



TOWN OF HENNIKER, NEW HAMPSHIRE

**SELECTMEN AGENDA**

**Place:** Henniker Community Center 57 Main Street  
Henniker, NH 03242

**Tuesday October 18, 2022**

**6:15 PM**

**6:15 p.m.**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ANNOUNCEMENTS**

**IV. CONSENT AGENDA**

- 1) Consent Agenda October 18, 2022

**V. PUBLIC COMMENT #1** – (For any comment by any Henniker resident on a topic. Request time limit, up to 3 minutes)

**VI. APPOINTMENTS WITH THE BOARD**

- 2) Stef Costello, Emergency Management Director – Local Emergency Operations Plan
- 3) Sue Fetzer and Kristen MacLean, Board of Directors, Henniker Historical Society – Academy Hall
- 4) Joan O'Connor – Request to open Fire Tower for tours
- 5) Ruth Zax – Use of Community Building

**VII. CONTINUED BUSINESS**

- 6) Donation of irrigation system for the ballfield
- 7) ARPA Fund Requests
- ~~8) Request for crosswalk on Main St – Tabled pending more information~~

**VIII. NEW BUSINESS**

- 9) Committee, Commission appointments
  - a) Ballot Clerks – Ron Hess and Rod Pimentel
  - b) Energy Committee – Rod Pimentel
- 10) Re-establish Solid Waste and Recycling Committee

**IX. PAST MEETING MINUTES**

- 11) Acceptance of Board of Selectmen Non-Public Session September 20, 2022, 9:14
- 12) Acceptance of Board of Selectmen Non-Public Session September 20, 2022, 9:36
- 13) Acceptance of Board of Selectmen Non-Public Session September 26, 2022, 5:17
- 14) Acceptance of Board of Selectmen Public Meeting Minutes October 4, 2022, 5:30
- 15) Acceptance of Board of Selectmen Non-Public Session October 4, 2022, 5:30 (Tax Collector)
- 16) Acceptance of Board of Selectmen Public Meeting Minutes October 4, 2022, 6:15
- 17) Acceptance of Board of Selectmen Non-Public Session October 4, 2022, 7:36
- 18) Acceptance of Board of Selectmen Non-Public Session October 4, 2022, 8:25

**X. COMMUNICATIONS**

- 19) Town Administrator Report
- 20) Correspondence - Letters and Notices
- 21) Department Reports
- 22) Selectmen Reports

**XI. PUBLIC COMMENT #2** (For any comment by any Henniker resident on a topic. Request time limit, up to 3 minutes)

**XII. NON-PUBLIC – If Necessary** Non-public Session 91-A:3 II a, b, c, d, or e

**XIII. ADJOURNMENT**

**XIV. UPCOMING DATES 2022**

- October 20 – Capital Improvement Program
- October 24 – SAU 24 Board Meeting
- October 25 – Budget Advisory Committee
- October 27 – Capital Improvement Program
- October 29 – Supervisors of the Checklist

Please see the town website [www.henniker.org](http://www.henniker.org) and bulletin boards for meeting dates, times, locations, and agendas. ([Calendar: Public Meeting + Holiday | Henniker, NH](#))

**Visitor Orientation to the Town Selectman's Meeting**

Welcome to this evening's Selectmen's meeting. Please note that the purpose of the meeting is for the Selectmen to accomplish its work within a qualitative timeframe. Meetings are open to the public, but public participation is limited. If you wish to be heard by the board, please note the "Public Comment" at the beginning and end of the meeting to speak to items on a meeting agenda and/or matters pertaining to the business of the Selectmen. In addition, public hearings may be scheduled for public comment on specific matters. Speakers must be residents of the Town of Henniker, property owners in the town of Henniker, and/or designated representatives of recognized civic organizations or businesses located in the Town of Henniker. When they are at the podium, speakers first need to recite their name and address for the record. Visitors should address their comments to the board and not to any individual member. Each speaker shall be provided a single opportunity for comment, limited to three (3) minutes. Public forum shall be limited to fifteen (15) minutes. Visitors should not expect a response to their comments or questions since the Board may not have discussed or taken a position on a matter. Public Comment is not a two-way dialogue between speaker(s), Selectmen, and/or the Town Administrator. The Chair will preserve strict order and decorum at all Board of Selectmen meetings. Outbursts from the public are not permitted.



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TOWN OF HENNIKER, NEW HAMPSHIRE  
BOARD OF SELECTMEN  
CONSENT AGENDA

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**Tuesday, October 18, 2022**

Consent Agenda

- Item 1:** Re-appointment of Volunteer Position – Concert Committee, Dermon
- Item 2:** 2022 Draft Financial Statements
- Item 3:** Invoice Distribution Report – October 11, 2022
- Item 4:** Planning Consultant Agreement 2022-2023, Fougere
- Item 5:** Health Officer and Deputy Health Officer Nomination

Board of Selectmen Approval:

_____	_____
_____	_____
_____	

\*Please note that the Consent Agenda is subject to change until 4:00 pm the day of a scheduled Selectmen’s Meeting.

Telephone  
603-428-3221

18 Depot Hill Road  
Henniker, NH 03232  
[www.henniker.org](http://www.henniker.org)

FAX  
603-428-4366



**TOWN OF HENNIKER APPOINTMENT**

To **Karol Dermon**, of Henniker, NH, in the County of Merrimack:

**Town of Henniker Board of Selectmen:**

*Motion:* To accept the Volunteer Application of *Karol Dermon*, re-appointing her as a Volunteer Member of the Concert Committee until September 1, 2025.

BOARD OF SELECTMEN:

\_\_\_\_\_

Date: \_\_\_\_\_



**Town of Henniker**  
18 Depot Hill Road  
Henniker, NH 03242  
Phone (603) 428-3221 / Fax (603) 428-4366  
www.henniker.org

Received by  
TOWN OF HENNIKER

OCT 07 2022

SELECTMEN'S OFFICE

## APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: *Henniker Concert Committee*

NAME (as it should appear on Appointment Form): *KAROL DERMON*

FULL NAME: *KAROL DERMON* PHONE: *(603) 491-4618*

PHYSICAL ADDRESS: *935 Hemlock Corner Loop, Henniker*

MAILING ADDRESS: *(same)*

EMAIL ADDRESS: *Karoldetmon@gmail.com*

Why are you seeking this appointment?:

*I want to continue working with a wonderful, energetic and dedicated team that has brought fun, great music, and community-building to our town.*

What experience would you bring to this position?:

*I've worked with the committee for the past three years, assisting with marketing, promotional activities, and various other duties.*

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

*The committee has accomplished much these past three years and I want to continue that!*

*Thank you.*

SIGNATURE: *Karol Derman*

DATE: *10/8/22*



Town of Henniker  
*Board of Selectmen*

**Consent Agenda**

Motion

To authorize the Chairman of the Board to accept the Draft 2022 Financial Statements

Date: \_\_\_\_\_

Kris Blomback Chair \_\_\_\_\_

Peter Flynn, Vice Chair  \_\_\_\_\_

Tia Hooper, Selectwoman \_\_\_\_\_

Scott Osgood, Selectman \_\_\_\_\_

William Marko, Selectman \_\_\_\_\_

**TOWN OF HENNIKER  
INVOICE DISTRIBUTION REPORT  
DATE: OCTOBER 11, 2022**

**TOTAL: \$33,502.63**

**BOARD OF SELECTMEN APPROVAL**

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**Contract Agreement - Town of Henniker and Planning Consultant**

This agreement represents the Contract to be signed by the Town of Henniker Selectmen and Planning Consultant Mark J. Fougere (Fougere Planning and Development, Inc.) The purpose of this agreement is to clarify the cost and scope of services to be provided to the Town between the dates of December 31, 2022 and December 31, 2023.

**General Description:** The planning consultant provides assistance as directed and prioritized by the Board of Selectmen, subject to consultation with the Planning Board and the Zoning Board of Adjustment in accordance with the job description. (Appendix 1)

**Administration:** The planning consultant will report directly to the Town Administrator.

**Specific Provisions:** The planning consultant conducts regular weekly office hours depending upon the needs of the land use boards. The specific office hours and the length of time services are to be provided will be determined by mutual agreement. In addition, the planning consultant will attend the regular meetings and work sessions of the Planning Board and the Zoning Board of Adjustment and other meetings as deemed necessary by the Chair of each respective board and will attend meetings of other boards as necessary, subject to the direction of the Board of Selectmen. The planning consultant will also provide support to the Historic District Commission and Conservation Commission. When the planning consultant’s personal vacation time and sick time occur on the dates of weekly office hours or meetings, the planning consultant will undertake efforts to ensure that the process continues to run smoothly during an absence. If, while acting in good faith for the Town of Henniker as the Town’s Planning Consultant, a legal challenge or lawsuit is brought forth by an applicant against the Town in which Fougere Planning and Development, Inc. and/or Mark J. Fougere is named, the Town shall indemnify and hold harmless the said consultant in said legal matter.

**Compensation:** The cost for the above-mentioned services should not exceed the budget allocated for the length of this contract. The rate of \$85.00 per hour is the agreed rate for the period of this agreement. The number of hours spent by the planning consultant in any given month shall not exceed the budget appropriation, unless authorized by the Town Administrator.

The above-mentioned dollar amount and hour limitation does not include review of development plans on behalf of the applicant, which shall be charged at a rate of \$100.00 per hour for the period of this agreement. This fee is paid from an escrow account paid by the applicant in advance of the consultation for Planning Board services only.

The Town Administrator agrees to pay the planning consultant upon presentation of bi-monthly invoices. The planning consultant must carry professional liability insurance and is responsible for the cost.

This Contract may be terminated upon 30 days written notice by either party.

\_\_\_\_\_  
Kris Blomback, Chairman Date

\_\_\_\_\_  
Peter R. Flynn, Vice-Chairman Date

\_\_\_\_\_  
Tia Hooper, Selectwoman Date

\_\_\_\_\_  
D. Scott Osgood, Selectman Date

\_\_\_\_\_  
Bill Marko, Selectman Date

Mark J. Fougere October 5, 2022  
Mark J. Fougere, AICP Date

## Appendix 1

### Description of Services

- Holding office hours in the Town Office and attendance at appropriate land use committee, board or commission meetings as mutually identified. (i.e. other special occasions such as budget and selectmen's and special public hearings as deemed necessary); Office space will be provided in the general meeting room at the Town Hall. Additional office space is available when necessary, in the private selectmen's office. This desk is located behind the land use coordinator.
- Preparation of staff reviews of subdivision, site plan, lot line adjustment, and voluntary merger applications to ensure comprehensiveness, and noting potential problem areas, missing components, and other required documentation;
- Preparation, review and report of all Zoning Board applications prior to their review before the Zoning Board;
- Coordination with and follow-up contact with applicants, surveyors, engineers and developers;
- Explanation of Planning Board regulations, rules, procedures and decisions to the public, applicants/agents and abutters;
- Explanation of the Zoning Ordinance and the procedures on applying to the Zoning Board to the public, applicants/agents, and abutters;
- Preparation of agendas and coordination of Planning Board and Zoning Board activities;
- Act as delegate of the Planning Board, Zoning Board and all Historic District Commission, Economic Development Committee and Conservation Commission to assist with administrative duties as needed;
- Undertaking any necessary research and writing on projects or procedures;
- Assist the Planning Board in updating the Site Plan Review and Subdivision Regulations, Rules and Procedures application forms and fee schedules;
- Assistance with Zoning Ordinance updates as requested by the Planning Board; and Zoning Board.
- Undertake other related assignments as deemed appropriate by the Land Use Boards, Board of Selectmen and Town Administrator.
- All invoices will be itemized with time kept by project/task.

# HEALTH OFFICER AND/OR DEPUTY NOMINATION FORM



## Application Information

Health Officer (HO)  New Appointment  Renewal  
 Deputy Health Officer (DHO)  New Appointment  Renewal

Please complete all elements of this form. The information is required per New Hampshire State Law RSA 128 and ensures the ability of the New Hampshire Division of Public Health Services (DPHS) to communicate with Health and Deputy Health Officers during local or statewide emergencies. If the health officer position is temporarily vacant, please identify one (1) person on the Board of Selectmen (BOS) to serve as the contact with DPHS. Please list that person's mobile number and email in case of health emergencies.

Per recent changes to RSA 128:9, all nominated persons must have a criminal background check on file with the town.

As of June 2021, Health Officers and Deputy Health Officers are required to complete a 3-hour training course within the first year of their appointment. Completion of this nomination form provides for a conditional appointment that will be finalized upon proof the health officer's completion of the training course.

<p><b>Town Information</b>                  Town: <u>Town of Henniker</u>                  Town Manager/Admin. Name: <u>Diane Kendall</u>                  Email: <u>diane.kendall@henniker.org</u>                  Phone: <u>603-428-3221 x105</u></p>	<p><b>Board of Selectmen Information</b>                  Mailing Address: <u>18 Depot Hill Rd.</u>                  City/State/Zip: <u>Henniker NH</u>                  Email: <u>HennikerSelectboard@henniker.org</u>                  Phone: <u>603-428-3221</u></p>
<p><b>Health Officer Information</b>                  Name: <u>Gregory Avcoia</u>                  Municipal Mailing Address: <u>18 Depot Hill Rd.</u>                  Office Phone: <u>603-428-7552</u>                  Cell Phone (required): <u>[REDACTED]</u>                  Email (required): <u>hennikerrescuechief@gmail.com</u>                  Fax Line: _____                  Date of Birth: <u>[REDACTED]</u>                  Background check (required) completed on (date) _____                  Is this background check on file? Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><b>Deputy Health Officer Information (if applicable)</b>                  Name: <u>Bob Garside</u>                  Municipal Mailing Address: <u>18 Depot Hill Rd.</u>                  Office Phone: <u>603-428-3221</u>                  Cell Phone (required): <u>[REDACTED]</u>                  Email (required): <u>bob.garside@henniker.org</u>                  Fax Line: _____                  Date of Birth: <u>[REDACTED]</u>                  Background check (required) completed on (date) _____                  Is this background check on file? Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p><b>Primary Occupation (circle or bold)</b> Fire <u>EMT/Paramedic</u>                  Town Adm./Manager Code Enforcement/Building Inspector                  Health Officer/DHO Only Other <u>Rescue Chief</u></p> <p><b>Town Position Type: (circle one)</b>                  Full Time <u>Part-time</u> Per Diem Volunteer</p> <p>Signature of Health Officer: _____ Date: _____</p> <p><b>Signature of Board of Selectmen (3 minimum):</b></p> <p>Print Name: _____                  Print Name: _____                  Print Name: _____</p>	<p><b>Deputy Occupation - (circle or bold)</b> Fire <u>EMT/Paramedic</u>                  Town Adm./Manager <u>Code Enforcement/Building Inspector</u>                  Health Officer/DHO Only Other _____</p> <p><b>Town Position Type: (circle one)</b>                  Full Time <u>Part-time</u> Per Diem Volunteer</p> <p>Signature of Deputy: _____ Date: _____</p> <p>Signature: _____                  Signature: _____                  Signature: _____</p>

**YOU MAY RETURN FORM VIA Email, Post or Fax:**

EMAIL: Healthofficer@dhhs.nh.gov

POSTAL SERVICE: Sophia Johnson, Health Officer Specialist.  
 NH DHHS, Bureau of Public Health Protection, 29 Hazen Drive, Concord, NH 03301-6504 FAX: 603-271-8705 Phone: 603-271-3468

Do not write in this box — For State Office Use Only		
Appointment Date:	Expiration Date:	New/Renew



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall

18 Depot Hill Road

Henniker, NH 03242

Tel: (603) 428-3221 Fax: (603) 428-4366

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# STAFF REPORT

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**DATE:** 10/18/2022

**TITLE:** [Local Emergency Management Plan Update 2022](#)

**INITIATED BY:** Stef Costello, Emergency Management Director

**PREPARED BY:** Stef Costello, Emergency Management Director

**PRESENTED BY:** Stef Costello, Emergency Management Director

**AGENDA DESCRIPTION:** Selectboard to review and consider adoption of the 2022 Local Emergency Management Plan

**BACKGROUND:** [Local Emergency Operation Plan \(LEOP\)](#) is designed to help organizations within our town plan and prepare for their roles during emergencies. The plan is required by State of NH for eligibility for grant funding.

**LEGAL AUTHORITY:** Required by State of NH Homeland Security and Emergency Management. (May also have some requirements through insurance to have a plan.)

**FINANCIAL DETAILS:** No budget request. Financial impact occurs only if plan is not approved as we will no longer be eligible for grant money

**TOWN ADMINISTRATOR COMMENT:** N/A

**SUGGESTED ACTION/RECOMMENDATION:**



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

Received by
TOWN OF HENNIKER

OCT 13 2022

SELECTMEN'S OFFICE

Request for Board of Selectman Agenda Item Consideration

Per Town of Henniker Selectmen's Polices Section II .1 Meeting, Board & Committee Policies, Board of Selectmen Meeting Procedures and Section II.3 Citizen Participation at Meetings.

- Persons may request an addition to the Board of Selectman Agenda until noon on the Thursday preceding the scheduled Selectman meeting. Depending upon the boards schedule, appearances will be scheduled within the next two regularly scheduled board meetings whenever possible.
Purpose of this policy is for the notification in advance of the Board of Selectmen and the public to review supporting materials prior to the meeting.
This form will provide the board with basic information of the topic or request.
Persons who have been pre-scheduled to appear before the Board will normally speak during the New Business section of the agenda. Please see the policy for more information.

SUBMIT FORM TO THE TOWN ADMINISTRATOR diane.kendall@henniker.org or mail to address at top of form.

Requested Meeting Date: October 18, 2022
REQUESTOR CONTACT INFORMATION
Name: Henniker Historical Society, Sue Fetzler, Kristen Maclean, Board of Directors
Address: 51 Maple street
Email: hennikerhistorical\_society@tds.net
Phone: 603-428-6267
DESCRIPTION OF TOPIC OR REQUEST
TITLE: Request for electrical upgrade for Academy Hall
PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:
DESCRIPTION OF QUESTION OR PROBLEM: see attached
PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS) None
EXPECTED OUTCOME, ACTION OR DECISION: (be specific) Contribution by Town of \$5,600.00

KNOWN FINANCIAL IMPACT:

\$5,600.00

OTHER SUPPORTING INFORMATION: (attach supporting documentation or add additional comments here)

see attached estimate from Irish Electric Corp.

FOR OFFICE USE ONLY

DATE RECEIVED:

10/13/22 11:19am

DATE SCHEDULED:

10/18/22

TOWN ADMINISTRATOR COMMENT:

Consider use of ARPA funds for project.

DEPARTMENT HEAD AND COMMITTEE COMMENTS:

LEGAL AUTHORITY:

FINANCIAL DETAILS:

\$5,600

SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:

POST MEETING NEXT STEPS AND FOLLOW-UP

RESOLUTION:

Request for Selectman Agenda by Henniker Historical Society October 18, 2022

Academy Hall has been the home of the Henniker Historical Society for the past 26 years. We hold a lease from the town for the next 49 years. We recently were successful in applying for and receiving designation on the New Hampshire State Register of Historic Places by the New Hampshire Division of Historical Resources. The building is 186 years old!

We would like to draw your attention to problems we are experiencing with the current state of the building's electrical system. We recently were gifted a printer that would allow us to conduct in-house printing of our newsletter and historic brochures. When operating the printer, we are unable to have any other electric device in operation – fan, heater, lights, computer charger. When the printer and an overhead light are on, the fuse is tripped. Neither of the lights at the exits are operable. The front door external light was installed as a motion detector light by New England College. The light was disabled due to Maple Street traffic detection. The rear fire escape light is also deficient.

The second floor south facing room gives a clue as to the history of the electrical system of Academy Hall. In the early 1950's this room was used for faculty offices. Three separate partitions indicated by the original floor-board configuration existed, each of these office had an electrical outlet. Another clue to the system is the fuse box still includes a cartridge fuse labeled water heater. The water heater was removed in the 1996. Our best estimate is that the electrical system at Academy Hall is, at a minimum, over 70 years old when New England College held the deed to the building.

The most recent assessment of the condition of Academy Hall was done in 1995 by Mr. Marc Williams, then President of the American Conservation consortium who summarized a conservation assessment of the collections and building. The assessment was funded via a Conservation Assessment Program grant of the Institute of Museum Sciences. With respect to the electrical systems, the assessment notes the presence of fluorescent lights. To protect the historic artifacts, UV-Filtering protective sleeves were applied to lighting by the Society in 1996.

In September we contacted the Irish Electric Corp in Hopkinton to evaluate our lighting and electric needs. Irish Electric has significant experience with historic building electric retrofitting. In addition to solving our second-floor printer/fuse problem, we asked them to refit the fluorescent lights with energy saving LEDs; refit the rear emergency exit lighting; refit the outside front lighting; recycle the fluorescent bulbs. Attached is the estimate for this work.

We are requesting that the Board consider this cost in the current or 2023 budget cycle. The Henniker Historical Society is willing to assume 50% of the cost of this project.

*Submitted by  
Henniker Historical  
Society*

*10/13/2022*



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
This quote is to provide labor and materials for the following: Museum - * Rewire (9) existing light fixtures to accept LED ballast bypass lamps. * Install (36) new LED ballast bypass lamps. Research Room - * Rewire (2) existing light fixtures to accept LED ballast bypass lamps. * Install (4) new LED ballast bypass lamps. Work Room - * Rewire (23) existing light fixtures to accept LED ballast bypass lamps. * Install (46) new LED ballast bypass lamps. Boardroom - * Rewire (7) existing light fixtures to accept LED ballast bypass lamps. * Install (28) new LED ballast bypass lamps. Temperature Controlled Room - * Rewire (13) existing light fixtures to accept LED ballast bypass lamps. * Install (26) new LED ballast bypass lamps. Box Room - * Rewire (2) existing light fixtures to accept LED ballast bypass lamps. * Install (4) new LED ballast bypass lamps. Art Closet - * Replace the existing screw-in incandescent lamp with an LED screw-in lamp.	5,915.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

<b>Total</b>
Approved by: _____ Darragh Madden, President

Accepted by: _____ Date: _____
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Irish Electric Corp  
659 Currier Road  
Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
* To remove and recycle the old fluorescent lamps	764.00
This quote is to provide labor and materials for the following: Research Room - * Run a dedicated circuit from the electrical panel to the research room. * Install (3) new outlets in the research room.	1,103.00
This quote is to provide labor and materials for the following: Box Room/Work Room - * Currently the only switch location for the work room lights is in the box room. * We will replace the (2) existing work room light switches with master wireless switches. We will add to remote switches in the work room, allowing the work room lights to be controlled from both locations.	581.00
This quote is to provide labor and materials for the following: Boardroom -	1,377.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

**Total**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Darragh Madden, President



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
<p>* Run a dedicated circuit from the electrical panel, through the basement, up through the staircase beside the vent pipe, into the 2nd floor ceiling, and down the wall at the printer to add a quad outlet.</p> <p>This quote is to provide labor and materials for the following:            2nd Floor Rear Fire Escape -</p> <p>* Replace the existing sconce light with an emergency battery back-up light that automatically comes on if power goes out.</p>	485.00
<p>This quote is to provide labor and materials for the following:            Electrical Panel -</p> <p>* Remove the existing surface mounted 50Amp outlet and the 2-pole 50Amp breaker feeding it.</p>	105.00
<p>This quote is to provide labor and materials for the following:            Two Exterior Lights -</p> <p>* We will replace (2) existing exterior flood lights with new LED flood lights (no motion detectors on new lights).</p>	859.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

**Total**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Darragh Madden, President



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
<p>* Replace the switches controlling the existing lights with digital timer switches.</p> <p>Note: The benefit to upgrading to LED lights is -</p> <ol style="list-style-type: none"> <li>1) Less power consumption; lower light bill.</li> <li>2) LED lights last longer; lower maintenance cost on lighting.</li> <li>3) LED lights are brighter.</li> <li>4) LED lights operate better in cold conditions.</li> </ol>	

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

<b>Total</b>	<b>\$11,189.00</b>
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Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Darragh Madden, President



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

# Request for Board of Selectman Agenda Item Consideration

Per Town of Henniker Selectmen's Polices Section II .1 Meeting, Board & Committee Policies, Board of Selectmen Meeting Procedures and Section II.3 Citizen Participation at Meetings.

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**SUBMIT FORM TO THE TOWN ADMINISTRATOR [diane.kendall@henniker.org](mailto:diane.kendall@henniker.org) or mail to address at top of form.**

<b>Requested Meeting Date:</b>	10/18/2022
<b>REQUESTOR CONTACT INFORMATION</b>	
<b>Name:</b>	Joan O'Connor and Dale Clement
<b>Address:</b>	
<b>Email:</b>	Joan O Connor <a href="mailto:joconnornh@yahoo.com">joconnornh@yahoo.com</a>
<b>Phone:</b>	603-456-8077 693-428-3530
<b>DESCRIPTION OF TOPIC OR REQUEST</b>	
<b>TITLE: Henniker Fire Tower Open House</b>	
<b>PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:</b>	Dale Clement and Joan O'Connor
<b>DESCRIPTION OF QUESTION OR PROBLEM:</b>  Seeking authorization to host open house at the historic Henniker Fire Tower	
<b>PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS:</b> (include attempts to resolve prior to coming to BoS)  Fire Tower is property of the Town of Henniker; The Fire Tower has been open in the past for tours and open house	
<b>EXPECTED OUTCOME, ACTION OR DECISION:</b> (be specific) Board of Selectman to grant authorization for open house at the Fire Tower on specific dates as presented.	

**KNOWN FINANCIAL IMPACT: N/A**

**OTHER SUPPORTING INFORMATION:** (attach supporting documentation or add additional comments here)

**FOR OFFICE USE ONLY**

**DATE RECEIVED: 10/6/2022**

**DATE SCHEDULED: 10/18/22**

**TOWN ADMINISTRATOR COMMENT:** none

**DEPARTMENT HEAD AND COMMITTEE COMMENTS:** not yet available

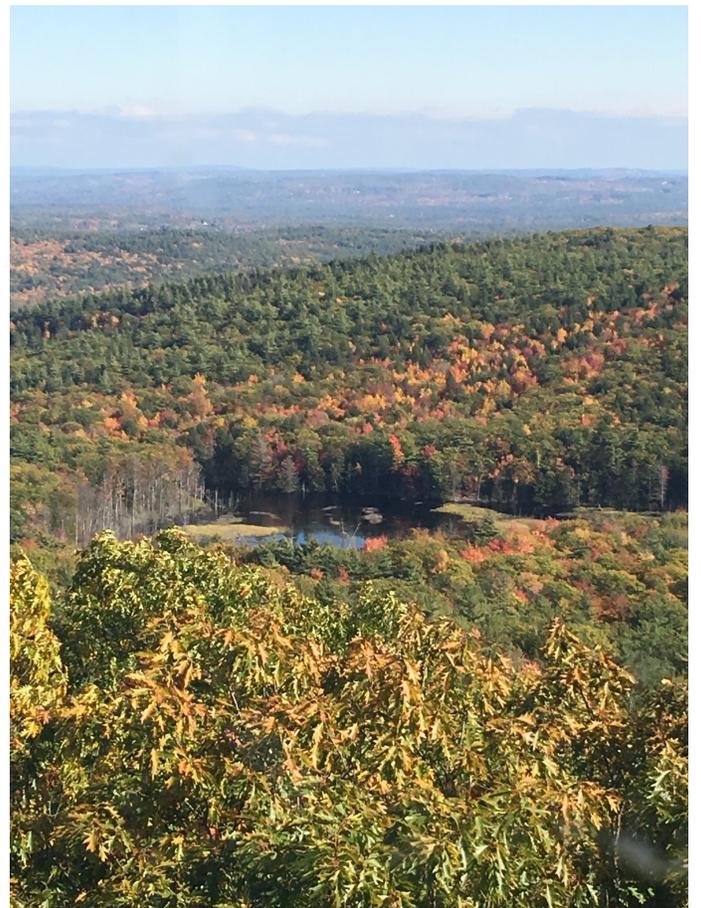
**LEGAL AUTHORITY:**

**FINANCIAL DETAILS:**

**SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:**

**POST MEETING NEXT STEPS AND FOLLOW-UP**

**RESOLUTION:**





# TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
 18 Depot Hill Road  
 Henniker, NH 03242  
 Tel: (603) 428-3221

## Request for Board of Selectman Agenda Item Consideration

Per Town of Henniker Selectmen’s Polices Section II .1 Meeting, Board & Committee Policies, Board of Selectmen Meeting Procedures and Section II.3 Citizen Participation at Meetings.

- Persons may request an addition to the Board of Selectman Agenda until noon on the Thursday preceding the scheduled Selectman meeting. Depending upon the boards schedule, appearances will be scheduled within the next two regularly scheduled board meetings whenever possible.
- Purpose of this policy is for the notification in advance of the Board of Selectmen and the public to review supporting materials prior to the meeting.
- This form will provide the board with basic information of the topic or request.
- Persons who have been pre-scheduled to appear before the Board will normally speak during the New Business section of the agenda. Please see the policy for more information.

**SUBMIT FORM TO THE TOWN ADMINISTRATOR [diane.kendall@henniker.org](mailto:diane.kendall@henniker.org) or mail to address at top of form.**

<b>Requested Meeting Date:</b>	10/18/2022	
<b>REQUESTOR CONTACT INFORMATION</b>		
<b>Name:</b>	Ruth Zax Concert Committee	
<b>Address:</b>		
<b>Email:</b>	<a href="mailto:rbzax@comcast.net">rbzax@comcast.net</a>	
<b>Phone:</b>		
<b>DESCRIPTION OF TOPIC OR REQUEST</b>		
<b>TITLE: 2023 Concert Series Request to Use Community Building</b>		
<b>PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:</b>	Dale Clement and Joan O’Connor	
<b>DESCRIPTION OF QUESTION OR PROBLEM:</b>		
Concert Committee request appoint with Board of Selectmen Oct 18th meeting to discuss use of the Community Center next summer and/or moving Selectboard meetings to town hall		
<b>PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS)</b>		
Board directed the Concert Committee to schedule use of the Community Center with the Town Administrator		
<b>EXPECTED OUTCOME, ACTION OR DECSION: (be specific)</b>		

**KNOWN FINANCIAL IMPACT: N/A**

**OTHER SUPPORTING INFORMATION:** (attach supporting documentation or add additional comments here)

**FOR OFFICE USE ONLY**

**DATE RECEIVED: 10/6/2022**

**DATE SCHEDULED: 10/18/22**

**TOWN ADMINISTRATOR COMMENT:** none

**DEPARTMENT HEAD AND COMMITTEE COMMENTS:** not yet available

**LEGAL AUTHORITY:**

**FINANCIAL DETAILS:**

**SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:**

**POST MEETING NEXT STEPS AND FOLLOW-UP**

**RESOLUTION:**



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

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# STAFF REPORT

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**DATE:** 10/18/2022

**TITLE:** Continued - Request to explore acceptance of gift donation – Little League Field Irrigation

**INITIATED BY:** David Eilenberger, Blue Sky Irrigation

**PREPARED BY:** TA Diane Kendall

**PRESENTED BY:** David Eilenberger

**AGENDA DESCRIPTION:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall. Updated information from Athletic Committee and Water Dept.

**LEGAL AUTHORITY:** *NH RSA Section 31:95-e*

*Acceptance of Personal Property Donated to Towns and Village Districts. –*

*I. Any town or village district at an annual meeting may adopt an article authorizing the board of selectmen or board of commissioners to accept gifts of personal property, other than money, which may be offered to the town or village district for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town or village district meeting.*

*II. Prior to the acceptance of any such gift with a value of \$5,000 or more, the selectmen or board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen or board of commissioners. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen or board of commissioners meeting at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen or board of commissioners meeting.*

*III. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property.*

*Source. 1991, 25:2, eff. June 18, 1991. 1997, 105:2, eff. Aug. 8, 1997. 1998, 196:1, eff. Aug. 17, 1998. 2008, 24:1, eff. July 11, 2008.*

*Henniker Selectman Policy II.4 Acceptance of Donations and Gifts*

**FINANCIAL DETAILS:** Cost materials and labor; Water Department hook-up and monthly usage fees; replacement parts and maintenance

**BACKGROUND:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall. See previous Staff Reports

**TOWN ADMINISTRATOR COMMENTS:** Memo of Understanding has been sent to Blue Sky Irrigation and Blue Sky has been asked if controls can be placed in the snack shack or some other secure place to avoid vandalism or misuse

**SUGGESTED ACTIONS / MOTIONS:** none



# Town of Henniker, NH

## Non-Cash Donation Acceptance Request

First Name \_\_\_\_\_

Last Name \_\_\_\_\_

Organization Name BLUE SKY IRRIGATION SYSTEMS INC.

Address 286 CRANEY HILL ROAD

City/State/Zip HENNIKER, NH 03242

Office Phone 428-7246 Cell Phone \_\_\_\_\_

Email BLUESKY@MCTTELECOM.COM

Proposed Non-Cash Donation Description: *(please attach photos or other supporting information)*

BLUE SKY IRRIGATION SYSTEMS INC. PROPOSAS TO PROVIDE A COMPLETE IRRIGATION SYSTEM, INCLUDING ALL PARTS, MATERIALS & LABOR, FOR THE BASEBALL FIELD ADJACENT TO TOWN HALL. (CIRCLE ST.?) SYSTEM TO BE DONATED IN FULL. WE ALSO AGREE TO WINTERIZE THIS SYSTEM FOR FREE AS LONG AS BSISINC IS LOCATED IN THE TOWN OF HENNIKER & PROVIDE MATERIALS & LABOR FOR THE upkeep of SAID SYSTEM UNDER THE SAME CONDITIONS.

Proposed Non-Cash Donation Value: \$4500.00

Other Information:

DAVID EILENBERGER, PRESIDENT

8-3-2022

Section 31:95-e

**31:95-e Acceptance of Personal Property Donated to Towns and Village Districts. –**

I. Any town or village district at an annual meeting may adopt an article authorizing the board of selectmen or board of commissioners to accept gifts of personal property, other than money, which may be offered to the town or village district for any public purpose, and such authorization shall remain in effect until rescinded by a vote of town or village district meeting.

II. Prior to the acceptance of any such gift with a value of \$5,000 or more, the selectmen or board of commissioners shall hold a public hearing on the proposed acceptance. For gifts with a value of less than \$5,000, a public hearing on the proposed acceptance shall be at the discretion of the selectmen or board of commissioners. If no public hearing is held, the board of selectmen or board of commissioners shall post notice of the gift in the agenda and shall include notice in the minutes of the board of selectmen or board of commissioners meeting at which such gift is discussed. The acceptance of gifts under this paragraph shall be made in public session of any regular board of selectmen or board of commissioners meeting.

III. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property.

Source. 1991, 25:2, eff. June 18, 1991. 1997, 105:2, eff. Aug. 8, 1997. 1998, 196:1, eff. Aug. 17, 1998. 2008, 24:1, eff. July 11, 2008.

Date Request Received:  
Date Non-Cash Donation Received:

Date Hearing Scheduled:  
Date Approved by Board of Selectmen:

## Memorandum of Understanding

Between

Blue Sky Irrigation

and

Town of Henniker

This Memorandum of Understanding (MOU) sets forth the terms and understanding between the Town of Henniker and Blue Sky Irrigation for the purposes of installing and maintaining the irrigation system for the little league ball field adjacent to Henniker Town Hall.

### Background

The ball field is in rough shape and irrigation will greatly enhance the quality, condition, and playability of the field.

### Purpose

Mr. David Eillenberger (owner of Blue Sky Irrigation and Henniker resident) is desirous of donating and installing an irrigation system with the purpose of improving the ball field. The Town is generally accepting of the generous offer but does not want to encumber taxpayers with the maintenance of the irrigation system in future years. The town understands there will be a cost as it relates to water usage.

Mr. Eillenberger states that he understands the potential burdens to the taxpayer and offers the following:

- Installation of a fully functional irrigation system subject to the conditions (or acceptable substitute) of the Athletic Committee.
- Annual maintenance and repairs of said system.
- Annual drain off/blow out of system to protect against freezing.
- Annual start up procedure.

### Funding

To be entirely paid for by Mr. Eillenberger, Blue Sky Irrigation, and its successors.

### Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from the Town of Henniker and Blue Sky Irrigation. This MOU shall become effective upon signature by the authorized officials from the Town of Henniker and Blue Sky Irrigation and will remain in effect until modified or terminated by any one of the partners by mutual consent.

This agreement will end after \_\_\_\_\_ years.

**Contact Information**

Blue Sky Irrigation  
Mr. David Eillenberger  
Owner  
20 Craney Hill Road  
603-428-7246  
[bluesky@mcttelecom.com](mailto:bluesky@mcttelecom.com)

Town of Henniker  
Board of Selectmen  
Town Administrator  
Depot Hill Road  
Henniker, NH 03242  
603-428-3221  
603-428-4366  
info@henniker.org

\_\_\_\_\_  
David Eillenberger – Blue Sky Irrigation. Date: \_\_\_\_\_

\_\_\_\_\_  
Selectmen – Town of Henniker Date: \_\_\_\_\_

\_\_\_\_\_  
Town Administrator – Town of Henniker Date: \_\_\_\_\_



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

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# STAFF REPORT

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**DATE:** 9/20/2022

**TITLE:** Request to explore acceptance of gift donation – Little League Field Irrigation

**INITIATED BY:** David Eilenberger, Blue Sky Irrigation

**PREPARED BY:** TA Diane Kendall

**PRESENTED BY:** David Eilenberger

**AGENDA DESCRIPTION:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall. Updated information from Athletic Committee and Water Dept.

**LEGAL AUTHORITY:** *NH RSA Section 31:95-e*

*Acceptance of Personal Property Donated to Towns and Village Districts. –*

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*Henniker Selectman Policy II.4 Acceptance of Donations and Gifts*

**FINANCIAL DETAILS:** Cost materials and labor; Water Department hook-up and monthly usage fees; replacement parts and maintenance

**BACKGROUND:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall.

**TOWN ADMINISTRATOR COMMENTS:** The offer of an irrigation system is generous and well intentioned. Its important to understand that there will be costs to run and maintain the system that are not included in the 2022 budget. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property. Input from stakeholders such as Water Department, Parks and Properties, Athletic Committee, and Historic District Commission will be critical to decision making.

- Can the Water Department connect and provide adequate supply?
- What will it cost to connect and supply water?
- How will the system be maintained? Replacement parts? What is the asset life span?
- Is the field usage growing, declining, or staying the same?
- Can Recreation Revolving Fund user fees (little league enrollment fees, fundraising) be used to support the system costs?

**WATER DEPARTMENT COMMENTS:**

Water Department is in process of determining cost and feasibility to connect an irrigation system to the water system. Rates: Minimum water use less than 12,946 gallons - \$163.80/half year (jan 1-june30) and (July 1-dec 31)  
Over 12,946 gallons – \$0.013/gallon

**ATHLETIC COMMITTEE COMMENTS: excerpted from Henniker youth athletic committee meeting of 8/15/22**

**New Business:** Jarrod shared the following information with the committee:

David Eilenberger owner of Blue Sky Irrigation Systems' in Henniker has generously offered to donate an irrigation system to the town for the Ball Field behind Town Hall. The Selectboard needs input from the Water Commissioners, Athletic Committee and Historic District Commission.

**Does the Athletic Committee support this?** Yes, the committee supports this (see motion below)

**What is the usage of the field?** The primary season is in the spring for Henniker Youth Baseball. This year there were 4 teams, some years there are 5 teams. The season goes from late April till June with roughly 40 games and 80 plus or minus practices.

**Has usage increased or decreased in last several years?** This year the numbers were pretty similar to pre-Covid, with only a smaller number of players. The previous season was very limited due to Covid.

**Do other leagues rent the field?** Other leagues do not rent the field, however some teams have rented it over the year for fall baseball. We have also had HYA coaches that wanted to have their teams play fall ball over the years.

**How many games are played on it yearly?** Roughly 40 in the spring.

**Can club membership or player fees be used to support the operational costs of water and maintenance?** Yes, if this cannot be funded from the baseball budget it can come from the revolving account that we try not to touch often.

**What are other concerns and comments about the irrigation system?** Only recommendations is to have the valves placed inside the snack shack building with the controls to prevent people from touching them.

Jarrod Brooks made a motion to recommend supporting the irrigation donation at the town hall fields. Chris Woodbury seconded, and the motion passed unanimously.

**HISTORIC DISTRICT COMMISSION:** Not applicable, it does not change the appearance or historic character of the ballfield.

**SUGGESTED ACTIONS / MOTIONS:**

Discussion and postpone to October 6<sup>th</sup> when information from Water Department is available.



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

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# STAFF REPORT

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**DATE:** 8/9/2022

**TITLE:** Request to explore acceptance of gift donation – Little League Field Irrigation

**INITIATED BY:** David Eilenberger, Blue Sky Irrigation

**PREPARED BY:** TA Diane Kendall

**PRESENTED BY:** David Eilenberger

**AGENDA DESCRIPTION:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall.

**LEGAL AUTHORITY:** *NH RSA Section 31:95-e*

*Acceptance of Personal Property Donated to Towns and Village Districts. –*

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*Henniker Selectman Policy II.4 Acceptance of Donations and Gifts*

**FINANCIAL DETAILS:** Cost materials and labor; Water Department hook-up and monthly usage fees; replacement parts and maintenance

**BACKGROUND:** Mr. Eilenberger is interested in donating and installing an irrigation system for the little league field behind town hall.

**TOWN ADMINISTRATOR COMMENTS:** The offer of an irrigation system is generous and well intentioned. Its important to understand that there will be costs to run and maintain the system that are not included in the 2022 budget. No acceptance of any personal property under the authority of this section shall be deemed to bind the town or village district to raise, appropriate or expend any public funds for the operation, maintenance, repair, or replacement of such personal property. Input from stakeholders such as Water Department, Parks and Properties, Athletic Committee, and Historic District Commission will be critical to decision making.

- Can the Water Department connect and provide adequate supply?
- What will it cost to connect and supply water?
- How will the system be maintained? Replacement parts? What is the asset life span?
- Is the field usage growing, declining, or staying the same?
- Can Recreation Revolving Fund user fees (little league enrollment fees, fundraising) be used to support the system costs?

**WATER DEPARTMENT COMMENTS:**

**ATHLETIC COMMITTEE COMMENTS:**

**HISTORIC DISTRICT COMMISSION:**

**SUGGESTED ACTIONS / MOTIONS:** Motion to refer to the Water Commissioners, Athletic Committee and Historic District for date and comments. Continue discussion and consider scheduling and potential hearing at a future date.



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

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# STAFF REPORT

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**DATE:** 10/18/2022  
**TITLE:** Continued – ARPA Fund Requests  
**INITIATED BY:** Board of Selectman  
**PREPARED BY:** TA Diane Kendall  
**PRESENTED BY:** TA Diane Kendall

**AGENDA DESCRIPTION:** ARPA Fund Requests

**LEGAL AUTHORITY:** *not applicable*

**FINANCIAL DETAILS:** See attached

**BACKGROUND:** The attached requests for ARPA funds have been received

**TOWN ADMINISTRATOR COMMENTS:** Other requests are pending for Community Building life safety upgrades; Grange life safety and ADA accessibility.

**SUGGESTED ACTIONS / MOTIONS:**

Board may decide to appropriate funds from the current list.

Project Description	Use	Evaluation Criteria (1 = least; 5 = most)							
	Total Project Cost	TOTAL ARPA Committed	ARPA Requests Estimates	TOTAL ARPA	Urgency	Public Safety	Public Benefit	Other Funding Available	Other
				525,333					
<b>Wastewater</b>									
Wastewater Upgrades	3,200,000	100,000		100,000					
<b>Transfer Station - Sanitation</b>				-					
Main door replace	27,083	27,083		27,083					
Replace Fire / Security System	5,305		5,305	5,305					
<b>OTHER BUILDINGS</b>				-					
<b>Town Office</b>				-					
Ductless A/C Minisplits	47,075	47,075		47,075					
<b>Grange</b>				-					
ADA and Fire Safety Upgrades	30,000		30,000	30,000					
<b>Community Building</b>				-					
Fire Safety Updates - Front Doors	10,000		10,000	10,000					
<b>Historical Society</b>				5,600					
<b>Parks</b>				-					
Azalea Park - Stabilization	75,000		75,000	75,000					
<b>Public Safety General</b>				-					
<b>Police</b>				-					
Security System				-					
<b>Fire</b>				-					
Replace Inflatable Rescue	16,803		16,803	16,803					
<b>EMS</b>				-					
<b>Administrative and Finance</b>				-					
<b>Library</b>				-					
Accessiblity (pending request)	29,000		29,000	29,000					
<b>Broadband Initiative</b>				-					
NCDE/NHMA Consulting	7,500	7,500		7,500					
<b>Roads and Bridges</b>				-					
<b>Water (Cogswell)</b>									
<b>White Birch</b>				-					
<b>TOTAL</b>		<b>181,658</b>	<b>171,708</b>	<b>353,366</b>					

ARPA Fund Balance

171,966.55

# Town of Henniker

## AMERICAN RESCUE PLAN (ARPA) FUNDING PROPOSAL

This form is a tool to provide the Selectboard a quick easy to read analysis of department, board, or committee requests for use of Henniker American Rescue Plan funding (ARPA). Please complete this form to request funding for a project, purchase, or capital improvement. Requests will be evaluated by the Selectboard. Prioritization criteria may include need, urgency, public safety, greatest public interest, other available funding.

1. Department/Committee: **Azalea Park Riverwalk Volunteers**
2. Person Requesting: **Susan Adams**
3. Project or Item: **Azalea Park Streambank Stabilization**
4. Is the Project already appropriated in operating budget or capital improvement plan? **No**
5. Funding Requested: (Identify funding amount, multiyear components and any annual carrying costs): **Estimated amount is \$25,000 to \$75,000 depending on stabilization concept chosen. Tom Bellestero\* would be the point person for recommendation.**
6. Description of Purchase or Project (Describe the project clearly & succinctly): **Azalea Park has been a popular outdoor area. The destruction to the streambank from losing a section of the fence years ago has caused further destabilization of the streambank. This is extremely hazardous to anyone walking through Azalea Park. The past Azalea Park Committee broke-up because of the continuous neglect by the Town to fix this problem along with other initiatives they proposed to benefit the Henniker Community. A few remaining volunteers are once again putting this proposal and concern to the attention of the Town of Henniker and the Selectboard. This proposal fits perfectly with the ARPA funding. *Please see attachments of possible concepts.***
7. Benefits Related to COVID-19 Response, or Recovery: **During Covid-19 there was an increase use of Azalea Park providing outdoor activities such as walking, picnicking and as a gathering spot for Henniker and New Hampshire citizens which has continued to this day. The Streambank Stabilization is necessary for this to continue to be an asset as promoted by the Town of Henniker and local businesses for the community.**
8. Implementation Details (Briefly describe how this project will be implemented, and if any potential barriers exist): **Please see attachments for Azalea Park Streambank Stabilization Concepts. A concept would need to be chosen, quoted and then implemented by the contractor. There are Federal, State and local permits necessary for any of these concepts as well as potential impact fees.**
9. Supplemental Information (Note if attached): **Attached is the "Azalea Park Streambank Stabilization Concepts."**

**\*Thomas Ballestero, Assoc. Professor, Director, UNH Stormwater Center,  
Civil and Environmental Engineering, Ocean Engineering  
Email: Tom.Ballestero@unh.edu  
Phone: (603) 862-1405**

**Thank you for your time and consideration.**

## Azalea Park Streambank Stabilization Concepts

Tom Ballestero

13 January 2021

### Existing Bank at Rope Swing



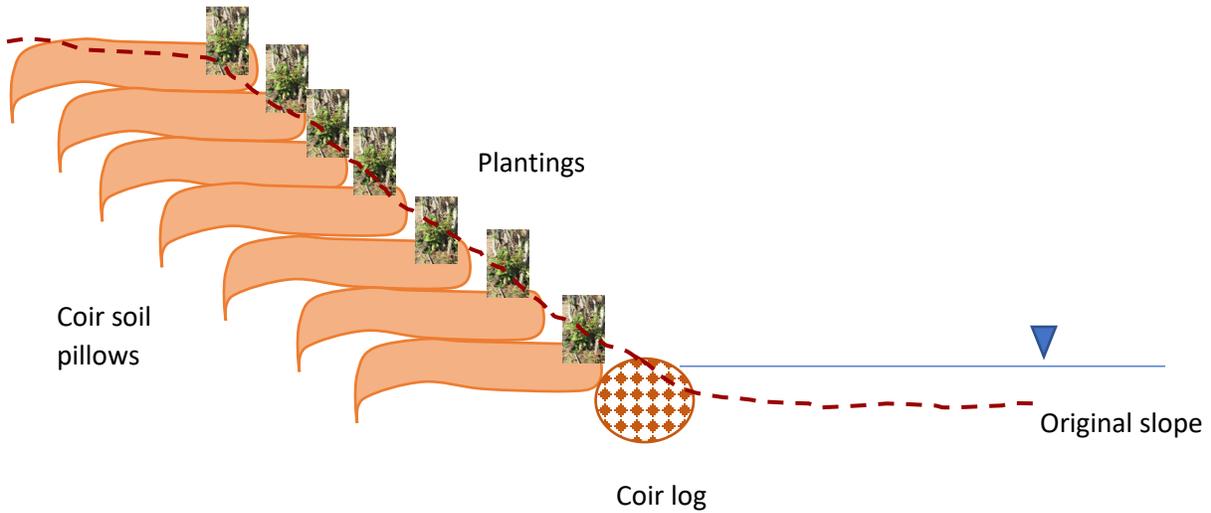
The existing site is heavily used for recreation and sport. The ease of access and the heavy use prohibits good vegetative cover which then results in easy soil erodibility, as depicted above. Compare the slope characteristics in the figure above to the figure to the right: without vegetation and the higher erosion rate, the unvegetated slope is flatter than where there is good vegetative cover and little to no foot traffic. In the second figure, the bank slope is nearly vertical, exemplifying the role plant roots play in bank and soil stabilization, aside for the ecosystem benefits provided by vegetation. There is active erosion at the toe of the vegetated bank, which is due to the larger issue of channel alignment and geomorphology. This toe erosion also exists at the steps but is masked by the foot traffic and accelerated soil erosion there.

On the following pages are some stabilization concepts for the streambank in the immediate vicinity of the concrete steps. For all concepts, the steps are assumed to remain. In addition, for all concepts, continue fence line to the steps and plant shrubbery on streamside of fence along top of bank. It is important to limit access to the bank.

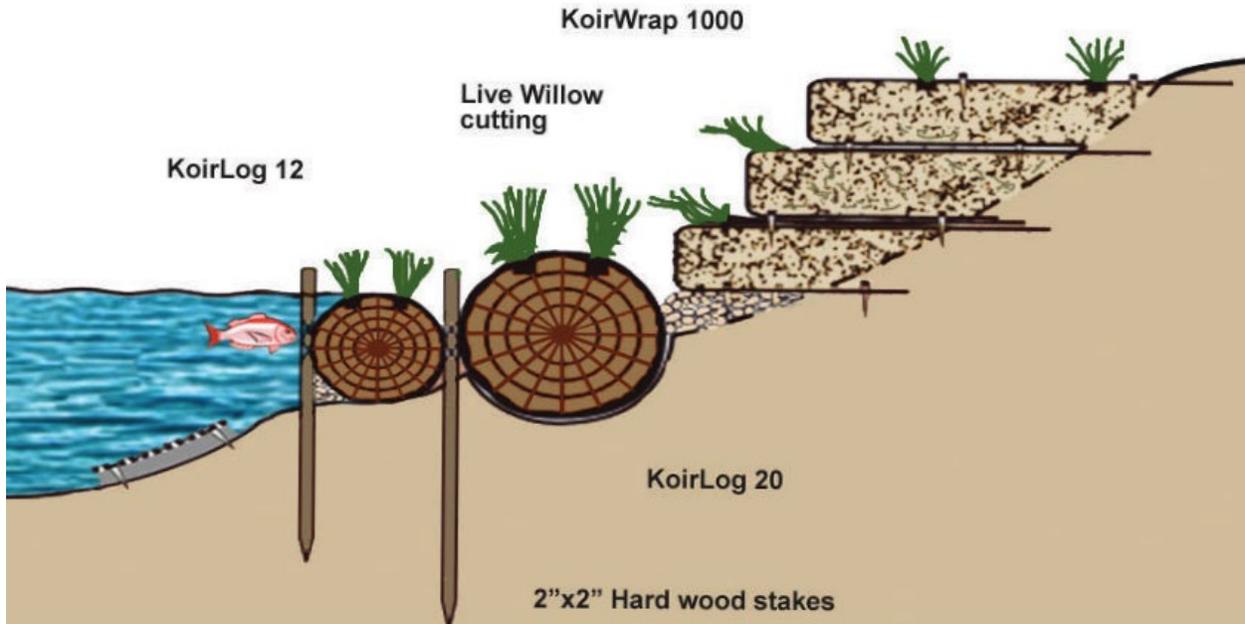


There are federal, state, and local permits necessary for any of these concepts as well as potential impact fees. In general, the more “hardened” streambanks, the higher the impact fee.

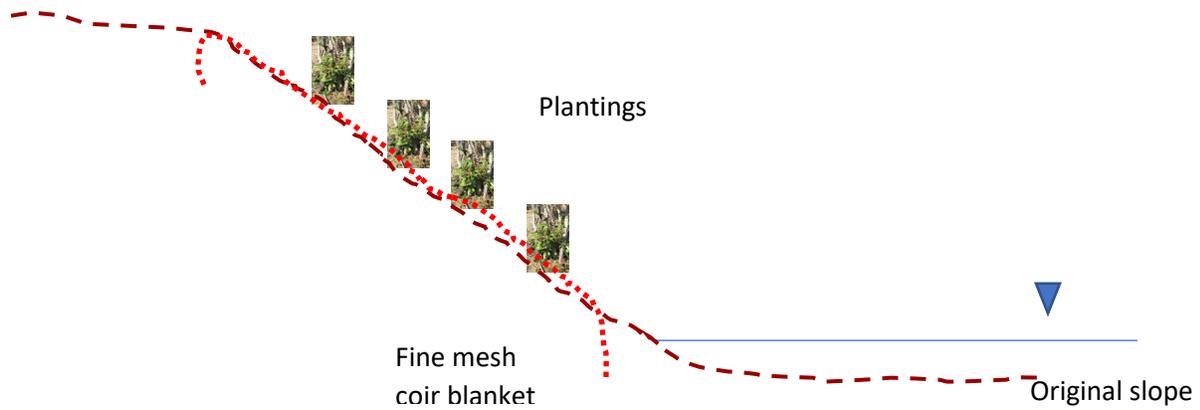
### 1. Planted soil pillows



Excavate back slope, stake coir log along water's edge, lay down fine mesh coir blanket, cover blanket with 12 – 18 in. of excavated material, then wrap fill with blanket, staking blanket ends together on landward side. Continue adding soil pillows in stepwise fashion to match existing slope up to elevation of existing path. Plant soil pillows with bankside vegetation that would inhibit foot traffic (speckled alder, red osier dogwood). Another view of system is below.

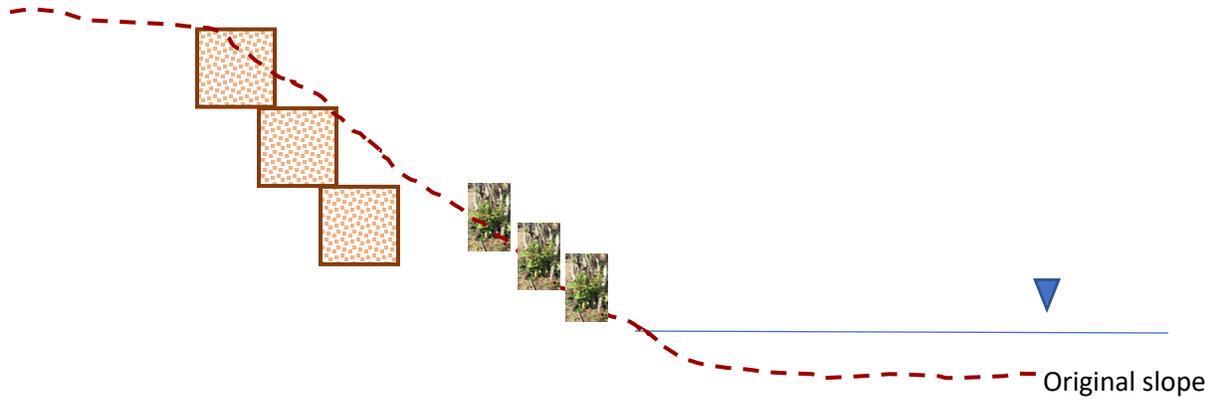


## 2. Seeded and planted slope



Excavate key trenches at upper and lower extent of coir blanket, scarify slope, broadcast seed mixes (wildflower, sedges, grasses, forbs) rake in seeds, lightly compact, cover with coir blanket, fill key trenches, stake blanket with wooden stakes, plant live stake or bushes.

### 3. Architectural concrete blocks



Excavate bank, place blocks. Lowest row of blocks is buried and serves as a foundation. Upper two rows of blocks could serve as public seating/viewing. Plant with bankside vegetation that would inhibit foot traffic (speckled alder, red osier dogwood).



September 19,2022

The Henniker Fire department is requesting ARPA funds to replace our inflatable rescue boat that we just pulled out of duty due to delamination.

This new inflatable rescue boat is an Inmar 14' with a 30 hp Tohatsu outboard motor, and 16' Load Right Galvanize trailer.

This new rescue boat is needed for water rescue's and in the past, we have used it to transport crews to an island for firefighting.

Having 6 actively used boating and swimming ponds and over 10 miles of river through Henniker, we have a need for this boat for emergency response.

Projected life for the Inmar boat, motor and trailer is 20 years.

Upkeep should be minimal, less than \$200 per year.

Replacement cost in the year of 2042: \$35,000.00

Thank you,

Chief Morse



# Quote

## Industrial Protection Services, LLC

33 Northwestern Dr., Salem, NH 03079  
 125 Roberts Rd, Ste 4, South Portland, ME 04106  
[www.ipp-ips.com](http://www.ipp-ips.com)

Date:

QUOTE #090122-01

Bill To: Attn: Fire Chief Jim Morse  
 Henniker Fire Department  
 216 Maple St  
 Henniker, NH 03242

Ship to: Attn: DC Mick Costello  
 SAME

Salesperson	Shipping Method	Purchase Order No
Cliff Plourde	Bestway Prepaid & Add	

Qty	Item #	Description	Each Price	Line Total
<b>Inflatable Rescue Boat</b>				
1	430HYP-SR	INMAR, 14' Rescue Boat, Color RED, Aluminum Floor	7,524.00	7,524.00
1	Lettering	Lettering "HENNIKER"	450.00	450.00
Final lettering and layout TBD.				
1	QIK	Quick Inflation Kit (hose and yoke)	249.00	249.00
1	SCBA-A	SCBA-Adapter (allows QIK to adapt to an SCBA cylinder)	195.00	195.00
1	MFS30CL	Outboard Motor, Tohatsu, 30hp Manual Tilt/Steer, 20" Long Shaft	3,987.00	3,987.00
Includes Prop, 3 Gal Poly Tank & Fuel Line				
1	MPS-Model 1	Mac's Prop Saver - Model 1 installed	274.00	274.00
1	TOH-3R08645250	3R08645250 PROPELLER Dia. 12 (9.9 DIA X 12 PITCH) 25 & 30hp Motors		
1	F8521Rescue	Flexible Fuel Bladder, 5.3 gal w/Barbed Fitting	985.00	985.00
1	16150076DWT-Guides	Loadright, 16' Galvanized Trailer, with PVC Guides & added bunks, swing away jack	2,500.00	2,500.00
1	B-Bag	Bow Bag (storage bag, mounts in bow of boat)	189.00	189.00
1	Freight	In-bound Freight (Boat) Estimated - Actual Charges Pass Thru	450.00	450.00

**ALL PRICING GOOD FOR 30 DAYS UNLESS OTHERWISE NOTED**

*Cliff Plourde*

Quoted Freight Charges

Email: [clourde@ipp-ips.com](mailto:clourde@ipp-ips.com)  
 Cell: 603-533-6004 Office: 800-696-4740

\$ 16,803.00



TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall
18 Depot Hill Road
Henniker, NH 03242
Tel: (603) 428-3221

Received by
TOWN OF HENNIKER

OCT 13 2022

SELECTMEN'S OFFICE

Request for Board of Selectman Agenda Item Consideration

Per Town of Henniker Selectmen's Polices Section II .1 Meeting, Board & Committee Policies, Board of Selectmen Meeting Procedures and Section II.3 Citizen Participation at Meetings.

- Persons may request an addition to the Board of Selectman Agenda until noon on the Thursday preceding the scheduled Selectman meeting. Depending upon the boards schedule, appearances will be scheduled within the next two regularly scheduled board meetings whenever possible.
Purpose of this policy is for the notification in advance of the Board of Selectmen and the public to review supporting materials prior to the meeting.
This form will provide the board with basic information of the topic or request.
Persons who have been pre-scheduled to appear before the Board will normally speak during the New Business section of the agenda. Please see the policy for more information.

SUBMIT FORM TO THE TOWN ADMINISTRATOR diane.kendall@henniker.org or mail to address at top of form.

Requested Meeting Date: October 18, 2022
REQUESTOR CONTACT INFORMATION
Name: Henniker Historical Society, Sue Fetzner, Kristen Maclean, Board of Directors
Address: 51 Maple street
Email: hennikerhistorical\_society@tds.net
Phone: 603-428-6267
DESCRIPTION OF TOPIC OR REQUEST
TITLE: Request for electrical upgrade for Academy Hall
PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:
DESCRIPTION OF QUESTION OR PROBLEM: see attached
PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS) None
EXPECTED OUTCOME, ACTION OR DECISION: (be specific) Contribution by Town of \$5,600.00

KNOWN FINANCIAL IMPACT:

\$5,600.00

OTHER SUPPORTING INFORMATION: (attach supporting documentation or add additional comments here)

see attached estimate from Irish Electric Corp.

FOR OFFICE USE ONLY

DATE RECEIVED:

10/13/22 11:19am

DATE SCHEDULED:

10/18/22

TOWN ADMINISTRATOR COMMENT:

Consider use of ARPA funds for project.

DEPARTMENT HEAD AND COMMITTEE COMMENTS:

LEGAL AUTHORITY:

FINANCIAL DETAILS:

\$5,600

SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:

POST MEETING NEXT STEPS AND FOLLOW-UP

RESOLUTION:

Request for Selectman Agenda by Henniker Historical Society October 18, 2022

Academy Hall has been the home of the Henniker Historical Society for the past 26 years. We hold a lease from the town for the next 49 years. We recently were successful in applying for and receiving designation on the New Hampshire State Register of Historic Places by the New Hampshire Division of Historical Resources. The building is 186 years old!

We would like to draw your attention to problems we are experiencing with the current state of the building's electrical system. We recently were gifted a printer that would allow us to conduct in-house printing of our newsletter and historic brochures. When operating the printer, we are unable to have any other electric device in operation – fan, heater, lights, computer charger. When the printer and an overhead light are on, the fuse is tripped. Neither of the lights at the exits are operable. The front door external light was installed as a motion detector light by New England College. The light was disabled due to Maple Street traffic detection. The rear fire escape light is also deficient.

The second floor south facing room gives a clue as to the history of the electrical system of Academy Hall. In the early 1950's this room was used for faculty offices. Three separate partitions indicated by the original floor-board configuration existed, each of these office had an electrical outlet. Another clue to the system is the fuse box still includes a cartridge fuse labeled water heater. The water heater was removed in the 1996. Our best estimate is that the electrical system at Academy Hall is, at a minimum, over 70 years old when New England College held the deed to the building.

The most recent assessment of the condition of Academy Hall was done in 1995 by Mr. Marc Williams, then President of the American Conservation consortium who summarized a conservation assessment of the collections and building. The assessment was funded via a Conservation Assessment Program grant of the Institute of Museum Sciences. With respect to the electrical systems, the assessment notes the presence of fluorescent lights. To protect the historic artifacts, UV-Filtering protective sleeves were applied to lighting by the Society in 1996.

In September we contacted the Irish Electric Corp in Hopkinton to evaluate our lighting and electric needs. Irish Electric has significant experience with historic building electric retrofitting. In addition to solving our second-floor printer/fuse problem, we asked them to refit the fluorescent lights with energy saving LEDs; refit the rear emergency exit lighting; refit the outside front lighting; recycle the fluorescent bulbs. Attached is the estimate for this work.

We are requesting that the Board consider this cost in the current or 2023 budget cycle. The Henniker Historical Society is willing to assume 50% of the cost of this project.

*Submitted by  
Henniker Historical  
Society*

*10/13/2022*



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
This quote is to provide labor and materials for the following: Museum - * Rewire (9) existing light fixtures to accept LED ballast bypass lamps. * Install (36) new LED ballast bypass lamps. Research Room - * Rewire (2) existing light fixtures to accept LED ballast bypass lamps. * Install (4) new LED ballast bypass lamps. Work Room - * Rewire (23) existing light fixtures to accept LED ballast bypass lamps. * Install (46) new LED ballast bypass lamps. Boardroom - * Rewire (7) existing light fixtures to accept LED ballast bypass lamps. * Install (28) new LED ballast bypass lamps. Temperature Controlled Room - * Rewire (13) existing light fixtures to accept LED ballast bypass lamps. * Install (26) new LED ballast bypass lamps. Box Room - * Rewire (2) existing light fixtures to accept LED ballast bypass lamps. * Install (4) new LED ballast bypass lamps. Art Closet - * Replace the existing screw-in incandescent lamp with an LED screw-in lamp.	5,915.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

<b>Total</b>
Approved by: _____ Darragh Madden, President

Accepted by: _____ Date: _____
--------------------------------



Irish Electric Corp  
659 Currier Road  
Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
* To remove and recycle the old fluorescent lamps	764.00
This quote is to provide labor and materials for the following: Research Room - * Run a dedicated circuit from the electrical panel to the research room. * Install (3) new outlets in the research room.	1,103.00
This quote is to provide labor and materials for the following: Box Room/Work Room - * Currently the only switch location for the work room lights is in the box room. * We will replace the (2) existing work room light switches with master wireless switches. We will add to remote switches in the work room, allowing the work room lights to be controlled from both locations.	581.00
This quote is to provide labor and materials for the following: Boardroom -	1,377.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

**Total**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
Darragh Madden, President



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
<p>* Run a dedicated circuit from the electrical panel, through the basement, up through the staircase beside the vent pipe, into the 2nd floor ceiling, and down the wall at the printer to add a quad outlet.</p> <p>This quote is to provide labor and materials for the following:            2nd Floor Rear Fire Escape -</p> <p>* Replace the existing sconce light with an emergency battery back-up light that automatically comes on if power goes out.</p>	485.00
<p>This quote is to provide labor and materials for the following:            Electrical Panel -</p> <p>* Remove the existing surface mounted 50Amp outlet and the 2-pole 50Amp breaker feeding it.</p>	105.00
<p>This quote is to provide labor and materials for the following:            Two Exterior Lights -</p> <p>* We will replace (2) existing exterior flood lights with new LED flood lights (no motion detectors on new lights).</p>	859.00

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

**Total**

Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Darragh Madden, President



Irish Electric Corp  
 659 Currier Road  
 Hopkinton NH 03229

# Proposal

Date	Estimate #
9/22/2022	4695

Name / Address
Henniker Historical Society Attn: Kristin McLane 51 Maple Street Henniker, NH 03242

Job Name

Description	Rate
<p>* Replace the switches controlling the existing lights with digital timer switches.</p> <p>Note: The benefit to upgrading to LED lights is -</p> <ol style="list-style-type: none"> <li>1) Less power consumption; lower light bill.</li> <li>2) LED lights last longer; lower maintenance cost on lighting.</li> <li>3) LED lights are brighter.</li> <li>4) LED lights operate better in cold conditions.</li> </ol>	

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alterations or deviations from above specifications involving extra costs will become an extra charge over and above the estimate.

The above prices, specifications, and conditions are satisfactory and are hereby accepted. Irish Electric Corp. is authorized to complete the work as specified above. Payment will be made as outlined above. This proposal will expire if not accepted within 30 days.

<b>Total</b>	<b>\$11,189.00</b>
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Accepted by: \_\_\_\_\_ Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
 Darragh Madden, President

# Town of Henniker

## AMERICAN RESCUE PLAN (ARPA) FUNDING PROPOSAL

This form is a tool to provide the Selectboard a quick easy to read analysis of department, board, or committee requests for use of Henniker American Rescue Plan funding (ARPA). Please complete this form to request funding for a project, purchase, or capital improvement. Requests will be evaluated by the Selectboard. Prioritization criteria may include need, urgency, public safety, greatest public interest, other available funding.

1. Department/Committee: Board of Trustees, Tucker Free Library
2. Person Requesting: Board of Trustees, Tucker Free Library
3. Project or Item: Enhanced video surveillance system to improve security for library patrons and staff
4. Is the Project already appropriated in operating budget or capital improvement plan? No
5. Funding Requested: (Identify funding amount, multiyear components and any annual carrying costs):

The Board of Trustees seek preliminary ARPA funding support of up to \$29,000. We are currently soliciting quotes for this public safety enhancement at the library. The quote received from our current company (Pelmac Industries, attached) totals \$28,964. Work done under their quote would upgrade the existing system and increase the number of security cameras currently in the library from 9 to 20. If the BOS approved the library for ARPA funding support, the trustees would seek additional quotes for this work via a publicly posted RFP, soliciting bids from other companies offering comparable equipment and installation services.

6. Description of Purchase or Project (Describe the project clearly & succinctly):

The Tucker Free Library currently has nine interior cameras that help staff surveil activities in the building in real time and document/record incidents that occur within the premises. Prior to COVID, we were looking to expand video surveillance coverage to include multiple angles in public areas, hallways, and vestibules. We were also seeking to add exterior cameras for security coverage around library entrances/exits. During the pandemic, the library put expansion of the security system on hold to focus on other priorities (infection prevention/sanitation activities, curbside services, etc.). With the number of daily visits to the library returning to pre-pandemic levels, discussion of the security and safety issues has resurfaced. The expansion of the camera system would allow for greater visual coverage with the goal of reduced problem behavior especially after school when issues occur. The current system has been used to identify individuals who have vandalized the public restroom, who were bullying other library visitors, who discharged pepper spray in the lower hallway, and who were witnessed by patrons engaging in inappropriate behavior while using the public computers.

7. Benefits Related to COVID-19 Response, or Recovery:

Tucker Free Library is still in a period of general recovery from COVID-related effects, during which a lot of resources were expended trying to reduce exposure/harm and increase safety/benefit to staff and patrons. ARPA fund support to the library now would allow for needed safety improvements to a Town asset during this period of COVID recovery. In 2020, the library was reimbursed for \$5,037 for COVID related expenses through the GOEFFER program administered by the Town of Henniker. In 2021 the library spent \$1,616 for COVID supplies. In 2022 the amount spent thus far is \$309. The library has not received reimbursement in 2021 or 2022.

8. Implementation Details (Briefly describe how this project will be implemented, and if any potential barriers exist):

If granted ARPA funding, the Board of Trustees would issue a RFP, soliciting bids from security companies that meet library specifications and needs for an expandable and yet affordable video surveillance system. The Board would then vet bids, select a winning bid, and work with the selected company to install new equipment. No potential barriers are anticipated with this project.

9. Supplemental Information (Note if attached): See quote attached from Pelmac Industries, detailing the type and volume of equipment the library is seeking.



# WHITE BIRCH CENTER

Ms. Diane Kendall  
Town Administrator  
Town of Henniker  
18 Depot Hill Road  
Henniker, NH 03242

September 23, 2022

Hello Diane,

The Town of Henniker has asked that it receive suggestions for uses of expected ARPA funds by October 1, 2022. This letter is a request for consideration from White Birch Center for a potential use of the ARPA funds per our Board of Directors.

We have spoken in the past about the benefit to our seniors, and other potential users, of building a pavilion on the 67 Hall Ave property which is owned by White Birch Community Center, Inc., and is located directly adjacent to White Birch Center. The lot is currently open and has available parking immediately to its south.

Since the beginning of the pandemic, White Birch Center has been using a used 20' x 30' tent during the warmer months for our programming and our seniors love it. Unfortunately, the tent must be located in our parking lot, and we lose parking spots when it is up, and it cannot stay up during the winter. Thus, it must be put up, and taken down each year. The tent does not have much life left in it.

A better solution would be to have a pavilion for our seniors located on the 67 Hall Ave property. It would be permanent, it could have some storage, it could house other events, perhaps even non-White Birch functions. Longer term, if the White Birch Building were to become more of a Community Center, it would be a wonderful addition to the town to have at its disposal.

This letter is asking that the Board of Selectmen consider using some funds to help build a pavilion. Funds could/would also be contributed by White Birch to make this beneficial addition to the town happen.

The Board of White Birch appreciates your time and consideration, and it looks forward to the opportunity to explore this idea further with the town.

Sincerely,

Marc McMurphy  
Executive Director  
White Birch Center

# Town of Henniker

## AMERICAN RESCUE PLAN (ARPA) FUNDING PROPOSAL

This form is a tool to provide the Selectboard a quick easy to read analysis of department, board, or committee requests for use of Henniker American Rescue Plan funding (ARPA). Please complete this form to request funding for a project, purchase, or capital improvement. Requests will be evaluated by the Selectboard. Prioritization criteria may include need, urgency, public safety, greatest public interest, other available funding.

1. Department/Committee: **Transfer Station**
2. Person Requesting: **TA, Diane Kendall, Fire Chief Morse, and TS Superintendent Marc Aucoin**
3. Project or Item: **Replacement of the existing fire alarm system with an up-to-date addressable commercial fire alarm system for the recycling center**
4. Is the Project already appropriated in operating budget or capital improvement plan? **no**
5. Funding Requested: (Identify funding amount, multiyear components and any annual carrying costs): **initial cost \$5,305.00; yearly alarm monitoring fee \$491 per year as of 2022 pricing**
6. Description of Purchase or Project (Describe the project clearly & succinctly): **Replacement of the existing fire alarm system with an up-to-date addressable commercial fire alarm system for the recycling center. The current system is outdated and ineffective and causes frequent false alarms for the Fire Department.**
7. Benefits Related to COVID-19 Response, or Recovery: **Not related to COVID; Life Safety and Asset Protection Benefit**
8. Implementation Details (Briefly describe how this project will be implemented, and if any potential barriers exist): **Electronic Security Protection the towns current Security System Vendor has provided a quote and can do the work. No barriers to implementation.**
9. Supplemental Information (Note if attached): **Quote Provided**

Return form and supporting documentation to the Town Administrator [diane.kendall@henniker.org](mailto:diane.kendall@henniker.org)  
\\HEN-SERVER2\Shared\arpafunds\ARPA Request Replace Alarm at Transfer Station.docx

Electronic Security Protection

720 E. Industrial Park Drive  
 Manchester, NH 03109

Date
6/8/2022

Estimate #
4707

Name / Address
Henniker Town Hall 2 Depot Hill Road Henniker, NH 03242 Ref:Recycle Center

Project
---------

Item	Description	Qty
Henniker Recycle		
AFC-50	50 Point Addressable Fire alarm Control Panel. Additional Zones Using Multi-Point SLC Modules. 5Amp Power Supply. Two NAC Circuits. Two I/O Circuits. NACs Are Rated @ Three Amps Each. And I/O's @ One Amp Each. For Additional Specifications NAC's To Data Sheen. (Office)	1
SLE-LTEVI-C...	Dual Path Fire Cellular Radio (office)	1
PAD200-PD	Addressable Photo Detector (Smoke) (Office)	1
PAD100-HD	Analog Addressable Rate Of Rise and Fixed Temp Heat. Selectable From 135°-185°. Recycle building	2
PAD100-4DB/...	6" Addressable Detector Base. PAD100-6DB Will Mount on Single Or Double Gang, or Octagon and 4" Square. 22 To 14AWG Wire	3
5603	135 deg. fixed heat detector (Above Hopper)	1
PAD100-SIM	Single Input Module for analog heat in hopper	1
PAD-100PSDA	Dual Action Pull Station (Two in recycle building and one in office)	3
P2R	Wall mount H/S 15/75/115 candela. 24V, 2 wire. (one in recycle building & one in office)	2
P2RK	Weatherproof, outdoor H/S. WBB backbox included. (Outside office)	1
NP7-12	12V-7Ah battery	1
Hardware	Miscellaneous parts needed for a working system.	1
Installation	Installation of above listed equipment.	1
	The annual alarm monitoring fee with cellular dialer transmission of alarm signals to the central monitoring station is \$491	

--

<b>Total</b>	\$5,305.00
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Town Hall  
18 Depot Hill Road  
Henniker, NH 03242

Tel: (603) 428-3221  
Fax: (603) 428-4366

Incorporated November 10, 1768  
"Only Henniker on Earth"

## TOWN OF HENNIKER, NEW HAMPSHIRE

# STAFF REPORT

**DATE:** 10/18/2022  
**TITLE:** Volunteer Appointments  
**INITIATED BY:** Helga Winn, Executive Assistant  
**PREPARED BY:** Helga Winn, Executive Assistant  
**PRESENTED BY:** Diane Kendall, Town Administrator

**AGENDA DESCRIPTION:**

Mr. Ron Hess and Mr. Rod Pimentel have requested to fill two vacant positions as Ballot Clerks.

Mr. Rod Pimentel has requested to fill a vacant position on the Energy Committee.

**Legal Authority:** Selectmen Policies II.4 Town Committees and Boards

**Financial Details:** N/A

**Town Administrator Comment:** N/A

**Suggested Action/Recommendation:**

*Suggested Motion: Move to appoint Ron Hess as Ballot Clerk for a term of 3 years ending September 1, 2025.*

*Move to appoint Rod Pimentel as Ballot Clerk for a term of 3 years ending September 1, 2025.*

*Move to appoint Rod Pimentel to the Energy Committee for a term of 3 years ending September 1, 2025.*



TOWN OF HENNIKER, NEW HAMPSHIRE  
APPOINTMENT

To **Ron Hess** of Henniker, in the County of Merrimack:

WHEREAS, there is a vacancy in the position of **Ballot Clerk**, of said Town of Henniker, and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said **Ron Hess**, as a member of the **Ballot Clerks**, of said Town. Your tenure as member of the **Ballot Clerks** will continue for the stipulated term or until your termination by the Town of Henniker.

Upon your taking oath of office, and having this appointment and the certificate of said office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the responsibilities of such office until **September 1, 2025**.

*Given under our hands this 18<sup>th</sup> day of October 2022*

BOARD OF SELECTMEN:

\_\_\_\_\_  
\_\_\_\_\_

I, **Ron Hess**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Ballot Clerks**, according to the best of my abilities, agreeable to the rules and regulations of the constitution and laws of the State of New Hampshire, SO HELP ME GOD (This I do under the pains of penalties of perjury).

\_\_\_\_\_  
**Ron Hess**

STATE OF NEW HAMPSHIRE  
COUNTY OF MERRIMACK

Before me, personally appeared the above, **Ron Hess**, who took and subscribed the foregoing oath.

Date: \_\_\_\_\_

Town Clerk received and recorded (signature): \_\_\_\_\_

Verified ID



**Town of Henniker**  
18 Depot Hill Road  
Henniker, NH 03242  
Phone (603) 428-3221 / Fax (603) 428-4366  
www.henniker.org

Received by  
TOWN OF HENNIKER  
OCT 11 2022  
SELECTMEN'S OFFICE

### APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: *Voting Help in any way - Ballot Clerk -*

NAME (as it should appear on Appointment Form):

FULL NAME: *RON HESS* PHONE: *603-568-9175*

PHYSICAL ADDRESS: *22 Maple Street*

MAILING ADDRESS: *P.O. Box 92*

EMAIL ADDRESS: *rhess0315@gmail.com*

Why are you seeking this appointment?:

*To Help with Town functions - Primary choice is for Town Voting*

What experience would you bring to this position?:

*50+ years voting - 6 years of Security for the Voting procedures of San Diego County as ASA Police Sheriff Deputy*

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

*Volunteer for the Town Needs - I Retired (June 2022) from 23 years of Financial Security Company*

SIGNATURE:

*Ron Hess*

DATE:

*10/11/2022*



TOWN OF HENNIKER, NEW HAMPSHIRE  
APPOINTMENT

To **Rod Pimentel** of Henniker, in the County of Merrimack:

WHEREAS, there is a vacancy in the position of **Ballot Clerk**, of said Town of Henniker, and whereas we, the subscribers, have confidence in your ability and integrity to perform the duties of said office, we do hereby appoint you, the said **Rod Pimentel**, as a member of the **Ballot Clerks**, of said Town. Your tenure as member of the **Ballot Clerks** will continue for the stipulated term or until your termination by the Town of Henniker.

Upon your taking oath of office, and having this appointment and the certificate of said office recorded by the Town Clerk, you shall have the powers, perform the duties, and be subject to the responsibilities of such office until **September 1, 2025**.

*Given under our hands this 18<sup>th</sup> day of October 2022*

BOARD OF SELECTMEN:

\_\_\_\_\_  
\_\_\_\_\_

I, **Rod Pimentel**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Ballot Clerks**, according to the best of my abilities, agreeable to the rules and regulations of the constitution and laws of the State of New Hampshire, SO HELP ME GOD (This I do under the pains of penalties of perjury).

\_\_\_\_\_  
**Rod Pimentel**

STATE OF NEW HAMPSHIRE  
COUNTY OF MERRIMACK

Before me, personally appeared the above, **Rod Pimentel**, who took and subscribed the foregoing oath.

Date: \_\_\_\_\_

Town Clerk received and recorded (signature): \_\_\_\_\_

Verified ID



**Town of Henniker**  
18 Depot Hill Road  
Henniker, NH 03242  
Phone (603) 428-3221 / Fax (603) 428-4366  
www.henniker.org

Received by  
TOWN OF HENNIKER

SEP 28 2022

SELECTMEN'S OFFICE

## APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: ~~Poll Worker~~ Ballot Clerk

NAME (as it should appear on Appointment Form): Rod Pimentel 603-748-0937

FULL NAME: Roderick Louis Pimentel

PHONE:

PHYSICAL ADDRESS: 171 Ray Road

MAILING ADDRESS Same

EMAIL ADDRESS: rodp40@gmail.com

Why are you seeking this appointment?:

I think I could help

What experience would you bring to this position?:

attention to detail, history of impartiality.  
former selectman, Waste management committee, State Rep

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

no

SIGNATURE:

Roderick Pimentel

DATE: 9/28/22



**TOWN OF HENNIKER APPOINTMENT**

To **Rod Pimentel**, of Henniker, NH, in the County of Merrimack:

**Town of Henniker Board of Selectmen:**

*Motion:* To accept the Volunteer Application of *Rod Pimentel*, appointing him as a Volunteer Member of the Energy Committee until September 1, 2025.

BOARD OF SELECTMEN:

\_\_\_\_\_

Date: \_\_\_\_\_



**Town of Henniker**  
18 Depot Hill Road  
Henniker, NH 03242  
Phone (603) 428-3221 / Fax (603) 428-4366  
www.henniker.org

Received by  
TOWN OF HENNIKER

SEP 28 2022

SELECTMEN'S OFFICE

**APPLICATION FOR VOLUNTEER POSITION**

COMMITTEE / BOARD: *ENERGY Committee*

NAME (as it should appear on Appointment Form): *Rod Pimentel* 603-248-0937

FULL NAME: *Roderick Louis Pimentel* PHONE:

PHYSICAL ADDRESS: *171 Ray Road*

MAILING ADDRESS *same*

EMAIL ADDRESS: *rod p40@gmail.com*

Why are you seeking this appointment?:

*I am interested in energy policy and think I can help*

What experience would you bring to this position?:

*BS in Life Sciences at UNH  
former selectman  
soon to be former State Rep on Science Tech. and Energy*

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

*no*

SIGNATURE: *Roderick L Pimentel*

DATE: *09/28/22*



# TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall

18 Depot Hill Road

Henniker, NH 03242

Tel: (603) 428-3221 Fax: (603) 428-4366

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## STAFF REPORT

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**DATE:** 10/18/2022

**TITLE:** Re-establish Solid Waste Disposal and Recycling Committee

**INITIATED BY:** Marc Boisvert, Transfer Station Superintendent and Diane Kendall, Town Administrator

**PREPARED BY:** Diane Kendall, Town Administrator

**PRESENTED BY:** Marc Boisvert, Transfer Station Superintendent and Diane Kendall, Town Administrator

**AGENDA DESCRIPTION:** Board to consider re-establishment of the Solid Waste Disposal Committee

**BACKGROUND:** In 2008 the Board of Selectman established a special committee for the purpose of analyzing the initial, short- and long-term economic costs and benefits of various methods of solid waste disposal. In 2010 the Solid Waste Disposal and Recycling Committees were combined. The committee presented their [final report July 13, 2010](#). The committee consisted of 11 residents.

The current staff of 2 full-time and 2 part-time employees splits time between the solid waste facility and parks and property maintenance. The current staff: Marc Boisvert, Superintendent part-time 28 hours; Matt Bumford, Assistant Superintendent 40+ hours; Zach Dodge, Attendant 40+ hours; Star Klein part-time average 32 hours.

We recommend the re-establishment of a Solid Waste Disposal and Recycling Committee to examine, evaluate and report to the Board of Selectmen the adequacy and effectiveness of current staffing, job descriptions, wages, operations, revenue fees, expenses, policies, capital needs, and [Town Ordinance 101 Solid Waste](#). Advise Board of Selectmen to meet service and budget goals with policies and fees that are understandable and easy to apply in a fair, equitable and consistent manner while adhering to state and federal regulations. The committee will benefit from having staff and members that represent various user groups including average household, recyclers, trades persons, establishments, and subject matter experts. [Link to Town of Henniker Transfer Station/Recycling Center webpage](#).

**Legal Authority:** [Chapter 149-M SOLID WASTE MANAGEMENT](#); [RSA 41:9- a](#) Selectboard may set fees for revenue producing facilities such as the solid waste facility; [RSA 31:39,I\(f\)](#) and the [NH Solid Waste Rules \(He-P 1901\)](#) and [Town Ordinance 101 Solid Waste](#)

**Financial Details:** To be provided at a later date

**Town Administrator Comment:** Hauling and disposal costs have increased; Unsure of the last time fees were established by the board of Selectmen. Transfer Station attendants will better serve the users with a clear understanding of rules, regulations, procedures, and fees.

**Suggested Action/Recommendation:** Town Administrator recommends the Selectboard consider re-establishment of a Solid Waste Committee to advise the Board of Selectman on adequacy and effectiveness of the current Solid Waste Ordinance 101, fees and operational polices. Selectboard member my consider recommendations and bring discussion and requests for more information to a future meeting. The board may consider alternatives to the formation of a committee.

**DRAFT**

Disclaimer – The following are Draft Minutes, which could include errors and are subject to change upon approval of the Select Board.



**Town of Henniker  
Board of Selectmen Meeting  
Tuesday October 4, 2022, 5:30pm  
Henniker Community Center**

**Members Present:** Chairman Kris Blomback, Vice Chair Peter Flynn, Selectwoman Tia Hooper, Selectman Bill Marko, Selectman Scott Osgood

**Member's Excused:**

**Town Administrator:** Diane Kendall

**Recording Secretary:** Diane Kendall

**Others Present:** Kim Johnson, Tax Collector

**Guests:**

Chairman Blomback called the meeting to order at 5:30pm

**TAX COLLECTOR BUSINESS**

Chairman Blomback motioned to enter non-public session citing RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant, seconded by Selectman Flynn. Roll call vote to enter non-public session: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectman Hooper, yes; Selectman Marko, yes. The motion passed unanimously.

The Selectboard entered non-public session at 5:30pm

The Selectboard returned to public session at 6:02pm

Selectwoman Hooper motioned to seal the minutes, seconded by Selectman Marko, because it was determined that divulgence of this information likely would adversely affect the reputation of someone other than a member of the Selectboard. Roll call vote to seal minutes: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectman Hooper, yes; Selectman Marko, yes. The motion to seal the minutes passed unanimously.

Chairman Blomback motioned to adjourn the meeting at 6:02, seconded by Selectwoman Hooper.

Respectfully submitted,

*Diane Kendall*  
Minute Taker

Minutes Approved:

**DRAFT**

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**Town of Henniker  
Board of Selectmen Meeting  
Tuesday, October 4<sup>th</sup>, 2022, 6:15PM  
Henniker Community Center**

**Members Present:** Chairman Kris Blomback, Vice Chair Peter Flynn, Selectwoman Tia Hooper, Selectman Bill Marko, Selectman Scott Osgood

**Member's Excused:**

**Town Administrator:** Diane Kendall

**Recording Secretary:** Hank Bernstein

**Guests:** See attached Sign-In Sheet

**CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Chairman Kris Blomback opened the meeting with recitation of the Pledge of Allegiance and called the meeting to order at 6:15pm.

**CONSENT AGENDA**

**Item #1 - Selectwoman Hooper motioned to approve the Consent Agenda October 4, 2022, seconded by Selectman Flynn. The motion passed unanimously.**

**PUBLIC COMMENT #1**

**Joan O'Connor, Echo Lane,** asked for more advertising of Hazardous Waste Collection Day. This day is important, and Hopkinton has more turnout than Henniker. Ms. O'Connor urged that the information is displayed more so residents will know when and where to go.

NOTE- Household Hazardous Waste Collection Day is Saturday, October 29<sup>th</sup>, 2022, 9:00am – 1:00pm at 209 Ramsdell Rd (The Henniker Highway Department)

**Appointments with the Board:**

**Item #2 Carol Miller, Director of Broadband Initiatives National Collaborative for Digital Equity Broadband.** Ms. Miller is in Henniker facilitating the Henniker Broadband Committee. The Henniker Broadband Committee had their first meeting earlier today. This committee will be exploring the communication network and analyzing the broadband landscape. The board asked several questions about the process and plans for the committee as well as Ms. Miller's background.

**NEW BUSINESS**

**Item #3 New Hire Appointment: Hank Bernstein – Parttime Position of Land Use & General Administrative Assistant:**

Town Administrator Kendall calls Hank Bernstein to the podium to introduce himself. Mr. Bernstein introduced himself saying he values integrity, honesty, communication, and teamwork and that it is an honor to serve the town. **Selectman Marko moved to appoint Jacob Henry (Hank) Bernstein to the Parttime Position of Land Use & General Administrative Assistant at the classification grade 13 step 2 16.93 with opportunity to increase to step 3 after 6 months and a successful performance review, Selectman Flynn seconded. The motion carried unanimously.**

**Selectman Marko moved to unseal nonpublic minutes of September 20<sup>th</sup> title nonpublic selectboard minutes 9/14 hiring, Selectwoman Hooper seconded. Motion passes unanimously.**

## DRAFT

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### Item #4 Committee, Commission appointments

a) **Ballot Clerks -- Ms. Joan O'Connor and Mr. John Quinn submitted applications for Ballot Clerk.**

Selectman Flynn calls Joan O'Connor to the podium. Selectman Flynn asks Ms. O'Connor why she would like to be appointed ballot clerk. Ms. O'Connor responded that she has already been volunteering her time at the polls. It's a very vital day. Ms. O'Connor would love to be a greeter. Selectman Osgood asked Ms. O'Connor if she is comfortable with the 12-hour day. Ms. O'Connor feels comfortable with it. Selectman Marko asked Ms. O'Connor if she is a registered voter. She confirmed that. **Selectman Flynn moves to appoint Joan O'Connor as ballot clerk for a term of three years ending September 1<sup>st</sup>, 2025. Selectman Osgood Seconded. Motion Carried unanimously.**

Selectman Flynn calls John Quinn to the podium. Selectman Flynn asks Mr. Quinn why he would like to be appointed ballot clerk. Mr. Quinn responded that he is interested in assisting the day and that his fifty plus years of experience in social work will be helpful to the town and the community he lives in. Selectman Osgood asks Mr. Quinn how familiar he is with the process. Mr. Quinn responds that he wants to be available in a way that can be helpful. Selectman Marko asked Mr. Quinn if he is a registered voter here in Henniker. Mr. Quinn confirmed that. **Selectman Flynn moves to appoint John Quinn as ballot clerk for a term of three years ending September 1<sup>st</sup>, 2025. Selectman Osgood Seconded. Motion Carried unanimously.**

b) **Budget Advisory Committee -- Mr. Tim Payson submitted an application for Budget Advisory Committee.**

Selectman Flynn calls Tim Payson to the podium. Mr. Payson has been living in the town for six years and was asked to join the Budget Advisory Committee. Mr. Payson believes that his forty plus years of experience in business will be a useful asset. **Selectwoman Hooper moves to appoint Tim Payson to the budget advisory committee. Second by Selectman Marko. Motion carried unanimously.**

c) **Conservation Commission – Maegan Gagne submitted an application for Conservation Commission.**

Selectman Flynn calls Maegan Gagne to the podium. Selectman Flynn was highly impressed with Ms. Gagne's educational background: a BS in Environmental Biology, a MS in Plant Biology, and a PhD in Ecological Physiology. Ms. Gagne has lived in town for two years and felt this town has a strong sense of community. She wanted to be involved in local government as to be a part of that community. Ms. Gagne felt that her education and experience would be useful for the Conservation Commission. **Motion by Selectman Flynn to appoint Maegan Gagne to the conservation commission for a term of three years ending September 1<sup>st</sup>, 2025, seconded by Selectwoman Hooper. Motion carries unanimously.**

d) **Selectboard Representative to Broadband Committee**

The selectboard discussed which member would be appointed to the Broadband committee. Selectman Osgood volunteered. **Chairman Blomback moves to appoint Selectman Osgood to the broadband Committee, Seconded by Selectman Flynn. motion carried unanimously.**

### Item #5 2023 Holiday and Selectboard Schedule

a) **Observance of Holidays**

Upon review of the holiday schedule Selectwoman Hooper commented that there are a lot of holidays being offered here. Selectwoman Hooper brought up the idea of going down to a total of nine holidays removing New Year's Day Observed (Monday January 2<sup>nd</sup>), Presidents Day (Monday February 20<sup>th</sup>), Columbus Day (Monday October 9<sup>th</sup>), as well as Juneteenth (Monday June 19<sup>th</sup>), and leave one remaining floating holiday. The board discussed many different options and logistics of what this would entail and how this may be implemented. Town Administrator Kendall suggested bringing this conversation to the department heads before trying to change personnel policy. **Chairman Blomback moves to table the discussion until next meeting, Selectwoman Hooper seconded. Motion carried 4-1.**

## DRAFT

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### b) Selectboard Meeting Schedule

Selectwoman Hooper proposes having two meeting dates in June, July, and August instead of the current schedule of a single meeting each of these months. Selectwoman Hooper commented on the fact that the meetings during the summer schedule became lengthy and there are difficulties to the administrative staff caused by their absence.

**Selectwoman Hooper moves to adjust the schedule to have two meeting dates in the months of June, July, and August. Seconded by Selectman Marko.** Selectman Marko further discussed that business in town does not slowdown in the summer and that the town could be better served with a greater meeting schedule. Chairman Blomback respectfully disagreed, commenting that for the last 25 years the town has run effectively with a lighter summer meeting schedule. Selectman Osgood discussed having a meeting with only three select members, commenting that some matters would have to table until the full board were present but otherwise the selectboard could run effectively. Selectman Flynn suggested a compromise having two meetings in August and staying at one meeting for June and July. Town Administrator Kendall comments that the town office would appreciate another meeting in August. Selectwoman Hooper brings up a further compromise of meeting twice in June, once in July, and twice in August. **Selectwoman Hooper moves to amend her motion, seconded by Selectman Marko. Motion carried 3-2. Selectwoman Hooper moves to have two meetings in June, one meeting in July, two meetings in August, Selectman Marko seconds. motion carried 4-1.**

**CONTINUED BUSINESS: no motions to un-table.**

### Past Meeting Minutes

#### **Item #6 Acceptance of Board of Selectmen Public Meeting Minutes:**

a) 09.20.22 515 DRAFT Selectboard Minutes

**Motion by Selectwoman Hooper to approve, seconded by Selectman Marko. Motion carries unanimously.**

b) 09.20.22 517 DRAFT Selectboard Minutes NON-PUBLIC

**Motion by Selectwoman Hooper to approve, seconded by Selectman Marko. Motion carries unanimously.**

c) 09.20.22 615 DRAFT Selectboard Minutes

Selectman Marko points out two edits. One being a typographical error, the other being an identification of a speaker who was noted as being from Henniker but is from Hopkinton. Discussion continued on the matter of whom may speak at the podium based on residency. Chairman Blomback did not quote policy but noted that the practice has been that only residents of the town may speak, or that anyone may speak just that they need to identify themselves. **Motion by Selectwoman Hooper to approve, seconded by Selectman Marko. Motion carries unanimously.**

d) 09.20.22 925 DRAFT Selectboard Minutes NON-PUBLIC

**Motion by Selectwoman Hooper to approve, seconded by Selectman Marko. Motion carries unanimously.**

e) 09.26.22 515 DRAFT Selectboard Minutes

**Motion by Selectwoman Hooper to approve, seconded by Selectman Marko. Motion carries unanimously.**

**Selectwoman Hooper motioned to table the Nonpublic sealed minutes of 09.20.22 9:14, 09.20.22 9:36 , and 09.26.22 5:17, Selectman Osgood seconded the motion. The motion carries unanimously.**

### COMMUNICATIONS

**Item #7 Town Administrator Report** - Town administrator read from her report to the board.

#### **Item #8 - Selectmen Reports:**

Selectman Osgood reported on the Economic Development Committee meeting where they had talked about the broadband stuff and there is a conservation meeting tomorrow night.

Chairman Blomback – Nothing to report

Selectwoman Hooper -- Nothing to report

Selectman Flynn -- Nothing to report

**DRAFT**

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Selectman Marko – Nothing to report. The planning board meets next week. The workforce housing roundtable will be taking place on the 12<sup>th</sup>. It would be good to get the public’s help addressing the cost of housing.

**PUBLIC COMMENT #2:**

**Lori Marko** addressed the board. Firstly, she received copies of the applications for ballot clerk with little notice and would have liked more time to vet applicants. Secondly, she wanted to address Selectman Osgood’s question to Mr. Payson about joining the budget committee. Ms. Marko had asked Mr. Payson to join the budget advisory committee and she has already had an opportunity to give him a low down.

*Minute taker Hank Bernstein was excused from the meeting and minutes for the remainder of the meeting were taken by Town Administrator Diane Kendall.*

**NON-PUBLIC SESSIONS**

**Chairman Blomback motioned to enter non-public session citing RSA 91-A:3 II (b) The hiring of any person as a public employee and RSA 91-A:3 II (a) the dismissal, promotion, or compensation of any public employee, seconded by Selectwoman Hooper. Roll call vote to enter non-public session: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectman Hooper, yes; Selectman Marko, yes. The motion passed unanimously. The Selectboard entered non-public session at 7:36pm.**

The Selectboard returned to public session at 8:24pm.

**Selectman Marko motioned to seal the minutes, seconded by Selectman Flynn, because it was determined that divulgence of this information likely would render a proposed action ineffective. Roll call vote to seal minutes: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectman Hooper, yes; Selectman Marko, yes. The motion to seal the minutes passed unanimously.**

**Chairman Blomback motioned to enter non-public session citing RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, seconded by Selectwoman Hooper. Roll Call vote to enter non-public session: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectwoman Hooper, yes; Selectman Marko, yes. The motion passed unanimously.**

The Selectboard entered non-public session at 8:25 p.m.

The Selectboard returned to public session at 9:08 p.m.

**A motion to seal the minutes was made by \_\_\_\_\_ seconded by \_\_\_\_\_**

because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this board. Roll call vote to seal the minutes: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectwoman Hooper, yes; Selectman Marko, yes. The motion passed unanimously.

**Chairman Blomback motioned to adjust the compensation of the Town Administrator per the employment agreement dated February 14, 2022, to \$100,000, seconded by Selectman \_\_\_\_\_. The motion passed unanimously.**

**Motion to adjourn was made at 9:09 pm by \_\_\_\_\_, seconded by \_\_\_\_\_ and unanimously passed.**

Respectfully submitted,

Hank Bernstein  
Minute Taker  
Diane Kendall  
Minute Taker

Minutes Approved:



"The only Henniker on Earth."



Office of the Town Administrator

*Diane Kendall*

To: Board of Selectmen  
From: Diane Kendall, Town Administrator  
Date: October 18, 2022  
Ref: **Town Administrator's Report**

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This report encompasses updates, activities, projects, and meetings October 5<sup>th</sup> to 18th.

Administrative and Finance:

- Recruitment Wastewater Treatment Superintendent
- Implementation tasks and meetings for BS&A Payroll
- Administration for 2023 budget process
- Administration of ARPA requests
- Attended training Hard Road to Travel virtual workshop
- NEC intern interviews

Highway:

Risk Management: Joint Loss Management Primex Training and scheduling next Safety Comm meeting

Parks and Properties:

- Community Building: new motion light installed; broken window replacement
- Town Hall
  - Power wash complete – no more insect residue!
  - Electrical work for Mini-Splits ongoing; compressors to be installed November

Outreach: Scarecrow Contest and Halloween Hours on Facebook and Website; attended Planning Board Housing Forum and Chamber of Commerce open house at Henniker Brewery

Public Safety:

Broadband

- Coordination of next Meeting November 2

Human Services:

Wastewater Treatment:

- Recruitment
  
- Coordinate Pilot testing de-watering; communication with Underwood

Transfer Station:

- Staff attended NRRRA training and field trip

Other: Communication Tower Project and Fire Pond Project on going

State and NHMA:

- NHMA Legislative Bulletin: [2022 NHMA Legislative - Final | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [Events & Training | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [NHMA Important Dates Calendar](#)
- <https://mailchi.mp/nhmunicipal/news-link-update-703512>
- [NHMA's 81st Annual Conference and Exhibition | New Hampshire Municipal Association \(nhmunicipal.org\)](#)



## CERTIFICATE OF ATTENDANCE

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**Diane Kendall**

completed 6.0 hours of training at

**Setting the Right Rates for Your System**

September 27, 2022 | 8:00 AM – 3:30 PM EDT

New Hampshire National Guard Training Center, Pembroke, NH 03275

Hosted by the Environmental Finance Center Network

Evan Kirk, Project Director, EFC at UNC-Chapel Hill

October 13, 2022

\_\_\_\_\_  
Presenter Name, Job Title, Organization

\_\_\_\_\_  
Date

*Evan Kirk*

\_\_\_\_\_  
Signature

For attendance verification, please contact [smallsystems@syr.edu](mailto:smallsystems@syr.edu)



**2023-2024 NHMA Legislative Policy Conference**  
**9:00 am, Friday, September 27, 2023**  
**NHMA Offices, 25 Triangle Park Drive, Concord, NH**

**Present:**

**Voting delegates:**

<b>Municipality</b>	<b>Voting Delegate</b>	<b>Municipality</b>	<b>Voting Delegate</b>
Allenstown	Derik Goodine, Town Administrator	Laconia	Scott Myers, City Manager
Amherst	Danielle Pray, Select Board Member	Lancaster	Robin Irving, Land Use Coordinator
Barrington	Dannen Mannschreck, Select Board Chair	Lebanon	Timothy McNamara, Mayor
Bedford	Rick Sawyer, Town Manager	Lebanon *	Shaun Mulholland, City Manager
Belmont	Alicia Jipson, Town Administrator	Lee	Scott Bugbee, Selectman
Boscawen	Katherine Phelps, Town Administrator	Londonderry	Mike Malaguti, Town Manager
Boscawen *	Kellee Jo Easler, Planning & Community Development Director	Manchester	William Barry, Alderman
Bow	David Stack, Town Manager	Meredith	Troy Brown, Town Manager
Bristol *	Butch Burbank, Interim Town Administrator	Merrimack	Paul Micali, Town Manager
Bristol	Christina Goodwin, Interim Deputy Town Administrator	Nashua	Cheryl Lindner, Treasury Management Officer
Claremont	Dale Girard, Mayor	Newbury	Dennis Pavlicek, Town Administrator
Derry	Dave Caron, Town Admin.	Newmarket	Steve Fournier, Town Manager
Dover	Dennis Shanahan, Deputy Mayor	North Hampton	Jim Maggiore, Select Board Member
Epsom	Meadow Wysocki, Select Board Member	Northfield	Ken Robichaud, Town Administrator
Fremont	Joel Yokela, Budget Committee Member	Northwood	Walter Johnson, Town Administrator
Gilford	Scott Dunn, Town Admin.	Plymouth	William Bolton, Select Board Vice Chair
Goffstown	Derek Horne, Town Administrator		

Grafton	Cindy Kudlik, Select Board Member	Portsmouth	Deaglan McEachern, Mayor
Hampstead	Laurie Warnock, Select Board Member	Portsmouth *	Jane Ferrini, Attorney
Haverhill	Jennifer Boucher, Assistant Town Manager	Rochester	Laura Hainey, City Councilor
Henniker	David Osgood, Select Board Member	Sandwich	Joanne Haight, Select Board Member
Hillsborough	Laura Buono, Town Admin.	Swansey	Michael Branley, Town Administrator
Holderness	Michael Capone, Town Admin.	Tilton	Jeanie Forrester, Town Administrator
Hopkinton	Ken Traum, Select Board Vice Chair	Warner	Diane Ricciardelli, Town Administrator
Hudson *	Jim Michaud, Chief Assessor	Wilmot	Tom Schamber, Select Board Member
Hudson	Steve Malizia, Town Administrator	Wilton	Kermit Williams, Select Board Chair

\* Represents “non-voting attendee”

**NHMA staff:**

Margaret Byrnes, Executive Director  
 Natch Greyes, Government Affairs Counsel  
 Katherine Heck, Government Finance Advisor  
 Jonathan Cowal, Municipal Services Counsel  
 Timothy Fortier, Communications Coordinator  
 Pam Valley, Administrative Assistant

Laura Buono, chair of the NHMA board of directors, presided and called the meeting to order at 9:08 a.m.

Buono welcomed members, introduced staff, and explained the legislative policy process leading up to the conference.

Buono explained the procedure for the conference. She stated that the meeting would use a consent calendar process, in which the recommendations from each policy committee would be voted on as a slate, but individual policy recommendations could be removed and voted on separately.

Buono reviewed the Rules of the Chair. Members were asked, when speaking, to introduce themselves by stating name, position, and represented municipality.

The meeting then took up the legislative policy recommendations as proposed by the policy committees on General Administration & Governance, Finance & Revenue, and Infrastructure, Development, & Land Use.

## General Administration & Governance

Dave Caron reviewed and outlined the changes and highlights in the policy recommendations of this committee.

Under the category of Local Authority and Efficiency, Caron indicated the committee discussed and added two bullet points regarding state collaboration with municipalities addressing homelessness and the availability of an adequate public sector workforce.

Caron reviewed changes under the Right-to-Know Law category, including recovery of reasonable costs and support for granting municipalities the authority to set meeting locations, conditions and modalities for meetings.

Caron indicated there were no changes in the Elections and Labor and Employment categories.

Under Substance Use, Prevention & Response, Caron reviewed new language for legislation relative to cannabis retail establishments.

Buono asked whether there were any policy recommendations to be removed from the consent calendar.

Tim McNamara removed the policy recommendations on Labor and Employment.

Scott Dunn removed the policy recommendations on Substance Use, Prevention and Response.

Steve Fournier moved approval of the remaining policy recommendations; Walter Johnson seconded the motion, and the motion passed (34-0).

### Discussion and action on items removed:

#### Labor and Employment

Tim McNamara stated that his council had instructed him to strike the policy (seconded by Steve Fournier) as the existing policy is less supportive of employees than it should be. McNamara did not offer any amendments or revisions.

The motion to strike failed (6-39).

#### Substance Use, Prevention & Response

Scott Dunn moved, seconded by Josh Yokela, to strike the entire section. Discussion ensued.

The motion to strike failed (2-43).

Deglean McEachern moved, seconded by Steve Fournier, to strike subsections i, ii, iii and iv under the third bullet point.

The motion to strike passed (38-5). Amended motion passes (41-3).

Finance & Revenue

Cheryl Lindner and Jim Michaud reviewed and highlighted the changes in the policy recommendations of this committee, including clarification of dedicated funds (30%); retirement system (up to 35%); and education funding.

Buono asked whether there were any policy recommendations to be removed from the consent calendar.

Steve Malazia removed the last policy recommendation on Property Taxes and Related Revenues, dealing with legislation to lower tax abatements.

Scott Dunn removed the policy recommendation on State Aid and Non-Property Tax Revenues, regarding state highway funding.

Jennifer Boucher sought clarification on bullet point #3 under “NHMA opposes” on New Hampshire Retirement System. Katherine Heck offered examples of new positions being provided by a non-profit.

Laura Hainey inquired if the committee looked at voucher programs in context of education funding. Lindner responded that the committee did not discuss voucher programs.

Scott Dunn moved striking the word “a” from the bullet point #2 under NHMA supports on New Hampshire Retirement System. Buono indicated the chair would accept this as a clerical change.

Dave Caron moved approval of the remaining policy recommendations; Steve Fournier seconded the motion, and the motion passed (37-0).

Steve Malazia, seconded by Dave Caron, moved to strike the last bullet point under “NHMA opposes” on Property Taxes and Related Revenues. Malazia explained this issue is moot since SB 317 (lowering interest rate under RSA 76:17) recently passed and is current law.

Motion to strike bullet point passed (37-0).

Scott Dunn, seconded by Scott Myers, moved striking bullet point #2 under NHMA opposes on State Aid and Non-Property Tax Revenues. Dunn expressed interest in funding bridges and roads but not non-transportation projects. Discussion ensued.

Dennis Shanahan expressed concern that removal of this bullet point may restrict the movement of federal funds for local groups, like COAST. Fournier and McNamara agreed with Shanahan comments.

The motion to strike failed.

Motion to approve state aid/property tax section as recommended by committee (44-2).

## Infrastructure, Development, & Land Use

Shawn Mulholland and Dennis Shanahan reviewed and highlighted the changes in the policy recommendations of this committee.

Mulholland cited no changes on Energy, Environment and Sustainability and on Water Resources Protection, Control and Management.

On Solid Waste Management, Mulholland indicated new bullet added to address fees on solid waste to go back to municipalities.

On Housing, Mulholland stated new bullet added to oppose state regulation of zoning.

On Land Use, Mulholland stated new bullet added to support the adoption if more recent editions of national building and fire codes.

Mulholland cited no changes on Information Technology, Communications, and Cybersecurity.

On Transportation, Mulholland cited clarifications regarding aviation and bicycling.

Buono asked whether there were any policy recommendations to be removed from the consent calendar.

Paul Micali removed the section on Water Resources Protection, Control and Management.

Walter Johnson removed the section on Solid Waste Management to discuss solid waste fees.

Steve Fournier moved approval of the remaining policy recommendations; Dave Caron seconded the motion, and the motion passed (43-1).

Paul Micali moved to add new language on Water Resources Protection, Control and Management to amend for polluters and other responsible parties.

Scott Myers agreed with the intent and offered a friendly amendment with better language: Motion to add new “responsible party” language on Water Resources Protection, Control and Management passed (44-0).

Motion to approve amended Water Resources Protection, Control and Management section passed (44-0).

Walter Johnson inquired if the new solid waste fees would move directly to cities and towns to support solid waste. Mulholland and Shanahan indicated the intent is to provide direct funding, but some funding is also supportive of positions at the Department of Environmental Services (DES).

Johnson, seconded by Scott Osgood, moved to amend bullet point #3.

Motion to amend failed (8-35).

Motion to approve Solid Waste Management as amended passed (41-2).

### Floor Policy Proposal

The meeting took up the following floor policy proposal submitted by the Town of Grafton:

To see if NHMA will support legislation to revise RSA 100-A:43 to allow municipalities with 15 or fewer full-time employees to allow future Group 1 hires the option to not participate in the New Hampshire Retirement System (NHRS).

Cindy Kudlik moved the policy. Dannen Mannschreck seconded the motion.

Kudlik explained the challenges and burden facing small towns with few full-time employees who wish not to participate in the NHRS. Discussion ensued.

Dave Caron indicated that joining NHRS is voluntary and that groups can leave any time they want. He stated that there is already a process in place.

Walter Johnson inquired what fiscal impacts statewide might be and Kudlik responded she did not know.

Dannen Mannschreck inquired whether “5 or fewer” staff might be more acceptable.

Scott Myers, formerly NHMA’s representative on the NHRS, felt this change would impact rates and shift the burden to all other members of the system. Myers indicated he would not be supporting the motion.

The motion to adopt the floor policy failed (3-40).

### Legislative Principles

The meeting took up the proposed Legislative Principles.

Dave Caron reviewed and explained two new sections, #2 and #6.

Michael Branley moved, seconded by Steve Fournier, to add new language regarding tax credits to new section #6.

The motion passed (43-0).

Dave Caron moved approval of remaining Legislative Principles; Steve Fournier seconded the motion.

The motion passed (44-1).

Buono concluded the business of the day and the meeting adjourned at 10:11 am.



The State of New Hampshire  
**Department of Environmental Services**

Robert R. Scott, Commissioner



October 06, 2022

Holland Patent LLC  
Mary Shea  
PO Box 2339  
Henniker NH 03242

Capital Well Company  
Jon Swain  
150 Concord Stage Road  
Dunbarton NH 03046

**RECEIVED**

OCT 11 2022

TWN CLK/TAX COLLECTOR  
HENNIKER, NH

**Re: Documented Violation**  
**Land Resources Management File Number: 2022-02864**  
**Subject Property: 1464 Western Ave, Henniker, Tax Map #1, Lot #763, Block C & Block A**

Dear Ms. Shea and Mr. Swain:

On September 23, 2022, personnel from the New Hampshire Department of Environmental Services (NHDES) Watershed Management Bureau conducted an inspection at the above-referenced property (Property). The purpose of the inspection was in response to a complaint received by the Watershed Management Bureau alleging a discharge across property lines, into a wetland, and into the Contoocook River.

During the inspection, NHDES personnel observed and documented the following:

1. A drinking water well had been drilled by Capital Well Company on Property belonging to Holland Patent LLC (Mary Shea), otherwise known as Tax Map 1, Lot Number 763, Block Number C. Well tailings (sediment) had migrated off-site and deposited into scrub-shrub / forested wetlands on the abutting Property belonging to Demoura Living Trust LLC (Keith and Nancy Demoura), otherwise known as Tax Map 1, Lot Number 763, Block A. Sediment was also migrating into the Contoocook River. Sediment ranged in depth from approximately 1 to 2 inches, with a skim-coat on the surface of some areas, and a greater depth in pockets of other areas. The total area of impact was at least 1,000 square feet. This sediment deposition is considered "fill" in a wetland. This is a violation of RSA 482-A:3(I) (a) which states "*No person shall excavate, remove, fill, dredge, or construct any structures in or on any bank, flat, marsh, or swamp in and adjacent to any waters of the state without a permit from the department.*"

However, since NHDES would not permit this activity, NHDES requests the following:

1. Please **immediately** install and / or maintain temporary erosion and sediment controls on the Property so that the discharge of sediment is contained and / or diverted from the abutting property and any surrounding wetlands on either property.
2. **By October 21, 2022:** Please retain a New Hampshire certified wetland scientist (CWS). Please notify NHDES of the name, mailing address, email address, and telephone number of the CWS retained.
3. **By November 11, 2022:** Please submit a restoration plan to NHDES for review and approval for the hand-

[www.des.nh.gov](http://www.des.nh.gov)

29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095  
NHDES Main Line: (603) 271-3503 • Subsurface Fax: (603) 271-6683 • Wetlands Fax: (603) 271-6588  
TDD Access: Relay NH 1 (800) 735-2964

removal of sediment 1 inch in depth or greater from the wetland areas. Please have the restoration plan prepared and stamped by your CWS and include provisions for restoration and stabilization of wetland impacts on the Property. Please submit the following with the restoration plan:

- a. A plan with dimensions, drawn to scale, showing:
    - i. Existing conditions with wetland boundaries delineated in accordance with materials referenced in Env-Wt 406.01 and/or Env-Wt 406.04 (water courses).
    - ii. Proposed conditions after reestablishing the jurisdictional areas.
  - b. A detailed description of the proposed means of erosion control (silt fence, hay bales, etc.) and stabilization of the restoration area.
4. Please implement the restoration plan for the Property only after receiving written approval from, and as conditioned by, NHDES.

In an effort to promote better understanding and compliance with applicable Land Resources Management laws and rules, NHDES staff are available Monday through Friday, 8:00 a.m. to 4:00 p.m. by calling (603) 271-2147. Staff can address technical questions related to alteration of terrain, wetland, shoreland, and subsurface regulations. NHDES encourages you to use this service or consult our website ([www.des.nh.gov](http://www.des.nh.gov)) before undertaking future work on your property.

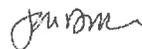
All documents submitted in response to this letter should be addressed as follows:

Jen Drociak  
Land Resources Management Program  
Department of Environmental Services  
29 Hazen Drive, PO Box 95  
Concord, NH 03302-0095

Please include file number 2022-02864 on all correspondence.

Thank you for your anticipated cooperation in this matter. Should you have any questions regarding this letter, or wish to arrange a meeting, please contact me at [Jen.Drociak@des.nh.gov](mailto:Jen.Drociak@des.nh.gov) or (603) 271-4062.

Sincerely,



Jen Drociak  
Compliance Specialist  
Land Resources Management Program  
Water Division

cc: Henniker Conservation Commission  
Henniker Board of Selectmen  
Demoura Living Trust (Keith & Nancy Demoura)

Board of Selectmen  
Town of Henniker  
18 Depot Hill Road  
Henniker, NH 03242

August 25, 2022

Dear Members of the Board,

In response to the your request to renew my membership on the Azalea Park Committee, I cannot without understanding the role of the committee and corresponding responsibility of the Town of Henniker. As it stands currently, nothing significant can be accomplished in terms of the repair and upkeep of the park. I would be very willing to continue serving if we were all on the same page and reflected the same goals.

Sincerely,

Susan S. Adams, former chair  
Azalea Park Riverwalk Committee

# **September 2022 Department Reports**

**Finance Department**

**Assessing Department**

**Building Department**

**Fire Department**

**Highway Department**

**Human Services**

**Police Department**

**Town Clerk/Tax Collector**

**Transfer Station**



## TOWN OF HENNIKER, NEW HAMPSHIRE

Town Hall  
18 Depot Hill Road  
Henniker, NH 03242  
Tel: (603) 428-3221

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# STAFF REPORT

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**DATE:** 10/14/2022  
**TITLE:** Estimated Tax Rate  
**INITIATED BY:** Russell Roy  
**PREPARED BY:** Russell Roy  
**PRESENTED BY:** Diane Kendall

**AGENDA DESCRIPTION:** To provide an estimate of the upcoming tax rate calculation and identify the unknown variables

**Background:** Attached to this memo is an estimate of the upcoming tax rate calculation. We have provided the State with all of the required items to compute the taxes and we are awaiting an appointment with our municipal auditor to complete the task. We are experiencing difficulties in getting the final report of the Trust Funds onto the State portal and have sent the files to the support department in hopes they can identify the problem or upload the documents for us. The State will not grant an appointment unless all filings are made.

One item that is unknown to me at this point is the Henniker School numbers. The State performs the John Stark proration with Weare and also confirms final State revenues for the school so the final school numbers are unknown to me at this time. To provide an estimate, I have taken the 2021 net school number 8,299,865 and added the reduction of State school rate of \$253,958 to come up with \$8,553,823 as the estimated bottom line. The revenue received from the State school rate is 100% applied to the school as a revenue so any reduction of that rate will fall to the school taxes.

On the Town side the only variable left is the Rooms/Meals Tax revenue that the State shares with the Towns. In 2020 we received our allotment of \$249,066 which was within 1% of the typical revenue we receive. In 2021 despite the pandemic and reduced hospitality figures, the Town received \$358,619 or 44% more than the previous year. I forecasted 300,000 as the 2022 estimate in my revenue projections. If we receive more than 300,000, the town tax rate will be slightly less, but if we receive less, the tax rate will increase slightly. The answer will be known at the appointment with the State.



Town of Henniker

**Town**

	<b>ESTIMATED Rate 2022</b>	<b>Actual 2021</b>	<b>Net Change \$</b>	<b>Net Change %</b>
Gross Appropriations	12,559,422	8,669,005	3,890,417	
Less: Estimated Revenues	(6,875,139)	(3,474,974)	(3,400,165)	
Less: Shared Revenues	0	0		
Add: Overlay	50,000	304,532	(254,532)	
Add: War Service Credits	38,400	38,400	0	
Fund Balance Retained	932,790			
Fund Balance Used to Lower Rate	(400,000)	(289,815)	(110,185)	
Fund Balance Voted	(155,210)	(175,000)	19,790	
Net to Raised by Taxation	5,217,473	5,072,148	145,325	2.87%
Estimated Valuation (w/ PSNH)	723,351,324	475,282,877	248,068,447	52.19%
<b>Estimated Tax Rate</b>	<b>7.21</b>	<b>10.67</b>	<b>-3.46</b>	<b>-32.4%</b>

**County Tax Rate**

County Tax Bill	1,291,520	1,202,023	89,497	7.45%
Less: Shared Revenues	0	0		
Net to be Raised by Taxation	1,291,520	1,202,023		
Estimated Valuation (w/ PSNH)	723,351,324	475,282,877	248,068,447	52.19%
<b>Estimated Tax Rate</b>	<b>1.79</b>	<b>2.53</b>	<b>-0.74</b>	<b>-29.40%</b>

**Local School Rate**

Henniker School approved effort	Estimated	8,040,720	(8,040,720)	
Less: Henniker School Adequate Ed Grant	2021+State School	(1,871,300)	1,871,300	
Less: Henniker School Retained State School tax	Rate Reduction.	(642,329)	642,329	
<b>Net Henniker School to be raised by taxation</b>		<b>5,527,091</b>	<b>(5,527,091)</b>	
<b>Approved Henniker School Rate (per thousand)</b>		<b>11.63</b>	<b>-11.63</b>	
John Stark approved effort		3,631,157	(3,631,157)	
Less: John Stark Adequate Education Grant		(621,772)	621,772	
Less: John Stark Retained State School Tax		(236,611)	236,611	
<b>Net John Stark to be raised by taxation</b>		<b>2,772,774</b>	<b>(2,772,774)</b>	
<b>Approved John Stark Rate (per thousand)</b>		<b>5.83</b>	<b>-5.83</b>	
Total Local School		8,553,823	253,958	
Estimated Valuation (w/ PSNH)		723,351,324	475,282,877	52.19%
<b>Estimated Tax Rate</b>	<b>11.83</b>	<b>17.46</b>	<b>-5.63</b>	<b>-32.27%</b>

**State School Rate**

State School to be raised by Taxation	624,982	878,940	(253,958)	-28.89%
Estimated Valuation (w/out PSNH)	710,412,824	463,290,377	247,122,447	53.34%
<b>Estimated Tax Rate</b>	<b>0.88</b>	<b>1.90</b>	<b>-1.01</b>	<b>-53.36%</b>

**Grand Total**

<b>\$21.70</b>	<b>\$32.56</b>	<b>(\$10.85)</b>	<b>-33.32%</b>
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# **MEMORANDUM**

Helga Winn, Assessing Technician  
18 Depot Hill Road  
Henniker, NH 03242  
Phone 603-428-3221 101 603-428-4366  
[helga.winn@henniker.org](mailto:helga.winn@henniker.org)

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TO: Diane Kendall, Town Administrator  
DATE: October 7, 2022  
RE: Monthly Report

## Assessing Report for September 2022

- Monthly maintenance of new deeds, address changes and online tax maps.
- Ongoing data entry of permits.
- Intent to Cut approved for Lot 540-X2F.
- Revaluation: Approximately 129 hearings were held by Avitar with taxpayers via telephone. Appointment schedule was sent to DRA.
- DRA monitored the 2022 sales inspection work performed by Avitar. Postcards were mailed by DRA to property owners prior to DRA visits taking place.
- Final utility values received from Sansoucy's office and forwarded to Avitar.
- Avitar prepared final assessment values to be uploaded to Town in early October 2022.
- MS-1 was prepared for October deadline.



Monthly Building Department Report  
September 2022

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TO: Diane Kendall, Town Administrator

FROM: Helga Winn, Land Use Coordinator

The following is a record of permits, certificates of occupancy, inspections and revenue collected for the month listed above.

Permits /COs/Inspections	Quantity	Revenue
Building Permits - Residential	5	\$1,999.00
Building Permits - Commercial	2	\$100.00
Electrical Permits	9	\$650.00
Plumbing Permits	1	\$100.00
Mechanical Permits	6	\$350.00
Demolition Permits	0	\$0.00
Driveway Permits	4	\$225.00
Trench Permits	0	\$0.00
Sign Permits	0	\$0.00
Assembly Permits	1	\$0.00
Tent Permits	3	\$225.00
Hawk & Peddler	0	\$0.00
Certificates of Occupancy	1	
Inspections Performed	39	
<b>Total</b>		<b>\$3,649.00</b>

Town building rental/use:

Town Buildings	Rented/Reserved	Revenue
Community Center (upstairs)	1	\$100.00
Grange (Does not include Caseworker & CAP)	4 Food Pantry open 2x week	N/C for AA Food Pantry- permanent
Bandstand/Community Park		10% donation of proceeds

Respectfully submitted,

*Helga Winn*

**Town of Henniker, NH**  
Permits Issued September 2022

Date In	Owner	Address	Map/Lot	Type	Description	Contractor	Fees	Issued
9/1/2022	Comcast Corp.	Pole @ 1635 Old Concord		Comm. Electrical	New pole/new service (Pole # 69/50)	Stewart Electrical Contracting	\$100.00	9/1/2022
9/2/2022	Mike Delano	218 Mt Hunger	1-645-X2	Mechanical	Piping/duct work for bathroom/radiant floor	Self	\$50.00	9/2/2022
9/2/2022	Jason Lepine	123 Ridgetop Lane	1-95-A5	Building	Roof mounted solar install	Energy Shield of NH	\$244.00	9/12/2022
9/2/2022	Jason Lepine	123 Ridgetop Lane	1-95-A5	Electrical	Electric for solar install	Kingswood Electric	\$50.00	9/12/2022
9/6/2022	Vertex Tower Assets/Verizon	796 Liberty Hill Rd	1-65	Comm Building	Install antennas & equipment for Verizon	East Coast Communications	\$100.00	9/6/2022
9/6/2022	Pats Peak	686 Flanders (34 Craney P)	1-588-A	Plumbing	bath, vanity, toilet, w/d in A-Frame	AMP Plumbing & Heating	\$100.00	9/8/2022
9/6/2022	Paul Martel 2004 Rev. Trust	334 Weare Road	1-522-D	Electrical	add new lighting, GFCI rec., elec heat	Libby Contracting & Electric	\$100.00	9/8/2022
9/8/2022	Robert White	288 Flanders Road	1-583-A	Building	Roof-mounted solar installation	Harvey Woods, LLC	\$176.00	9/9/2022
9/8/2022	Robert White	288 Flanders Road	1-583-A	Electrical	Electrical work for solar install	Harvey Woods, LLC	\$50.00	9/9/2022
9/8/2022	Romes's Homes LLC	641 Old Hillsboro Rd	1-342	Mechanical	Install one gas fireplace. Venting only	Builders Installed Products	\$50.00	9/9/2022
9/12/2022	Romes's Homes LLC	641 Old Hillsboro Rd	1-342	Mechanical	Install gas piping for boiler, stove & fp	McGinley & Sons Heating & AC	\$50.00	9/12/2012
9/12/2022	Henniker Family Associates	115 Flanders Rd	8-499	Comm. Building	Re-roof in-kind Bldg 1 & 2	Eastpoint Builders	\$0.00	9/13/2022
9/12/2022	James Rauscher	98 Ridgetop Ln	2-95-A19	Driveway	Resurface/Pave	Youngs Excavating & Paving	\$75.00	9/20/2022
9/13/2022	Kim & Andrew Weaver	381 Foster Hill Rd	1-119-J2	Electrical	Electrical work for garage	OnPoint Energy	\$50.00	9/13/2022
9/13/2022	Steve Neuhoff	114 Highland Drive	1-554-49	Electrical	Wire shed & U/G conduit	Libby Contracting & Electric	\$50.00	9/13/2022
9/13/2022	Velda Charpentier	206 Bennett Road	1-540-X2F	Building	New 3-bdrm w/3-car garage	Jude Charpentier	\$1,409.00	9/14/2022
9/13/2022	Velda Charpentier	206 Bennett Road	1-540-X2F	Driveway	Temp to Permanent	Aaron Sterling	\$0.00	9/22/2022
9/14/2022	KPM Realty	110 Bradford Drive	2-264	Electrical	200 AMP underground	Hugo's Electric	\$100.00	9/14/2022
9/14/2022	D B Holdings (Country Spirit)	262 Maple Street	2-189-1	Mechanical	On-demand water heater/Rinnai-CU 199IP	Christenson Plumbing & Heating	\$100.00	9/14/2022
9/14/2022	Madigan Group	23 Lone Pine	1-117	Electrical	Residential New Construction	Blay Electric LLC	\$50.00	9/16/2022
9/14/2022	McFall III Norman S & Mary	138 Elm Street	1-540-X3	Electrical	Residential New Construction	Blay Electric LLC	\$50.00	9/15/2022
9/14/2022	Andre Cote	100 Davison Road	1-96d	Mechanical	3/4" IPS from u/g tank to house	Ciardelli Fuel	\$50.00	9/15/2022
9/16/2022	Madigan Group	23 Lone Pine	1-117	Mechanical	New 1000 gal U/G propane tank	Ciardelli Fuel	\$50.00	9/16/2022
9/15/2022	Pats Peak	686 Flanders Road	1-588-A	Tent	3 connected tents, 80x40, 20x20, 60x30	Lakes Region Tent & Event	\$75.00	
9/19/2022	Tim Maciolek/Kathryn Mullaney	781 River Road	1-612-A	Building	Approx. 13.5X15 attached screened porch	Undetermined		
9/20/2022	Andre Cote	100 Davison Road	1-96-D	Electrical	Install generator	Twin Oaks Electric	\$50.00	9/20/2022
9/20/2022	Coletti-Lawson Marital Property Trust	868 River Road	1-705-B	Building	Pool House/Storage Shed 16x20	Old Hampshire Designs	\$170.00	9/21/2022
9/23/2022	Tim Vanasse	490 Highland Dr	6-554-13	Driveway	Modification of Existing Driveway	TBD	\$75.00	9/27/2022
9/27/2022	Joseph Irizarry	491 Tanglewood DR	5B-110	Driveway	Mod. Of Existing/Resurfacing/Paving	Nye Land Services LLC	\$75.00	10/4/2022
9/27/2022	NEC	98 Bridge Street	2-418	Tent	20x40 Simon Center patio, no seating	Lakes Region Tent & Event	\$75.00	9/29/2022
9/27/2022	NEC	139 Western Ave	2-405-B	Tent	20x40 Rugby Pitch	Lakes Region Tent & Event	\$75.00	9/29/2022



The month of September 2022 consisted of 27 calls for Henniker Fire. The calls ranged from

- 10 fire alarm activations
- 9 EMS assists
- 3 Motor vehicle accidents
- 2 Smoke investigation
- 1 Smoke in building
- 1 Trees and wires down
- 1 Motor Vehicle fire

Training for this month was stabilization training.

Henniker fire was awarded a certification of merit for our crew's effort at the Bradford bus fire.

Thank you,

Chief Morse



10/12/2022

To Town Administrator Diane Kendall and the Henniker Select Board,

The Highway Department started the month of September finishing Echo Lane and repairs on Rush Road and Hemlock Loop. With the help of Busby Construction, the reclaim and grading process was completed, and Wolcott Paving assisted with laying down the asphalt. The Highway crew immediately moved back to the work area and shouldered the road and mended all the driveways impacted. The Highway department received the New F550 one ton ordered this spring and put it to work. A couple more culvert replacements were done, one on the intersection of Bear Hill Road and Quaker Street, and another on Dodge Hill Road just above Morse Circle. Back to Old Hillsboro Road where we continued installing under drain and replacing culverts, preparing for the upcoming paving project. With a little bit of rain, which helps, we deployed the grader and started fall grading. As each road was graded, we hit them with a good shot of calcium and watered it with our tanker. This process will help with dust control and harden the surface of the road. The deck replacement was completed on the Patterson Hill Road Bridge and is awaiting asphalt.

Leo Aucoin  
Superintendent  
Henniker Highway



## Henniker Human Service Department – Summary Report September 2022

- Ongoing work with clients;
  - 4 residents assisted with redetermination for HHS
  - 1 resident assisted with clients SSA-SSDI -loss of benefit
  - 4 clients working on understanding budget realities and discussing choices. These are important sessions in gaining control over finances.
  - Assisting residents with fuel and electrical assistance applications. Continue to get word out for residents to apply.
- Homeless individuals that have come to my office in August I have not seen in Sept, I think they are still around.
- Administrative work ongoing. Working with other public/private agencies to assist Henniker residents.
- 5 Vouchers – (3 rent 2 fuel)
- 15 Clients inquiring information and resources

The office traffic has been slower than normal for this time of year. I hope this is a good sign that assisting individuals proactively with other income difficulty like with HN -HHS benefits, SSA issues or assisting in learning budgeting skills has given individuals ability to stay out of financial crisis.

Client encounters 22

Concerns

Still receiving calls from Spacious Skies campers looking for housing.

Submitted Carol Conforti-adams

# HENNIKER POLICE DEPARTMENT

## Memo

**To: Diane Kendall**

**From: Chief Matthew French**

**Date: October 12, 2022**

---

September 2022 summary.

There were 6 arrests which include, domestic violence assault, possession of drugs, subject wanted on a warrant, operating with a suspended license, resisting arrest/detention and criminal trespass.

Due to the high number of speeding and driving complaints we are focusing on directed patrols in hopes of corrected the issue.

Newly hired Officer Christian Kyle has began his field training and our applicant pool is up higher than it has been in the past year.

We had 777 Calls for Service (1115 in 2021, in 789 in 2220) which include

6 MV Crashes	14 Animal Complaints
20 Motor vehicle complaints	29 Alarm Calls/911 Hangup
129 MV stops.	3 Walk and Talk
53 Directed Patrols	3 Vin checks
15 Disabled MV/Assist Motorist	281 Building/Business checks
7 Road Hazard	3 Vacant/Vacation House Checks
2 Domestic Disturbance	6 OHRV Complaint
11 Noise complaint/Disturbance	2 OHRV stops
4 Harassment	1 Vandalism
6 Serve Paperwork/Subpoena	2 Untimely deaths
20 Follow ups	1 Warrants
14 Return phone call	3 Missing persons
9 Assist Citizen	2 Child custody issues
9 Assist Other agencies	3 Juvenile matter
31 Assist Rescue/Fire	12 Parking tickets
22 Suspicious person/vehicles	
3 Unwanted subject	
5 Welfare Check	



Marc Boisvert  
Transfer Station Manager  
1393 Weare Rd  
Henniker NH  
(603) 428-7604

[http://www.henniker.org/  
HennikerTransfer@tds.net](http://www.henniker.org/HennikerTransfer@tds.net)

09/06/22: Marc went on vacation.

A few residents complained that we were closed for the weekend, with one resident being very upset with the closure. Most of the residents were appreciative of our work and glad we had a long weekend. We also started giving out new permits to vehicles registered in Town and to non-residents who provided proof of ownership of a Henniker residence.

09/11/22: The Transfer Station opened early for residents to discard trash after the long weekend. Matt repaired voting signs.

09/13/22: Tore down voting at the Henniker Community School after election.

09/20/22: Cleaned lights at the back door of Town Hall.  
Repaired safety rails.

One resident reported rude behavior from a volunteer at the swap shop. Marc spoke with the volunteer and the volunteer reported that there had been no incidents with anyone.

09/21/22: Matt and Zach took the A/C units out of the windows at Town Hall. They were put on pallets and stored at the Transfer Station.  
Marc continues to work on getting the correct keys matched to the correct locks in town.  
A load of computer parts was taken to the recycle facility. We received \$259.00 for them.

09/29/22: Flyers were made up for the Hazardous Waste Collection Day.  
Contacted Package Steel to replace rotten sheets.  
NEC students came for a tour of the facility and were educated on our recycling process.