



TOWN OF HENNIKER, NEW HAMPSHIRE

SELECTMEN AGENDA

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

Tuesday December 20, 2022

5:45 PM

6:15 p.m.

I. CALL TO ORDER

II. 5:45 p.m. NON-PUBLIC SESSION

1) [Zoning enforcement complaint](#)

III. 6:15 p.m. RETURN TO PUBLIC SESSION AND PLEDGE OF ALLEGIANCE

IV. ANNOUNCEMENTS

V. CONSENT AGENDA

2) [Consent Agenda December 20, 2022](#)

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

VII. APPOINTMENTS WITH THE BOARD

3) Volunteer appointments:

[Dina Pinnell – Energy Committee](#)

4) [John Cassel and Sandra May 55 River Rd - Request Board of Selectmen put forth a 2023 warrant article to discontinue roads bisecting property \(592\)](#)

VIII. CONTINUED BUSINESS

IX. NEW BUSINESS

1) [Police Department encumber request](#)

2) Proposed Town – Department Warrant Articles under \$100,000

a. [Fire Department – Construct Fire Pond](#)

3) Proposed Other Warrant Articles

a. [Readoption of the optional and all veterans' tax credit](#)

X. TABLED BUSINESS

- Crosswalk on Main St
- ARPA Fund request allocation

XI. PAST MEETING MINUTES

- 4) [Acceptance of Board of Selectmen meeting minutes December 6, 2022](#)
- 5) Acceptance of Board of Selectmen Non-Public Session minutes December 6, 2022, 844
- 6) [Acceptance of Board of Selectmen meeting minutes December 13, 2022](#)
- 7) Acceptance of Board of Selectmen Non-Public session minutes December 13, 2022

XII. COMMUNICATIONS

- 8) [Town Administrator Report](#)
- 9) [Correspondence - Letters and Notices](#)
- 10) [Department Reports](#)
- 11) Selectmen Reports

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

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

- 12) [RSA 91-A:3 II \(b\) Hiring](#)
- 13) [RSA 91-A:3 II \(c\) Reputation of any person other than member of this board](#)

XV. ADJOURNMENT

XVI. UPCOMING DATES 2022 AND 2023

- **December 21st**, Zoning Board of Adjustment Meeting at the Community Center 7PM
- **December 21st**, Energy Committee Meeting at the Grange 7PM
- **December 22nd**, CIP Meeting at the Community Center 6:30PM
- **December 23rd**, Town Hall closed for floating holiday
- **December 25th**, Transfer Station closed in observance of Christmas
- **December 26th**, Town Hall closed in observance of Christmas
- **December 29th**, CIP Meeting at the Community Center 6:30PM
- **January 2nd**, Town Hall closed in observance of New Year's
- **January 3rd**, BOS meeting at the Community Center 6:15PM

Please see the town website 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.

Non-Public Session 1



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: 12/20/2022

TITLE: Zoning Enforcement Complaint

INITIATED BY: Resident

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Complaint of code violation

Legal Authority: RSA 91:A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person. [RSA 236:112\(I\)](#) and Town of Henniker Zoning Ordinance 133-51 Enforcement by Board of Selectmen and 133-54 Injunction or other legal action to enforce chapter

Financial Details: Legal and court expenses undetermined

Background: Town of Henniker via certified mail 2021, sent a letter of violations to property owner. Abutter wants complaint to be heard and status of violation.

Town Administrator Comment: Board of Selectman are the enforcement agents of the Zoning Ordinance.

Suggested Action/Recommendation:

Suggested Motion:

Motion 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



TOWN OF HENNIKER, NEW HAMPSHIRE
BOARD OF SELECTMEN
CONSENT AGENDA

Tuesday, December 20, 2022

Consent Agenda

- Item 1:** Resignation Acknowledgement Letter – Lisa Hustis
- Item 2:** Administrative Abatement – Town of Henniker
- Item 3:** Administrative Abatement – Dole
- Item 4:** Accounts Payable Check Register – December 13, 2022
- Item 5:** Payroll Register – December 14, 2022
- Item 6:** Withdrawal from Concert Private Trust Account
- Item 7:** Withdrawal from Former Investment Account
- Item 8:** Administrative Abatement – Bennett, Andrew

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.



TOWN OF HENNIKER, NEW HAMPSHIRE

December 20, 2022

2022 Administrative Abatement

Selectmen's Office
*Administration, Finance,
Assessing, Planning,
Zoning & Building Permits*
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Henniker NH 03242
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Fx (603) 428-4366

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Ph (603) 428-7604

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Fx (603) 428-7628

To the Collector of Taxes.

By vote of the Board of Selectmen upon application of:

Andrew Bennett

Lot Number/Location: 6-318-P84 / 84 Spacious Skies Campground

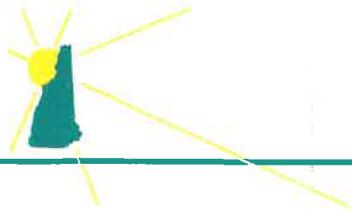
Mailing Address: 855 Hannover St.
Manchester, NH 03104

Abated Amount: 2022: \$266.00 plus interest accrued

The owner contacted the tax collector and/or assessing office after receipt of the second half tax bill and provided proof that the RV was registered as of April 1, 2022. As it had a valid registration on April 1, 2022, pursuant to RSA 72:7-d, it shall not be taxable real estate. (Assessor recommendation attached).

Thus, the selectmen should abate the tax bill for this property.

Approval by Board of Selectmen



Avitar Associates of New England, Inc.

A Municipal Services Company

December 13, 2022

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

Re: Abatement Recommendation – Bennett, Andrew (84 Spacious Skies Campground)

Dear Helga & Board Members;

Attached is my recommendation for the above-referenced abatement request.

As always, should you have questions or concerns, please do not hesitate to contact me.

Sincerely,

**Evan Roberge
Assessor Supervisor**

ER/cac
Enclosures

Abatement Recommendation

PID#6-318-P84

84 Spacious Skies Campground

Bennett

The property noted above is an RV on site 84 in the Spacious Skies Campground. In April of 2022 when the camper inventory process was completed (visiting each site and assessing the campers that are not registered, etc.), the plate and tag on the property noted above indicated it was only registered to 11/21. As it did not have an active or valid registration it was sketched, assessed and subsequently tax bills were sent to the taxpayer for Tax Year 2022. However, on November 29, 2022 the taxpayer contacted the town regarding the tax bills and provided proof it was registered on November 18, 2021 with an expiration date of November 30, 2022, the new tag was not on the RV during the camper inventory visit. As it had a valid registration on April 1, 2022 pursuant to statute 72:7-d, it shall not be taxable as real estate. As such I recommend the outstanding taxes be abated. First issue (PO1) in the amount of \$179 and the second issue (PO2) in the amount of \$87, plus any accrued interest.

Town of Henniker
Total Due for BENNETT ANDREW

Interest as of 12/16/2022

Includes Only Unpaid Invoices

Current Owner	Warrant	PID	Location	Per Diem	Principal	Int/Pen	Amount Due
BENNETT ANDREW	2022P02001903	000006 000318 000P84	84 SPACIOUS SKIES	\$ 0.0191	\$ 87.00	\$0.00	\$87.00
BENNETT ANDREW	2022P01002004	000006 000318 000P84	84 SPACIOUS SKIES	\$ 0.0392	\$ 179.00	\$6.39	\$185.39
Totals :				\$ 0.0583	\$ 266.00	\$6.39	\$272.39



TOWN OF HENNIKER, NEW HAMPSHIRE

December 20, 2022

2022 Administrative Abatement

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To the Collector of Taxes.

By vote of the Board of Selectmen upon application of:

George & Kim Dole

Lot Number/Location: 6-318-P74 / East Side Drive

Mailing Address: 281 Wanoosnoc Road
Fitchburg, MA 01420

Abated Amount: 2019: \$108.60 plus interest accrued

The owner contacted the tax collector and/or assessing office after receipt of a deeding letter for levy year 2019. Mr. and Mrs. Dole did not have a camper at this site until 2020 and did not accrue the back taxes for 2019. The previous owners' RV have been removed and therefore are not able to be deeded.

Thus, the selectmen should abate the tax bill for this property.

Approval by Board of Selectmen

Town of Henniker
Total Due for PID 000006 000318 000P74

DOLE GEORGE	2019L01002315	000006 000318 000P74	EAST SIDE DR	\$ 0.0417	\$ 108.60	\$91.41	\$200.01
				\$ 0.0417	\$ 108.60	\$91.41	\$200.01

2019 Billed owner Donald Huntington



TOWN OF HENNIKER, NEW HAMPSHIRE

December 20, 2022

2022 Administrative Abatement

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To the Collector of Taxes.

By vote of the Board of Selectmen upon application of:

Town of Henniker

Lot Number/Location: 6-550-A11 / Morse Circle
6-550-A10 / Morse Circle

Mailing Address: N/A

Abated Amount: 2022: \$707.00 plus interest accrued
2022: \$703.00 plus interest accrued

The 2 properties were deeded to the Town of Henniker 12/21/2021. There should not have been bills issued for July 2022.

Thus, the selectmen should abate the tax bill for this property.

Approval by Board of Selectmen

Town of Henniker
Total Due for HENNIKER TOWN OF

Interest as of 12/6/2022

Includes Only Unpaid Invoices

Current Owner	Warrant	PID	Location	Per Diem	Principal	Int/Pen	Amount Due
HENNIKER TOWN OF	2022P01031604	000006 000550 000A11	MORSE CIR	\$ 0.1550	\$ 707.00	\$23.71	\$730.71
HENNIKER TOWN OF	2022P01031603	000006 000550 000A10	MORSE CIR	\$ 0.1541	\$ 703.00	\$23.57	\$726.57
Totals :				\$ 0.3091	\$ 1,410.00	\$47.28	\$1,457.28

need to abate - deeded to Town 12/21/2021

**TOWN OF HENNIKER
ACCOUNTS PAYABLE CHECK REGISTER
DATE: DECEMBER 13, 2022**

TOTAL: \$140,706.48

BOARD OF SELECTMEN APPROVAL

December 20, 2022

Lisa Hustis
P.O. Box 954
Henniker, NH 03242

Dear Ms. Hustis,

The Henniker Board of Selectmen acknowledge and accept your resignation as a member of the Historic District Commission and the Economic Development Committee effective November 18, 2022.

We are grateful for your years of service to the Town of Henniker and wish you the best in all future endeavors.

Best regards,

Henniker Board of Selectmen

Kris Blomback _____

Peter R. Flynn _____

Tia Hooper _____

D. Scott Osgood _____

Bill Marko _____

**TOWN OF HENNIKER
PAYROLL CHECK REGISTER
DATE: DECEMBER 14, 2022**

TOTAL: \$53,540.00

BOARD OF SELECTMEN APPROVAL



TOWN OF HENNIKER, NEW HAMPSHIRE

12/16/2022

Ronald Taylor, Treasurer

Henniker, NH

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Dear Mr Taylor:

Please allow this letter to serve as a request to withdraw \$3,505.47 from the Concert Private Trust Account to cover the expenditure overage for 2022. After the transfer, the account balance will be 12832.95. We also authorize the transfer of \$12732.95 to the Henniker Trustees of the Trust Funds to hold the funds as this is donated money. \$100 will be held in the current account to allow for current year donations to be processed with the balance over \$100 to be transferred each year to the Trust account held with the Trustees. The agents to expend on this account will remain the Board of Selectmen, with the purpose being Concert related expenditures.

Sincerely,

Kris Blomback, Chairman

Peter Flynn, Vice Chairman

Tia Hooper, Selectwoman

Scott Osgood, Selectman

Henniker Concert Committee
 2022 Summary
 11/10/2022

Balance Forward				7,912.22
Deposits 2022				
		Sponsor	Donation	Gazebo
2/1/2022	Henniker Rotary	300.00		
	Davis Towle	600.00		
	Donation		250.00	
3/1/2022	Country Spirit	300.00		
	Pats Peak	600.00		
	Historical Society	300.00		
	Friends of Tucker Free	200.00		
	Kriester Well	100.00		
	White Birch	300.00		
	Quilted Thread	100.00		
	Mutt Hut	100.00		
	Ciadelli Fuel	300.00		
	Edmunds	300.00		
3/31/2022	Henniker Crushed	100.00		
	Western Ave Pizza	100.00		
4/22/2022	Henniker Family Dentist	600.00		
	Gerald Walsh	100.00		
	Fantasy	100.00		
	Karol Dermon	100.00		
	John Bopp	100.00		
	Susan Adams	100.00		
	Grazing Goats	300.00		
5/12/2022	Henniker Fitness	100.00		
7/15/2022	Cash donations		777.00	
8/15/2022	Cash 659 /Rotary 800		659.00	800.00
8/31/2022	cash donations		197.00	
8/31/2022	Country Spirit		210.00	
10/21/2022	cash donations		332.00	
Totals		5,200.00	2,425.00	800.00
Interest earned on account				1.20
Cash Balance 10/31/2022				16,338.42
Transfer to General Fund				-3,505.47
Net Balance After Transfer				12,832.95

REVENUE AND EXPENDITURE REPORT FOR TOWN OF HENNIKER

Balance As Of 12/31/2022

GL Number	Description	2022 Amended Budget	YTD Balance 12/31/2022	Activity For 12/31/2022	Available Balance 12/31/2022	% Bdgt Used
Fund: 01 GENERAL FUND						
Account Category: Expenditures						
Department: 4589 BAND						
01-4589-4111-000	CONCERT SERIES	5,395.00	8,100.00	0.00	(2,705.00)	150.14
01-4589-4115-000	CONCERT ADVERTISING	925.00	1,606.00	0.00	(681.00)	173.62
01-4589-4120-000	CONCERT MUSIC LICENSE'S	725.00	787.06	0.00	(62.06)	108.56
01-4589-4689-000	CONCERT SUPPLIES OTHER	150.00	207.41	0.00	(57.41)	138.27
Total Dept 4589 - BAND		7,195.00	10,700.47	0.00	(3,505.47)	148.72
Expenditures		7,195.00	10,700.47	0.00	(3,505.47)	148.72
Fund 01 - GENERAL FUND:						
TOTAL EXPENDITURES		7,195.00	10,700.47	0.00	(3,505.47)	



TOWN OF HENNIKER, NEW HAMPSHIRE

12/16/2022

Ronald Taylor, Treasurer

Henniker, NH

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Dear Mr Taylor:

Please allow this letter to serve as a request to withdraw \$9,214.89 from the Former Investment/(Due from Paypal Account). This account was used to hold monies transferred in for athletic fees from paypal, but when they changed website providers, a direct deposit to the athletic cash account was setup. This transfer request will send \$8477.41 to the Athletic Fee account and \$737.48 to the General Fund. The account will then be closed with the final \$10 being transferred to the General Fund.

Sincerely,

Kris Blomback, Chairman

Peter Flynn, Vice Chairman

Tia Hooper, Selectwoman

Scott Osgood, Selectman

William Marko, Selectman



US102 | BR641
 ROP 450
 P.O. Box 7000
 Providence, RI 02940

**Commercial Account
 Statement**

Page 1 of 3

Beginning October 01, 2022
 through October 31, 2022

Questions? Contact us today:

CALL:
 Commercial Account Customer
 Service
 1-800-862-6200



VISIT:
 Access your account online:
citizensbank.com



MAIL:
 Citizens
 Customer Service Center
 P.O. Box 42001
 Providence, RI 02940-2001



AV 01 003234 58191H 13 A**5DGT



TOWN OF HENNIKER
 INVESTMENT ACCOUNT
 18 DEPOT HILL RD
 HENNIKER NH 03242-7368

*Posted and reconciled
 +DB 11/29/22*

**TOWN OF HENNIKER
 INVESTMENT ACCOUNT
 Municipal Revenue**

Municipal Revenue for

Balance Calculation		
Previous Balance		9,224.89
Checks	-	.00
Debits	-	.00
Deposits & Credit	+	.00
Interest paid	+	3.20
Current Balance	=	9,228.09

Balance	
Average Daily Balance	9,224.89
Interest	
Current Interest Rate	1.44%
Annual Percentage Yield Earned	.41%
Number of Days Interest Earned	31
Interest Earned	3.20
Interest Paid This Year	6.64

Your next statement period will end on November 30, 2022.

TRANSACTION DETAILS FOR COMMERCIAL CHECKING ACCOUNT ENDING 988-5

Interest			Previous Balance
Date	Amount	Description	9,224.89
10/31	3.20	INTEREST	
			Total Interest Paid
			+ 3.20

Please See Additional Information on Next Page

003234 1/2





Town Hall
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Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 12/20/2022
TITLE: Volunteer Appointments
INITIATED BY: Helga Winn, Executive Assistant
PREPARED BY: Helga Winn, Executive Assistant
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION:

Ms. Dina Pinnell has requested to fill a vacant position as a volunteer member of the Energy Committee.

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

Financial Details: N/A

Town Administrator Comment: N/A

Suggested Motion:

Move to appoint Dina Pinnell as a member of the Energy Committee for a term of three years. Term expires on September 1, 2025.



TOWN OF HENNIKER APPOINTMENT

To **Dina Pinnell**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Dina Pinnell, appointing her 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

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: **Energy**

NAME (as it should appear on Appointment Form): **Dina Pinnell**

FULL NAME: **Dina Pinnell**

PHONE: [REDACTED]

PHYSICAL ADDRESS: **28 Mathews Road, Henniker, NH**

MAILING ADDRESS: **see above**

EMAIL ADDRESS: [REDACTED]

Why are you seeking this appointment?:

I would like to help the town become more energy efficient and evaluate energy project proposals.

What experience would you bring to this position?:

I am a professional mechanical engineer with experience in energy efficiency, design and construction, project management, and utility rebate programs.

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

Contribute to the review of energy efficiency projects in the town.

SIGNATURE:

DATE: **12/12/22**



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 or mail to address at top of form.

Requested Meeting Date:	
REQUESTOR CONTACT INFORMATION	
Name:	John Cassel and Sandra May
Address:	55 River Road Henniker NH, 03242
Email:	
Phone:	
DESCRIPTION OF TOPIC OR REQUEST	
TITLE:	Warrant to discontinue road
PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:	
DESCRIPTION OF QUESTION OR PROBLEM:	Request that the Board of Selectmen put forth a warrant article to discontinue roads bisecting property(592) on the 2023 Town Warrant. Roads in question are Part of Patch Rd and Part of Goodwin road.
PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS)	
EXPECTED OUTCOME, ACTION OR DECISION: (be specific) Roads would be discontinued. Allowing property owner to build an garage and accessory dwelling unit in close proximity to existing road lines.	

KNOWN FINANCIAL IMPACT: If the roads are discontinued, there would be no known impact. If the roads were to stay active, a proposed building project may be impacted due to the need to relocate existing structures and the proposed location of the new structures.

OTHER SUPPORTING INFORMATION: (attach supporting documentation or add additional comments here)
Both roads in question are impassable beyond the part that is used as the property driveway due to forest growth and other obstructions. Patch Road is the main driveway and currently appears to end at the front of the existing house. In 2018 2 solar array turrets were permitted and placed in the center of the path of Patch Road just past the intersection with Goodwin Road.

Goodwin Road is very overgrown and is obstructed by an addition that was put on the main house prior to the existing owners. The existing septic system is also on or adjacent to a portion of Goodwin Road.

See attached images showing existing structures and Road lines.

FOR OFFICE USE ONLY

DATE RECEIVED: 12/8/22

DATE SCHEDULED: 12/20/22

TOWN ADMINISTRATOR COMMENT:

Get more information about current road status; what are the advantages to the town to keep the roads in current status

DEPARTMENT HEAD AND COMMITTEE COMMENTS:

Highway and Planning Department comments unavailable at time of this report

LEGAL AUTHORITY:

RSA 231:43 Power to Discontinue

FINANCIAL DETAILS:

Can ask requestor to pay for notices

SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:

none

POST MEETING NEXT STEPS AND FOLLOW-UP

RESOLUTION:



● Existing Solar Turrets

Goodwin Road

Patch Road

River Road

Existing drive way

850

1340



183

307

745

612

12

592

26.08 AC

850

1340

490

5

New Business



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 12/14/2022
TITLE: Request for funding
INITIATED BY: Chief Matthew French
PREPARED BY: Chief Matthew French
PRESENTED BY: Chief Matthew French

AGENDA DESCRIPTION:

- 1) **Requesting approval to encumber funds from the 2022 budget year to be applied to the purchase of a new cruiser.** The new cruiser would be a Ford Explorer model which is what we are using currently. In the 2023 proposed budget I have budgeted \$44,794 for the vehicle and \$19,000 for the equipment set-up, lights, radio, lettering etc. The estimated total is \$63,794

With the purchase of the new vehicle, we would replace the 2016 Ford Explorer which currently has in excess of 125k miles on it.

Based on information from the local car dealership they are anticipating a one year wait on delivery of new police vehicles. I request to use these funds and complete a purchase agreement as soon as possible, before December 31, 2022.

- 2) **Request approval to purchase a second cruiser with 2022 budget funds, or ARPA funds, or some combination of both.** With this purchase we would replace one of the other Ford explorers as a patrol vehicle, and if that vehicle is in better shape than the 2011 Ford Expedition, I would send the Expedition to auction and use the Explorer.

With a one year wait on getting police vehicles I am concerned for the reliability of the current vehicles if we wait until after 2023 Town Meeting. The line item for a new cruiser in 2023 budget would be removed if both of these purchases are approved.

Legal Authority: Town purchasing Polices

Financial Details: \$63,794 x 2 = \$127,588

Town Administrator Comment: Supports the request. See Finance Director comments

Finance Director:

The Police Department is projected to underspend the 2022 operating budget by about \$200,000 because of the unexpended wage lines. Open positions were not filled. This will reduce the 2023 Police Department budget request by \$63,794.

Suggested Action/Recommendation:

Suggested Motion:

Motion to waive the Selectboard Policy Section III.1 Procurement Policy bid process and authorize Police Chief to issue Purchase Orders to preferred vendors not to exceed \$127,588 for the purchase and fit-up of police vehicles and to encumber \$127,588 2022 police department operating budget to fund the purchase.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 12/20/2022

TITLE: Fire Pond Construction

INITIATED BY: Jim Morse, Fire Chief and Mark Fougere, Town Planner

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Jim Morse, Fire Chief

AGENDA DESCRIPTION: Consideration of a 2023 warrant article to raise and appropriate funds to construct a fire pond on the property identified in the Town of Henniker tax records as Tax Map 1, Lot 549 FX, containing 6.79 acres and further identified as 1105 Old Concord Road, in the Town of Henniker.

LEGAL AUTHORITY: Town Meeting; RSA Chapter 32

FINANCIAL DETAILS: Up to \$81,000

BACKGROUND: On December 10, 2020, Selectmen approved an expenditure from the 2020 Fire Department budget of \$6,850.00 for a field survey to put in a fire pond on old Concord Road, to include permitting. KV Partners completed the design, and the Fire Department is prepared to move forward with permitting for the project and present the easement agreement to Granit Holdings of Deering, LLC. The fire pond will be essential to extinguish and prevent the spread of fires to this region of the town which includes timber and fuel businesses.

In June 2022 the Selectboard reaffirmed a decision to authorize an easement agreement for the pond.

We expect to file permits before the end of the month and be ready to begin construction in spring 2023. The estimated cost of construction is \$81,000. Following our procurement policy, we should put the construction project out for sealed bid.

In addition, authority to raise and appropriate funds to construct the fire pond should come from Town Meeting approval of a warrant article. The town may seek offsetting grant and donation revenue.

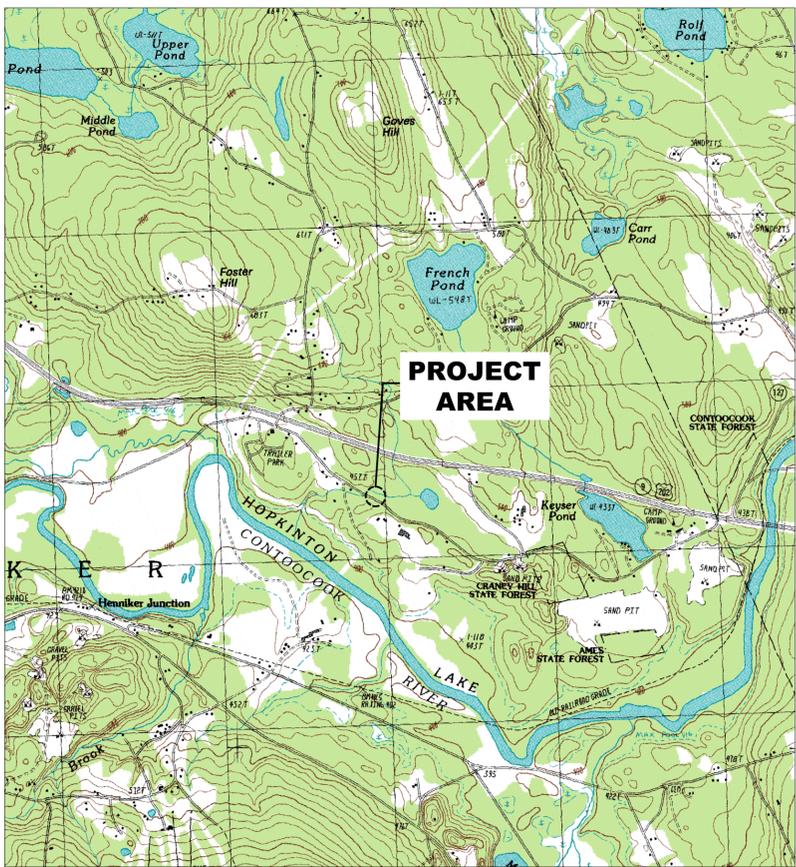
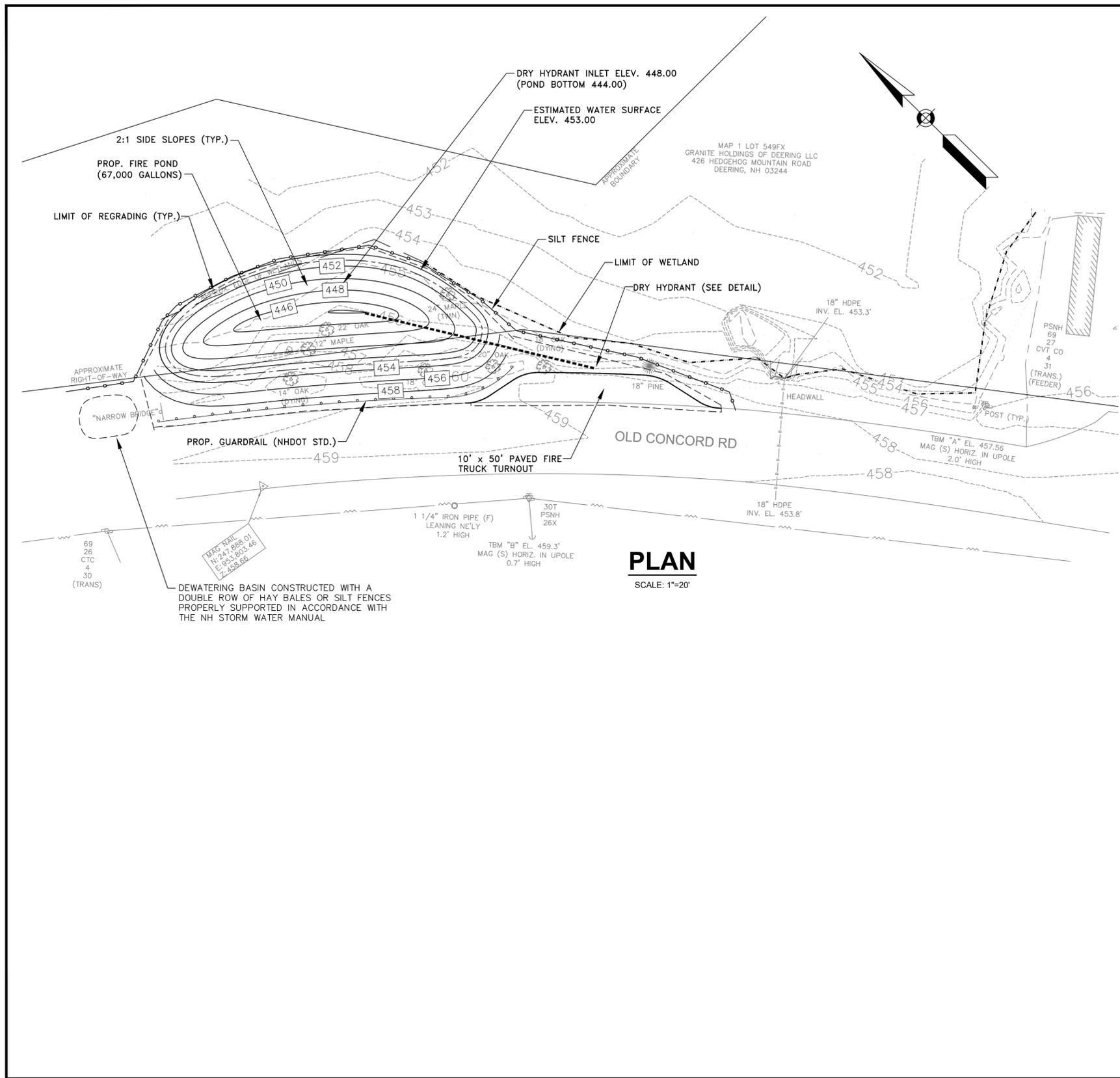
All work is dependent on easement agreement and NH DES permitting.

TOWN ADMINISTRATOR COMMENT: n/a

FIRE CHIEF COMMENT: In person at meeting

SUGGESTED MOTION:

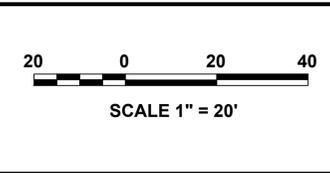
Motion to authorize the Town Administrator and Finance Department to craft warrant article language to see if the Town will vote to raise and appropriate \$81,000 for the construction of a fire pond at (location) with the amount to funded by general taxation.



Locus Map
Not to Scale

REVISIONS				
NUMBER	DATE	BY	DESCRIPTION	

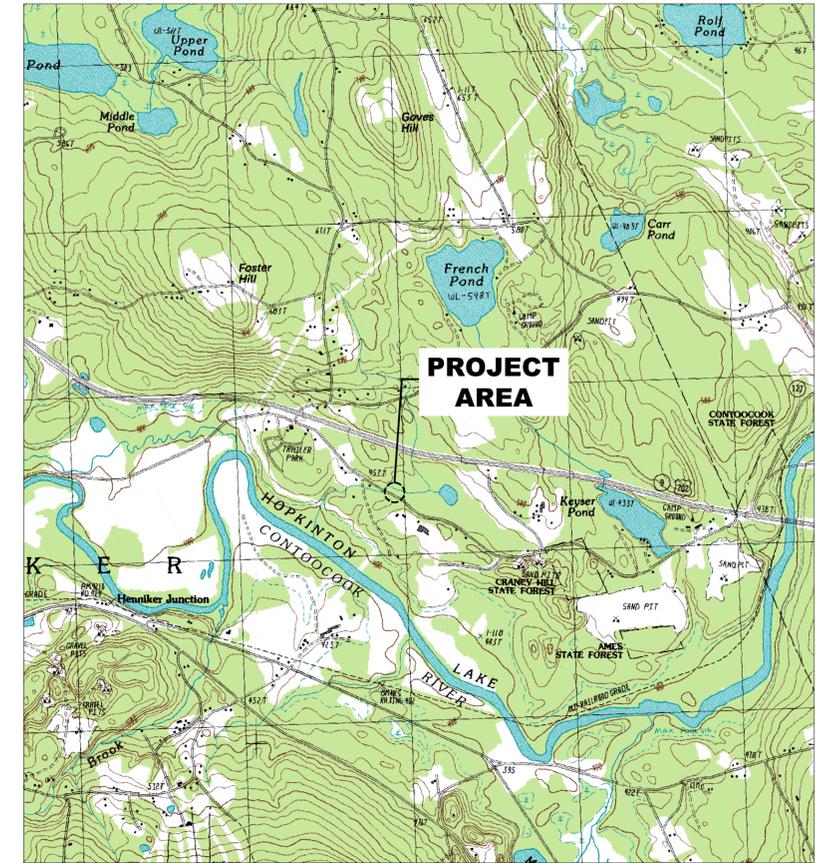
KVPPartners **LLC**
P.O. Box 432
New Boston, NH 03070
(603) 413-6650



OLD CONCORD ROAD
FIRE POND PROJECT
HENNIKER, NEW HAMPSHIRE

CONSTRUCTION PLAN

SHEET NO.
1
MARCH 2021



Locus Map
Not to Scale

REVISIONS			
NUMBER	DATE	BY	DESCRIPTION

KVPPartners **LLC**
P.O. Box 432
New Boston, NH 03070
(603) 413-6650



OLD CONCORD ROAD
FIRE POND PROJECT
HENNIKER, NEW HAMPSHIRE

CONSTRUCTION PLAN

SHEET NO.

1A

MARCH 2021



Henniker, NH

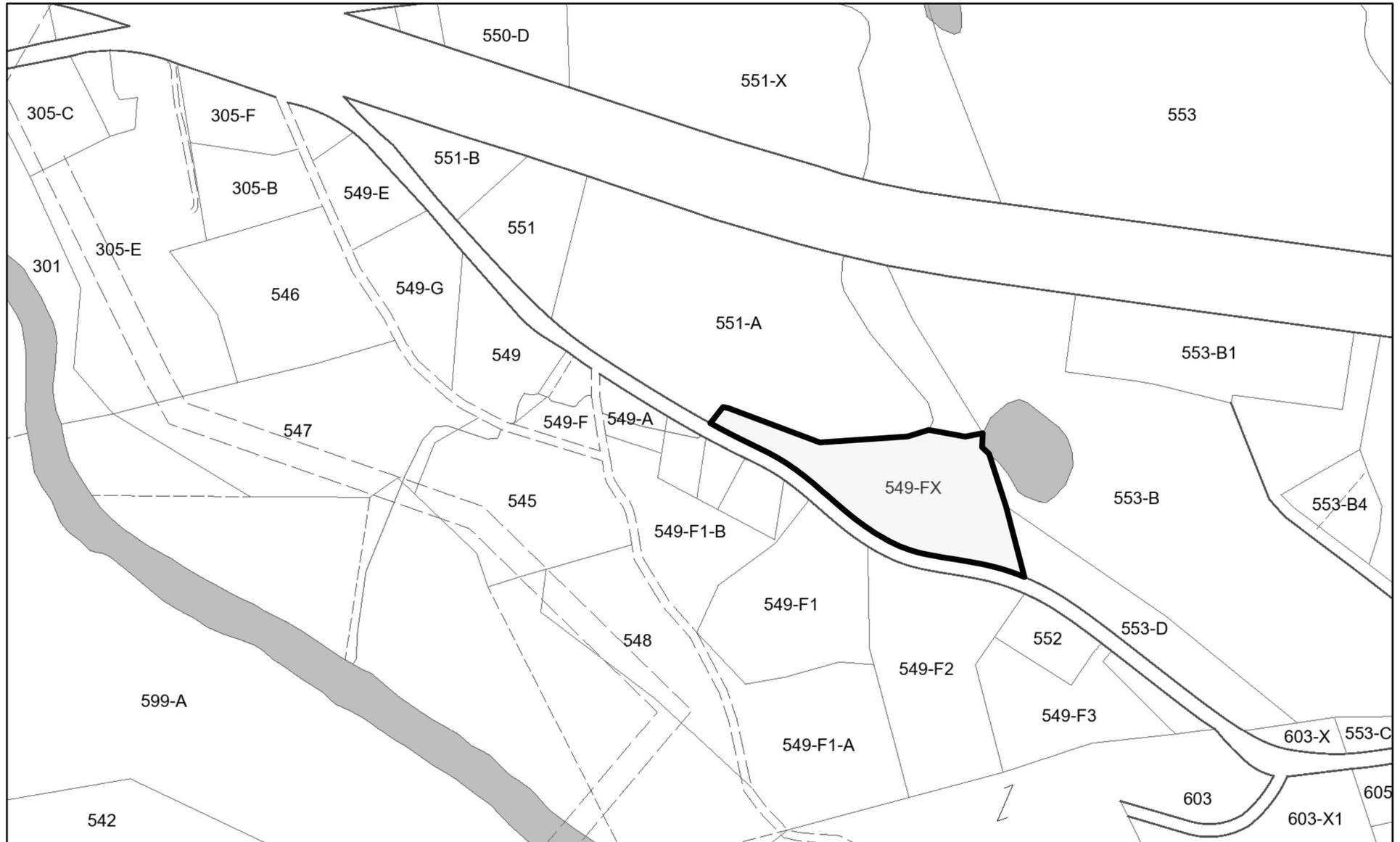
1 inch = 549 Feet



June 8, 2022

www.cai-tech.com

0 549 1098 1648



The data on this map has been compiled from a variety of sources granted voluntarily by private owners and official sources and is not to be considered legal location of property boundary lines. The Town of Henniker assumes no responsibility for the accuracy of individual parcels.

November 19, 2020

Mr. Mark Fougere
Consulting Town Planner
Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

Re: Task Order - Old Concord Road Fire Pond – Survey, Design and Permitting

Dear Mr. Fougere:

KV Partners is pleased to submit this Task Order to provide professional engineering services for the design and permitting of this project. We understand that this project will include a new fire pond near 1105 Old Concord Road and an associated parking area for pump trucks. We are currently under contract to provide professional engineering services with the Town and conditions specified in the Agreement apply to this Task Order.

1. Scope of Services

Field Survey and Base Plans

The purpose of this task is to complete an existing conditions survey and prepare base plans to complete the design and permitting (see attached aerial photo for limits). Specific tasks include;

- Project research for ROW, owners of record, utility information, etc.
- GPS Survey to tie project to NAD'83/NAVD'88.
- Topographic survey within ROW and extending off roadway in areas identified in exhibit provided.
- Wetland delineation and flag locations.
- Existing drainage features and culverts.
- One-foot contour intervals (tied to NAVD'88).
- Identify road centerline and edge of pavement as fault lines.
- ROW limits defined per plans of record and existing recovered monumentation.
- Utility poles, mailboxes, large trees, property markers, and any other identifiable feature/s within ROW.
- Identify property owners with map and lot and addresses.
- Prepare base plans (1"=20') of the project site based on data and information obtained. Add locations of all known utilities (water, sewer, gas, electric, telephone, cable, drainage) from available record plans and based on the survey data collected above.
- Field edit the base plans once completed to include all required elements needed for design.

Coordination Meetings

During this phase of work, the project team will meet with Town officials without limitation to develop project goals, design objectives and to refine concepts for further conceptual design.

Preliminary Plans

The Preliminary Plans will include grading concepts, pond and parking area layout, private property impacts (if any) and any other elements to be included in the project.

Final Design Plans

The purpose of this task is to advance the project from preliminary design to final design and prepare final plans suitable for permitting and construction. Specific tasks include;

- It is anticipated that the following plan sheets will be required:
 - Cover Sheet (1)
 - General Notes and Legend (1)
 - Construction Details (2 sheets)
 - Construction Plan (1 sheet)

Permits

The purpose of this task is to coordinate the design with regulatory officials and prepare and submit permits. All permit fees will be paid by the Town.

- Prepare and submit a Minimum Impact Wetlands Application (narrative, photos, forms, required research, etc.) and required plans
- Respond to comments/questions from DES representatives and revise the design accordingly

2. Assumptions

- Easement plans suitable for recording are not included.
- Bid Phase and Construction Phase services are not included in this agreement.

3. Schedule

With the acceptance of this Task Order by the Town, the project will be completed within 12 weeks of the authorization to proceed (weather permitting for survey).

4. Compensation

The total lump sum fee for all professional services and expenses to complete the scope of services described above as shown in the table below and as shown for information purposes in the attached fee breakdown. Invoices will be submitted monthly on a percent complete basis for each task and are payable within 30 calendar days from the date of the invoice.

Task	Fee Amount
Professional Services	
Design and Permitting	\$3,720
Total Professional Services:	\$3,720
Expenses	
Field Survey	\$2,500
Mileage	\$200
Wetland Flagging	\$400
Reproduction	\$180
Total Expenses:	\$3,130
TOTAL PROJECT FEE	\$6,850

5. Acceptance

If this Task Order meets with your approval, please have an authorized representative of the Town sign and date as indicated below. Please return one copy of this Task Order to my attention at P.O. Box 432, New Boston, NH 03070.

If you have any questions or require additional information, please feel free to contact me at 413-6650 or at mvignale@kvpllc.com. Thanks!

Sincerely,

KVPartners LLC



Michael S. Vignale, P.E.
Principal Engineer

TOWN OF HENNIKER, NEW HAMPSHIRE

Date

**Drainage Improvement Project - Depot Hill Road/Circle Street
Henniker, NH**

FEE PROPOSAL

Preliminary and Final Design

	Principal Engineer	Senior Engineer	Engineer	Total	Fee
Field Survey and Base Plans	2		2	4	
Coordination Meetings	4			4	
Preliminary Plans	4			4	
Final Design Plans					
Cover Sheets, General Notes and Legends	1	2		3	
Construction Details	1	2		3	
Construction Plan	4	8		12	
Permits	2	8		10	
TOTAL HOURS	18	20	2	40	
HOURLY RATE	\$99	\$89	\$79		
TOTAL LABOR	\$1,782	\$1,780	\$158	\$3,720.00	\$3,720
EXPENSES					
Field Survey				\$2,500	
Wetland Flagging				\$400	
Mileage				\$50	
Printing and Miscellaneous				\$180	
TOTAL EXPENSES				\$3,130	\$3,130
Total Design Fee					\$6,850



Town Hall
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Fax: (603) 428-4366

Incorporated November 10, 1768
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 12/20/2022

TITLE: Warrant Article: Readoption of Veterans' Tax Credits

INITIATED BY: Helga Winn, Executive Assistant; Evan Roberge, Avitar Assessor

PREPARED BY: Helga Winn, Executive Assistant

PRESENTED BY: Diane Kendall, Town Administrator

Legal Authority: [RSA 72:27-a](#), [RSA 72:28, II](#), [RSA 72:28-b](#), [RSA 72:35](#)

Financial Details: None

AGENDA DESCRIPTION: **Readoption** of the optional and all veterans' tax credit to keep the current adopted veterans tax credits in place in the amount of \$200.

BACKGROUND:

RSA 72:28 Standard and Optional Veterans' Tax Credit. –

*I. The **standard** veterans' tax credit shall be \$50.*

*II. The **optional** veterans' tax credit, upon adoption by a city or town pursuant to RSA 72:27-a, shall be an amount from \$51 up to \$750. The optional veterans' tax credit shall replace the standard veterans' tax credit in its entirety and shall not be in addition thereto.*

III. Either the standard veterans' tax credit or the optional veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property. However, the surviving spouse of a resident who suffered a service-connected death may have the amount subtracted from the property tax on any real property in the same municipality where the surviving spouse is a resident.

72:28-b All Veterans' Tax Credit. –

I. A town or city may adopt or rescind the all veterans' property tax credit granted under this section by the procedure in RSA 72:27-a.

II. The credit granted under this section shall be the same as the amount of the standard or optional veterans' tax credit in effect in the town or city under RSA 72:28. A town or city with an existing standard or optional veterans' tax credit under RSA 72:28 prior to August 18, 2016, adopting the credit under this section, may phase in the amount of the all veterans' tax credit over a 3-year period to match the standard or optional veterans' tax credit.

III. The all veterans' tax credit shall be subtracted each year from the property tax on the veteran's residential property.

IV. A person shall qualify for the all veterans' tax credit if the person is a resident of this state who is a veteran, as defined in RSA 21:50, and served not less than 90 days on active service in the armed forces of the United States and continues to serve or was honorably discharged or an officer who continues to serve or was honorably separated from service; or the spouse or surviving spouse of such resident, provided that training for active duty or state active duty by a member of the national guard or reserve shall be included as service under this paragraph; provided however that the person is not eligible for and is not receiving a credit under RSA 72:28 or RSA 72:35.

Town Administrator Comment:

For Henniker's veterans' tax credits to remain in place as they are now (\$200), we **must** readopt the optional veterans' credit and the all-veterans' credit, or the credits will revert to the standard \$50 minimum required by the State. This is because the NH legislature passed, and Governor Sununu signed into law HB 1667 (Chapter 121, laws of 2022) which amends eligibility criteria for certain veterans' property tax credits. This became effective on July 26, 2022, and affects both the Standard and Optional Veterans Tax Credit, as well as the All Veterans Tax Credit

Town of Henniker granted 124 Optional Veterans' Tax Credits and 5 All Veteran's Credits. Total Veterans' credits of 129 at \$200 = \$25,800 in tax credits. If the town does not readopt, the veterans' credit will revert to the standard \$50. The tax rate impact of the current \$200 credit over the minimum standard credit of \$50 is .03 cents on the tax rate.

The maximum Tax Credit allowed is \$750.00. For comparison to other communities see this link: [DRA 2021 Veterans' Exemption and Tax Credits Summary Report](#)

The town may consider increasing the veterans' credit to \$300 and up to \$750. The estimated impact on tax rate over the current \$200 credit would be \$300 = +.02 cents on rate; \$500 = +.05 cents; \$750 = .10 cents on the rate. These numbers are estimates as we do not know the 2023 tax rate. This would require an additional warrant article. We can provide warrant article language for an increase at the next Selectboard meeting.

Suggested Action/Recommendation:

Motion to include on the 2023 Warrant:

"Article: Readoption of **Veterans'** Tax Credits

To see if the Town will vote in accordance with RSA 72:27-a to readopt the provisions of RSA 72:28, II, previously adopted, for an Optional Veterans' Tax Credit at \$200.00 per year? If readopted, the All- Veterans' Tax Credit, previously adopted, will also be \$200.00 per year, the same amount as the Optional Veterans' Tax Credit. If readopted and approved, this article shall take effect for the 2023 property tax year. Tax Rate Impact is \$0.

Majority Vote Required "

Past Meeting Minutes

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 December 6th, 2022, 6:15PM
Henniker Community Center**

Members Present: Chairman Kris Blomback, Vice Chair Peter Flynn, Selectman Bill Marko, Selectman Scott Osgood
Member's Excused: Selectwoman Tia Hooper
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 – *Selectman Osgood motioned to approve the Consent Agenda December 6, 2022, seconded by Selectman Flynn. The motion passed, unanimously.*

PUBLIC COMMENT #1

No public comment.

APPOINTMENTS WITH THE BOARD:

Item #2 Employees speak with Board regarding changes to holiday schedule:

Many employees of the Town attended this meeting for discussion on this matter. Chief Jim Morse of Henniker Fire Department spoke first. He expressed that he was disappointed that there was no notice about elimination of holiday benefits. Chief Morse shared that recently some of his employees were awarded merits by the State for Fire and for EMS. It sends a mixed message to the employees who are receiving awards, but having their benefits taken away. He also spoke on the matter of recruitment and retainment, noting that it is difficult to find employees and removing benefits will make it difficult to keep the ones he has.

Leo Aucoin, Highway Superintendent, spoke to the same effect. The men he has are good, and he would hate to see them go. Superintendent Aucoin shared that he always tells his employees to be good to the company, and he hopes the company will be good to them.

Town Administrator Diane Kendall spoke on behalf of administration. She understands the importance of giving a high level of service within the town budget, but it is also important to value the staff. People will go where they feel welcome, and they will stay where they feel valued.

Sherry Bradstreet, Deputy Finance Director, also spoke on behalf of Town employees. She noted that just as the Town needs to invest into its physical assets, the Town needs to invest in the employees. Deputy Director Bradstreet shared that she felt similar to Chief Morse, that this decision was made without communication. She noted that if changes are to be made to the Holiday schedule that comparisons to other Towns and the State should be used as example.

DRAFT

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

Kim Johnson, Town Clerk/ Tax Collector, noted that Town Hall being closed when the State and banks are closed would cause issue. When the DMV is closed technical difficulties would be impossible to resolve, and with the banks closed increases risk of an inability to follow State statute, and an increased risk of misappropriation or misplacement of funds. Daycare centers are also closed on Holidays which could create problems for many Town employees.

Chazz Freeman, Henniker Wastewater, noted that he consistently works on Holidays. He felt that it was rude that there was no communication about the elimination of Holidays. Even though his department works on these Holidays the Holiday pay is important to them. Wastewater is short staffed as it is, and the revocation of this benefit hurts moral.

Rocky Bostrom shared that anyone that works for the Town could get a job anywhere. He also noted that there are other things in the budget that could be cut.

Stephen Dennis; resident, taxpayer, and former Henniker Police Officer; worked for the Town for many years because he was treated well here. He noted that people are hurting right now, and it is not time to take things away from them. Other entities are stealing employees left and right, and this will continue.

Chairman Blomback shared that he believes this to be a marketing issue. The conversation was supposed to be around adopting a paid time off policy so that days could be selected by department. During this process items can be amended or even abandoned. This was something that the Board wanted to look into, and they appreciate input, but they ask the employees to give it a fair shot.

There was discussion around resolving a communication issue of the motion: *“Selectwoman Hooper recommends the holidays for 2023 for the Town Office to be closed: Memorial Day, Independence Day, Labor Day, Veterans’ Day, Thanksgiving Day, the day after Thanksgiving, Christmas Day, and two floating holidays to be used at the employee’s discretion within the calendar year. Chairman Blomback seconds. Motion carries 3-1-1.”* from the previous meeting. Chairman Blomback believed this motion to simply be a recommendation, while the employees understood this as the Holidays being revoked.

Selectman Flynn noted that at the last meeting he had made a motion to retain the Holiday schedule unchanged. Selectman Flynn shared that he would like to rescind last week’s motion, and to start heading in the direction of policy readings.

There was much conversation on how the State structures their Holiday schedule, with members of the audience having experience in such matters. The understanding that was reached was that the State offers ten Holidays, as well as three floating Holidays.

Chairman Blomback noted that a paid time off policy will take six months to a year to adopt and that it will have to consider employee carryover and longevity.

Superintendent Aucoin and Chief Morse note that the PTO policy should be presented to the department heads and the employees.

Mr. Dennis asked how much money the Town would save by getting rid of these Holidays. Chief Morse responded \$13,500. Mr. Dennis asked if \$13,500 was worth losing employees over. He also noted that the budget cannot be balanced on the backs of the Town employees. There are other issues in the budget, and that is what needs to be addressed.

There was more discussion about what exactly the Holiday schedule would look like, with the Board ultimately landing on returning to what was in place before. **Selectman Flynn made a motion for the Holiday schedule for 2023 to include the following days: New Year’s Day Observed, Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, The day after Thanksgiving, Christmas Day, and a floating day around Christmas. Selectman Marko seconded. Motion carries unanimously.**

DRAFT

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Chairman Blomback noted that if the Board decides to pursue a PTO policy there will be ample communication, and he assured the department heads that they will have plenty of input.

Item #3 Volunteer Appointments:

Police Facility Assessment Committee Volunteer Application

a. Stephen Dennis

Selectman Flynn calls Stephen Dennis to the podium and asks him who he is, where he lives, and why he is interested in the Police Facility Assessment Committee. Mr. Dennis grew up in town and was employed by Henniker Police Department for 15 years. Mr. Dennis also spend 22 years in the military. Even though he no longer works for the town it is till close to his heart. The issues that the Police Facility Assessment Committee face have a bone of contention for many years. Mr. Dennis feels that his experience as a resident, taxpayer, and former employee of the Town will add some value to the future of the department.

b. Rocky Bostrom

Selectman Flynn calls Rocky Bostrom to the podium. Mr. Bostrom has worked as a Bail Commissioner out of a dozen local Police Stations on a regular basis for 17 years. He has also worked State policy. He shares that he knows what a safe booking room is, and the booking room in Henniker right now is not.

c. Amy Patenaude

Selectman Flynn calls Amy Patenaude to the podium. Ms. Patenaude volunteered because she would like to help look for the best solutions for our community. She is a trained civil engineer and enjoys living in Henniker. She believes she will be a value to the Police Facility Assessment Committee.

d. Cathy Dias

Selectman Flynn calls Cathy Dias to the podium. Ms. Dias has lived in Henniker whole life. She loves this community and Town. The Police Facility Assessment Committee interests her. She has experience in Real Estate as well as in hundreds of home constructions, so she is familiar with terms in this environment.

e. Jarrod Gleason

Jarrod Gleason had messaged the Board informing them that he would not be attending due to illness. Chairman Blomback spoke on his behalf, informing the Board that Mr. Gleason is on the Budget Advisory Committee and has experience in financials.

f. Jarrod Brooks

Selectman Flynn calls Jarrod Brooks to the podium. Mr. Brooks shares that he believes in giving back to the community, and volunteering for the Police Facility Assessment Committee would be a good way to do that. He believes it is important to give the Police Department what they need while being fiscally responsible. Selectman Flynn notes that Mr. Brooks is Chairman of the Athletic Committee, and he knows him well.

g. Mick Costello

Selectman Flynn calls Mick Costello to the podium. Mr. Costello has lived in Henniker most of his life. He worked for the Police Department for six years and for the Fire Department for seventeen years. He did fire inspections for over fifteen years, and he now works for Concord at the Training Division. Mr. Costello shares

DRAFT

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that he has a certification relating to structural safety to Homeland Security standards. Mr. Costello believes that giving back to the people that started him out is a good thing.

Chairman Blomback notes that at the last meeting the Board had voted that the committee be made up of nine members, but there are seven applicants to fill six open slots and he believes them all to be excellent applicants. **Chairman Blomback moves to increase the capacity of the Police Facility Assessment Committee to ten as to include all the applicants, seconded by Selectman Marko. Motion carries 3-1.**

Chairman Blomback moves to approve all the above candidates for the Police Facility Assessment Committee, seconded by Selectman Flynn. Motion carries unanimously.

Chairman Blomback moves to appoint Bill Marko as the Selectboard Representative and Chief Matt French as the Police Chief Representative for the Police Facility Assessment Committee, seconded by Selectman Flynn. Motion carries unanimously.

Henniker Youth Athletics

h. Lindsey Tompkins

Lindsey Tompkins was not present, but Jarrod Brooks spoke in her stead. Ms. Tompkins showed interest in joining this committee, specifically as director of technology for maintaining the website and registration system. She lives in town with her husband and three children. She could not make tonight's meeting because she is coaching a sports team. Mr. Brooks thinks that she would do well in this role and would be a good fit. Selectman Flynn spoke more on Ms. Tompkins account, saying that she was present at the last meeting of Henniker Youth Athletics and that she had expressed a lot of enthusiasm. He noted that the website is very important. Selectman Flynn knows Ms. Tompkins well and supports her 100%. **Selectman Flynn moves to appoint Lindsey Tompkins to Henniker Youth Athletics for a term of three years, Selectman Marko Seconds. Motion carries unanimously.**

CONTINUED BUSINESS:

Item #4 ARPA Request – Highway Digital Sign:

Highway Superintendent Leo Aucoin shares that the Highway Department rents a digital sign and he would like to move forward on a purchase of one. He and Chief French tried to acquire grant money from the Department of Justice for this purchase but were unsuccessful. The sign they are looking at has built in radar and will live stream to the Police Department or whoever is assigned to it. This sign would be a usable board for construction, but also be applicable for urgent news, as a help wanted sign, or other uses. The current sign they have has radar but does not log any information. Selectman Marko asked if the sign has a camera, which Superintendent Aucoin answers that it does not. The Board added this item to their list of ARPA fund requests and Chairman Blomback noted that prioritizing the list of ARPA fund requests should be added to a future agenda.

Item #5 Highway – Liberty Hill Culvert extension of time:

Superintendent Aucoin also spoke on this matter. It took much longer to acquire the permit for this project than expected. Superintendent Aucoin could not identify the exact issue but believes staffing to be the biggest problem. As much effort he had put into this he was unable to expedite the project. The end product is that the road and culvert are still there, and he is asking the Board for authority to sign for the extension. **Selectman Marko moves to give the Road Agent Authority to sign for the extension, seconded by Chairman Blomback. Motion carries unanimously.**

DRAFT

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Item #6 Avitar Assessing Contract:

Town Administrator Kendall notes that at the last meeting Mr. Roberge from Avitar had explained the five-year assessing contract, which includes 25% cyclical data verification each year and a statistical update on the fifth year. The Board had requested a breakdown of this as well as another option, which includes 10% cyclical data verification. The Town has not done a proper revaluation in over ten years and the State could do inspections and find that our data is not accurate, which would come with a large cost to the town. Town Administrator Kendall recommends the 25% cyclical list (Contract A), noting that this way the Town will have reliable data and will provide equity Town-wide. The Town has not done a proper revaluation in over ten years and the State could do inspections and find that our data is not accurate, which would come with a large cost to the town. She also notes that while the 10% option (Contract B) comes with a smaller price tag up front, it does not provide Town-wide equity, as well as having an increased risk from the State.

Chairman Blomback shares that it seems that Contract B comes with a hidden cost in 2028. He also noted that he would like to see some sort of insurance that there would not be another large cost in 2028. **Chairman Blomback moves to adopt Contract A, which includes 25% cyclical data verification each year and a statistical update on the fifth year.** Keith DeMoura, of Western Ave., asked if the Town could return to sending out Form PA-28 (Inventory of Taxable Property). Chairman Blomback shares that residents were not honest on those forms. **Selectman Osgood seconds the motion.**

Selectman Marko asked the Chair how he justifies the cost. Chairman Blomback responds that that he understands that Contract A has a higher fee to start, but also that more work will be done now. It is a pay-me-now or pay-me-later situation, and he fears that these costs will be much higher in the future. Chairman Blomback based this on the feedback that this lump sum will not be coming in 2028. Town Administrator Kendall notes that the Finance Director also highly recommends Contract A. **Motion carries 4-0.**

Chairman Blomback shares that he hopes there isn't any hidden costs associated with this in the future.

Item #7 Personnel Policy Change Holiday and PTO:

The Board agreed to wait to speak on this matter until it is further developed.

Item #8 2023 Budget Review:

Town Administrator Kendall recommends the Board look over the proposed budget and bring questions to the Finance Director or the Town Administrator.

NEW BUSINESS

Item #9 NH The Beautiful Grant Authorization:

Town Administrator Kendall informs the Board that Henniker has an opportunity to be granted 20% of the purchase price for a storage trailer that the Town owns. **Selectman Marko moves to authorize the Town Administrator to execute the NH The Beautiful Grant application, Selectman Flynn seconds. Motion carries 4-0.**

Item #10 2023 Zoning Ordinance Changes:

Chairman Blomback shares that there are five proposed zoning changes by the Planning Board and the Planning Board will be taking public comment on Wednesday December 14th. Selectman Marko spoke further

DRAFT

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on the matter, noting that the zoning changes are regarding increasing workforce housing, as well as bringing already existing buildings on lots in line with ordinance.

Item #11 2023 Hazard Mitigation Plan Update:

Town Administrator Kendall informs the Board that it is time to update the Hazard Mitigation Plan which is done every five years. There is no cost associated with this, just time from the Town employees. Chairman Blomback shares that it is his understanding that this plan helps with getting potential grants. Town Administrator Kendall confirms and notes that it also helps with insurance values. **Selectman Marko moves to authorize the Town Administrator to select CNHRPC as the contractor for the update and begin next steps, seconded by Selectman Flynn. Motion carries unanimously.**

Item #12 2023 Warrant Article Review Bonds over \$100,000:

There were no submissions so far.

TABLED BUSINESS

- Annual Report Dedication

Selectman Marko noted that Leon Parker's struck a chord with him. **Selectman Marko moves to have the Town Annual Report be dedicated to Leon Parker, Selectman Flynn seconds. Motion carries unanimously.**

- Crosswalk on Main St.
Still tabled.

Past Meeting Minutes

Item #13 Acceptance of Board of Selectmen – Budget Advisory Minutes November 12, 2022:

Selectman Marko moves to approve, Selectman Flynn seconds. Motion carries unanimously.

Item #14 Acceptance of Board of Selectmen Minutes November 15, 2022:

Selectman Flynn moves to approve, Selectman Marko seconds. Motion carries unanimously.

Item #15 Acceptance of Board of Selectmen Public Minutes November 29, 2022:

Chairman Blomback notes that the date needs to be corrected. **Selectman Flynn moves to approve as edited, Selectman Marko seconds. Motion carries unanimously.**

Item #16 Acceptance of Board of Selectmen Non-Public Minutes November 29, 2022

Selectman Marko moves to approve, Selectman Flynn seconds. Motion carries unanimously.

Communications

Item #17 – Town Administrator: Attended NH municipal conference, workshops, and CIP meetings. Met with a Library trustee, and a representative from DES. Follow up on fire pond- she anticipates that a warrant article will be coming out. Still getting fire tower project installed and will be meeting with the department heads involved on that at the Fire Department. There is an ongoing zoning violation with a complaint from a resident. The big-ticket time lately is Wastewater treatment recruitment. The Town Administrator is hoping the Board could come up with the time to meet with a candidate that has met with the advisory team.

DRAFT

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Item #18 - Selectmen Reports:

Selectman Marko reported on CIP meetings where they discussed projects. The Building Code Advisory committee had a wrap up meeting for building code items.

Selectman Flynn reported on an Athletic Youth Committee meeting last Monday, each representative of each league spoke of success and discussed plans for winter and spring. There are two new applicants, one who was discussed tonight. The Board will be seeing the other soon.

Chairman Blomback had nothing to report.

Selectman Osgood reported on the upcoming Broadband Committee meeting as well as the upcoming Conservation Commission meeting. He also reported that the Energy Committee is looking to start back up.

PUBLIC COMMENT #2:

Keith DeMoura of Western Ave. received a letter from DES about an issue that happened on an abutting property. He was unsure if the Board wanted to be alerted to anything else happening there. Mr. DeMoura has been in touch with the DES and a scientist. The property owner is not at fault but because she is the owner of the abutting property, she is liable.

NON-PUBLIC

Chairman Blomback moves to enter nonpublic session, seconded by Selectman Marko. Specific Statutory Reason cited as foundation for the nonpublic session: 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 and **RSA 91-A:3, II(e)** Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled.

Roll Call Vote to enter nonpublic session: Chairman Blomback, yes; Selectman Marko, yes; Selectman Flynn, yes; Selectman Osgood, yes.

Entered nonpublic session at 8:44PM

Public Session reconvened at 8:54PM

Selectman Flynn moves to seal these nonpublic minutes, seconded by Selectman Marko 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 these nonpublic minutes: Chairman Blomback, yes; Selectman Marko, yes; Selectman Flynn, yes; Selectman Osgood, yes.**

Selectman Flynn moved to adjourn at 8:54PM, seconded by Selectman Marko. Motion carried unanimously.

Respectfully submitted,

Hank Bernstein
Minute Taker

Minutes Approved:



Meeting: BOARD OF SELECTMEN

Date: December 6, 2022

PLEASE PRINT

Name	Address
Stephen Dennis	397 Bacon Rd Henniker
Mick Costello	5 Old Hay Rd. Henniker
Jared Brooks	76 The Oaks #1 Henniker
Sherry Bradstreet	Deputy Finance Director
Starr Klein	Transfer
Mar Bosuik	174th P
William Amos	
Scott + Cathy DeAS	Flanders Rd
Kim Johnson	Henniker
Keith & Nancy DeMoura	WESTERN AVE
Deb Aucoin	
Helga Wilm	883 Flanders Rd.
Jim Morse	204 Maple Street
Matt French	Rd
Rocky B.	Juniper Ridge
Lori Marks	Henniker

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 December 13, 2022, 4:00pm
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

Selectman Marko motioned to enter nonpublic session, citing as foundation for the nonpublic session Specific Statutory Reason RSA 91-A:3, II(b) The hiring of any person as a public employee, seconded by Selectwoman Hooper.

Roll Call Vote to enter nonpublic session: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectwoman Hooper, yes; Selectman Marko, yes.

Entered nonpublic session at 4:01PM.

Public Session reconvened at 5:15PM

Selectwoman Hooper moves to seal these nonpublic minutes, seconded by Selectman Flynn because it is determined that divulgence of this information likely would render a proposed action ineffective. Roll Call Vote to seal these nonpublic minutes: Chairman Blomback, yes; Selectman Flynn, yes; Selectman Osgood, yes; Selectwoman Hooper, yes; Selectman Marko, yes.

Selectman Flynn moved to adjourn at 5:15pm, seconded by Selectwoman Hooper. Motion carried unanimously.

Respectfully submitted,

Diane Kendall
Minute Taker

Minutes Approved:

Communications

"The only Henniker on Earth."



Office of the Town Administrator

Diane Kendall

To: Board of Selectmen
From: Diane Kendall, Town Administrator
Date: December 20, 2022
Ref: **Town Administrator's Report**

This report encompasses updates, activities, projects, and meetings December 3 to December 16

- Broadband
 - Broadband committee met and approved a series of letters requesting information (RFI) and data files from E911 and internet service providers
 - Discussion of next steps: mapping of service; meetings with providers; consideration of RFP for public private partnership
 - TA send RFI letters on December 8, 2022
- Communication Tower project
 - Team meeting to identify gaps in moving forward with project
 - Identified FCC filing will require subject matter experts to assist in completion of the GPD's Environmental Planning and Historic Preservation (EHP) screening form. The review process begins with submission of an EHP Screening Form
 - EHP has to be approved before work can begin on tower
- Assist Selectboard in hiring process
- Legal: phone meeting with Town Attorney for update on ongoing matters
- Library Garaventa Lift and 2022 Warrant Article
 - NH DOL Elevator Inspection Division will not grant approval for plan as submitted
 - Project will not move forward as planned, 2022 appropriation for lift will lapse to general fund
- Food Pantry
 - Met with board member at Food pantry to hear needs space and discuss relocation opportunities
- Community Building
 - Met with Productions Inc. to resolve issues of streaming from laptop at board desks to televisions
 - Town Hall Streams and IT working to resolve issue of live stream interruption; appears to be an internet issue and working resolve with TDS
- Conservation Commission seeking RFP for Natural Resources Inventory Update
- Assessing: Research and prepare recommendations veterans' credits
- Town Meeting:
 - Reserve Productions, Inc. for A/V presentation

- Warrant article preparation
- Transfer/Station:
 - Foundation of building needs repair Sup. Boisvert obtained rough quote
 - Buildings and Grounds: Gazebo in need of floorboard replacement/repair
- Planning/Code
 - Coordinating with CNHRPC to propose Main St. pedestrian safety and crosswalk presentation of options for community
 - Hearing for Zoning Ordinance changes, lightly attended
 - Investigation of zoning ordinance definition of Campground and undefined term “seasonal temporary”
 - Heard complaint of suspected code violation, consult with town attorney for status

Wastewater Treatment:

- Ongoing recruitment efforts including phone interviews, coordination of interviews and assessment

Other: **Town Office will be closed on Friday December 23 and Monday December 26 in observance of holiday**

State and NHMA:

- [NH Municipal NewLink December 14, 2022](#)
- [2023 Regional Legislative Preview - Keene | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [REGISTRATION OPEN: Getting to Know NHMA’s Membership Benefits Webinar | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [state aid to municipalities.pdf \(nhmunicipal.org\)](#)
- [Government Affairs Update: Fall 2022 | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [NHMA Important Dates Calendar](#)
- [OSI Planning and Zoning Training | Planning Division | NH Office of Strategic Initiatives](#)

Correspondence – Letters – Notices

Diane Kendall

From: mmanh@googlegroups.com on behalf of Margaret Byrnes <mbyrnes@nhmunicipal.org>
Sent: Friday, December 16, 2022 1:37 PM
To: Municipal Managers (mmanh@googlegroups.com) (mmanh@googlegroups.com)
Subject: [MMANH] NHRS Employer Reimbursements

Importance: High

For immediate release: December 16, 2022

CONCORD, NH – The State of New Hampshire will begin issuing FY 2022 employer contribution reimbursements to many NHRS-participating employers next week. Legislation enacted in 2022 (HB 1221) requires the State to reimburse 7.5 percent of local employer contributions to the New Hampshire Retirement System made in fiscal year 2022 for Group I teachers and Group II police and fire members. NHRS provided the state with employer-by-employer contribution data for the majority of local, county and school employers in October. Approximately 60 employers had unreconciled contributions at that time and will not be receiving the reimbursement until early 2023. NHRS expects to complete the reconciliation process for all employers and provide reimbursement information to the state in early January.

These payments are being issued by the state, not NHRS. Because the retirement system is not issuing the payments, we cannot answer employer questions regarding accounting or financial reporting related to this legislation.

Margaret



Margaret M.L. Byrnes
Executive Director
NH Municipal Association
25 Triangle Park Drive
Concord, NH 03301
Tel: (603) 224-7447
Email: mbyrnes@nhmunicipal.org
American Rescue Plan Page

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Department Reports

November 2022

1. Assessing Department
2. Building Department
3. Building Department – Complaints & Actions
4. Fire Department
5. Highway
6. Police Department – October Report
7. Police Department – November Report
8. Town Clerk/Tax Collector
9. Transfer Station
10. Wastewater Treatment

MEMORANDUM

Helga Winn, Assessing Technician
18 Depot Hill Road
Henniker, NH 03242
Phone 603-428-3221 x 101 ≈≈ Fax 603-428-4366
helga.winn@henniker.org

TO: Diane Kendall, Town Administrator
DATE: December 15, 2022
RE: Monthly Report

Assessing Report for November 2022

- Monthly maintenance of new deeds and address changes.
- Ongoing permit tracking in Avitar.
- Sewer bills mailed and due December 9, 2022.
- Tax Warrant for 2nd bill executed. Taxes due December 19, 2022.
- DRA Re-certification year changed from 2025 to 2027.
- Five Land Use Change Tax warrants & bills approved.
- Exemptions and credit forms and website updated for 2022/2023 filing period.
- Four administrative abatements approved.
- Tax Maps ordered.
- Cartographics Associates to redevelop AxisGIS data processor for the Avitar Assessment database system within 30 days.
- Avitar to implement Export Cards to PDF Add-On functionality once AxisGIS data processor has been redeveloped by Cartographics.

Town Of Henniker

Building Dept

Summary of Complaints and Actions

November 2022

177 Tanglewood- House lot has been listed on the market for sale, realtor is aware that site must be cleaned up within 30 days of closing and will note on stipulations **STATUS-ONGOING**

2307 Weare- TA working with SB to pursue actions **STATUS-ONGOING-**

Hemlock Corner Loop- Abutter has filed a formal complaint with DES. - **STATUS-ONGOING**



Monthly Building Department Report
November 2022

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	2	\$1,623.50
Building Permits - Commercial	0	\$0.00
Electrical Permits	3	\$150.00
Plumbing Permits	5	\$250.00
Mechanical Permits	5	\$300.00
Demolition Permits	0	\$0.00
Driveway Permits	2	\$150.00
Trench Permits	0	\$0.00
Sign Permits	0	\$0.00
Assembly Permits	0	\$0.00
Tent Permits	0	\$0.00
Hawk & Peddler	0	\$0.00
Certificates of Occupancy	1	\$0.00
Inspections Performed	26	
Total		\$2,473.50

Town building rental/use:

Town Buildings	Rented/Reserved	Revenue
Community Center (upstairs)	2	\$100.00
Grange (Does not include Caseworker & CAP)	4 Food Pantry open 2x week	N/C for AA Food Pantry- permanent
Bandstand/Community Park	0	

Respectfully submitted,

Helga Winn

Town of Henniker, NH
Permits Issued November 2022

Date In	Owner	Address	Map/Lot	Type	Description	Contractor	Fees	Issued
11/1/2022	Velda Charpentier	206 Bennett Road	8-540-X2F	Electrical	New 200 AMP U/G	Hallee Electric	\$50.00	11/1/2022
11/2/2022	Deb Urbaitis	45 Gould St	5d-171	Plumbing	Adding Bathroom	County Line Plumbing	\$50.00	11/2/2022
11/3/2022	Dave Meloney	268 Mt. Hunger Road	11-645-X4	Mechanical	New Propane Construction	Peter Giroux Plumbing & Heating	\$50.00	11/15/2022
11/4/2022	Laurendeau Enterprises LLC	302 Flanders Road	1-583-B	Building	Conventional (2200 sqft) and 24' x 24' Double Garage	Laurendeau Enterprises LLC	\$883.50	11/9/2022
11/7/2022	Spacious Skies Campground	479 Old West Hpkinton Rd	6-318-P	Mechanical	Ideal 199k Floor Combi Boiler Installation	Triumph Heating & Cooling	\$100.00	11/9/2022
11/8/2022	Darrell & Beth Arlen	66 Shore Drive	6-110-C5	Mechanical	Repl U/G propane tank	Ciardelli Fuel	\$50.00	11/8/2022
11/3/2022	Robert Laurendeau	302 Flanders Road	8-583-B	Driveway	New Driveway	Henniker Crushed Stone	\$75.00	11/9/2022
11/9/2022	Troy & Patricia Power	1223 Western Ave.	5C-349-G	Plumbing	3/4 Bath Addition	AMP Plumbing & Heating	\$50.00	11/15/2022
11/9/2022	Garrett Family Rev Trust	163 Craney Hill Rd.	8-586-C3	Plumbing	3/4 Bath Addition	AMP Plumbing & Heating	\$50.00	11/16/2022
11/10/2022	J and M Morse Trucking	22 Newton Rd	2-369	Driveway	New Construction	Self	\$75.00	11/16/2022
11/14/2022	David Weed	520 Gulf Road	8-577	Mechanical	500 UG Propane Installation	Ciardelli Fuel Allan Kingsbury	\$50.00	11/14/2022
11/18/2022	Jared & Katy Ward	26 Stonehenge Drive	8-588-B3	Plumbing	Plumbing for new addition to house	Legacy Mechanical Services	\$50.00	11/21/2022
11/21/2022	Deb Urbaitis	45 Gould St	5D-171	Electrical	2 Bedrooms + Bath with Subpanel	Chris Bacon Electric	\$50	11/21/2022
11/28/2022	Dan Higginson	195 Patterson Hill Rd	8-386-D1	Building	2 Bedroom Home	Self	\$740	12/1/2022
11/28/2022	Dan Higginson	195 Patterson Hill Rd	8-386-D1	Mechanical	New Construction	Local Plumbing & Heating	\$50	11/30/2022
11/28/2022	Dan Higginson	195 Patterson Hill Rd	8-386-D1	Electrical	2 Bedroom Home	Grogan Electric LLC	\$50	11/30/2022
11/28/2022	Dan Higginson	195 Patterson Hill Rd	8-386-D1	Plumbing	2 Bedroom Home	Local Plumbing & Heating	\$50	11/30/2022



The month of November 2022 consisted of 32 calls for Henniker Fire. The calls ranged from

- 6 fire alarm activations
- 7 EMS assists
- 5 Motor vehicle accidents
- 1 Brush Fire
- 1 Industrial accident
- 3 Trees and wires down
- 1 Building fire
- 1 Elevator rescue
- 2 Gas Spill
- 1 Smoke in building
- 2 Co calls
- 1 Chimney fire
- 1 Stove Fire

Fire Fighter 2 course continues at Henniker Fire Station.

Thank you,

Chief Morse

HENNIKER POLICE DEPARTMENT

Memo

To: Diane Kendall

From: Chief Matthew French

Date: December 15, 2022

November 2022 summary.

There were 12 arrests which include, unlawful possession of alcohol, transportation of alcohol by a minor, operating with a suspended license, noise ordinance DUIx3, operating while habitual offender, possession of narcotic drugs and wanted on warrants.

We have nearly completed the backgrounds on two candidates, and I planned to come before the BOS at the January meeting to request to hire both, however one of them withdrew from our process to be hired in the town of Weare. Very frustrating to go through this hiring process only to have the candidate withdraw at the last hour.

We had 623 Calls for Service (1079 in 2021, in 842 in 2220) which include

10 MV Crashes	4 Welfare Check
2 Hit and Run crashes	10 Psychological Problem
25 Motor vehicle complaints	4 Suicidal persons
111 MV stops	10 Animal Complaints
33 Directed Patrols	22 Alarm Calls/911 Hangup
7 Disabled MV/ Assist Motorist	214 Building/Business checks
4 Road Hazard	1 OHRV Complaint
3 Tree on wires/wires down	18 Parking tickets
1 Domestic Disturbance	2 Sexual assaults
1 Serve Restraining order	1 Assault
5 Noise complaint/Disturbance	1 Warrant
1 Harassment	2 Juvenile matter
7 Follow ups	3 Walk and Talk
15 Return phone call	
4 Assist Citizen	
17 Assist Other agencies	
25 Assist Rescue/Fire	
24 Suspicious person/vehicles	

HENNIKER POLICE DEPARTMENT

Memo

To: Diane Kendall

From: Chief Matthew French

Date: November 15, 2022

October 2022 summary.

There were 13 arrests which include, unlawful possession of alcohol, possession of narcotic drugs, subject wanted on a warrant, operating with a suspended license, criminal mischief, DUIx2, Reckless Conduct, Operating while Habitual offender and breach of bail.

The officers were faced with a tough call involving a suicidal man having a mental health crisis. The male was armed with a large kitchen knife was encounter in the street near several apartment buildings and college dorm. He was refusing to comply with commands. Thankfully, this particular night there was more than one officer on duty. When the opportunity presented itself one of the officers was able to deploy their taser and subdue the subject without injury. He was then transported for mental health care. We also had 2 unattended/natural deaths, which can have an impact when you know the people personally. Our thoughts go out to the families impacted by these tragic events.

We had 610 Calls for Service (1079 in 2021, in 842 in 2220) which include

8 MV Crashes	4 Unwanted subjects
2 Hit and Run crashes	4 Welfare Check
25 Motor vehicle complaints	1 Psychological Problem
100 MV stops	2 Suicidal persons
36 Directed Patrols	14 Animal Complaints
7 Disabled MV/Assist Motorist	18 Alarm Calls/911 Hangup
7 Road Hazard	201 Building/Business checks
2 Domestic Disturbance	5 Vacant/Vacation House Checks
3 Serve Restraining order	3 OHRV Complaint
7 Noise complaint/Disturbance	2 OHRV stops
4 Harassment	36 Parking tickets
3 Serve Paperwork/Subpoena	2 Vandalism
18 Follow ups	2 Untimely deaths
14 Return phone call	3 Warrants
9 Assist Citizen	2 Juvenile matter
7 Assist Other agencies	1 Illegal dumping
14 Assist Rescue/Fire	
30 Suspicious person/vehicles	

11/1/22: Called Associated Coatings representative to look at the concrete foundation on the recycle building. There are areas that are cracking and breaking apart. Also reached out to Denron HVAC to get status on the remote that was ordered for the second unit at the Community Center.

11/9/22: I put new air filters in the heating system at Community Center. Leo came to Transfer Station to help move storage container with excavator, the container was too heavy to move, we had to have a bigger piece of equipment move it. We also called to have the brush pile cleaned out for the winter.

11/10/22: We did the trash run, also took another load of cardboard from the food pantry, we opened for business.

11/12/22: I had a budget meeting with the Selectmen.

11/15/22: Picked up the leaf vacuum from the Highway Garage and put away for the season. We cleaned the rest of the voting supplies from the Highway Garage. I set up chairs for the selectmen's meeting.

11/16/22: Matt and Zach shoveled around town then did maintenance on the skid steer.

11/17/22: Zach and Starr went into town checking for icy spots then came back and worked around the shop. Zach took the leaf blower out and cleaned entrance way to Town Hall and rear entrance along with the handicapped access at Community Center. We had to put a new light sensor on motion light at rear entrance of Community Center.

11/21/22: I came in and drained the irrigation system at the soccer fields.

11/29/22: We took a load of recycled materials to Schnitzer, 1,727 pounds. Matt went to Town Hall and took a broken blind down to have repaired.

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

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

November 2022 Monthly Report

Chazz and Rich put up wire fencing around the Effluent building top half.
Lab tests were done throughout the month. Submitted monthly DMR to the state.
Sent quarterly effluent samples and pressed solids to Eastern analytical for testing. Three dig safes were done by Chazz and Rich. Chazz completed the monthly Maintenance projects. Chazz ran the press when needed for the month.
A new computer was installed in the office. Three dig safes done for the month.

Rich Slager

Chief Operator

Henniker Wastewater

State of New Hampshire
 Water Supply & Pollution Control Comm.
 PO Box 95
 Concord, New Hampshire 03301

Facility Henniker Wastewater Treatment

Chief Operator Richard Slager

Month November Year ###

Date and Day of Week	Rain or Snow (in.)	Wastewater Flow In (MGD) (1)				Chlorine Residual (mg/L)		Lbs. of Cl.	Settleable Solids (ml/L)		pH		mg/L	b. NTU	Total Suspended Solids (mg/L)		Coliform (#/100 ml)
		INF.	EFF.(2)		EFF.	A.M.	P.M.		INF.	EFF.	INF.	EFF.			INF.	EFF.	
		TOTAL	MIN.	MAX.	TOTAL												
1 T		0.106	0.010	0.230	0.096						7.5	7.0		1.2		3.0	1.0
2 W		0.117	0.020	0.250	0.124						7.5	6.9		1.0		4.0	1.0
3 TH		0.110	0.010	0.260	0.118						7.4	6.9		1.0			
4 F		0.107	0.010	0.180	0.096						7.4	6.8		1.2			
5 S		0.117	0.010	0.160	0.094							6.8					
6 S	.1R	0.101	0.020	0.170	0.102							6.8					
7 M		0.102	0.000	0.210	0.104						7.6	6.9		1.2			1.0
8 T		0.107	0.010	0.180	0.091						7.4	6.9		1.3	439.0	3.0	1.0
9 W		0.110	0.010	0.170	0.095						7.8	7.1		1.4	241.0	4.0	1.0
10 TH		0.109	0.010	0.270	0.126						7.6	6.8		1.4			
11 F		0.110	0.010	0.260	0.101							6.7					
12 S	1.0R	0.114	0.030	0.180	0.112							6.8					
13 S		0.099	0.010	0.190	0.091							6.8					
14 M		0.100	0.010	0.180	0.089						7.6	6.9		1.2			1.0
15 T	.55R	0.110	0.020	0.170	0.099						7.7	6.9		1.7		4.0	1.0
16 W		0.112	0.030	0.310	0.135						7.6	6.9		2.1		7.0	1.0
17 TH		0.117	0.030	0.190	0.113						7.6	6.8		1.9			
18 F		0.113	0.030	0.270	0.137						7.6	6.8		2.6			
19 S		0.112	0.030	0.190	0.109							6.7					
20 S		0.108	0.030	0.240	0.107							6.8					
21 M		0.103	0.020	0.190	0.109						7.3	6.9		2.3		3.0	1.0
22 T		0.109	0.030	0.250	0.114						7.5	6.9		2.3		5.0	1.0
23 W		0.101	0.020	0.180	0.097						7.4	6.9		2.1			1.0
24 TH		0.086	0.010	0.170	0.089							6.9					
25 F		0.090	0.020	0.190	0.093							6.9					
26 S		0.077	0.020	0.120	0.072							6.9					
27 S		0.084	0.020	0.160	0.082							6.9					
28 M	1.0R	0.098	0.030	0.170	0.096						6.9	7.0		1.6			1.0
29 T		0.095	0.020	0.180	0.092						7.5	7.0		1.8		5.0	1.0
30 W		0.098	0.020	0.310	0.130						7.6	6.9		2.0		5.0	2.0
31																	
			Max	0.310	0.137						min	6.7					
Totals		3.122	---	---	3.113	---	---				---	---	max	7.1	---	---	---
Averages		0.104	---	---	0.104						---	---	###	1.6	340.0	4.3	1.1

(1) Show Units (MGD or GPD)

% Removal: 99%

(2) Record only Min. and Max. of Either Inf. or Eff. and indicate which. Inf. is preferred.

(3) Before Chlorination

Date and Day of Week	B.O.D. (mg/L)		Septage gal	BOD (lbs/day)		TSS (lbs/day)	
	INF.	EFF(3)		INF.	EFF(3)	INF.	EFF(3)
1 T		4.7			3.8		2.4
2 W		3.8			3.9		4.1
3 TH							
4 F							
5 S							
6 S							
7 M							
8 T	214.0	4.2		191.0	3.2	391.8	2.3
9 W	215.0	3.6		197.2	2.9	221.1	3.2
10 TH							
11 F							
12 S							
13 S							
14 M							
15 T		4.9			4.0		3.3
16 W		5.1			5.7		7.9
17 TH							
18 F							
19 S							
20 S							
21 M		5.4			4.9		2.7
22 T		5.3			5.0		4.8
23 W							
24 TH							
25 F							
26 S							
27 S							
28 M							
29 T		4.6			3.5		3.8
30 W		4.3			4.7		5.4
31 (W)							
Totals	---	---	---	388.2	41.7	612.8	39.9
Avg.	214.5	4.6		194.1	4.2	306.4	4.0

Additional Information:

% Removal: 98%

Signature: _____

NOTE: Send by 10th of following month to NH Water Supply & Pollution Control Commission

Non-Public Session 2



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: 12/20/2022

TITLE: Hiring

INITIATED BY: Board of Selectmen

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION:

1. Follow up on matters related to December 13th Board of Selectmen meeting - hiring
2. Follow up on status of code complaints and legal matters

Legal Authority: 1. RSA 91:A:3, II(b) 2. RSA 91-A:3, II(c) reputation

Financial Details: n/a

Background: n/a

Town Administrator Comment: n/a

Suggested Action/Recommendation:

Suggested Motion:

Motion to enter non-public session citing RSA 91:A:3, II(b) hiring of a person as a public employee

Return to public session

Motion 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.