000 of her personal money. Chair Blomback confirmed the trust account indicates \$5,700 and that no tax payer money is involved. No tax payer money is involved. Selectman Flynn stated he has no problem refunding Susan, but there needed to be some type of documentation and Russ needs a copy of that

documentation. Selectman Flynn stated there should have been some form a documented written agreement. Chair Blomback asked about the committee's decision to refund, Susan stated it is in the minutes from the last meeting.

Selectman Flynn moved to approve the refund to Susan Adams in the amount of \$4,000. Chair Blomback seconded. Motion carried 4-0-1 (Osgood).

Selectman Parker stated it was a terribly sloppy way to do business and needs to be tightened up.

Susan Adams asked if it would be possible to put a message on the town website regarding the park that has become a mountain bike trail for youngsters and the work that has to be redone in addition to all the trash that is being left behind. Chair Blomback asked what type of damage the bikes are causing. Susan stated they ride through the side walk disrupting stones and mulch and that she will be going to the school to talk to the kids.

Selectman Parker stated that not many people read the town website and suggested putting signage up in the trouble areas. Susan has 3 signs up now and has talked to the police regarding security and placing cameras in the park. Susan has been researching it and wants to increase the safety for everyone in the park and does not want to see one group of people keep everyone else from enjoying the park. She would like the cameras to be low impact and would also give the police the ability to respond quickly if they can access the cameras, and stated how officers will see the backs of people leaving the park when they do patrols.

Police Chief Matt French supports having in cameras in the park, although stated that he does not have the staff to monitor the cameras 24/7, but it would help solve more crimes, and stated he is not for spying on people but for crime prevention and deterrent, since just having cameras present has been shown to deter crime. Selectman Osgood asked where the signal would go and if it would be a private signal for the police and Town Administrator. Selectman Flynn asked what the cost factor would be for purchasing, running, maintaining and to keep it in mind for next years budget. Chief French stated that cost has really come down and that the technology and options have gotten better. Vice Chair Hooper asked how many incidents there have been at the park. Chief French stated there has been nothing major this year besides the fence being knocked down and thrown in the river. Selectman Osgood asked that the cost and cost range be researched. Susan asked about the wetlands and running wires out there and if there was an IT person. Selectman Flynn stated it needs to go through the Town Administrator.

Susan stated after finding the fence in the river she is worried about the kiosk being vandalized, and that there was a lot of people who donated their time, talent, and money to get the park where it is today, and she wants to protect their efforts.

Item4: SHOT -Music on Main Street Parking Ban

Bob French Jr. and Maryellen Schule asked the Board for permission to tow cars from Main Street still present during the Main Street Parking Ban. They have been towing cars for the event the last 10 years and Maryellen puts the notices out 1 week before as well as the night before. Vice Chair Hooper would like the notices posted on doors, especially apartment buildings. Maryellen stated she also has NEC campus security send an e-blast to students.

Vice Chair Hooper moved to approve the request to start towing at 5am on September 21, 2019 with notifications posted on all buildings the night before. Selectman Parker seconded. Motion carried 5-0.

Item5: PV Systems RFP

Mike French spoke with the Water Commission last week and received their permission to potentially install solar panels on their properties with a stipulation on the Davison Rd to have a fencing around the solar field and tank so the solar panels can be used to keep the tank in the shade. Mike French also noted the change where all department heads have the option to attend site visits to address their concerns to the companies directly. Russ asked if the town would be required to purchase through Eversource or if the town can still use a 3rd party electric supplier. Mike stated the companies would be able to tell him when the RFP is returned.

Selectman Osgood asked Mike about the Solar Company he works for and if he will be part of the bid. Mike works for Revision and will be recusing himself from Energy Committee votes regarding the solar project once the RFP is sent out, and works predominantly on residential and small commercial projects at Revision and will not be involved if Revision is selected for the RFP.

Selectman Flynn recommend the timeline for the RFP to schedule the site visit withint 14 days after the RFP is returned and to have a deadline of 30 days for the RFP to be out to help move things along for town meeting.

Vice Chair Hooper moved to accept the RFP subject to legal review. Selectman Flynn seconded. Motion carried 5-0.

Item6: Review of public and non-public minutes of August 6, 2019

Selectman Parker moved to approve the public minutes with edits. Vice Chair Hooper seconded. Motion carried 5-0.

Chair Blomback moved to approve item 1 non-public minutes as presented. Selectman Parker seconded. Motion carried 5-0.

Selectman Parker moved to approve item 2 non-public minutes as presented. Selectman Flynn seconded. Motion carried 4-0-1 (Osgood).

Selectman Parker moved to approve item 3 non-public minutes as presented. Chair Blomback seconded. Motion carried 4-0-1 (Osgood).

No Town Administrator report.

Selectmen Reports:

Selectman Parker mentioned the new pavement in the center of town and mentioned the contractors donating labor and equipment for fix driveways with steep slopes since the elevation for the road had not been measured properly on the plans and the need to address the quality of the engineering plans before construction. Selectman Osgood asked about leaving the top coat off until next spring. Vice Chair Hooper stated it allows for everything to settle and will be smoother and seamless. Selectman Osgood mentioned the 7.5-inch curb in front of the library and putting up a sign out front.

Selectman Flynn was unable to attend the athletic meeting Monday.

Chair Blomback has the Economic Development Meeting tomorrow.

Vice Chair Hooper was with the road contractor Friday and Saturday to create a video for future viewing of the road work completed.

Selectman Osgood had no report.

Public Forum #2

Jerry Gilbert of the Water Commission updated the Board and informed them that Joe DeMoura has retired and no longer on the Water Commission. Bill Hall has replaced Joe and Jeff Connor is an interim Water Commissioner. Prices for going under 202 are starting, and the biggest hurdle is Superintendent Norm Bumford out on medical leave until further notice but seems to be doing fairly well. Kelly McCutcheon is also taking the minutes for the Water Commissioners meetings every 3rd Tuesday of the month at 3pm at the Davison Road office.

Selectman Parker asked what the time frame for the 202 project is and Jerry stated it will have to go before Town Meeting with the budget. Selectman Parker asked what the cost would be and Jerry stated just for directional drilling will be over \$200,000 with the request through the state and it depends what material they are going through, back in the 70's tires, rims, and boulders where found sitting on the pipes. The leak is believed to be under the ramp on 202. Chair Blomback asked how old the pipe is, it is from 1972 or 1976. Selectman Osgood asked if a camera has been run down the pipe. Jerry stated it is an option, but they are already aware of 2 breaks and there could be more later on, it would be better to directional drill and replace the pipe. The current pipe is cast iron and has busted in 3 places. Vice Chair Hooper voiced her

concern over having a hard time accessing one of the tanks in addition poor water circulation and the impact that could have on fire hydrants.

Maryellen thanked Russ for always stepping up to the plate and noted since Peter Flynn left as Town Administrator that she has worked with 4 other Town Administrators and how nice it is Russ always steps up in between and how much he is appreciated.

Leigh of the Messenger asked how the Town Administrator search was going. Chair Blomback stated 70 applications were received and the Board selected 14 for the Town Administrator Search Committee to review and make a recommendation of 3-5 candidates. The position is open until filled.

Vice Chair Hooper moved to enter non-public. Chair Blomback seconded. Motion carried 5-0.

Non-Public

Item7: Non-public RSA 91-A:3 II(e)

Vice Chair Hooper moved to exit non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper moved to seal the minutes. Chair Blomback seconded. Motion carried 5-0.

Vice Chair Hooper moved to adjourn. Chair Blomback seconded. Motion carried 5-0.

Adjourn at 8:05pm

Interim Town Administrator's Report 9/13/19

- A. The tax rate analysis is under way. I would expect to have a projection for the 10/1/19 meeting. Also, the utility values came in for 2019. The Eversource number dropped from 2018 \$13,223,000 to 2019 \$10,031,000 a net change of (\$3,192,000). A tally of valuation pickups should bring us about \$2,800,000 to offset. I am going to drop my 2019 calculation valuation by \$500,000 to ensure I have a conservative number. Once the MS-1 (Summary of valuation form) is filed, then we will replace my estimate with the actual valuation number.
- B. The RFP for the property revaluation for 2020 is proving to be a complex document. It is my understanding that our current assessor will be bidding on the project. This information could reflect a change in the vendors who provide these services. In the past, appraisal bidders have always had the CAMA software included in the bid price of revaluations. With the addition of bidders who do not have this capability, I thought it would be important to have the RFP reflect the need for the software and the need to have the completed database entered and reconciled into that software upon completion of the project.
- C. Met with Carl Eden on the LED conversion project. Signed all contracts. Preconstruction meeting will be scheduled in a week.
- D. My certification as an LPA with the wage certification (this allows me to manage the safe routes to school/TAP grants) is up in December. I have the ability to test out of going to the two day class. I am currently working on that test. If I fail, Leo will be the final individual who can administer the projects. If needed, I can take the class again in 2020.
- E. Fuel bid is due back September 30, 2019
- F. Budget. Tentative meeting schedule attached. Payroll tables policy would have the cola for 2020 at 1.5%. State adjusted payroll tables by increasing one step. Instead of Steps 1-8, the table is now stepped 1-9. The contractual provisions we adopted at steps, 5,6,7 which delay implementation of the next step by one year at steps 5 & 6, and two years at step 7 are still in place.

A tentative schedule for the budget meeting process has also been attached.

Grade	Step 1	Step 2	Step 3	Step 4	Step 5 A	Step 5 B	Step 6 A	Step 6 B	Step 7 A	Step 7 B	Step 7 C	Step 8	Step 9
TOWN OF HENNIKER-40 hr Employees													
2020 Cola 1.5% effective 1/4/19 State of NH													
11	Hourly	14.95	15.50	16.07	16.73	17.37	17.37	18.04	18.04	18.74	18.74	18.74	20.36
	Annual (40)	31,096	32,240	33,426	34,798	36,129	36,129	37,523	37,523	38,979	38,979	38,979	42,348
	% Increase		3.5%	3.5%	3.9%	3.7%	0.0%	3.9%	0.0%	3.9%	0.0%	0.0%	4.4%
12	Hourly	15.50	16.07	16.73	17.37	18.04	18.04	18.74	18.74	19.50	19.50	19.50	21.19
	Annual (40)	32,240	33,425	34,798	36,129	37,523	37,523	38,979	38,979	40,560	40,560	40,560	44,075
	% Increase		3.5%	3.9%	3.7%	3.7%	0.0%	3.9%	0.0%	4.1%	0.0%	0.0%	4.4%
13	Hourly	16.07	16.73	17.37	18.04	18.74	18.74	19.50	19.50	20.36	20.36	20.36	22.11
	Annual (40)	33,425	34,798	36,129	37,523	38,979	38,979	40,560	40,560	42,348	42,348	42,348	45,988
	% Increase		3.9%	3.7%	3.7%	3.7%	0.0%	4.1%	0.0%	4.4%	0.0%	0.0%	4.3%
14	Hourly	16.73	17.37	18.04	18.74	19.50	19.50	20.36	20.36	21.19	21.19	21.19	22.99
	Annual (40)	34,798	36,129	37,523	38,979	40,560	40,560	42,348	42,348	44,075	44,075	44,075	47,819
	% Increase		3.7%	3.7%	3.7%	3.9%	0.0%	4.4%	0.0%	4.1%	0.0%	0.0%	4.0%
15	Hourly	17.37	18.10	18.83	19.59	20.36	20.36	21.19	21.19	22.11	22.11	22.11	23.98
	Annual (40)	36,129	37,648	39,166	40,747	42,348	42,348	44,075	44,075	45,988	45,988	45,988	49,878
	% Increase		4.0%	3.9%	3.9%	3.8%	0.0%	4.1%	0.0%	4.3%	0.0%	0.0%	4.3%
16	Hourly	18.10	18.83	19.59	20.36	21.19	21.19	22.11	22.11	22.99	22.99	22.99	24.96
	Annual (40)	37,648	39,166	40,747	42,348	44,075	44,075	45,988	45,988	47,819	47,819	47,819	51,916
	% Increase		3.9%	3.9%	3.8%	3.9%	0.0%	4.3%	0.0%	4.0%	0.0%	0.0%	4.1%
17	Hourly	18.83	19.59	20.36	21.19	22.11	22.11	22.99	22.99	23.98	23.98	23.98	24.96
	Annual (40)	39,166	40,747	42,348	44,075	45,988	45,988	47,819	47,819	49,878	49,878	49,878	54,080
	% Increase		3.9%	3.8%	3.9%	4.2%	0.0%	4.0%	0.0%	4.3%	0.0%	0.0%	4.2%
18	Hourly	19.59	20.36	21.19	22.11	22.99	22.99	23.98	23.98	24.96	24.96	24.96	27.10
	Annual (40)	40,747	42,348	44,075	45,988	47,819	47,819	49,878	49,878	51,916	51,916	51,916	56,368
	% Increase		3.8%	3.9%	4.2%	3.8%	0.0%	4.3%	0.0%	4.1%	0.0%	0.0%	4.2%
21	Hourly	22.11	22.99	23.98	24.96	26.00	26.00	27.10	27.10	28.49	28.49	28.49	31.01
	Annual (40)	45,988	47,819	49,878	51,916	54,080	54,080	56,368	56,368	59,259	59,259	59,259	64,500
	% Increase		3.8%	4.1%	3.9%	4.0%	0.0%	4.2%	0.0%	5.1%	0.0%	0.0%	4.3%
27	Hourly	28.49	29.72	31.01	32.40	33.82	33.82	35.36	35.36	36.88	36.88	36.88	40.60
	Annual (40)	59,259	61,817	64,500	67,392	70,345	70,345	73,548	73,548	76,710	76,710	76,710	84,448
	% Increase		4.1%	4.2%	4.3%	4.2%	0.0%	4.6%	0.0%	4.3%	0.0%	0.0%	5.4%
28	Hourly	29.72	31.01	32.40	33.82	35.36	35.36	36.88	36.88	38.53	38.53	38.53	42.51
	Annual (40)	61,817	64,500	67,392	70,345	73,548	73,548	76,710	76,710	80,142	80,142	80,142	84,448
	% Increase		4.2%	4.3%	4.2%	4.4%	0.0%	4.3%	0.0%	4.5%	0.0%	0.0%	4.7%
31	Hourly	33.82	35.43	37.08	38.77	40.60	40.60	42.51	42.51	44.46	44.46	44.46	48.65
	Annual (40)	70,345	73,694	77,126	80,641	84,448	84,448	88,421	88,421	92,476	92,476	92,476	96,824
	% Increase		4.5%	4.4%	4.4%	4.5%	0.0%	4.7%	0.0%	4.6%	0.0%	0.0%	4.5%
													Fin Director
													Highway Super

TOWN OF HENNIKER-50 hr Fire/Rescue

Grade		Step 1	Step 2	Step 3	Step 4	Step 5 A	Step 5 B	Step 6 A	Step 6 B	Step 7 A	Step 7 B	Step 7 C	Step 8	Step 9	
2020 Cola 1.5% effective 1/4/19 State of NH															
13	Hourly	15.42	15.66	16.64	17.31	17.98	17.98	18.70	18.70	19.54	19.54	19.54	20.33	21.17	Basic EMT - Part time
	Annual (50)	40,084	40,706	43,275	45,002	46,750	46,750	48,630	48,630	50,794	50,794	50,794	52,870	55,038	Step 1
	% Increase		1.5%	5.9%	3.8%	3.7%	0.0%	4.0%	0.0%	4.4%	0.0%	0.0%	4.1%	4.1%	
14	Hourly	16.05	16.24	17.31	17.98	18.70	18.70	19.54	19.54	20.33	20.33	20.33	21.21	22.08	Basic EMT / Fire Fighter
	Annual (50)	41,723	42,220	45,002	46,750	48,630	48,630	50,794	50,794	52,870	52,870	52,870	55,143	57,404	Part time Step 1
	% Increase		1.2%	6.2%	3.7%	3.9%	0.0%	4.4%	0.0%	4.1%	0.0%	0.0%	4.3%	4.1%	
15	Hourly	16.64	16.94	18.06	18.79	19.54	19.54	20.33	20.33	21.21	21.21	21.21	22.07	22.97	EMT I Part-time Step 1
	Annual (50)	43,275	44,032	46,969	48,849	50,794	50,794	52,870	52,870	55,143	55,143	55,143	57,373	59,725	
	% Increase		1.7%	6.3%	3.8%	3.8%	0.0%	4.1%	0.0%	4.3%	0.0%	0.0%	4.0%	4.1%	
16	Hourly	17.36	17.62	18.79	19.54	20.33	20.33	21.21	21.21	22.07	22.07	22.07	23.02	23.96	EMT I / Fire Fighter
	Annual (50)	45,133	45,823	48,849	50,794	52,870	52,870	55,143	55,143	57,373	57,373	57,373	59,842	62,295	Part-time Step 1
	% Increase		1.5%	6.2%	3.8%	3.9%	0.0%	4.3%	0.0%	4.0%	0.0%	0.0%	4.3%	4.1%	
17	Hourly	18.06	18.33	19.54	20.33	21.21	21.21	22.07	22.07	23.02	23.02	23.02	23.94	24.92	EMT II Firefighter
	Annual (50)	46,969	47,657	50,794	52,870	55,143	55,143	57,373	57,373	59,842	59,842	59,842	62,246	64,798	Full Time
	% Increase		1.4%	6.2%	3.9%	4.1%	0.0%	4.0%	0.0%	4.3%	0.0%	0.0%	4.0%	4.1%	
18	Hourly	18.79	19.06	20.33	21.21	22.07	22.07	23.02	23.02	23.94	23.94	23.94	24.95	25.97	
	Annual (50)	48,849	49,555	52,870	55,143	57,373	57,373	59,842	59,842	62,246	62,246	62,246	64,869	67,528	
	% Increase		1.4%	6.3%	4.1%	3.9%	0.0%	4.3%	0.0%	4.0%	0.0%	0.0%	4.2%	4.1%	
19	Hourly	19.54	19.84	21.21	22.07	23.02	23.02	23.94	23.94	24.95	24.95	24.95	25.99	27.06	Medic Part-time Step 1
	Annual (50)	50,794	51,580	55,143	57,373	59,842	59,842	62,246	62,246	64,869	64,869	64,869	67,579	70,349	
	% Increase		1.5%	6.5%	3.9%	4.1%	0.0%	4.0%	0.0%	4.2%	0.0%	0.0%	4.2%	4.1%	
20	Hourly	20.33	20.69	22.07	23.02	23.94	23.94	24.95	24.95	25.99	25.99	25.99	27.32	28.44	Medic/ Fire Fighter
	Annual (50)	52,870	53,798	57,373	59,842	62,246	62,246	64,869	64,869	67,579	67,579	67,579	71,033	73,945	Part-time Step 1
	% Increase		1.7%	6.2%	4.1%	3.9%	0.0%	4.2%	0.0%	4.2%	0.0%	0.0%	5.1%	4.1%	
21	Hourly	21.21	21.53	23.02	23.94	24.95	24.95	25.99	25.99	27.32	27.32	27.32	28.52	29.69	Medic/ Fire Fighter
	Annual (50)	55,143	55,973	59,842	62,246	64,869	64,869	67,579	67,579	71,033	71,033	71,033	74,158	77,198	Part-time
	% Increase		1.5%	6.5%	3.9%	4.0%	0.0%	4.2%	0.0%	5.1%	0.0%	0.0%	4.4%	4.1%	(Meade)
22	Hourly	22.07	22.45	23.94	24.95	25.99	25.99	27.32	27.32	28.52	28.52	28.52	29.77	30.99	Daytime Captain
	Annual (50)	57,373	58,382	62,246	64,869	67,579	67,579	71,033	71,033	74,158	74,158	74,158	77,392	80,565	
	% Increase		1.7%	6.2%	4.0%	4.0%	0.0%	5.1%	0.0%	4.4%	0.0%	0.0%	4.4%	4.1%	Full Time
23	Hourly	23.02	22.23	25.07	26.18	27.32	27.32	28.52	28.52	29.77	29.77	29.77	31.09	32.37	
	Annual (50)	59,842	57,802	65,175	68,060	71,033	71,033	74,158	74,158	77,392	77,392	77,392	80,846	84,161	
	% Increase		-3.5%	11.3%	4.2%	4.2%	0.0%	4.4%	0.0%	4.4%	0.0%	0.0%	4.5%	4.1%	

TOWN OF HENNIKER-43 hr LAW ENFORCEMENT

Grade	Step 1	Step 2	Step 3	Step 4	Step 5 A	Step 5 B	Step 6 A	Step 6 B	Step 7 A	Step 7 B	Step 7 C	Step 8	Step 9	
2020 Cola 1.5% effective 1/4/19 State of NH														
15	Hourly	19.71												Probationary State Trooper
	Annual (43)	44,075												Probationary Henniker Officer
	% Increase													
19	Hourly	23.14	24.11	25.13	26.15	27.27	27.27	28.41	28.41	29.62	29.62	29.62	30.84	32.42 State Trooper 1
	Annual (43)	51,750	53,913	56,180	58,468	60,985	60,985	63,523	63,523	66,227	66,227	66,227	68,952	72,488 Henniker Officer
	% Increase		4.0%	4.0%	3.9%	4.1%	0.0%	4.2%	0.0%	4.3%	0.0%	0.0%	4.1%	5.1%
21	Hourly	25.13	26.15	27.27	28.41	29.62	29.62	30.84	30.84	32.42	32.42	32.42	33.82	35.34 Senior Patrolman
	Annual (43)	56,180	58,468	60,985	63,523	66,227	66,227	68,952	68,952	72,488	72,488	72,488	75,628	79,019
	% Increase	100.0%	3.9%	4.1%	4.0%	4.1%	0.0%	4.1%	0.0%	5.1%	0.0%	0.0%	4.3%	4.5%
23	Hourly	27.27	28.47	29.73	31.07	32.42	32.42	33.82	33.82	35.34	35.34	35.34	36.92	38.55 State Police Sergeant I
	Annual (43)	60,985	63,668	66,476	69,472	72,488	72,488	75,628	75,628	79,019	79,019	79,019	82,555	86,195 Henniker Sergeant
	% Increase		4.2%	4.2%	4.3%	4.2%	0.0%	4.3%	0.0%	4.5%	0.0%	0.0%	4.5%	4.4%
26	Hourly	31.07	32.42	33.82	35.34	36.92	36.92	38.55	38.55	40.25	40.25	40.25	42.02	43.91 State Police Lieutenant
	Annual (43)	69,472	72,488	75,628	79,019	82,555	82,555	86,195	86,195	90,001	90,001	90,001	93,953	98,176 Henniker Chief
	% Increase		4.2%	4.2%	4.3%	4.3%	0.0%	4.4%	0.0%	4.4%	0.0%	0.0%	4.4%	4.5%



Town of Henniker
Special Selectmen's Meeting

Special Selectmen's Meeting/Budget Committee
Budget Review Process 2020
Saturday, November 16, 2019
Town Hall Meeting Room

Agenda

Proposed time schedule is only approximate and depends on length of discussion on each budget.

8:30 am	TAB 13	Wastewater	Ken Levesque
9:00 am	TAB 14	Solid Waste	Krister Bergeron
9:20 am	TAB 26,27	Town Clerk / Tax Collector	Kim Johnson
9:40 am	TAB 28	Conservation Commission	Mark Mitch
9:50 am	TAB 29	Henniker Athletic Committee	Chris Woodbury
10:10 am	TAB 30	Cemeteries	Tim McCommish
10:20 am	TAB 15	Welfare	Carol Conforti-Adams
10:40 am	TAB 32	Emergency Management	Stefanie Costello
11:05 am	TAB 33	Community Services Any organizations that wish to make a presentation	Russ, and/or
11:05 am	TAB 24	Code	Russ
11:20 am	TAB 34, 35	Town Offices/Executive	Russ

Adjourn



Town of Henniker
Special Selectmen's Meeting

Special Selectmen's Meeting/Budget Committee
Budget Review Process 2020
Saturday, November 2, 2019
Town Hall Meeting Room

Agenda

Proposed time schedule is only approximate and depends on length of discussion on each budget.

8:30 am	TAB 6	Tax Maps	Russ Roy
	TAB 7	Legal	
	TAB 8	Insurance	
	TAB 9	Debt Service	
	TAB 10	Municipal Dues	
8:50 am	TAB 17	Tucker Free Library	Trustees of the Tucker Free Library
9:10 am	TAB 11, 12	Police / Animal Control	Chief Matt French
9:50 am	TAB 23	Fire / Rescue	Chief Jim Morse & Chief Greg Aucoin
10:10 am	TAB 24	Patriotic	Chief Jim Morse
10:20 am	TAB 31	Community Concerts	Ruth Zax
10:50 am	TAB 16	Elections	Lori Marko
11:10 am	TAB 18	Planning Board	PB Chair or Russ
11:20 am	TAB 19	Zoning Board	ZBA Chair or Russ
11:30 am	TAB 20	Highway Department Streetlights	Leo Aucoin

Adjourn