



TOWN OF HENNIKER, NEW HAMPSHIRE

SELECTMEN AGENDA

Place: Henniker Community Center 57 Main Street

Henniker, NH 03242

Tuesday September 20, 2022

6:15 PM

6:15 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ANNOUNCEMENTS

IV. CONSENT AGENDA

- 1) Consent Agenda August 2022
- 2) Consent Agenda September 20, 2022

V. 6:30pm PUBLIC HEARING ACCEPT UNANTICIPATED FUNDS

- 3) SB401 one time Highway Block and Municipal Bridge, and ARPA second tranch

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 OF SELECTMEN

VIII. CONTINUED BUSINESS

- 4) Hiring – Appoint full-time Police Officer position
- 5) CNHSOU Agreement – Medical Personnel
- 6) Request to accept Irrigation System for Little League Field

IX. NEW BUSINESS

- 7) Committee, Commission appointments
 - a) Conservation Commission
 - b) Broadband Committee
 - c) Teen Center Committee to replace Comm. Center Activities Committee
- 8) Fuel Bid Award

- 9) Authorize Disposition of Highway Vehicle
- 10) Budget Calendar
- 11) NMHA Legislative Vote

X. PAST MEETING MINUTES

- 12) Acceptance of Board of Selectmen Public Meeting Minutes August 9, 2022

XI. COMMUNICATIONS

- 13) Town Administrator Report
- 14) Correspondence - Letters and Notices
- 15) Department Reports
- 16) Selectmen Reports

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

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

- 17) Hiring – PT Administrative Assistant
- 18) TA performance evaluation

XIV. ADJOURNMENT

XV. UPCOMING DATES

Youth Athletics Meeting September 19, 7:15pm

Cogswell Spring Water Commissioners September 20, 4:00pm

Board of Selectmen October 4, 6:15

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.



TOWN OF HENNIKER, NEW HAMPSHIRE
BOARD OF SELECTMEN
CONSENT AGENDA

Tuesday, September 20, 2022

Consent Agenda

- Item 1:** Intent to Cut – Map 1 Lot 540-X2F
- Item 2:** Intent to Cut – Map 1 Lot 625-A1
- Item 3:** Assembly Permit – New England College
- Item 4:** Refund – Map 5C Lot 95-001
- Item 5:** Application for Volunteer Position – Zoning Board of Adjustment
- Item 6:** Application for Volunteer Position – Zoning Board of Adjustment
- Item 7:** Application for Volunteer Position – Ballot Clerk
- Item 8:** Application for Volunteer Position – Concert Committee
- Item 9:** Application for Volunteer Position – S.H.O.T.
- Item 10:** Authorization for Highway Superintendent to execute temporary construction easement
- Item 11:** Check Register August 10, 2022 \$673,043.82
- Item 12:** Check Register August 17, 2022 \$234,356.17
- Item 13:** Check Register August 24, 2022 \$331,526.60
- Item 14:** Check Register August 31, 2022 \$562,023.72
- Item 15:** Check Register September 7, 2022 \$114,843.14

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

FAX
603-428-4366

INTENT TO CUT CHECKLIST

Date received 08/24/2022 Office ID# 22-213-14-T

Owner's name Velda J. Charpentier 2006 Trust Lot # 1-540-X2F

Route to: Velda J. Charpentier, Trustee / Highway Superintendent / Conservation Commission

Items 1 - 10 Complete / Map information complete No map

Missing items:

- 1 Town/City
- 2 Tax map/lot
- 3 Original/supplemental
- 4 Name of road using
- 5 Acreage of lot/acreage to be cut
- 6 Type of ownership
- 7 SIGNATURES OF OWNER(S) OF RECORD
ADDRESS OF OWNER(S)
TELEPHONE NUMBER OF OWNER(S)
- 8 Description of wood or timber to be cut
- 9 Personal use amount
- 10 LOGGER/FORESTER SIGNATURE
LOGGER/FORESTER PRINTED NAME
LOGGER/FORESTER PHONE NUMBER/ADDRESS

Missing items:

- 1 Area(s) to be cut
- 2 Road to be used
- 3 Landing(s)
- 4 Point of egress onto town road

Taxes current Yes No
 Security bond required Yes No \$ Amount _____
 Date paid _____ Date returned _____

Driveway permit needed Yes No Initialed Applied for Temp Dr permit

Road bond required Yes No \$ Amount _____
 Date paid _____ Date returned _____

Permission to Haul Form Yes No Date received _____

Wetlands permit required Yes No Date received Unknown

Notes/ Comments Egress onto Bennett Road. Applied for Temp Driveway Permit.

Received by
TOWN OF HENNIKER

AUG 24 2022

FORM
PA-7

(Assigned by Municipality)

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
NOTICE OF INTENT TO CUT WOOD OR TIMBER

SELECTMEN'S OFFICE

For Tax Year April 1, 2022 to March 31, 2023

YR TOWN OP#
22 - 213 - 14 - T

PLEASE TYPE OR PRINT (If filling in form on-line; use TAB Key to move through fields)

1. Town/City of: HENNIKER

2. Tax Map/Block/Lot or USFS Sale Name & Unit No.
540-X2F

3. Intent Type: Original Supplemental

4. Name of Access Road: BENNETT RD (Original Intent Number)

5a. Acreage of Lot: 2.02 Acreage of Cut: 1.25

5b. Anticipated Start Date: 9-1-22

6. Type of ownership (check only one):
- a. Owner of Land and Stumpage (Sole Owner)
 - b. Owner of Land and Stumpage (Joint Tenants)
 - c. Owner of Land and Stumpage (Tenants in Common)
 - d. Previous owner retaining deeded timber rights
 - e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR **LOGGER / FORESTER**

BY MAIL OR **E-MAIL**

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.)

Attach a signature page for additional owners.

Velda Charpentier 8/18/22
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Velda Charpentier
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

Po Box 1139
MAILING ADDRESS

AMHERST NH 03031
CITY OR TOWN STATE ZIPCODE

E-MAIL ADDRESS

603-673-3328
HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

- The Selectmen/Municipal Assessing Officials hereby certify that:
- All owners of record have signed the Intent;
 - The land is not under the Current Use Unproductive category;
 - The form is complete and accurate; and

- Any timber tax bond required has been received.
\$ _____ Date: _____
- The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.
- This form to be forwarded to DRA immediately after signing.

[Signature] 8-26-22 [Signature] 8/30
SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

PA-7
Rev 05/2022

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	15	MBF
Hemlock	5	MBF
Red Pine	5	MBF
Spruce & Fir		MBF
Hard Maple		MBF
White Birch		MBF
Yellow Birch		MBF
Oak	5	MBF
Ash		MBF
Soft Maple		MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box		MBF
Other (Specify)	5 Pine Box	MBF
Pulpwood	Tons	
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	75	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	10	Cords

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Species	Amount:

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

AND ST 8-18-22
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

AARON STERLING
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

Po Box 991
MAILING ADDRESS

HENNIKER NH 03242
CITY OR TOWN STATE ZIPCODE

428-4192 STERLINGTIMBER@COMCAST.NET
PHONE NUMBER E-MAIL ADDRESS

INTENT TO CUT CHECKLIST

Date received 8/10/22

Office ID# 22-213-13-T

Owner's name Morgan, Richard B.

Lot # 1/625-A1

Route to: Highway Superintendent

Conservation Commission

Items 1 - 10 Complete

Map information complete No Map

Missing items:

Missing items:

- 1 Town/City
- 2 Tax map/lot
- 3 Original/supplemental
- 4 Name of road using
- 5 Acreage of lot/acreage to be cut
- 6 Type of ownership
- 7 SIGNATURES OF OWNER(S) OF RECORD
ADDRESS OF OWNER(S)
TELEPHONE NUMBER OF OWNER(S)
- 8 Description of wood or timber to be cut
- 9 Personal use amount
- 10 LOGGER/FORESTER SIGNATURE
LOGGER/FORESTER PRINTED NAME
LOGGER/FORESTER PHONE NUMBER/ADDRESS

- 1 Area(s) to be cut
- 2 Road to be used
- 3 Landing(s)
- 4 Point of egress onto town road

Taxes current

Yes

Yes

No

Security bond required

Yes

No

\$ Amount

Date paid

Date returned

Driveway permit needed

Yes

No

Initialed

Road bond required

Yes

No

\$ Amount

Date paid

Date returned

Permission to Haul Form

Yes

No

Date received

Wetlands permit required

Yes

No

Date received

Unknown

Notes/

Comments

Landing on Ross D'Elias land currently being logged.

TOWN OF HENNIKER

AUG 10 2022

FORM PA-7

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION NOTICE OF INTENT TO CUT WOOD OR TIMBER

SELECTMEN'S OFFICE

YR 22 - TOWN 213 - OP# 13 - T

Print Form (Use Mouse to Click)

For Tax Year April 1, 2022 to March 31, 2023

PLEASE TYPE OR PRINT (If filing in form on-line; use TAB Key to move through fields)

- 1. Town/City of: HENNIKER
2. Tax Map/Block/Lot or USFS Sale Name & Unit No. 625-A
3. Intent Type: Original Supplemental
4. Name of Access Road: Bear Hill Road
5a. Acreage of Lot: 11.6 Acreage of Cut: 10
5b. Anticipated Start Date: 8/01/2022
6. Type of ownership (check only one): a. Owner of Land and Stumpage (Sole Owner) b. Owner of Land and Stumpage (Joint Tenants) c. Owner of Land and Stumpage (Tenants in Common) d. Previous owner retaining deeded timber rights e. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO: OWNER OR LOGGER / FORESTER BY MAIL OR E-MAIL

7. I/We hereby accept responsibility for reporting all timber cut within 60 days after the completion of the operation or by May 15, whichever comes first. I/We also assume responsibility for any yield tax which may be assessed. (If a corporation, an officer must sign.) Attach a signature page for additional owners.

Richard Morgan 8/10/22 SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

Richard B. Morgan 1044 Bear Hill Road Henniker NH 03242 (603)428 7063

8. Description of Wood or Timber To Be Cut

Table with columns: Species, Estimated Amount To Be Cut. Rows include White Pine (50 MBF), Hemlock (20 MBF), Red Pine (MBF), Spruce & Fir (MBF), Hard Maple (MBF), White Birch (MBF), Yellow Birch (5 MBF), Oak (15 MBF), Ash (5 MBF), Soft Maple (5 MBF), Beech/Pallet/Tie & Mat Logs/Pine Box (10 MBF), Other (Specify) (MBF), Pulpwood (Tons), Spruce & Fir, Hardwood & Aspen, Pine (50), Hemlock (100), Biomass Chips (250), Miscellaneous, High Grade Spruce/Fir (Tons), Cordwood & Fuelwood (36 Cords)

9. Species and Amount of Wood or Timber For Personal Use or Exempt. See exemptions on back of form.

Table with columns: Species, Amount

10. By signing below, the Logger/Forester or person responsible for cutting hereby accepts responsibility for verifying the volumes of wood and timber to be reported by the owner, and certifies that they are familiar with RSA 227-J, the timber harvest laws.

Aaron Sterling 8-10-22 SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

Aaron Sterling P.O. Box 991 Henniker NH 03242 (603)428 8192 sterlingtimber@comcast.net

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that: 1. All owners of record have signed the Intent; 2. The land is not under the Current Use Unproductive category; 3. The form is complete and accurate; and 4. Any timber tax bond required has been received. 5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10. 6. This form to be forwarded to DRA immediately after signing.

Signatures of Municipal Assessing Officials: [Signature] 8-22, [Signature] 8-17-22, [Signature] 8/3/22

Signature of Municipal Assessing Official DATE Signature of Municipal Assessing Official DATE Signature of Municipal Assessing Official DATE PA-7 Rev 05/2022

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

Received by
TOWN OF HENNIKER

SEP 01 2022

SELECTMEN'S OFFICE
Received by
TOWN OF HENNIKER

SEP 01 2022



APPLICATION FOR ASSEMBLY

SELECTMEN'S OFFICE

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

DESCRIPTION OF EVENT: NEC Fall Fest - Gathering on NEC Alumni & Parents to celebrate the school. Will include indoor & outdoor activities on Friday September 30th through Sunday October 2nd, 2022.
Location: NEC Campus (primarily Rumm, Simon Center & Lawn, Rugby Pitch)
Date(s) of Event: 9/30 - 10/2/2022 Hours from 8:00am to 11:59pm

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

Estimated Attendance: 500 Maximum No.: 700 Minimum No.: 200

Should attendance exceed the maximum listed above, what plan will be followed? Gatherings will be held in several locations throughout campus.

Cleanup: Describe provisions for cleanup of premises and removal of rubbish: NEC will use existing services to clean facilities & premises.

Describe the following provisions:

Sanitation (toilets) All restrooms in all NEC buildings will be available plus 3 portable toilets at the Rugby Pitch No. of units: _____ Male: _____ Female: _____
Water supply from: Existing water supply through NEC

Food will be served from and/or by: Chartwells Catering & Deadproof Pizza Co

Beverages will be served from and/or by: Chartwells Catering

Type of alcoholic beverages to be served: Beer & Wine

Illumination after dark will be provided by: Existing light fixtures

Medical and first aid available from or by: Campus Safety
Traffic control provided by: Campus Safety No. of officers: _____

Parking for _____ number of cars is planned.

Attach plan of exact parking location and exact route to be kept open for emergency vehicles.
 Not applicable. Explain: Existing parking lots will be used

NAME OF PROMOTER: New England College
Mailing Address: 98 Bridge Street Henniker NH 03242
Phone / Fax: 603-428-2489
Email: pamato@nec.edu

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

Date: 8/30/2022 Signature: Paula A Amato
Printed name: PAULA A AMATO

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

Owner's Name: New England College

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

Date: 8/30/2022 Signature: Paula A Amato

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

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

Fire Chief: James E. Moore

Date: 9/6/2022

Health/Code Enforcement Officer: [Signature]

Date: 9/6/22

Highway Superintendent: [Signature]

Date: 8/31/22

Water Superintendent: _____

Date: _____

Waste Water Superintendent: [Signature]

Date: 9/2/2022

Rescue Squad Chief: [Signature]

Date: 9/6/22

Police Chief: [Signature]

Date: 8-3-22

Medical and first aid available from or by: Campus Safety

Traffic control provided by: Campus Safety No. of officers: _____

Parking for _____ number of cars is planned.

Attach plan of exact parking location and exact route to be kept open for emergency vehicles.
 Not applicable. Explain: Existing parking lots will be used

NAME OF PROMOTER: New England College
Mailing Address: 98 Bridge Street Henniker NH 03242
Phone / Fax: 603-428-2489
Email: pamato@nec.edu

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

Date: 8/30/2022 Signature: Paula A Amato

Printed name: PAULA A AMATO

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

Owner's Name: New England College

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

Date: 8/30/2022 Signature: Paula A Amato

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

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

Fire Chief: _____	Date: _____
Health/Code Enforcement Officer: _____	Date: _____
Highway Superintendent: _____	Date: _____
Water Superintendent: _____ <u>James Jones</u>	Date: <u>8/31/22</u>
Waste Water Superintendent: _____	Date: _____
Rescue Squad Chief: _____	Date: _____
Police Chief: _____	Date: _____

BOARD OF SELECTMEN:

Denied Reason: _____

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

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

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

Promoter's Signature: _____ Date: _____

SELECTMEN SIGNATURES:

Date: _____

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

Henniker Ordinance, Sections 15.1 - 15.11

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

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

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

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

~ **15.5 Surety.**

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

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

- A. Owner's name and exact location planned for activity.
- B. Owner's name and exact location of area(s) to be used for parking or other uses incidental to the activity.
- C. Date or dates and hours during which the event is to be conducted.

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

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

~ **15.8 Additional requirements.**

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

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

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

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



TOWN OF HENNIKER, NEW HAMPSHIRE

September 20, 2022

REFUND

To the Collector of Taxes.

Sir/Madame:

By vote of the Board of Selectmen/Sewer Commissioners upon the application of:

Adam W. Burritt

Residence: 468 Davison Rd, Lot #5C-095-001

We are refunding the amount of: **\$ 3438.00**

Cause of refund: July 2022 taxes in the amount of \$3438.00 paid at the time of closing and then again by the Mortgage Company. Check is payable to: Absolute Title, LLC, 8 Chestnut Drive, Bedford, NH 03110 ATTN: Lisa M. McGough.

Per Order:

Peter R Flynn

D. Lynn Aspinall

Board of Selectmen

Selectmen's Office
Administration, Finance,
Assessing, Planning,
Zoning & Building Permits
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3221
Fx (603) 428-4366

Town Clerk / Tax Collector
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3240
Fx (603) 428-4366

Transfer / Recycling Center
Parks and Properties
18 Depot Hill Rd.
Henniker NH 03242
Physical: 1393 Weare Rd.
Ph (603) 428-7604

Cogswell Spring Water Works
146 Davison Rd.
Henniker NH 03242
Ph (603) 428-3237
Fx (603) 428-3362

Wastewater Treatment Plant
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-7215
Fx (603) 428-8312
Physical: 199 Ramsdell Rd.

Highway
18 Depot Hill Rd.
Henniker NH 03242
Physical: 209 Ramsdell Rd.
Ph (603) 428-7200
Fx (603) 428-7200

Police
340 Western Ave.
Henniker NH 03242
Ph (603) 428-3213
(Dial 911 for an Emergency)
Fx (603) 428-7509

Fire & Rescue
216 Maple St.
Henniker NH 03242
Ph (603) 428-7552
(Dial 911 for an Emergency)
Fx (603) 428-7628

Absolute TITLE LLC

August 23, 2022

Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

RE: 468 Davison Road

To whom it may concern:

This is a written formal request to have the overpayment for the July 2022 tax bill in the amount of \$3,438.00 be made payable to: Absolute Title, LLC and returned to Absolute Title, LLC at the following address:

8 Chestnut Drive, Bedford, NH 03110

Please mail to the attention of: Lisa M. McGough

If you have any questions or concerns, please do not hesitate to contact either myself or Lisa M. McGough at (603) 637-1313

Sincerely,

Doreen S. Prescott
Post Closing

Re: 20220526101/Burritt

Invoice: 2020P01089448		Acres: 2.11	Location: 468 DAVISON RD		
		Bill Amount: \$ 3,153.00	Due Date: 07/10/2020		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
06/30/2020	Payment of \$3,153.00 Paid By: BURRITT ADAM W	(\$ 3,153.00)	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:	0.0000	Total Due For Invoice 2020P01089448:			\$ 0.00

Invoice: 2020P02091758		Acres: 2.11	Location: 468 DAVISON RD		
		Bill Amount: \$ 3,435.00	Due Date: 12/28/2020		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
12/17/2020	Payment of \$3,435.00 Paid By: BURRITT ADAM W	(\$ 3,435.00)	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:	0.0000	Total Due For Invoice 2020P02091758:			\$ 0.00

Invoice: 2021P01094059		Acres: 2.11	Location: 468 DAVISON RD		
		Bill Amount: \$ 3,294.00	Due Date: 07/12/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
06/27/2021	Payment of \$3,294.00 Paid By: BURRITT ADAM W	(\$ 3,294.00)	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:	0.0000	Total Due For Invoice 2021P01094059:			\$ 0.00

Invoice: 2021P02096368		Acres: 2.11	Location: 468 DAVISON RD		
		Bill Amount: \$ 3,581.00	Due Date: 12/27/2021		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
12/23/2021	Payment of \$3,581.00 Paid By: BURRITT ADAM W	(\$ 3,581.00)	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:	0.0000	Total Due For Invoice 2021P02096368:			\$ 0.00

Invoice: 2022P01003706		Acres: 2.11	Location: 468 DAVISON RD		
		Bill Amount: \$ 3,438.00	Due Date: 07/06/2022		
Date	Activity	Amount	Int. Paid	Penalty	Int./Pen. Due
07/05/2022	Payment of \$3,438.00 (#3146126) Paid By: ABSOLUTE TITLE LLC	(\$ 3,438.00)	\$ 0.00	\$ 0.00	\$ 0.00
07/06/2022	Payment of \$0.00 (#TXSRVCPYMT) Paid By: NATIONSTAR MTG LLC DBA MR. C	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Per Diem:	0.0000	Total Due For Invoice 2022P01003706:			\$ 0.00

Total Due For Parcel 00005C 000095 000001: \$ 0.00

Per Diem: 0.0000 Total Due For All Parcels: \$ 0.00

LEVY YEAR TAX TYPE INFORMATION		
B - Betterment	P - Property	T - Timber Yield
G - Gravel Yield	R - Residence	U - Use Change
L - Lien	S - Sewer	W - Water

Summary of Outstanding Credits For Or Corresponding Map/Lot/Sub(s):

Date	Receipt	Check #	Payer	Map Lot Sub	Amount
07/06/2022	2022346796	TXSRVCPYMT	NATIONSTAR MTG LLC DBA MR. C	00005C 000095 000001	\$ 3,438.00
Total Outstanding Credits Associated with This Parcel:					\$ 3,438.00
Total Outstanding Credits:					\$ 3,438.00

Volunteer Committee and Board Renewals



TOWN OF HENNIKER, NEW HAMPSHIRE
APPOINTMENT

To **Doreen F. Connor** of Henniker, in the County of Merrimack:

WHEREAS, there is a vacancy as a member of the **Zoning Board of Adjustment**, 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 **Doreen F. Connor**, as a member of the **Zoning Board of Adjustment**, of said Town. Your tenure as member of the **Zoning Board of Adjustment** 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 20th day of September 2022

BOARD OF SELECTMEN:

I, **Doreen F. Connor**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Zoning Board of Adjustment**, 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).

Doreen F. Connor

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

Before me, personally appeared the above, **Doreen F. Connor**, 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

AUG 10 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: *Zoning Board of Adjustment*

NAME (as it should appear on Appointment Form): *Doreen F Connor*

FULL NAME: PHONE: *428 7831*

PHYSICAL ADDRESS: *681 Western Ave*

MAILING ADDRESS: *Henniker NH 03242*

EMAIL ADDRESS: *DConnor@Primmer.com*

Why are you seeking this appointment?:

See attached

What experience would you bring to this position?:

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

SIGNATURE: *DC*

DATE: *8/7/22*

Doreen Connor

To: Select Board
Subject: ZBA

Dear Select Board Members-- As a lifelong resident of this town, I care about town governance and feel an obligation to give back to the town when possible.

I have been a member and Chair of the ZBA for more than 25 years. Because the ZBA's work (Variances; Special Exceptions) are governed by both the Town Ordinances, NH statutes and case law interpreting those statutes, my experience as a lawyer is helpful in analyzing the issues presented by each application. Those legal skills have also been helpful when the Town has had to defend the ZBA decisions in court.

My renewal application for the ZBA is not based on any specific goal/objectives other than to apply the Town's ordinances as written and to treat each applicant with respect. The ZBA is fortunate to have many experienced board members who are familiar with Town Ordinances and the laws surrounding variance and special exception applications. I anticipate, however, that some of those experienced members may retire in the next several years and to the extent ZBA members can recruit new volunteers while we still have experienced Board members who could help educate them—I would like to make such efforts a priority over the next several years.

Doreen F. Connor

PRIMMER PIPER EGGLESTON & CRAMER PC
900 Elm Street, 19th Floor, P.O. Box 3600
Manchester, NH 03105-3600
Direct Dial: 603 626 3304 | Fax: 603 626 0997
dconnor@primmer.com | www.primmer.com





TOWN OF HENNIKER, NEW HAMPSHIRE
APPOINTMENT

To **Joan Oliveira** of Henniker, in the County of Merrimack:

WHEREAS, there is a vacancy as a member of the **Zoning Board of Adjustment**, 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 **Joan Oliveira**, as a member of the **Zoning Board of Adjustment**, of said Town. Your tenure as member of the **Zoning Board of Adjustment** 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 20th day of September 2022

BOARD OF SELECTMEN:

I, **Joan Oliveira**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Zoning Board of Adjustment**, 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).

Joan Oliveira

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

Before me, personally appeared the above, **Joan Oliveira**, 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 14 2022
SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: Zoning Board

NAME (as it should appear on Appointment Form): Joan Oliveira 603-731-3557
PHONE:

FULL NAME: Joan F Oliveira

PHYSICAL ADDRESS: 1266 Craney Hill Rd

MAILING ADDRESS: PO Box 952

EMAIL ADDRESS: joliveira-esq7@icloud.com

Why are you seeking this appointment?:

- want to help town

What experience would you bring to this position?:

P.G. Atty

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

-

SIGNATURE:

DATE: 9/14/22



TOWN OF HENNIKER, NEW HAMPSHIRE
APPOINTMENT

To **George Mobley** 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 **George Mobley**, 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 20th day of September 2022

BOARD OF SELECTMEN:

I, **George Mobley**, 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).

George Mobley

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

Before me, personally appeared the above, **George Mobley**, 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

AUG 08 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: Ballot Clerk

NAME (as it should appear on Appointment Form):

FULL NAME: George Mobley

PHONE:

603-428-4207

PHYSICAL ADDRESS: 130 Hillside Drive

MAILING ADDRESS

"

EMAIL ADDRESS: gmobley38@gmail.com

Why are you seeking this appointment?:

What experience would you bring to this position?:

I have been doing it for a number of years

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

SIGNATURE: George Mobley

DATE: 8-8-22



TOWN OF HENNIKER APPOINTMENT

To **Taylor Carroll**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Taylor Carroll, 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

AUG 15 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: *Concert Committee*

NAME (as it should appear on Appointment Form):

FULL NAME: *Taylor Carroll*

PHONE: *603-303-4275*

PHYSICAL ADDRESS: *126 Village Green, Henniker, NH 03243*

MAILING ADDRESS *same*

EMAIL ADDRESS: *taylorcarroll@comcast.net*

Why are you seeking this appointment?:

I have been on the Concert Committee for 3 years and love it. Our crew works extremely well together and I am proud of the music we have brought to Henniker, and how we dealt with covid.

What experience would you bring to this position?:

In addition to my experience on the Concert committee, I was on the Student Activities board @ PSU. I also did my Senior Project @ John Stark on Concert promotion.

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

To continue to bring a diverse Group of Quality and exciting Acts to Henniker. To increase Attendance. To maintain the "Good Community vibe" that is well established.

SIGNATURE: *Taylor Carroll*

DATE: *8/11/22*



TOWN OF HENNIKER APPOINTMENT

To **James Eilenberger**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of James Eilenberger, appointing him as a Volunteer Member of the Spirit of Henniker Organizational Team (S.H.O.T.) 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

AUG 22 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: MUSIC ON MAIN STREET (SHOT)

NAME (as it should appear on Appointment Form):

FULL NAME: JAMES EILENBERGER PHONE: 603 493-2787

PHYSICAL ADDRESS: 248 CRAVEY HILL RD, HENNIKER, NH 03242

MAILING ADDRESS SAME

EMAIL ADDRESS: berger2ski@yahoo.com

Why are you seeking this appointment?:

continue supporting this GREAT EVENT

What experience would you bring to this position?:

I'VE been ON the committee since its beginning

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

make Henniker a better place to live

SIGNATURE:

James Eilenberger

DATE: 8/17/22



TOWN OF HENNIKER, NEW HAMPSHIRE

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

Consent Agenda

DATE:	9/20/2022
TITLE:	Authorize Highway Superintendent to Execute Liberty Hill Rd Culvert Temporary Construction Easements
INITIATED BY:	Leo Aucoin
PREPARED BY:	Diane Kendall, TA
PRESENTED BY:	N/A
AGENDA DESCRIPTION:	Replacement of the Liberty Hill Rd. culvert requires temporary construction easements for access.
BACKGROUND:	
TOWN ADMINISTRATOR COMMENT:	Consulted with town counsel and Primex for easement language
LEGAL AUTHORITY:	Town Policies
FINICAL DETAILS:	N/A
SUGGESTED ACTION/RECOMMENDATION:	

By signature consent of a quorum, the Henniker Selectboard authorized Highway Superintendent Leo Aucoin to execute temporary construction easement agreements for the purpose of construction and replacement of the Liberty Hill Culvert.

Kris Blomback, Chairman

Peter R. Flynn

D. Scott Osgood

Tia Hooper

Bill Marko

**Town of Henniker
Check Register
For the Period From Aug 10, 2022 to Aug 10, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98221	8/10/22	Alliance Entertainment	900.00	concert performer
98222	8/10/22	Ayer & Goss	4,274.73	police 1569, highway 2704
98223	8/10/22	Central N.H. Concrete	6,857.60	hiway roads
98224	8/10/22	Edmunds Dept Store	80.11	hiway supplies
98226	8/10/22	Healthtrust	92.68	payroll withholding
98227	8/10/22	Henniker Crushed Stone	26,917.46	crushing 23181, road projects 3611, csww-124
98228	8/10/22	Henniker Motors	2,460.07	police vehicle repairs
98229	8/10/22	Henniker School District	500,000.00	school payment
98230	8/10/22	Hillsboro Chrysler	52,319.00	csww pickup truck
98232	8/10/22	Mirador IT	3,996.00	I T services
98233	8/10/22	Mr Gee's Tire Corp	917.50	highway vehicle repairs
98234	8/10/22	New England Backflow Inc.	90.00	fire backflow testing
98235	8/10/22	NH City & Town Clerks Association	100.00	town clerk dues/meeting
98236	8/10/22	North Conway Grand Hotel	826.00	town clerk conference
98237	8/10/22	Way Investments LLC	540.00	welfare rent
98238	8/10/22	Eversource	50.00	welfare electric
98225	8/10/22	Great West Retirement Services	611.37	payroll withholding
98239	8/10/22	New Hampshire Retirement	39,118.66	employee and employer portion of nhrs
		payroll checks	32,892.64	
Total			673,043.82	

Kris	_____
Peter	_____
Tia	_____
Scott	_____
Bill	_____

**Town of Henniker
Check Register
For the Period From Aug 17, 2022 to Aug 17, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98241	8/17/22	Adams Lock & Safe Co. Inc.	564.50	
98242	8/17/22	Erich Adler	342.34	reimburse athletic equipment-softball
98243	8/17/22	Aflac	289.32	payroll withholding
98244	8/17/22	All States Construction Inc	72,982.80	chip seal
98245	8/17/22	Leo Aucoin	75.00	road agent cell phone
98246	8/17/22	Ayer & Goss	364.23	fire 295, wwtp plant
98247	8/17/22	Beltronics	983.88	highway new dump truck radio
98248	8/17/22	Chappell Tractor Sales	8.86	highway equipment repairs
98249	8/17/22	Cintas Corporation	248.42	highway uniform service
98250	8/17/22	Citizens Bank	2,369.19	trans computer 1044, fire vac 825, docsign/adobe 3€
98251	8/17/22	Comcast	219.94	csww internet services
98252	8/17/22	Concord Hospital	100.00	police blood alcohol testing
98253	8/17/22	Conway Technology Group	336.18	town hall copiers maintenance contract
98254	8/17/22	Core & Main	15,288.48	highway roads
98255	8/17/22	Cogswell Spring Waterworks	14,077.92	water charges-ww 12035, hiway 502, fire 392
98256	8/17/22	VOID		+ 7@163.80 town buildings water
98257	8/17/22	Del R Gilbert & Son Block Co, Inc	327.04	highway roads
98258	8/17/22	Meghan Donahue	113.99	reimburse rescue training
98259	8/17/22	Edmunds Dept Store	214.42	fire 172, ww 11, police 30
98260	8/17/22	EJ Prescott Inc.	1,390.92	csww materials
98261	8/17/22	Electronic Security Protection	125.00	transfer alarm repairs
98262	8/17/22	Eversource	678.08	st lights 517, hiway light 50, thall light 16, fire 93
98263	8/17/22	Forge Truck Equippers LLC	25,550.00	install truck body on new dump truck
98264	8/17/22	Jonathan Gould	97.87	ballot clerk
98265	8/17/22	Granite Quill Publishers	130.00	town office advertising
98267	8/17/22	The New Harvester Market Inc.	73.55	transfer supplies
98268	8/17/22	Healthtrust	92.68	payroll withholding
98269	8/17/22	Industrial Protection Services, LLC	384.03	fire dept equipment
98270	8/17/22	Inofab LLC	2,000.00	deposit on azalea park project
98271	8/17/22	Justin Johnson	59.00	asst super highway cell phone
98272	8/17/22	JP Pest Services	170.00	police 93/ town hall 77 pest control
98273	8/17/22	Benjamin Paulding	1,000.00	concert performer
98274	8/17/22	Harvey U Letendre	405.00	csww mower services
98275	8/17/22	Maltz Sales Co.	16.08	csww repairs
98276	8/17/22	Town of Merrimack	710.34	wwtp disposal
98277	8/17/22	Merrimack County Registry	40.00	registry of deed fees
98278	8/17/22	Michie Corporation	697.82	azalea park bench
98279	8/17/22	Milton Rents	3,855.00	highway equipment rental
98280	8/17/22	NESPIN	100.00	police membership dues (new eng state police)
98281	8/17/22	NHGFOA	35.00	government finance officers

**Town of Henniker
Check Register
For the Period From Aug 17, 2022 to Aug 17, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98282	8/17/22	Onsite Drug Testing of New England LLC	193.00	highway dot testing program
98283	8/17/22	Powers Generator Service LLC	1,593.50	cogswell spring generators servicing
98284	8/17/22	Quill Corporation	101.94	town office supplies
98285	8/17/22	Treasurer, State of NH	528.00	vital record fees to State
98286	8/17/22	Southworth Milton Inc.	538.44	highway equipment repairs
98287	8/17/22	Staples Credit Plan	65.00	csww office supplies
98288	8/17/22	Straight Line Service Center	299.99	highway align 2016 international
98289	8/17/22	TDS Telecom	299.15	police telephone
98290	8/17/22	Texas Refinery Corp	1,048.00	highway bulk fluids
98291	8/17/22	Total Notice LLC	2,767.42	deed research
98292	8/17/22	TPX	251.98	town hall voip phone charges
98293	8/17/22	Treasurer, State of NH	75.00	dep town clerk notary
98294	8/17/22	US Cellular	29.22	fire dept fire warden cell phone
98295	8/17/22	USA Bluebook	845.65	csww equipment repairs
98296	8/17/22	Viking-Cives USA	38,900.00	body for new dump truck
98297	8/17/22	Witmer Public Safety Group, Inc.	119.81	fire equipment
98298	8/17/22	Grainger Inc.	442.16	wwtp equipment repairs
98299	8/17/22	Caitlyn and William Anderson	3,370.00	property tax refund
98300	8/17/22	Michie Corporation	516.00	motor vehicle refund
98301	8/17/22	Zoll Medical Corp.	720.00	rescue medical equipment
98266	8/17/22	Great West Retirement Services	608.85	payroll withholding ach
		payroll checks	34,526.18	
Total			234,356.17	

Kris	_____
Peter	_____
Tia	_____
Scott	_____
Bill	_____

**Town of Henniker
Check Register
For the Period From Aug 24, 2022 to Aug 24, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98302	8/24/22	Airgas USA LLC	399.23	rescue medical gas
98303	8/24/22	American Test Center	470.00	fire equipment testing
98304	8/24/22	Avitar Associates of New England	7,288.00	reval 5200, assessing 2088
98305	8/24/22	Ayer & Goss	4,417.41	rescue diesel (two months)
98306	8/24/22	Bergeron Protective Clothing	11,005.68	fire equipment
98307	8/24/22	Amy Bossi	100.00	reimburse police training
98308	8/24/22	Bound Tree Medical LLC	1,012.15	reimburse rescue equipment
98309	8/24/22	Cintas Corporation	35.42	transfer medical box supplies
98310	8/24/22	Comcast	84.90	fire dept internet
98311	8/24/22	Comstar	4,335.91	rescue billing service
98312	8/24/22	Dig Safe System Inc.	35.00	wwtp dig safe requests
98313	8/24/22	East Coast Electronics Recycle Inc	1,385.00	transfer electronics
98314	8/24/22	Edmunds Dept Store	2,280.05	transfer safety railing
98315	8/24/22	Eversource	5,175.45	wwtp 3106, police 462, fire 798,thall 145 + 6 small accounts 664.45
98316	8/24/22	VOID		
98317	8/24/22	Franklin Savings Bank	34,439.44	csww debt service
98318	8/24/22	Granite State Rural Water Association	90.00	csww membership dues
98320	8/24/22	Healthtrust	92.68	payroll withholding
98321	8/24/22	Town of Hopkinton	1,050.00	rescue intercepts
98322	8/24/22	Immaculate Sound	850.00	concert performer
98323	8/24/22	Steven Knight	20.00	csww reimburse fuel
98324	8/24/22	Merrimack Valley Soccer League	350.00	athletic soccer
98325	8/24/22	Morrill Heating and Cooling LLC	316.50	fire heating system repairs
98326	8/24/22	Mr Gee's Tire Corp	205.00	transfer tire repair
98327	8/24/22	Mt. William Inc.	5,002.54	return planning board bond
98328	8/24/22	Naughton & Son Recycling	9,929.00	transfer trash/demo
98329	8/24/22	NH Print & Mail Services	1,557.13	transfer tamper proof decals
98330	8/24/22	NH Tax Collectors Assn	40.00	tax collector dues
98331	8/24/22	NHWWA	50.00	csww dues
98332	8/24/22	Premier Printing	180.00	rescue uniforms
98333	8/24/22	Sullivan Tire Company	365.39	rescue tires
98334	8/24/22	TDS Telecom	681.76	police telephone
98335	8/24/22	Treasurer, State of NH	929.40	highway liberty hill project
98336	8/24/22	Treasurer, State of NH	375.00	conservation lake monitor
98337	8/24/22	Truck Trends/Line-X of Bow	5,939.00	csww pickup fitup
98338	8/24/22	Underwood Engineers, Inc.	18,605.80	wwtp upgrade project
98339	8/24/22	Verizon Wireless	255.42	police data
98340	8/24/22	W. B Mason Co, Inc.	71.98	police office supplies
98341	8/24/22	Witmer Public Safety Group, Inc.	442.70	fire dept equipment
98342	8/24/22	Grainger Inc.	52.65	wwtp supplies

**Town of Henniker
Check Register
For the Period From Aug 24, 2022 to Aug 24, 2022**

Filter Criteria Includes: Report order is by Date.

Check #	Date	Payee	Amount	
98343	8/24/22	Zoll Medical Corp.	720.00	rescue medical equipment
98344	8/24/22	John Stark Regional High	175,000.00	school payment
98319	8/24/22	Great West Retirement Services	618.23	payroll withholding
		payroll checks	35,272.78	
Total			331,526.60	

Kris	_____
Peter	_____
Tia	_____
Scott	_____
Bill	_____

**Town of Henniker
Check Register
For the Period From Aug 31, 2022 to Aug 31, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98345	8/31/22	Albert Joseph	250.00	police training
98346	8/31/22	Alta Construction Equipment New England	152.25	highway roller rental
98347	8/31/22	Leo Aucoin	290.00	road agent mileage
98348	8/31/22	Beltronics	2,697.24	fire dept 2 radio's
98349	8/31/22	Carl Bostrom	51.47	cell phone reimbursement
98350	8/31/22	Chappell Tractor Sales	138.76	highway supplies
98351	8/31/22	Cintas Corporation	144.34	highway uniform service
98352	8/31/22	Eastern Analytical Inc.	843.00	wwtp water testing
98353	8/31/22	Edmunds Dept Store	155.83	police 83, athletic-field paint
98354	8/31/22	Eversource	908.90	welfare 359. st light 180, hiway 315, soccer 17,csw
98355	8/31/22	Robert Garside	50.00	code mileage
98356	8/31/22	Great West Retirement	614.26	payroll withholding
98357	8/31/22	Green Roots Cleaning	200.00	highway cleaning building
98358	8/31/22	Healthtrust	92.68	payroll withh
98359	8/31/22	Henniker Farm & Country Store	150.00	highway materials
98360	8/31/22	Henniker School District	500,000.00	school payment
98361	8/31/22	Henniker Septic	135.00	athletic toilet rental
98362	8/31/22	Industrial Protection Services, LLC	138.43	fire dept equipment
98363	8/31/22	Diane Kendall	75.00	town administrator cell phone
98364	8/31/22	KV Partners LLC	6,225.77	liberty hill engineering
98365	8/31/22	Kenneth Levesque	75.00	wwtp superintendent cell phone
98366	8/31/22	Marc Aucoin	490.99	community center repairs
98367	8/31/22	Catherine McComish	432.00	fire uniform reimbursement
98368	8/31/22	Timothy McComish	393.00	fire uniform reimbursement
98369	8/31/22	Jeffrey Morse	1,200.00	welfare rent
98370	8/31/22	Mr Gee's Tire Corp	70.00	transfer tire repairs
98371	8/31/22	Quill Corporation	153.45	town office supplies
98372	8/31/22	Reed Truck Services, Inc	670.30	highway vehicle repairs
98373	8/31/22	Russell A Roy	75.00	finance director cell phone
98374	8/31/22	Southworth Milton Inc.	227.95	highway equipment repairs
98375	8/31/22	Stephen St Laurence	650.00	transfer repair glass crusher
98376	8/31/22	Staples Business Advantage	256.88	town office supplies
98377	8/31/22	State of NH DOT	579.92	fuel - hiway 521, rescue 45, fire 12
98378	8/31/22	Aaron Sterling	2,900.00	highway tree maintenance
98379	8/31/22	TDS Telecom	1,041.29	police 798, fire 242
98380	8/31/22	Teddy's Tees Inc.	487.50	transfer uniforms
98381	8/31/22	The Glen House	345.00	police admin training
98382	8/31/22	Town Hall Streams LLC	335.00	meeting streaming service
98383	8/31/22	Verizon Wireless	240.08	rescue data
98384	8/31/22	W. B Mason Co, Inc.	15.96	town office supplies

**Town of Henniker
Check Register
For the Period From Aug 31, 2022 to Aug 31, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98385	8/31/22	WM Corporate Services	1,039.59	wwtp disposal
98386	8/31/22	Work Safe	650.00	highway message board rental
98387	8/31/22	Yi-Ting Investments LLC	660.00	welfare rent
		payroll checks	35,721.88	
Total			562,023.72	

Kris	_____
Peter	_____
Tia	_____
Scott	_____
Bill	_____

**Town of Henniker
Check Register
For the Period From Sep 7, 2022 to Sep 7, 2022**

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Amount	
98389	9/7/22	Beltronics	2,880.25	fire dept 4 pagers
98390	9/7/22	Sherry Bradstreet	25.00	reimburse background check
98391	9/7/22	Doreen Connor	2,410.00	refund rescue billing overpayment
98392	9/7/22	Edmunds Dept Store	194.42	fire/rescue
98393	9/7/22	Fougere Planning & Development Inc.	1,821.25	planning consultant
98395	9/7/22	Harcros Chemicals Inc	3,771.00	wwtp chemicals
98396	9/7/22	Healthtrust	92.68	payroll withholding
98397	9/7/22	Idexx Distribution Inc.	35.85	wwtp supplies
98398	9/7/22	ImageTrend Inc.	2,325.00	fire dept software support
98399	9/7/22	Industrial Protection Services, LLC	2,776.00	fire equipment
98400	9/7/22	Integrated Door Solutions	4,707.60	library ada door(warrant article)
98401	9/7/22	JP Pest Services	170.00	police/town hall pest control
98402	9/7/22	Leads Online	1,954.00	police dept service
98403	9/7/22	N H Public Health Lab Services	320.00	conservation lake monitoring
98405	9/7/22	Quill Corporation	160.08	town office supplies
98406	9/7/22	Roberge & Company PC	1,450.00	audit progress billing
98407	9/7/22	Southworth Milton Inc.	133.62	fire equipment repair
98408	9/7/22	Star Light Cleaning Services	2,123.28	town builing custodial service
98409	9/7/22	TDS Telecom	659.31	wwtp 249, grange 103, comm ctr 160, thall 144
98410	9/7/22	USA Bluebook	227.90	wwtp lab materials
98411	9/7/22	Grainger Inc.	48.92	wwtp supplies
98394	9/7/22	Great West Retirement Services	621.17	payroll withholding
98404	9/7/22	Healthtrust	43,853.74	health benefits
		payroll checks	42,082.07	
Total			114,843.14	

Kris	_____
Peter	_____
Tia	_____
Scott	_____
Bill	_____

Agenda Item #3

6:30pm

Public Hearing To Accept SB401
and 2nd Tranche ARPA 6:30



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/20/2022

TITLE: Hearing to Accept 2nd Traunch Federal American Rescue Plan Act (ARPA) Funds and SB401 Highway Block and Bridge funds

INITIATED BY: Diane Kendall, Town Administrator

PREPARED BY: Diane Kendall, Town Administrator and Sherry Bradstreet, Deputy Finance Director

PRESENTED BY: Diane Kendall, Town Administrator and Sherry Bradstreet, Deputy Finance Director

AGENDA DESCRIPTION:

Through the federal stimulus funding included in the American Rescue Plan Act (ARPA) that has been issued for the continued response to the COVID-19 pandemic, there has been approximately \$19.5 billion allocated for smaller units of government nationwide including the Town of Henniker. Henniker's total share of these funds is \$525,333. The town has received the second distribution of \$262,666.33. **Board of Selectmen vote to accept second distribution of ARPA funds and hear public comment.**

SB 401 will provide immediate infrastructure resources to cities and towns. Using state general fund surplus generated in fiscal year 2022, this bill appropriates \$36 million for the repair and maintenance of municipally owned bridges, \$30 million in additional municipal highway block grants, and \$1 million toward the body worn and dashboard camera fund.

Board of Selectmen vote to accept SB401 State Bridge Aid Funding \$203,706 and hear public comment.

Board of Selectmen vote to accept SB401 Highway Block Funding \$146,036.89 and hear public comment.

Legal Authority: RSA 31:95b and Article 33 1994 Henniker Town Meeting; Selectman Policy II.2 Public Hearings

Financial Details: ARPA \$262,666.33; State Bridge Aid funding \$203,706, and additional Highway Block Grant Funding \$146,036.89.

Town Administrator Comment: Recommends accepting of ARPA funds. Continue hearing of use of funds to October 18th to allow department managers extension of time to submit proposals. Recommend acceptance of one-time SB401 Highway Block and Bridge Funds. Recommendations on use to come from Road Management Committee and Highway Superintendent.

Highway Superintendent Comment: Comments will be made at the time of hearing.

Suggested Action/Recommendation:

Motion 1: *The Town of Henniker accepts and expends up to \$262,666.33 in second disbursement of American Rescue Plan Act (ARPA) grant funds in FY 2022 by acting under the provisions of RSA 31:95-b and subject to the terms and standards in the ARPA regulations and the U.S. Treasure Awards Terms and Conditions Agreement.*

Motion 2: *The Town of Henniker accepts and expends up to \$203,706 in one time State Bridge Aid funding according to the provision of SB401.*

Motion 3: *The Town of Henniker accepts and expends up to \$146,306.89 in one time State Highway Block Funding according to the provision of SB401*

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:

2. Person Requesting:

3. Project or Item:

4. Is the Project already appropriated in operating budget or capital improvement plan?

5. Funding Requested: (Identify funding amount, multiyear components and any annual carrying costs):

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

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

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

9. Supplemental Information (Note if attached):

Finance Staff Report

Date: 8/3/2022

RE: ARPA Monies

In August of 2021 we received \$262,666.32 as the first installment of the Federal Government ARPA grant. Attached you will find a copy of the second and final installment of the ARPA grant, \$262,666.34.

The grand total available is \$525,332.66

Projects Committed to be Funded by ARPA

Town Meeting 2022 – Wastewater Treatment Project \$100,000.00

Transfer Station Main Door - \$27,083 (project completed)

Town Hall Mini Splits \$ 36,875.45 (money on deposit for equipment)

National Collaborative For Digital Equity \$7500 (broadband initiative, paid 7/25/22)

Town Hall Mini Splits \$10,200 (balance on quote)

Total Committed \$181,658.45

Balance Uncommitted \$343,674.21

State of New Hampshire

Vendor Payments

Check Number: 2310445

STATEMENT OF REMITTANCE

VOUCHER NUMBER	INVOICE NUMBER	DESCRIPTION	CONTACT INFORMATION	DATE	AMOUNT
5400965	NH0045 TRANCHE 2 FUNDS	LFRF TRAUNCH 2 PAYMENT	Rhonda.d.hensley-g@goferr.nh.gov	07/29/22	262,666.34

If you have further payment questions, reference the contact information provided next to the line item in question.

TOTALS: \$262,666.34

INFORMATION MESSAGE

Questions On Your Payment?

Please use the contact information provided above in the fourth column from the left.

State of New Hampshire
Office of State Treasurer
25 Capitol Street - Rm. 121
Concord, NH 03301

State of New Hampshire

Vendor Payments

Bank of America
Concord, NH

08/01/22

2310445

DIRECT DEPOSIT ADVICE

PAY EXACTLY *VOID VOID VOID VOID VOID VOID VOID VOID*

\$ ***262,666.34

PAY TO THE ORDER OF
TOWN OF HENNIKER
Treasurer
18 Depot Hill Rd
Henniker NH 03242
177404

NON-NEGOTIABLE



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

August 10, 2022

William Cass, P.E.
Assistant Commissioner

Kris Blomback, Chair of Selectboard
Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

**Re: Henniker Special One Time Highway Payment – in Accordance with Senate Bill 401
Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Blomback:

The following is notification of a one time highway payment being made available to your town in State Fiscal Year 2023 based on the passage of Senate Bill 401 effective in July 2022. SB 401 directs the department to divide and distribute a \$30 million one time payment between all New Hampshire municipalities based on the distribution methods of Block Grant Aid Apportionment A. This one time payment is separate from your regular quarterly payments.

This one time payment is anticipated to be available to the Town of Henniker during the month of August 2022 as follows:

August 2022 Actual Payment: \$146,036.89

In generalized terms and in accordance with statutory provisions for distribution of Block Grant Aid “Apportionment A” funds, this one time highway payment is based on the municipalities’ mileage of Class IV and Class V highways, as well as the municipalities’ population.

Please contact us at 271-3344 if you have any questions.

Sincerely,

C. R. Willeke

C. R. Willeke, PE
Municipal Highways Engineer
Bureau of Planning and Community Assistance

CRW/dmp

Received by
TOWN OF HENNIKER
AUG 16 2022
SELECTMEN'S OFFICE

Summary of Coronavirus State & Local Fiscal Recovery Funds (ARPA)

The Town elected the standard allowance for revenue loss up to \$10 million:

Funds can be used for government services, which generally include any service traditionally provided by a government, unless Treasury has stated otherwise. Examples include (not all inclusive):

- Construction of schools and hospitals
- Road building and maintenance, and other infrastructure including town buildings, parks, and properties
- Health services
- General government administration, staff, and administrative facilities
- Environmental remediation
- Provision of police, fire, and other public safety services (including purchase of fire trucks and police vehicles)

Restriction of use of funds:

- No extraordinary contributions to a pension fund to reduce an accrued, unfunded liability
- No payments for debt service or replenishing financial reserves (also includes TANs, or fees and issuance costs for debt issuances)
- No payments toward settlements, judgments, consent decrees, or judicially confirmed debt restructuring in a judicial, administrative, or regulatory proceeding
- Not be used for a project that contradicts or violates the American Rescue Plan Act (i.e. use of funds that undermine COVID-19 mitigation practices in line with CDC guidance and recommendations), federal conflict of interest requirements, or other federal, state, or local laws and regulations
- No offset to a reduction in net tax revenue due to change in law, regulation, or administrative interpretation

Timeframe:

- Funds must be used for costs incurred on or after March 3, 2021
- Funds must be obligated by December 31, 2024
- Funds must be spent by December 31, 2026

Funds may be pooled with other sources of funds to be used for projects. As long as the costs are eligible under each program and are in compliance with all other requirements and policies, including restrictions on use of funds.

Funds generally may be used to meet the non-federal cost-share or matching requirements of other federal programs (should verify with awarding agency)

Funds may be used for direct and indirect administrative expenses involved in administering the program

It is recommended that entities track obligations and expenditures on an ongoing basis, ensures information is available for reporting

Documenting adherence to reasonable cost principles:

- Must assess if the nature and amount of the cost does not exceed that which would be incurred by a prudent person under the circumstances at the time

Summary of Coronavirus State & Local Fiscal Recovery Funds (ARPA)

- If the cost of the project is in line with the Town's other general costs and the Town followed normal purchasing policies, there is no need for specific reasonable cost documentation

Reporting:

- Initial report covered a period of March 3, 2021 to March 31, 2022 and was required to be submitted to the Dept of Treasury by April 30, 2022
- Subsequent annual reports will cover one calendar year and must be submitted to the Dept of Treasury by April 30th of each year. Next report is due April 30, 2023

Uniform Guidance (UG) or 2 CFR 200 Applicability:

- Most UG requirements have been waived, but subparts A, B, C, and F still apply in their entirety
 - A: Acronyms and definitions
 - B: General provisions
 - C: Pre-Federal award requirements and contents of federal awards
 - F: Audit requirements
- Some parts have been waived for subparts D (post federal award requirements) and E (cost principles), as follows:
 - Do not apply →
 - UG procurement requirements (Town is to follow its own purchasing policies and procedures)
 - Federal prescribed subrecipient monitoring
 - Federal interest in real property (not bound to use property based on intended purpose of project, may be repurposed)
 - Do apply →
 - Financial management
 - Internal controls
 - Financial reporting
 - Monitoring and reporting program performance
 - Reasonable cost principles
 - Record retention and access



2022 Legislative Update

State Aid to Municipalities FAQ

SB 401 and HB 1221

Revised July 26, 2022

The 2022 legislative session resulted in significant revenue sharing and state aid to local governments in a non-budget year. With the state reporting a record surplus of funds this fiscal year, [SB 401](#) and [HB 1221](#) are intended to provide one-time property tax relief through direct payments to cities and towns. This FAQ explains how SB 401 and HB 1221 will impact the local budget.

SB 401

SB 401 will provide immediate infrastructure resources to cities and towns. Using state general fund surplus generated in fiscal year 2022, this bill appropriates \$36 million for the repair and maintenance of municipally-owned bridges, \$30 million in additional municipal highway block grants, and \$1 million toward the body worn and dashboard camera fund.

What is the municipal distribution formula for roads and bridges? Every municipality with a municipally-owned bridge will receive a share of the \$36 million allocated for the repair, maintenance, and construction in addition to any state or federal funds committed or available for bridge projects. No 20 percent match is required. **SB 401** will use the highway block grant formula and apply it to both the \$36 million in bridge funding to the \$30 million allocated for roads.

- **Highway Block Grants.** The \$30 million allocated for roads will follow the Department of Transportation “Apportionment A” formula used when calculating the annual highway block grant each municipality receives. Therefore, funds will be distributed among the municipalities based on their population in proportion to the entire state’s population and the other half is disbursed based on a municipality’s Class IV and V road mileage in proportion to the total statewide Class IV and V mileage. The additional funds will be distributed in a lump sum by mid-August. Each municipality will receive their allocation in the same manner as their Quarter 1 payment. The distribution amount for each municipality can be found [HERE](#).
- **Municipally-Owned Bridge Allocation.** The appropriation for bridges will be based on a similar 50/50 formula, where \$18 million will be distributed based on a municipality’s deck area proportional to the total deck area for municipally-owned bridges, and \$18 million will be distribution based on a municipality’s total share of the state population. The bridge payment is anticipated to be a lump sum payment which we can expect closer to year end. The distribution amount for each municipality can be found [HERE](#).
- **What can this money be used for?** **SB 401** will provide funding with restricted uses, meaning that it may be used to supplement (not supplant) local budgets; The “supplement not supplant” provision requires that these

funds must add to (supplement) and not replace (supplant) local budgeted funds when providing services that repair, maintain, and construct municipal bridges; repair and maintain class IV and V roads; or acquire the equipment necessary to maintain Class IV and V roads.

Body & Dash Cameras. Municipalities can apply for this grant and be reimbursed up to \$50,000 for the purchase of body-worn or dashboard cameras, software maintenance for the cameras, and maintenance and storage of data related to the cameras. **SB 401** would appropriate \$1 million dollars toward this fund.

- **How can a municipality accept and expend these funds?** The bill allows all three categories of funds to be considered “unanticipated revenue.” Therefore, a municipality may accept and expend the funds under the provisions of **RSA 31:95-b, II-IV**, whether or not a municipality has adopted that statute. For unanticipated money in the amount of \$10,000 or more, RSA 31:95-b requires the governing body to hold a public hearing on the action to be taken, with notice of the time, place and subject of the hearing published at least seven days before the hearing is held. For unanticipated money less than \$10,000, the governing body must post notice of the funds in the agenda and include notice in the minutes of the public meeting at which the money is discussed.

HB 1221

HB 1221 will provide a *one-time* payment by the state equal to 7.5 percent (estimated \$27 million) of the New Hampshire Retirement System (NHRS) employer contribution costs for Group I teachers and Group II police and firefighters in state fiscal year 2023. These state payments will be issued to each town or city as a reimbursement. Each city and town is expected to budget and pay 100 percent of their NHRS employer costs, and the state will issue a reimbursement equaling 7.5 percent of eligible Group I and Group II employer contribution costs. NHRS actuaries will calculate the reimbursement amount due to each municipal employer and provide the final information to the state treasurer in October. Now that this bill has been signed into law, NHMA recommends that municipalities report these funds as revenue on the MS 434 to be recorded as part of the tax rate certification process. In the alternative, a municipality may choose to accept and expend these funds as unanticipated revenue under RSA 31:95-b **only if the legislative body has previously adopted the authority in that statute.** A town that has *not* adopted RSA 31:95-b would be required to hold a special town meeting to accept and expend these funds as unanticipated revenue. NHMA does not recommend using the special town meeting process for these funds. Cities should consult their city charter and code for local provisions regarding acceptance of unanticipated revenue; if it is unclear if a city has adopted RSA 31:95-b, we recommend the council or board of aldermen do so.

NHMA will continue to provide updated information and guidance on SB 401 and HB 1221 as it becomes available to us.

Questions?

Please contact NHMA at 603.224.7447 or governmentaffairs@nhmunicipal.org

Diane Kendall

From: Sherry Bradstreet
Sent: Thursday, August 25, 2022 10:51 AM
To: Diane Kendall; Russ Roy
Subject: FW: Henniker: Clarification on SB 401

Diane and Russ,

Below is the response related to the additional highway and bridge funds. It looks like it would be for any additional project costs or increases. or a new project, but that the funds can be brought forward to next year.

Sherry

Deputy Finance Director
Town of Henniker
603-428-3221 Ext. 109

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From: NHMA Government Affairs <governmentaffairs@nhmunicipal.org>
Sent: Thursday, August 25, 2022 10:43 AM
To: Sherry Bradstreet <Sherry.Bradstreet@henniker.org>
Subject: Henniker: Clarification on SB 401

Good morning Sherry,

The “supplement not supplant” provision in SB 401 requires that these funds must add to (supplement) and not replace (supplant) local budgeted funds when providing services that repair, maintain, and construct municipal bridges; repair and maintain class IV and V roads; or acquire the equipment necessary to maintain Class IV and V roads. So, for example, if inflationary costs have caused the municipality to incur additional costs or cut one project in favor of moving money to another, the additional funds can be used to make up the difference.

The funds provided are outside of the budget and, therefore, would not lapse at year-end and would be treated similarly to highway block grant funds. Note, however, that the legislation does not, unlike traditional highway block grants, include an expiration date for the funds. As such, presumably, they could be used for several years in the future rather than the traditional two-year period of that grant-type funding. However, we are recommending that municipalities consider spending the funds as expeditiously as possible in order to ensure that they can maximize the impact of the funds at the local level and avoid risk of an expiration period being put into place by future legislatures.

I hope that’s helpful. Please let me know if I can be of further assistance.



Natch Greyes
Government Affairs Counsel
New Hampshire Municipal Association
25 Triangle Park Drive
Concord, NH 03301
Tel: (603) 224-7447
www.nhmunicipal.org

From: Sherry Bradstreet <Sherry.Bradstreet@henniker.org>
Sent: Thursday, August 25, 2022 9:53 AM
To: NHMA Government Affairs <governmentaffairs@nhmunicipal.org>
Subject: Clarification on SB 401

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe

Good Morning,

We have a couple questions in regards to the unanticipated road and bridge funds.

If the Town approved a project in a 2022 warrant article to pull funds from a capital reserve fund can this unanticipated funding be used in place of the capital reserve funds, or is this considered supplanting? If not, can the funding be deferred or restricted till 2023 and then be used for "new" road and bridge projects in 2023?

Thank you for your assistance.
Sherry Bradstreet

Deputy Finance Director
Town of Henniker
603-428-3221 Ext. 109

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Municipal Bridge - Funding Distribution

5/23/2022

Funding to be distributed \$36,000,000

TOWN NAME	MUNICIPAL BRIDGE COUNT	MUNICIPAL DECK AREA [SF]	POPULATION 2022 (BGA)	AREA PER CAPITA	50% by Deck Area	50% by Population	DISTRIBUTION 50% Deck Area 50% Population
Ellsworth	3	1,485	87	17.07	\$ 10,221	\$ 1,164	\$ 11,385
Enfield	8	7,925	4,769	1.66	\$ 54,548	\$ 63,831	\$ 118,379
Epping	3	5,856	7,190	0.81	\$ 40,306	\$ 96,235	\$ 136,540
Epsom	9	5,225	4,838	1.08	\$ 35,968	\$ 64,754	\$ 100,722
Exeter	9	14,986	15,488	0.97	\$ 103,156	\$ 207,299	\$ 310,455
Farmington	12	8,982	6,971	1.29	\$ 61,824	\$ 93,304	\$ 155,127
Fitzwilliam	4	1,130	2,440	0.46	\$ 7,778	\$ 32,658	\$ 40,437
Francestown	15	14,883	1,603	9.28	\$ 102,445	\$ 21,455	\$ 123,900
Franconia	4	4,299	1,148	3.74	\$ 29,590	\$ 15,365	\$ 44,955
Franklin	6	44,782	8,756	5.11	\$ 308,250	\$ 117,195	\$ 425,445
Freedom	2	1,237	1,611	0.77	\$ 8,512	\$ 21,562	\$ 30,075
Fremont	5	4,046	4,817	0.84	\$ 27,851	\$ 64,473	\$ 92,324
Gilford	11	11,908	7,335	1.62	\$ 81,965	\$ 98,175	\$ 180,140
Gilmanton	6	5,173	3,845	1.35	\$ 35,605	\$ 51,463	\$ 87,068
Gilsum	4	4,556	841	5.42	\$ 31,359	\$ 11,256	\$ 42,615
Goffstown	18	17,051	18,130	0.94	\$ 117,366	\$ 242,661	\$ 360,028
Gorham	3	3,329	2,841	1.17	\$ 22,915	\$ 38,025	\$ 60,940
Goshen	6	4,142	818	5.06	\$ 28,512	\$ 10,949	\$ 39,461
Grafton	20	12,410	1,383	8.97	\$ 85,423	\$ 18,511	\$ 103,934
Grantham	6	3,622	3,074	1.18	\$ 24,931	\$ 41,144	\$ 66,075
Greenfield	2	339	1,788	0.19	\$ 2,333	\$ 23,932	\$ 26,265
Greenville	2	5,752	2,097	2.74	\$ 39,593	\$ 28,067	\$ 67,660
Groton	4	1,676	620	2.70	\$ 11,533	\$ 8,298	\$ 19,832
Hampton	4	3,836	15,357	0.25	\$ 26,402	\$ 205,546	\$ 231,948
Hampton Falls	1	410	2,459	0.17	\$ 2,821	\$ 32,913	\$ 35,734
Hancock	10	9,156	1,685	5.43	\$ 63,024	\$ 22,553	\$ 85,577
Hanover	19	10,024	11,272	0.89	\$ 69,000	\$ 150,870	\$ 219,870
Harrisville	8	4,139	982	4.21	\$ 28,490	\$ 13,144	\$ 41,634
Haverhill	7	5,312	4,683	1.13	\$ 36,562	\$ 62,680	\$ 99,241
Hebron	4	4,282	639	6.70	\$ 29,475	\$ 8,553	\$ 38,027
Henniker	8	20,002	4,933	4.05	\$ 137,680	\$ 66,026	\$ 203,706
Hill	6	5,560	1,117	4.98	\$ 38,271	\$ 14,951	\$ 53,222

DALTON	\$	53,788.75	\$	(240.22)	\$	53,548.53	0.18%	\$52,791.81
DANBURY	\$	74,753.01	\$	(333.85)	\$	74,419.16	0.24%	\$73,367.51
DANVILLE	\$	96,648.94	\$	(431.65)	\$	96,217.29	0.32%	\$94,857.60
DEERFIELD	\$	130,666.87	\$	(583.58)	\$	130,083.29	0.43%	\$128,245.03
DEERING	\$	82,820.80	\$	(369.89)	\$	82,450.91	0.27%	\$81,285.76
DERRY	\$	583,871.33	\$	(2,607.64)	\$	581,263.69	1.91%	\$573,049.60
DORCHESTER	\$	21,913.21	\$	(97.87)	\$	21,815.34	0.07%	\$21,507.06
DOVER	\$	528,754.42	\$	(2,361.48)	\$	526,392.94	1.73%	\$518,954.25
DUBLIN	\$	68,807.82	\$	(307.31)	\$	68,500.51	0.23%	\$67,532.50
DUMMER	\$	15,919.85	\$	(71.10)	\$	15,848.75	0.05%	\$15,624.78
DUNBARTON	\$	89,147.35	\$	(398.14)	\$	88,749.21	0.29%	\$87,495.06
DURHAM	\$	253,882.07	\$	(1,133.87)	\$	252,748.20	0.83%	\$249,176.50
EAST KINGSTON	\$	45,638.42	\$	(203.83)	\$	45,434.59	0.15%	\$44,792.53
EASTON	\$	7,596.38	\$	(33.93)	\$	7,562.45	0.02%	\$7,455.58
EATON	\$	36,906.24	\$	(164.82)	\$	36,741.42	0.12%	\$36,222.21
EFFINGHAM	\$	70,998.71	\$	(317.09)	\$	70,681.62	0.23%	\$69,682.79
ELLSWORTH	\$	5,023.29	\$	(22.43)	\$	5,000.86	0.02%	\$4,930.19
ENFIELD	\$	124,179.64	\$	(554.60)	\$	123,625.04	0.41%	\$121,878.04
EPPING	\$	160,217.62	\$	(715.55)	\$	159,502.07	0.52%	\$157,248.08
EPSOM	\$	112,866.71	\$	(504.07)	\$	112,362.64	0.37%	\$110,774.79
ERROL	\$	4,222.00	\$	(18.86)	\$	4,203.14	0.01%	\$4,143.74
EXETER	\$	262,096.08	\$	(1,170.56)	\$	260,925.52	0.86%	\$257,238.27
FARMINGTON	\$	143,711.65	\$	(641.83)	\$	143,069.82	0.47%	\$141,048.04
FITZWILLIAM	\$	87,741.00	\$	(391.86)	\$	87,349.14	0.29%	\$86,114.77
FRANCESTOWN	\$	81,651.38	\$	(364.66)	\$	81,286.72	0.27%	\$80,138.02
FRANCONIA	\$	46,409.18	\$	(207.27)	\$	46,201.91	0.15%	\$45,549.01
FRANKLIN	\$	178,856.47	\$	(798.79)	\$	178,057.68	0.59%	\$175,541.47
FREEDOM	\$	75,885.37	\$	(338.92)	\$	75,546.45	0.25%	\$74,478.87
FREMONT	\$	101,540.40	\$	(453.49)	\$	101,086.91	0.33%	\$99,658.41
GILFORD	\$	194,145.23	\$	(867.08)	\$	193,278.15	0.64%	\$190,546.85
GILMANTON	\$	134,006.75	\$	(598.49)	\$	133,408.26	0.44%	\$131,523.01
GILSUM	\$	28,127.82	\$	(125.62)	\$	28,002.20	0.09%	\$27,606.49
GOFFSTOWN	\$	369,168.67	\$	(1,648.75)	\$	367,519.92	1.21%	\$362,326.33
GORHAM	\$	54,591.74	\$	(243.82)	\$	54,347.92	0.18%	\$53,579.91
GOSHEN	\$	26,745.27	\$	(119.45)	\$	26,625.82	0.09%	\$26,249.56
GRAFTON	\$	77,827.93	\$	(347.59)	\$	77,480.34	0.25%	\$76,385.43
GRANTHAM	\$	58,411.07	\$	(260.87)	\$	58,150.20	0.19%	\$57,328.45
GREENFIELD	\$	65,541.33	\$	(292.72)	\$	65,248.61	0.21%	\$64,326.55
GREENLAND	\$	80,778.44	\$	(360.77)	\$	80,417.67	0.26%	\$79,281.25
GREENVILLE	\$	37,465.63	\$	(167.32)	\$	37,298.31	0.12%	\$36,771.23
GROTON	\$	22,845.11	\$	(102.03)	\$	22,743.08	0.07%	\$22,421.69
HAMPSTEAD	\$	173,834.87	\$	(776.37)	\$	173,058.50	0.57%	\$170,612.93
HAMPTON	\$	269,213.49	\$	(1,202.34)	\$	268,011.15	0.88%	\$264,223.77
HAMPTON FALLS	\$	60,815.91	\$	(271.61)	\$	60,544.30	0.20%	\$59,688.72
HANCOCK	\$	79,699.21	\$	(355.95)	\$	79,343.26	0.26%	\$78,222.03
HANOVER	\$	245,285.95	\$	(1,095.48)	\$	244,190.47	0.80%	\$240,739.71
HARRISVILLE	\$	51,045.85	\$	(227.98)	\$	50,817.87	0.17%	\$50,099.74
HARTS LOCATION	\$	1,874.27	\$	(8.37)	\$	1,865.90	0.01%	\$1,839.53
HAVERHILL	\$	151,385.89	\$	(676.11)	\$	150,709.78	0.50%	\$148,580.03
HEBRON	\$	24,178.21	\$	(107.99)	\$	24,070.22	0.08%	\$23,730.07
HENNIKER	\$	148,794.71	\$	(664.53)	\$	148,130.18	0.49%	\$146,036.89
HILL	\$	45,077.34	\$	(201.32)	\$	44,876.02	0.15%	\$44,241.86
HILLSBOROUGH	\$	156,086.68	\$	(697.11)	\$	155,389.57	0.51%	\$153,193.69
HINSDALE	\$	84,107.12	\$	(375.64)	\$	83,731.48	0.28%	\$82,548.23
HOLDERNESS	\$	62,728.63	\$	(280.16)	\$	62,448.47	0.21%	\$61,565.98
HOLLIS	\$	197,771.90	\$	(883.27)	\$	196,888.63	0.65%	\$194,106.31
HOOKSETT	\$	266,134.87	\$	(1,188.59)	\$	264,946.28	0.87%	\$261,202.21
HOPKINTON	\$	165,517.63	\$	(739.22)	\$	164,778.41	0.54%	\$162,449.85



2021 NHLTA Sue Palmatier Friends of the Year
2018 NHLTA Library of the Year
2013 NHLTA Trustee of the Year
31 Western Avenue
PO Box 688
Henniker, NH 03242

(603) 428-3471
www.tuckerfreelibrary.org

September 15, 2022

Diane Kendall
Henniker Town Administrator

Re: Public Hearing to Accept Unanticipated Funds – 9/20/2022

Dear Diane,

The Trustees asked that the Tucker Free Library be included in the discussion regarding the acceptance of ARPA funds at the Public Hearing scheduled for next Tuesday. There will be Trustees in attendance and they hope to learn if there is a portion of the monies that could be used to address accessibility issues at the library. If there are funds available, they request that they are informed of the process and procedures that will be used to determine eligibility.

On behalf of the Trustees of Tucker Free Library,

Lynn M. Piotrowicz, M.A., M.L.S.
Director



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

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
Inflatable Rescue Boat				
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
 Cell: 603-533-6004 Office: 800-696-4740

\$ 16,803.00

Agenda Items

VIII. CONTINUED BUSINESS



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 9/20/2022
TITLE: Hiring Police Department Full Time Officer
INITIATED BY: Chief Matthew French
PREPARED BY: Diane Kendall, TA
PRESENTED BY: Chief Matthew French

AGENDA DESCRIPTION: Hiring Police Department Full Time Officer

Background: On July 19th the Board of Selectmen in Non-Public session voted to extend an offer of full-time employment as a Police Officer to Christian Kyle Labor Grade 19 Step 2 \$24.40/per hour. Mr. Kyle has accepted the offer.

Town Administrator Comment: n/a

Finance Director Comment: n/a

Legal Authority: Town Policies / NH Police Standards and Training

Financial Details: Grade 19 Step 2 \$24.40 per hour

Suggested Action/Recommendation:

Motion 1: Motion to appoint Christian Kyle to the full time position of Police Officer, Labor Grade 19 Step 2 \$24.40/per hour.

Motion 2: Motion to unseal the July 19, 2022 5:30pm Non-Public Minutes

NON-PUBLIC

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
Henniker Town Hall
Tuesday, July 19, 2022, 5:30pm**

Members Present:

Kris Blomback, Chair; Peter Flynn Vice Chairman; Scott Osgood; Tia Hooper, Bill Marko

Members Absent:

Others Present:

Diane Kendall, Town Administrator and Recording Secretary; Matthew French, Police Chief

Motion to enter Nonpublic Session, made by Mr. Blomback, citing *RSA 91-A:3, II(b) The hiring of any person as a public employee*, seconded by Mr. Osgood. Roll call vote to enter non-public session: Mr. Blomback, yes; Mr. Flynn, yes; Mr. Osgood, yes; Ms. Hooper, yes; Mr. Marko, yes. **The board entered non-public 5:30pm.**

Ms. Kendall presented candidate qualifications for the position of Executive Assistant / Assessing and Land Use Coordinator. Four candidates applied and three were interviewed by Ms. Kendall. A rubric was created to compare, contrast, and quantify candidates' fitness and qualifications. Discussion ensued. Mr. Osgood motioned to provide a conditional offer of employment for the full-time position of Executive Assistant /Assessing & Land Use Coordinator to Helga Winn at Grade 21 Step 6 \$27.53 per hour to include vacation at the 160hour accrual rate and according to other policies outlined in the personnel policy. Mr. Flynn seconded the motion. No further discussion. The motion passed 3 to 2.

Ms. Kendall presented candidate qualifications for the position of Deputy Finance Director. Three candidates applied and two were interviewed by Ms. Kendall, Ms. Hooper, and Finance Director Russ Roy. Discussion ensued. Mr. Flynn motioned to provide a conditional offer of employment for the full-time position of Deputy Finance Director to Sherry Bradstreet at Grade 28 Step 5 hourly rate of \$35.78 per hour to include vacation at the 160hour accrual rate and according to other policies outlined in the personnel policy. Mr. Osgood seconded the motion. No further discussion. The motion passed unanimously.

At 6:00pm Police Chief Matthew French was invited into the non-public session. Chief French presented qualifications for a single police officer recommendation for hire. Discussion ensued. Ms. Hooper motioned to provide a conditional offer of employment for the full-time position of Police Officer to Christian Kyle at Grade 19 Step 2 hourly rate of \$24.40 per hour. Mr. Marko seconded the motion. No further discussion. The motion passed unanimously.

Public session reconvened at 6:15pm

Ms. Hooper, made motion to seal the minutes until the after the Selectboard meeting of August 9, 2022, seconded by Mr. Flynn 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 and render a proposed action ineffective.

NON-PUBLIC

DRAFT

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

Roll call vote to seal the minutes: Mr. Blomback, yes; Mr. Flynn, yes; Mr. Osgood, yes; Ms. Hooper, yes; Mr. Marko, yes

Respectfully submitted, Diane Kendall

Minutes Approved: xx.xx.xx



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 9/20/2022
TITLE: Central NH Special Operation Unit
INITIATED BY: Fire Chief Jim Morse
PREPARED BY: TA Diane Kendall
PRESENTED BY: Public Safety Officials – Fire, Rescue and Police

AGENDA DESCRIPTION: Request authorization for supplemental agreement to current CNHSOU to provide mutual medical assistance and logistical support to the city/town governments party to the agreement.

LEGAL AUTHORITY: RSA 106-C:1 & 3-a; RSA 106-C:5 & 7; RSA 153-A:19; RSA 281-A

FINANCIAL DETAILS: Medical Personnel from Sending Agency considered on-duty from time said officer responds to a call until they return to their origination point. They are considered on-duty from their own city/town and covered under sending agency worker/compensation and liability insurance.

BACKGROUND: The town of Henniker has an existing member agreement approved by Board of Selectmen on March 17, 2020 (see attached report) to provide mutual law enforcement assistance and logistical support to the city/town governments party to this agreement in high-risk situations including drug raids, hostage rescue, barricaded suspects, search and rescue, or other situations. requiring exceptional police action which are beyond the normal resources and/or capabilities of an individual department. Fire Chief Jim Morse has requested authorization for a supplemental agreement to provide mutual medical assistance. There are no additional member annual dues as this addition is covered under the existing annual membership fee of \$3,000. The Fire Department seeks to add Will Amos to the roster of CNHSOU medical personnel responders.

FIRE CHIEF COMMENTS: The position would be compensated from the fire rescue budget. The regular rate for candidate to serve on CNHSOU is \$25.18 per hour Overtime rate of \$37.77. Wages paid for full time employees are subject to NHRS. Members are not reimbursed for expenses. The town will benefit from training opportunities that is above and beyond most other training opportunities. The Chief is disturbed that the Selectboard did not raise issue or object to the original agreement but finds issue with an addendum to add medical personal to the existing agreement and finds the board. How does the CNHSOU Agreement differ from other mutual aid agreements? This agreement is in most parts similar, mainly the difference is that not all the department is on the CNHSOU, this would just be adding medical personal. Specific and individual medical personal must be nominated and accepted based on qualifications. Will Amos was nominated but can not serve if the addendum is not authorized by the board. CNHOU is specialized group that fewer members, operates and trains as a team to serve Henniker and the greater area in high risk situations.

POLICE CHIEF COMMENTS: provided in person at meeting

RESCUE CHIEF COMMENTS: TBD

SUGGESTED ACTIONS / MOTIONS:

Motion: Motion to authorize Chairman Kris Blomback and Fire Chief Jim Morse to execute Interagency Mutual Aid Agreement Central NH Special Operations Unit.

HENNIKER POLICE DEPARTMENT

Memo

March 12, 2020

To: Henniker Board of Selectmen

From: Chief Matthew French

*3-17-20
SOS Meeting
Approved 5-0*

RE: Joining the Central NH Special Operations Unit (SOU)

In light of the recent shooting incident I believe it is time we join the Central NH SOU team.

In any event like this we rely on NH State Police for their SWAT team to respond. Which is a fantastic team. However, it takes several calls to activate the team and get them here from all over the state. The Central SOU team is just that, the officers and command staff are from Central NH. The commander of the unit is a Concord Police Lieutenant. The assistant Commander is the Bradford Police Lieutenant. During our incident in February I felt we needed an additional team. Because we do not belong to the Central SOU Team, NH State Police had to make the request, I could not request the Central SOU Team directly.

This created a 25-minute delay in the Central SOU Team from responding. This delay is unnecessary and avoidable.

The Central Team currently has 46 members, 32 of which responded to Henniker for the call.

If we needed the Central Team, there is a \$5,000 fee for non-member towns. We are NOT being billed for this call out. The Central Team even with the delay was set up and ready at the same time as the NHSP team.

The fee per year is \$3,500. We would be discounted because we have Officer Bossi on the team already as a negotiator. She had been to the training before I became police chief and I was approached by the team to bring her on board in that capacity. The cost would be \$3000 for us.

I further believe this type of opportunity goes hand and hand with the restructuring that was presented in 2019. Having this as an available assignment will only bolster the retention and recruitment. In fact, I was told by one of the team members that the only reason he has stayed in the town he works for is due to the SOU team. Officers must go through a thorough physical testing and interview process to make the team.

Advantages:

There is an emergency room doctor and a psychologist on the team. These doctors are for the team members and police officers, not the public.

The Duty officer has direct contact with Central Team commander. We don't have to wait for State Police to make the request.

Drones- the team has certified drone operators. Drones would be available to us to search for missing persons, runaways, and for checking remote, inaccessible areas.

We would not be billed \$5,000 for the team response if we call them out.

Riot/Protest control assistance at no additional cost to the town.

Command post will have more police representation.

A note taker is assigned to the incident commander.

Direct contact with command post for real time information on the tactical side of the incident.

Security at the command post.

Relieves the Henniker Officers for assignments where their knowledge of the town is needed.

Force multiplier for relieving officers on posts.

Training becomes available to the entire department, such as defensive tactics, proper perimeter set up, tactical responses etc.

**INTERAGENCY MUTUAL AID AGREEMENT
CENTRAL NEW HAMPSHIRE SPECIAL OPERATIONS UNIT**

I. INTRODUCTION

This document is a mutual assistance compact and agreement between the cities and towns located in Belknap, Grafton, Strafford and Merrimack Counties, (members of the CNHSOU Association) who have executed this document and bound themselves in accordance therein so as to increase and improve their capabilities to provide protection of life and property thereby preserving the safety and welfare of this are. A copy of this agreement will be given to each CNHSOU member agency and the Special Operations Unit Member.

II. PURPOSE

To provide mutual medical assistance and logistical support to the city/town governments party to this agreement in high-risk situations including drug raids, hostage rescue, barricaded suspects, search and rescue, or other situations requiring exceptional police action which are beyond the normal resources and/or capabilities of an individual department.

Reference: R.S.A. 153-A:19 (attached)

III. DEFINITIONS

When used in this Compact, various words or phrases shall be defined as follows:

- A. **Mutual Assistance:** means to provide manpower and/or logistical support needed by an agency (law enforcement or Fire/EMS agency) to meet the immediate requirements of an emergency situation when the resources normally available to the agency are not sufficient to cope with the problem.
- B. **Compact Coordinator:** shall be the Chief of Police, or his/her designee, of a CNHSOU member city/town:
 - Team Communities:** Allenstown, Boscawen, Bow, Bradford, Concord, Enfield, Hanover, Henniker, Lincoln, Merrimack County Sheriff, Newbury, New London, Pembroke, Pittsfield, Sutton, Waterville Valley.
- C. **Control Chief/President:** shall be a Chief of Police selected by the CNHSOU Association members Serve as the President and will to have direct responsibility and control of the Special Operations Unit.

- D. **Assistant Control Chief(s):** shall be a Chief of Police selected by the CNHSOU Association members to have direct responsibility and control of the Special Operations Unit in the absence of the Control Chief/President.
- E. **Special Operations Unit Commander:** means a senior officer selected by the CNHSOU Association members to exercise authority over the Special Operations Unit He/she shall report to the Control Chief.
- F. **Special Operations Unit Medical Team Leader:** means a senior officer selected by the CNHSOU Association members to exercise authority over the Special Operations Unit Medical Unit. He/She shall report to the Unit Commander.
- G. **Sender or Sending Agency:** means the city or town sending aid and assistance to other cities or towns.
- H. **Receiver or receiving Agency:** means the city or town receiving aid and assistance from other cities or towns.

IV. **ORGAINIZATION**

The CNHSOU Association shall consist of the Chief Executive Officer or the second in command ranking officer. The CNHSOU Association shall elect from its membership a President, 1st Vice President (North) 2nd Vice President (South), Assistant Control Chief(s) (2-North, 2-South), Secretary and Treasurer for terms of two years.

V. **DUTIES OF OFFICERS**

A. The duties of the **President** are as follows:

1. Coordinate continued long and short-range planning for Mutual Assistance by all police agencies party to this agreement.
2. Coordinate, integrate and implement law enforcement planning and activities of this Mutual Assistance Agreement.
3. Be responsible, or have someone so designated at all times to carry out the purposes of this agreement.
4. Shall preside at all meetings of the CNHSOU Association and shall have the general management of the affairs of this agreement and shall perform all duties incidental to his/her office. The president will act as spokesperson for the CNHSOU Association and coordinate all news and media relations.

- 5; Shall be responsible for deciding whether the CNHSOU should or should not be deployed after receiving a request from the SOU Commander or designee.
 - 6. Shall serve as the Control Chief and respond to all call outs and reporting to the Chief of Police or the Officer in Charge of the requesting police department.
- B. The **1st & 2nd Vice President** shall in the absence or incapacity of the President, perform the duties of that officer.
 - C. The **Assistant Control Chief (s)** shall in the absence or incapacity of the President is responsible for deciding whether the CNHSOU should or should not be deployed after receiving a request from the SOU Commander or designee. Two-Assistant Control chiefs (North) and two Assistant Control Chiefs (South)
 - 1. Shall serve as the Control Chief in his/her absence and respond to all call outs and reporting to and assisting the Chief of Police or the Officer in Charge of the requesting police department in the support element(s).
 - D. The **Secretary** shall keep the minutes of all meetings of the CNHSOU Association.
 - E. The **Treasurer** shall perform all duties incidental to his/her office and be fiscal agent for the Team dues account respectively.

VI. MEETINGS

- A. The CNHSOU Association shall meet Monthly (General/Executive Board Meetings), or whenever called together by the President upon due notice to each member. At the specific request of the President or any CNHSOU Association member, the President shall call a special meeting of the CNHSOU Association. A majority of members shall be required to form a quorum.
- B. The CNHSOU Association shall be biennially, in December, and from among its membership, elect by ballot for the term of two years effective January 1st, a President, 1st Vice President (north), 2nd Vice President (south), Assistant Control Chief(s) (North & South), Secretary and Treasurer. The nomination committee should present a slate of officers as described above, and attempt to keep the board balanced with representation of both north and south member communities, in attempt to maintain equal representation. They shall be chosen by plurality of the votes of the membership voting either in person or by proxy.

- C. A written notice stating the place, day and hour of the meeting and the purpose for which the meeting is called, shall be delivered not less than three days nor more than fourteen days before the date of the meeting, either personally or by mail, by or at the direction of the President.
- D. A waiver of notice signed by a majority of the membership is sufficient authorization to hold a meeting without any written notice.

VII. COMMITTEES

- A. The CNHSOU President shall establish membership, and or, appointment of the following standing committees, and create any other necessary committees.
 - a. **Operations:** Consisting of the four (4) Assistant Control Chiefs and the Commander.
 - b. **Policy & Procedures:** Consisting of the Vice President, Commander(s), and two other appointed chiefs.
 - c. **Finance:** Consisting of the President, Treasurer, Commander(s) and two other appointed chiefs.
 - d. **Records Management:** President, Secretary, two (2) Assistant Control Chief(s), and records secretary
 - e. **Governmental Relations:** President, Vice President, Commander and Assistants Control Chiefs.
 - f. **Nomination Committee:** Minimum of 3-non office holding Chiefs.

VIII. OPERATIONS

- A. The CNHSOU Association shall adopt such rules and regulations of the conduct of their meetings and management of the affairs resulting from this agreement, as they may deem proper.
- B. Vacancies in any offices shall be filled for the unexpired term by a majority vote of the CNHSOU Association at any special meeting called for that purpose or any regular meeting.
- C. The CNHSOU Association shall maintain complete and accurate minutes of all its meetings, which shall be kept in the custody of the Secretary.
- D. The CNHSOU Association shall have the following responsibilities in addition to its other duties:
 - 1. Study and attempt to resolve by appropriate action any disputes arising under this agreement.

2. Make findings and recommendations to the member towns or cities hereto for appropriate action to be taken to implement this agreement.
3. Inform the Chiefs of Police in the CNHSOU Association and their designee's regarding Mutual Assistance matters.
4. Maintain Liaison with the Governor's Office, the Attorney General's Office, the State Representatives and other officials concerned with and interested in local law enforcement in order to achieve close coordination and cooperation in planning and operations in Mutual Law Enforcement Assistance activities for the purpose of creating, implementing and enforcing laws, rules and regulations designed to improve and facilitate law enforcement.
5. Maintain Liaison with the New Hampshire Police Standards and Training Council to ensure participation in implementation of improvement programs developed as part of comprehensive plans.
6. Coordinate all proposed amendments and changes with the CNHSOU Association and keep this agreement current and updated.
7. Establish training requirements for the Special Operations Unit as well as plan and coordinate joint tactical training exercises with other agencies.
8. Determine that adequate strength is maintained on the Special Operations Unit.
9. Establish policy for future regional law enforcement and medical efforts.

E. The Compact Coordinators shall have the following responsibilities:

1. Maintain Liaison with the President and all other Compact Coordinators with the CNHSOU Association.
2. Generally, supervise and control all matters relating to Mutual Assistance pertaining to his city/town.
3. Generally, supervise and implement this agreement and do everything reasonably possible to advance cooperation between the parties to this agreement.

4. Investigate all complaints resulting from the operations of this agreement and recommend action.
 5. Analyze causes and effects of all emergency incidents requiring Mutual Assistance and communicate directly to the CNHSOU Association.
- Medical Personnel from a Sending Agency are considered as being on duty from time said officer responds to a call until he/she returns to his/her origination point; he/she is considered on duty from his/her own city/town and if injured during that period, is subject to benefits available from his/her employer.
- G. Sending Agencies could be reimbursed by the Receiving Agency for all salary and overtime expenses incurred in providing police officers in accordance with NH RSA 106-C. Such reimbursements shall also be made to the sending agencies when restitution is sought by a member community, from the parties involved and will be paid at \$45.00/ hour rate.in case of disability caused in the performance of his/her duty or sickness resulting from said performance, the officer shall be entitled to benefits which he/she is entitled to his/her own department, and such benefits shall be paid by the Sending Agency. (See section L)
 - H. A Receiving Agency could be responsible and liable for damages suffered by or caused to the Sender's property during the course of rendering Emergency Assistance, under NH RSA 106-C-5 & 7.
 - I. All expenses incurred by Sender in rendering assistance could be paid by the receiver provided they were reasonably necessary in carrying out the purposes of this agreement and in case of any dispute between Sending Agency and the Receiving Agency the CNHSOU Association shall determine the reasonableness of the expense incurred.
 - J. Nothing herein shall prevent any Sender from assuming such loss, damage, expense or other cost.
 - K. The Chief of Police or his designated representative, of the Receiving Agency shall have the authorization to initiate and terminate such requested assistance under this agreement.
 - L. Member agencies are exempt from expenses unless the member/receiving agency receives State or Federal funds for the reimbursement of expenses.
 - M. Non-member agencies request for emergency services:

Non-member agencies shall reimburse the SOU sending agencies for all salary and overtime expenses incurred in providing SOU personnel in accordance with NH RSA 106-C. Such reimbursements shall also be made to the sending agencies when restitution is sought by a member or a non-member community, from the parties involved and will be paid at \$45.00/ hour rate and a minimum of \$5000.00 per incident. In case of disability caused in the performance of his/her duty or sickness resulting from said performance, the team member shall be entitled to benefits which he/she is entitle to his/her own department, and such benefits shall be paid by the Sending Agency.

IX. TERMINATION OF ASSISTANCE

At the conclusion of any emergency requiring Mutual Assistance, the commanding officer on scene; as designated by the Receiver's Chief of Police, shall have the responsibility for relieving assisting personnel to return to their origination point.

X. INDEMNIFICATION/INSURANCE

The Sending Department agrees that it shall provide worker's compensation insurance coverage for the Assigned member(s) in a form and an amount sufficient to satisfy the requirements of RSA 281-A or any other applicable law.

The Sending Department agrees to maintain and continue liability insurance coverage on and for the Assigned Member(s) in a form and amount equal to that for other members of the sending Department. It is agreed that said coverage shall be the sole indemnification mechanism for the assigned Member(s) during his/her assignment as a member of the response team so that no money shall be payable by the receiving agency.

The Sending Department shall also maintain and continue auto coverage for vehicles used by the Assigned Member(s) during his/her activities for the Response Team in a form and amount equal to that for other vehicles owned and operated by the Sending department: It is agreed that said coverage shall be the sole indemnification mechanism for automobile liability and physical damage claims arising out of the Assigned Member's use of the vehicle during his/her assignment as a member of the Response Team so that no money shall be payable by the Receiving Agency. All deductibles are the responsibility of the Sending Department.

The Sending Department hereby agrees to defend and indemnify the Receiving Agency for claims arising from or alleged to arise from the conduct of the Assigned Member(s) when the Assigned Member(s) is working with the Response Team.

XI. DUES

In order to maintain membership each CNHSOU member community shall pay annual dues of \$3000.00 to the Central New Hampshire Special Operations Unit Association if the community provides a member to the team. If the community wishes only to receive CNHSOU coverage with no member assigned to the team, the dues shall be \$3500.00.

XII. AGREEMENT

- A. This agreement shall become effective on _____ and remain effective until terminated by a majority of the parties hereto.
- B. This agreement may be revoked by any CNHSOU member town or city by providing written notice to the President at least (90) ninety days prior to the effective date of the withdrawal of such member. If this revocation procedure is not followed as written the revoking town/city may forfeit their yearly dues. However, revocation by one or more parties shall not operate as a revocation of this agreement as between non-revoking parties.
- C. If any portion or provision of this agreement is at any time held to be invalid or not binding on the parties hereto, the remaining portions shall not be affected but shall continue to be valid and binding on the parties hereto.
- D. The original of this document will be retained in the files of the President. Copies of his document will be maintained in the files of each CNHSOU member municipal law enforcement agency.
- E. This Agreement is to be signed by the Mayor, City or Town Manager, Chairman of the Board of Selectman and or the Fire Chief of each CNHSOU member Community in the Association.

Fire Chief

Municipal C.E.O. (If applicable)

President, CNHSOU

Date

Attachments

- R.S.A. 106-C:1 &3-a Emergency Police Assistance - Definitions
Intercommunity Special Reaction Team
Assistance for Critical Incident
Emergency
- R.S.A 106-C-5 & 7 Loss, Damage or Expense & Reimbursement for Salaries
and Expenses
- R.S.A 153-A:19 Emergency Medical and Trauma Services: Mutual Aid

Revised: 10/28/21

RECORDING:

The CNHSOU Secretary has received and recorded this signed document
on _____
(date)

CNHSOU Secretary



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

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. –

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.

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 6th when information from Water Department is available.

Agenda Items

IX. NEW BUSINESS



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: 9/20/2022
TITLE: Volunteer Appointments
INITIATED BY: Diane Kendall, Town Administrator
PREPARED BY: Diane Kendall, Town Administrator
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION:

Ms. Veronica Hardy has requested to fill a vacant position on the Conservation Commission. Membership is 7 including a Selectboard representative plus 3 alternates. Appointment is for 3 years. The current membership is:

- 1 Holly Green, Co-Chair 9/24
- 2 Mark Mitch, Co-Chair 9/23
- 3 Ross Bennett 9/23
- 4 Robert Pagano 9/24
- 5 Vacant (Veronica Hardy 9/25)
- 6 Vacant
- 7 Scott Osgood, BoS
- 1 Alternate - Vacant
- 2 Alternate - Vacant
- 3 Alternate – Vacant

Legal Authority: Selectmen Policies II.4 Town Committees and Board, RSA 36-A:3 Composition of Conservation Commission

Financial Details: N/A

Town Administrator Comment: N/A

Suggested Action/Recommendation:

Suggested Motion: move to appoint Veronica Hardy to the Conservation Commission for a term of 3 years ending September 30, 2025.



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 09 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: Conservation Commission

NAME (as it should appear on Appointment Form):

FULL NAME: Veronica Hardy (Roni) PHONE: 603-491-7058

PHYSICAL ADDRESS: 72 Shore Drive, Henniker NH 03242

MAILING ADDRESS same

EMAIL ADDRESS: rh3236@gmail.com

Why are you seeking this appointment?:

want to give back to community in the form of protecting Henniker's vast natural resources.

What experience would you bring to this position?:

previously served on Henniker Con Comm (1995-2001?)
 Henniker Trails Steering Comm. (1999)
 North American Amphibian Monitoring Program (14 yrs.)
 NH Audubon (volunteer naturalist) (1998-2000)
 NHDES - volunteer frog researcher (summer 1997)

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

interested in lake/pond^{water} quality, also very familiar w/ trails in Henniker and interested in maintaining/preserving them.

have hiked all 48 4K peaks in NH

SIGNATURE: Veronica R. Hardy

DATE: 9-7-22



TOWN OF HENNIKER, NEW HAMPSHIRE
APPOINTMENT

To **Veronica Hardy** of Henniker, in the County of Merrimack:

WHEREAS, there is a vacancy as a member of the **Conservation Commission**, 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 **Veronica Hardy**, as a member of the **Conservation Commission**, of said Town. Your tenure as member of the **Conservation Commission** 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 20th day of September 2022

BOARD OF SELECTMEN:

I, **Veronica Hardy**, do solemnly swear that I will faithfully and impartially discharge and perform all the duties incumbent on me as a member of the **Conservation Commission**, 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).

Veronica Hardy

STATE OF NEW HAMPSHIRE
COUNTY OF MERRIMACK

Before me, personally appeared the above, **Veronica Hardy**, who took and subscribed the foregoing oath.

Date: _____

Town Clerk received and recorded (signature): _____

Verified ID



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Henniker, NH 03242
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Fax: (603) 428-4366

Incorporated November 10, 1768
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/20/2022

TITLE: Establish and Appoint Broadband Committee

INITIATED BY: Diane Kendall, Town Administrator

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Establish and appoint members to Broadband Committee

BACKGROUND: Recognizing a great need to improve access, reliability, and speeds of internet in Henniker, the Henniker Selectboard approved by vote on October 19, 2021 to enter into an agreement with [National Collaborative for Digital Equity](#) (NCDE) and [NH Municipal Association](#) (NHMA) to provide services addressing broadband issues in the community. The vision for Henniker is fiber to the premise for all.

An ad-hoc (project-oriented committee) is necessary to define goals, objectives, and initiatives of the project and to work with the facilitator from NCDE. Please see attached document. This is a project-based committee expected to complete work within one year from establishment. The committee will be discharged when complete. A successful committee will have 5-7 members. It can include members that do not live in Henniker but represent a Henniker a business, establishment, or non-profits. Public stakeholders are welcome to attend and provide input and subject matter expertise. Ideal committee candidates include:

- Others in town government
- Chamber of Commerce
- Any technology firms in town
- Someone from NEC
- Businesses that would advocate for high speed not only for their business but their employees.
- Someone from the local school system perhaps in IT or in charge of the e-rate application for subsidized telecom services.
- Any residents who have been asking about broadband because they want better service or don't have a viable service that is reliable
- Someone from local banking institutions

Bob Pagano had volunteered to represent the Economic Development Committee on the Broadband Committee. Volunteer application has been submitted.

Marc McMurphy has volunteered to service on the Broadband Committee, representing several Henniker groups including White Birch, Rotary and the Chamber of Commerce. Waiting for volunteer application.

Paul Knudson has volunteered to serve. Waiting for volunteer application

Legal Authority: Selectmen's Policy II.4

Financial Details: \$7,500 appropriated from ARPA funds

Town Administrator Comment:

The Selectboard approved of this project in October 2021. We are ready to begin the work and establishing the committee is essential to its success. TA is working with Project Lead and Facilitator Carol Miller to establish the committee and assist with administrative tasks. Ms. Miller was not able to come to this meeting. She will be at the October 6th meeting to provide the board and public with more information about the initiative.

Suggested Action/Recommendation:

Suggested Motion 1: Move to establish the ad-hoc Broadband Committee for the purpose of improving access, reliability, and speeds of internet in Henniker. Committee will consist of at least 5 and not more than 7 members. The committee will be disbanded at the conclusion of the project.

Suggested Motion 2: move to accept the Volunteer Application of Robert Pagano appointing him as a Volunteer Member of the Broadband Committee until conclusion of the project.

Suggested Motion 3: move to accept the Volunteer Application of Paul Knudsen appointing him as a Volunteer Member of the Broadband Committee until conclusion of the project.

Suggested Motion 4: move to accept the Volunteer Application of Marc McMurphy appointing him as a Volunteer Member of the Broadband Committee until conclusion of the project.

Note: Human Services Director Carol-Conforti Adams assists clients in reducing living expenses and having affordable, reliable high speed internet is critical to keeping them self-reliant. She may also help clients with application for subsidized telecom services. For this reason, I suggest appointing Ms. Conforti-Adams to the Broadband Committee.

Suggested Motion 5: move to appoint Human Services Director Carol Conforti-Adams as Member of the Broadband Committee until conclusion of the project.

Appoint other members if applications are submitted by the time of this meeting.

Henniker Broadband Committee

Recognizing a great need to improve access, reliability, and speeds of internet in Henniker, the Henniker Selectboard entered into an agreement with [National Collaborative for Digital Equity](#) (NCDE) and [NH Municipal Association](#) (NHMA) to provide services addressing broadband issues in the community. The vision for Henniker is fiber to the premise for all.

Services include:

- a) Project lead (Carol Miller, NCDE Director of Broadband Initiatives)
- b) Prepare community leadership with investment and capacity building readiness planning for the infrastructure of the future fiber to the premise.
- c) Create goals and objectives based on community needs and desires (Broadband Committee)
- d) Help secure partners in non-profit organizations, banking, and state funding opportunities
- e) Provide recommendations that reflect best models in Public and Private partnering and sharing of funding resources with one or more communities.
- f) Provide training to town government, schools, social service and health care agencies on the federal discount program called the Affordable Connectivity Program (ACP) and other available discounts for low and middle income families and senior citizens.
- g) Promote solutions that incorporate affordable pricing (<\$15/month) for low- and moderate-income households
- h) Provide report at the end of contract.

The board of Selectmen will establish the ad-hoc (6 months to 1 year) Broadband Committee on September 20th and continue to October 4th to fill all seats. The committee shall include 5-7 members.

Ideal candidates for the Broadband Committee include:

- Others in town government
- Chamber of Commerce
- Any technology firms in town
- Someone from NEC
- Businesses that would advocate for high speed not only for their business but their employees.
- Someone from the local school system perhaps in IT or in charge of the e-rate application for subsidized telecom services.
- Any residents who have been asking about broadband because they want better service or don't have a viable service that is reliable
- Someone from local banking institutions

Meetings:

Most of the meetings are a minimum of 1 hour and will be virtual. The schedule will be put together based on the committee members availability. Meeting are subject to RSA 91-A, shall be open to the public, properly noticed and minutes available within 5 business days.

Committee Draft Tasks:

- Prepare leadership with broadband readiness
- Define goals, objectives, and initiatives of project
- Secure partners including for non-profit and state

- Explore public/private partnerships
- Identify providers and mapping broadband throughout the town to identify gaps in service
- Work with NCDE to create maps that display dsl, cable, and wireless access individually and merged together using e911 rural addressing to identify gaps and competitive service options.
- We will be asking service providers who provide service to Henniker to make presentations on availability, affordability, and capacity of their services. Through discovery, we may decide to release an RFP for a provider to fill any gaps in service if found.
- The committee and Henniker may be in a position to write letters of support for providers who are seeking federal and state grant resources to enhance broadband service to town residents and businesses in the near future.



NHMA Member Contract

For

The NH Broadband Investment Planning Network Membership

The National Collaborative for Digital Equity (NCDE) and the NH Municipal Association (NHMA) have partnered to create the NH Broadband Investment Planning Network to provide consulting services to municipalities.

Both NHMA and NCDE recognize that there is a great need for improving the access, reliability, and speeds of internet in the state of New Hampshire. Both NHMA and NCDE recognize that many municipalities are seeking help in addressing broadband issues in their community.

NCDE agrees to provide the following services based on contact hours and materials:

Broadband Ready Communities with Investment Planning – Carol Miller, NCDE Director of Broadband Initiatives

- a. Prepare community leadership with investment and capacity building readiness planning for the infrastructure of the future fiber to the premise.
- b. Create goals and objectives based on community needs and desires.
- c. Help secure partners in non-profits, banking, and state funding opportunities.
- d. Provide recommendations that reflect best models in Public and Private partnering and sharing of funding resources with one or more communities.
- e. Promote solutions that incorporate affordable pricing (<\$15/month) for low- and moderate-income households
- f. Provide report at the end of contract.

To join the network, NHMA members must allocate a portion of their CSLFRF grant funds or other available funds to NCDE. The portion to be allocated will be based on population, as stated below:

5,000-9,999: \$7,500

NCDE will provide NHMA a fee equal to 15% (fifteen percent) of each of the contribution each municipality makes to the network.

Signature signifies acceptance of terms of membership:

Town Official:

NCDE Representative:

Diane Kendall, Town Administrator

Diane Kendall

Date:

7/27/22

Date:

About NCDE

The Weare, NH-based tax-exempt **National Collaborative for Digital Equity** (NCDE) is a nationally recognized leader in developing, field testing and promoting **systemic digital equity** initiatives and broadband investment planning for regions and communities.

NCDE's founder and executive director Dr. Robert McLaughlin will advise interested NHEC members, investors and providers about proven business models that feature affordable pricing for LMI households. NCDE's Director of Broadband Initiatives, Carol Miller, is a recognized state and national leader in broadband investment planning and will lead investment planning and Broadband Ready capacity building efforts for and with NHEC. NCDE's founder and executive director Dr. Robert McLaughlin will advise interested NHMA members, investors and providers about proven business models that feature affordable pricing for LMI households.

Questions about your membership contract or billing please contact Carol Miller, 603-723-4850 or email at cmiller@digitalquity.us.



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 14 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: BROADBAND COMMITTEE

NAME (as it should appear on Appointment Form): BOB PAGANO

FULL NAME: ROBERT E. PAGANO

PHONE:

PHYSICAL ADDRESS: 280 DEPOT HILL RD HENNIKER 03242

MAILING ADDRESS: S.A.A.

EMAIL ADDRESS: TANGOYANKEE_LLC@YAHOO.COM

Why are you seeking this appointment?:

IN THE HOPE MY EXPERIENCE WILL BE USEFUL TO THE COMMITTEE

What experience would you bring to this position?:

FIVE YEARS W/ NEW YORK BELL TEL AS A SWITCHMAN & SYST. MANAGST.

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

THAT THE BEST DECISIONS ARE REACHED.

SIGNATURE:

DATE: 9/14/22

3:15 PM



TOWN OF HENNIKER APPOINTMENT

To **Robert Pagano**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Robert Pagano, appointing him as a Volunteer Member of the Broadband Committee until September 1, 2025.

BOARD OF SELECTMEN:

_____	Date: _____



Town of Henniker

18 Depot Hill Road
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Received by
TOWN OF HENNIKER

SEP 19 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: **Broadband Committee**

NAME (as it should appear on Appointment Form): **Paul Knudsen**

FULL NAME: **Paul J Knudsen**

PHONE: **603-320-9283**

PHYSICAL ADDRESS: **81 Stonehenge Drive, Henniker, NH 03242**

MAILING ADDRESS **81 Stonehenge Drive, Henniker, NH 03242**

EMAIL ADDRESS: **pjknudsen.nh@gmail.com**

Why are you seeking this appointment?:

I have an extensive background in IT, particularly in requirements definition and provision, and also in regulatory affairs. While I have a high level view of the technology, I am NOT a technician. I should make clear that I have not been active in IT management since my retirement from BAE Systems in 2010.

What experience would you bring to this position?:

18 years military experience in IT service, including service provision of telecommunications and data services, regulatory intervention during the turbulent days of deregulation and breakup of AT&T. I have a Masters Degree in Telecommunications from U of Colorado. I spent 15 years as an Information Resource Manager with BAE Systems in Nashua/Merrimack/Hudson NH following retirement from the Air Force. I wrote an RFP for competitive acquisition of cellular telephone service for BAE Systems, Inc., which was eventually used as the template for a corporate-wide solicitation. I have excellent writing skills.

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

It's not really clear to me yet what the parameters are for this committee, but I'm confident I can help develop those parameters and assist in pointing the committee in a good direction.

SIGNATURE:

DATE: **19 Sep '22**



TOWN OF HENNIKER APPOINTMENT

To **Paul Knudsen**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Paul Knudsen, appointing him as a Volunteer Member of the Broadband 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 19 2022

SELECTMEN'S OFFICE

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: *Broadband Committee*

NAME (as it should appear on Appointment Form): *Marc McMurphy*
 FULL NAME: *Marc Luther McMurphy* PHONE: *(603) 748-4452*
 PHYSICAL ADDRESS: *24 Rush Rd, Henniker, NH 03242*
 MAILING ADDRESS: *24 Rush Rd, Henniker, NH 03242*
 EMAIL ADDRESS: *marcm@whitebirchce.org*

Why are you seeking this appointment?:
I was asked to serve.

What experience would you bring to this position?:
I understand the role + importance that broadband access plays in daily life + success. I also have many years of management + comm. tree experience.

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:
To be a help to the town of Henniker.

SIGNATURE: *[Signature]* DATE: *9/19/22*



TOWN OF HENNIKER APPOINTMENT

To **Marc L. McMurphy**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Marc L. McMurphy, appointing him as a Volunteer Member of the Broadband Committee until September 1, 2025.

BOARD OF SELECTMEN:

_____	Date: _____



Town Hall
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Henniker, NH 03242
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/20/2022

TITLE: Replace Community Center Activities Committee with Teen Center Committee

INITIATED BY: Peter Flynn, Selectboard Member

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Peter Flynn, Selectboard Member

AGENDA DESCRIPTION: Replace [Community Center Activities Committee](#) with Teen Center Committee

BACKGROUND: The Community Center Activities Committee has been inactive since the onset of COVID. The town administrative office manages the use of the Community Building per the Selectmen's Policy III.7

Legal Authority: Selectmen's Policy II.4 Town Committees and Boards and III.7 Rental of Community Center, Grange Hall, Bandstand/Community Park

Financial Details: N/A

Town Administrator Comment: Selectman Flynn is interested in restarting the Teen Center. Benefits and risks should be carefully considered.

Suggested Action/Recommendation:
N/A



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 9/20/2022

TITLE: Award Fuel Bid for 2022-2023 season

INITIATED BY: Russell Roy

PREPARED BY: Russell Roy

PRESENTED BY: Diane Kendall

AGENDA DESCRIPTION: Fuel Bid

LEGAL AUTHORITY: Purchase policy

FINANCIAL DETAILS: \$41,604

BACKGROUND: Annual bid for propane and heating oil. Ayer & Goss total bid \$41604, Ciardelli Fuel Bid \$47,534. Difference \$5,930 or 14.25%

OTHER DEPARTMENT HEAD COMMENTS:

Town Administrator: supports

SUGGESTED ACTIONS / MOTIONS:

***Motion:** Motion to award the heating oil/propane contract for the 2022-2023 season to the apparent low bidder Ayer & Goss for \$41,604*

Town of Henniker, NH

Bid Request

The Town of Henniker is currently seeking individual bid quotes for the 2022-2023 heating season and for the following fuels and amounts.

1. 6,500 gallons of #2 Heating Oil
2. 9,800 gallons of propane

Vendor must accommodate town with automatic fill during winter season.

Vendor must guarantee a **PREPAID RATE FOR EACH FUEL (#2 OIL AND PROPANE)**.

Send or deliver Bid proposals to Selectmen's Office no later than **Monday, September 12, 2022 at 10 am.**

The Town will return late submissions unopened.

The Board of Selectmen also reserve the right at their sole discretion to reject any and all bids, wholly or in part, to waive any informalities or any irregularities therein, to accept any bid even though it may not be the lowest bid, to call for rebids, to negotiate with any bidder, and to make an award which in its sole and absolute judgment will best serve the Town's interest.

Send sealed bid to:

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

And clearly mark on outside of envelope:

Attn.: Fuel Bid

Delivery Estimates for the 2022-2023 Season

Propane

Grange 1300

Community Center - 0 -

Fire 3300 (buried tank town owned)

Highway 1500

Cogswell Spring 2500

Police Generator 500

WWTP (all propane usage) 700

Total 9,800

Oil

Town Hall 1500

Police Station 1500

WWTP Belt Press 1700

Tucker Free Library 1800

Total 6500 gallons oil

Fuel Bids 2022-2023
Date: 09/12/22

	Gallons				
Ayer & Goss-Oil	6500	3.839	24,954		
Ayer & Goss-Propane	9800	1.699	16,650		
			Total		41,604
Ciardelli-Oil	6500	4.299	27,944		
Ciardelli-Propane	9800	1.999	19,590		
			Total		47,534
			Difference		5,930 14.25%



Ciardelli Fuel Company - Proposal

9/7/2022

Town of Henniker
18 Depot Hill Rd
Henniker, NH 03242

Ciardelli Fuel Company is pleased to submit this proposal for providing Propane and # 2 oil to the Town of Henniker for 2022/2023 through June of 2023

PROPANE PRICING:

Ciardelli Fuel Company will deliver PROPANE at a Fixed price of \$1.999/gal. through 6/30/23.

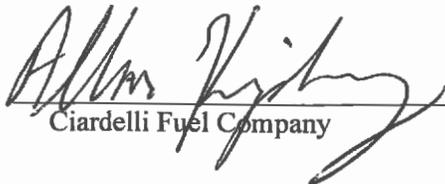
#2 HEATING OIL PRICING:

Ciardelli Fuel Company will deliver #2 HEATING OIL at a Fixed price of \$4.299/gal. through 6/30/23.

Thank you for the opportunity to submit this proposal.

*This Proposal is valid for 7 days.

Accepted by: _____ Date: _____
Town of Henniker


Ciardelli Fuel Company Date: 9/8/2022

Thank you,

Allan Kingsbury
Operations Manager
Akingsbury@cfuel.com
603-428-3159

FUEL BID 2022-2023

September 8, 2022

Diane Kendall
Town Administrator
Town of Henniker
18 Depot Hill Rd
Henniker, NH 03242

Dear Mrs. Kendall,

Ayer & Goss is pleased to offer the following Prepaid Fixed Price Bid for the 2022-2023 heating season to begin at the time a signed agreement is completed and ending when the committed volumes are delivered or May 31, 2023, whichever comes first:

#2 Heating Oil – 6,500 gallons at \$3.839 to the locations included in the bid request.

Propane – 9,800 gallons at \$1.699 to the locations included in the bid request.

Pricing is effective on 9/12/2022 and valid for 5 business days, until 9/19/2022, then subject to change with changes in commodity markets.

A copy of the Prepaid Fixed Price Agreement is included for your review.

All of us here at Ayer & Goss want to thank you for your long-standing customer relationship and community support. We are proud to have served your heating fuel needs as well as providing quality gasoline and diesel at our fuel islands. We will continue to provide a discounted rate at both of our fuel islands in Bradford and Henniker as we have done for many years.

21,000 gallons of fuel island gasoline and diesel purchased in 2021 at a .10 cents per gallon discount for a
Total Savings of \$2,100.00

Thank you again for the opportunity to present this proposal and to provide you with reliable propane and fuel oil service. Please feel free to contact us at 428-3333 or Info@ayerandgoss.com.

Sincerely,

Your Ayer & Goss Team

William, Cheryl, Amy, Kate, Lisa, Bill, Jim, Chris, Mike, Jacob & Liberty

Ayer & Goss, Inc. ~ P.O. Box 496 ~ Henniker, NH 03242 ~ 428-3333

Fuel Oil and Propane Guaranteed Price Contract for the 2022- 2023 Heating Season

THIS OFFER IS AVAILABLE FOR A LIMITED TIME ONLY. Due to market conditions, the price is subject to change after 09/19/2022 without notice and is not guaranteed until a signed agreement is executed by both parties.

This contract is to confirm that the Town of Henniker (acct# 6662, 5901) agrees with **Ayer & Goss, Inc.** to purchase **#2 Heating Oil and Propane** to be consumed during the 2022-2023 heating season, which begins on or after September 12, 2022, and ends on May 31, 2023, according to the following contract:

Prepaid Fixed Price PLAN Payment is due Upon Signing of the Agreement unless otherwise agreed

6,500 gallons of Fuel oil at **\$3.839** (cash/ck) per gallon
(Fixed, non-fluctuating price)

Total cost \$24,953.50

9,800 gallons of Propane at **\$1.699** (cash/ck) per gallon
(Fixed, non-fluctuating price)

Total cost \$16,650.20

By signing below, you accept this agreement in its entirety, **including additional terms on reverse side.**

SIGNATURES _____
Customer

Ayer & Goss

Date _____

Date _____

AYER & GOSS, INC.

PRICE PROTECTION PROGRAM

Contract Terms for Residential Fixed Price Program

You must return this signed Agreement with your payment within 5 business days to guarantee the sale of fuel at the quoted price per gallon.

This Contract provides that Ayer & Goss, Inc. will sell, and the above-named customer, heirs, and/or assignees ("You") will buy exclusively from AYER & GOSS, INC., the gallons of product shown ("Committed Gallons") for the period shown ("Contract Period") at the price shown, including all taxes except sales and use tax, to be delivered at the following address(es) shown under the following conditions:

- 1. Prepayment Terms:** You shall prepay the entire amount due (shown including applicable taxes). All gallons delivered will be temperature compensated.
- 2. Requirements Purchase Obligation:** You shall purchase from AYER & GOSS, INC. ALL requirements of the fuel type indicated for the Contract Period, even if the amount of such gallons exceeds the Committed Gallons listed and shall not purchase from any other source during such period. The price of any fuel purchased in excess of the Committed Gallons will be Ayer & Goss, Inc.'s standard daily retail price per gallon in your area as of the delivery date.
- 3. Payment Terms Service and Equipment:** Charges to your account beyond the fuel charges described above shall be paid in full by the due date of the invoice.
- 4. Automatic Delivery:** AYER & GOSS, INC. will deliver to the address(es) listed on the enrollment form automatically, based upon projections calculated from historical consumption and weather. You should notify AYER & GOSS, INC. of any changes in consumption expectations. AYER & GOSS, INC.'s failure to automatically deliver does not void any other terms of this Agreement. Also, please keep the path to the fill location clear for AYER & GOSS, INC.'s driver.
- 5. Limitation of Liability:** AYER & GOSS, INC. shall not be liable for any indirect or consequential damages whatsoever. Furthermore, AYER & GOSS, INC. shall not be liable for damages incurred as a result of failure or delay in delivery of fuel as a result of circumstances beyond AYER & GOSS, INC.'s control, including but not limited to, force majeure, supplier interruptions, government mandated allocation, your failure to notify AYER & GOSS, INC. of consumption changes, or your failure to keep the fill location clear.
- 6. New Taxes:** The Contract Price set forth may be increased by an amount equal to the increment of new taxes imposed on fuel sales not in effect at the time this Agreement was made.
- 7. Termination by AYER & GOSS, INC.:** AYER & GOSS, INC. may terminate this Agreement and pursue legal remedies if You breach this Agreement in any way, including failing to pay for goods and services and/or the Committed Gallons covered by this Agreement, and/or by notifying AYER & GOSS, INC. that you do not intend to fulfill the purchase requirements in paragraph 2, AYER & GOSS, INC. may elect to cease deliveries and pursue damages and/or Liquidated Damages as set forth below.
- 8. Damages, and Liquidated Damages:** If You do not make any payment when required or otherwise breach in any way, AYER & GOSS, INC. shall be entitled to damages, reasonable costs of collection or attempted collection, and reasonable attorneys' fees. For instance, if You fail to purchase all of the Committed Gallons from AYER & GOSS, INC., or if You purchase fuel from another source during the Contract Term, AYER & GOSS, INC. shall be entitled to, at a minimum, Liquidated Damages calculated as follows: (Committed Gallons, minus delivered gallons) times the greater of \$1.00 per gallon, or 50% of the Contract Price per gallon, such amount to be paid within 10 days following the end of the Contract Term or the date of Your breach, whichever is earlier. These liquidated damages reasonably approximate actual damages to compensate AYER & GOSS, INC. for costs and risks incurred in securing fuel quantities and prices to satisfy the Committed Gallons. In addition, you shall pay any outstanding amounts for all delivered goods and services.
- 9. NOTICE OF PRICE RISK TO CONSUMER:** The fixed price in this Agreement is based upon market conditions prevailing at the time of signing. You understand and agree that the price is fixed for the season regardless of whether market price goes up or down. You are agreeing to all the Committed Gallons regardless of weather conditions reducing your fuel requirements.
- 10. Fixed Price Contract Compliance:** AYER & GOSS, INC.'S performance is secured by fixed price contracts and inventory in compliance with NH - R.S.A. §339:79.
- 11. THIS IS A LEGALLY BINDING CONTRACT. PLEASE READ CAREFULLY BEFORE SIGNING. THIS AGREEMENT IS NOT BINDING UNTIL A SIGNED COPY IS RECEIVED BY AYER & GOSS, INC. BY THE DEADLINE SPECIFIED ABOVE.**

Fuel Oil and Propane Guaranteed Price Contract for the 2022- 2023 Heating Season

THIS OFFER IS AVAILABLE FOR A LIMITED TIME ONLY. Due to market conditions, the price is subject to change after 10/01/2022 without notice and is not guaranteed until a signed agreement is executed by both parties.

This contract is to confirm that the Town of Henniker (acct# 6662, 5901) agrees with **Ayer & Goss, Inc.** to purchase **#2 Heating Oil and Propane** to be consumed during the 2022-2023 heating season, which begins on or after September 12, 2022, and ends on May 31, 2023, according to the following contract:

Prepaid Fixed Price PLAN Payment is due Upon Signing of the Agreement unless otherwise agreed

6,500 gallons of Fuel oil at **\$3.839** (cash/ck) per gallon
(Fixed, non-fluctuating price) Total cost \$24,953.50

9,800 gallons of Propane at **\$1.699** (cash/ck) per gallon
(Fixed, non-fluctuating price) Total cost \$16,650.20

By signing below, you accept this agreement in its entirety, **including additional terms on reverse side.**

SIGNATURES _____
Customer

Ayer & Goss

Date _____

Date _____

AYER & GOSS, INC.

PRICE PROTECTION PROGRAM

Contract Terms for Residential Fixed Price Program

You must return this signed Agreement with your payment within 5 business days to guarantee the sale of fuel at the quoted price per gallon.

This Contract provides that Ayer & Goss, Inc. will sell, and the above-named customer, heirs, and/or assignees (“You”) will buy exclusively from AYER & GOSS, INC., the gallons of product shown (“Committed Gallons”) for the period shown (“Contract Period”) at the price shown, including all taxes except sales and use tax, to be delivered at the following address(es) shown under the following conditions:

1. **Prepayment Terms:** You shall prepay the entire amount due (shown including applicable taxes). All gallons delivered will be temperature compensated.
2. **Requirements Purchase Obligation:** You shall purchase from AYER & GOSS, INC. ALL requirements of the fuel type indicated for the Contract Period, even if the amount of such gallons exceeds the Committed Gallons listed and shall not purchase from any other source during such period. The price of any fuel purchased in excess of the Committed Gallons will be Ayer & Goss, Inc.’s standard daily retail price per gallon in your area as of the delivery date.
3. **Payment Terms Service and Equipment:** Charges to your account beyond the fuel charges described above shall be paid in full by the due date of the invoice.
4. **Automatic Delivery:** AYER & GOSS, INC. will deliver to the address(es) listed on the enrollment form automatically, based upon projections calculated from historical consumption and weather. You should notify AYER & GOSS, INC. of any changes in consumption expectations. AYER & GOSS, INC.’s failure to automatically deliver does not void any other terms of this Agreement. Also, please keep the path to the fill location clear for AYER & GOSS, INC.’s driver.
5. **Limitation of Liability:** AYER & GOSS, INC. shall not be liable for any indirect or consequential damages whatsoever. Furthermore, AYER & GOSS, INC. shall not be liable for damages incurred as a result of failure or delay in delivery of fuel as a result of circumstances beyond AYER & GOSS, INC.’s control, including but not limited to, force majeure, supplier interruptions, government mandated allocation, your failure to notify AYER & GOSS, INC. of consumption changes, or your failure to keep the fill location clear.
6. **New Taxes:** The Contract Price set forth may be increased by an amount equal to the increment of new taxes imposed on fuel sales not in effect at the time this Agreement was made.
7. **Termination by AYER & GOSS, INC.:** AYER & GOSS, INC. may terminate this Agreement and pursue legal remedies if You breach this Agreement in any way, including failing to pay for goods and services and/or the Committed Gallons covered by this Agreement, and/or by notifying AYER & GOSS, INC. that you do not intend to fulfill the purchase requirements in paragraph 2, AYER & GOSS, INC. may elect to cease deliveries and pursue damages and/or Liquidated Damages as set forth below.
8. **Damages, and Liquidated Damages:** If You do not make any payment when required or otherwise breach in any way, AYER & GOSS, INC. shall be entitled to damages, reasonable costs of collection or attempted collection, and reasonable attorneys’ fees. For instance, if You fail to purchase all of the Committed Gallons from AYER & GOSS, INC., or if You purchase fuel from another source during the Contract Term, AYER & GOSS, INC. shall be entitled to, at a minimum, Liquidated Damages calculated as follows: (Committed Gallons, minus delivered gallons) times the greater of \$1.00 per gallon, or 50% of the Contract Price per gallon, such amount to be paid within 10 days following the end of the Contract Term or the date of Your breach, whichever is earlier. These liquidated damages reasonably approximate actual damages to compensate AYER & GOSS, INC. for costs and risks incurred in securing fuel quantities and prices to satisfy the Committed Gallons. In addition, you shall pay any outstanding amounts for all delivered goods and services.
9. **NOTICE OF PRICE RISK TO CONSUMER:** The fixed price in this Agreement is based upon market conditions prevailing at the time of signing. You understand and agree that the price is fixed for the season regardless of whether market price goes up or down. You are agreeing to all the Committed Gallons regardless of weather conditions reducing your fuel requirements.
10. **Fixed Price Contract Compliance:** AYER & GOSS, INC.’S performance is secured by fixed price contracts and inventory in compliance with NH - R.S.A. §339:79.
11. **THIS IS A LEGALLY BINDING CONTRACT. PLEASE READ CAREFULLY BEFORE SIGNING. THIS AGREEMENT IS NOT BINDING UNTIL A SIGNED COPY IS RECEIVED BY AYER & GOSS, INC. BY THE DEADLINE SPECIFIED ABOVE.**

BID #: 14-2022

BID NAME: Fuel Bid 2022-2023

DUE DATE & TIME: September 12, 2022 @ 10:00 am

BIDS OPENED BY: Diane Kendall, Town Administrator

Company	Address	Bid Amount
Ayer & Goss, Inc.	P. O. Box 496, Henniker, NH 03242	#2 Heating Oil: \$3.839/gallon Propane: \$1.699/gallon
Ciardelli Fuel Company	5 Ciardelli Rd., Milford, NH 03055	#2 Heating Oil: \$4.299/gallon Propane: \$1.999/gallon



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Henniker, NH 03242

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Fax: (603) 428-4366

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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/20/2022
TITLE: Disposal of Surplus Material – 2008 Ford F350
INITIATED BY: Leo Aucoin, Superintendent
PREPARED BY: Leo Aucoin, Superintendent

PRESENTED BY: Leo Aucoin, Superintendent

AGENDA DESCRIPTION: Highway Superintendent would like permission to dispose of 2008 Ford F350 at the state surplus action at the White Farm according to town policy.

Legal Authority: Town Policy III.2 Disposal of Surplus Material

Financial Details: \$1000 or more value; revenue is General Fund Sale of Town Asset

Town Administrator Comment:

Supports

Suggested Action/Recommendation:

Suggested Motion:

Motion to authorize the disposal of 2008 Ford F350 for bid at the State Surplus Auction at White Farm

III.2 Disposal of Surplus Material

Adopted May 17, 2005. Effective July 1, 2005. Revised October 7, 2008

After making all departments aware of such surplus items, the Town Administrator may authorize the sale of materials and equipment which he/she and the Department Head determine to be surplus to the needs to the Town where a single item or lot does not exceed One Thousand Dollars (\$1,000.00) in book value.

In cases where such item or lot exceeds One Thousand Dollars (\$1,000.00) in book value, the Board of Selectmen shall approve the sale of such materials. All such surplus materials shall be disposed of by public auction, including internet auctions or competitive quotations.

Broken, obsolete and damaged equipment that is determined to not be in working order will be thrown away.

In situations where the State of New Hampshire surplus auction is taking place for unused or/surplus items from the State, municipalities or school districts, it will be the discretion of the Department Head and Town Administrator to determine such items that, in their opinion, would bring a fair financial return for the Town if sent to said auction.

A written record shall be kept identifying each item and date and manner of disposal.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: September 20, 2022
TITLE: 2022/2023 Budget Calendar
INITIATED BY: Diane Kendall, Town Administrator
PREPARED BY: Diane Kendall, Town Administrator
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION:

1. See Attached 2022/2023 Henniker Budget Calendar

Town Administrator Comment: The Select Board is asked to consider approving the proposed budget calendar. Please note Holiday and Selectboard Calendar will be proposed at the October 4th meeting.

Suggested Action/Recommendation:

Suggested Motion: Motion to adopt the Henniker Budget Calendar

2022/2023 Henniker Budget and Town Meeting Schedule

Date	Day of the Week	Time/Type of Hearing	Description
September 26, 2022	Monday	N/A	Department Heads receive budget sheets
October 5 th – 14 th 2022	Wednesday – Friday	N/A	Meeting with Department Heads
October 18, 2022	Tuesday	6:15	Selectboard Meeting
October 19, 2022	Wednesday	3:00pm	Budget requests due
November 1, 2022	Tuesday	6:15 Selectboard Meeting	Selectboard Meeting 2023 Budget Binder
November 12, 2022	Saturday	8:00am – 4:00pm Public Meeting	Selectboard and Budget Advisory Committee – Review of 2023 Operating Budget
November 15, 2022	Tuesday	6:15:00 AM Selectboard	Selectboard Meeting - Propose/Review any zoning ordinance, historic district ordinance or building code for consideration at the 2023 town meeting
December 6, 2022	Tuesday	6:15 Selectboard Meeting	Warrant Article Review (Any Bond articles over \$100k)
December 20, 2022	Tuesday	6:15 Selectboard Meeting	Proposed warrant articles by town departments under 100K/warrant articles from town committees/CIP Presentation to Board of Selectmen
January 3, 2023	Tuesday	6:15 Selectboard Meeting	Advisory Budget Committee Recommendations
January 17, 2023	Tuesday	Public Hearing	Public Hearing for any bond article over \$100k
January 17, 2023	Tuesday	Selectboard Hearing	Budget Review
January 31, 2023	Tuesday	Public Hearing	Public Hearing on proposed budget and warrant articles
February 14, 2023	Tuesday	Selectboard Meeting	Selectboard decides who is speaking to the warrant articles
February 17, 2023	Friday	8:00am	Warrant posted at polling locations and Town Hall
March 7, 2023	Tuesday		Town Meeting Voting Day
March 11, 2023	Saturday	1:00pm	Town Meeting



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/20/2022

TITLE: 2023-2024 NHMA Legislative Policy Conference

INITIATED BY: NHMA

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Scott Osgood, Selectman

AGENDA DESCRIPTION: Vote for 2023-2024 NHMA Legislative Policy Proposals

BACKGROUND: NHMA members will have an opportunity to vote on these proposals at the Legislative Policy Conference on September 23. We urge each municipality's governing body, prior to the Legislative Policy Conference, to vote a position on the recommendations and floor proposal (see below) to provide direction to your voting delegate at the conference. Otherwise, your delegate is free to cast your municipality's vote as he or she chooses. On April 19th the Selectboard voted to appoint Scott Osgood as Henniker delegate to the NMMA Policy Committee. Please see attached information about the conference and proposed policy positions.

Legal Authority: Selectmen Policy

Financial Details: N/A

Town Administrator Comment: TA recommends the Board stand with recommendation of NHMA in support or opposition to each policy proposal.

Suggested Action/Recommendation:

Suggested Motion: Move that Henniker Selectboard adopts the position of NHMA on all policy proposals directs the delegate Mr. Osgood to vote in same manner.

Alternate action: take Selectboard vote in support or opposition to each proposal and direct the delegate to vote in the majority position for each proposal.

Please Join Us for 2023-2024 Legislative Policy Conference



NEW HAMPSHIRE
MUNICIPAL ASSOCIATION



2023-2024 Legislative Policy Conference

9:00 am - 12:00 noon
Friday, September 23, 2022
NHMA Offices
25 Triangle Park Drive
Concord, NH 03301

Below are the links to the proposed 2023-2024 Legislative Policy Positions and Legislative Principles, as recommended by NHMA's three policy committees.

NHMA members will have an opportunity to vote on these proposals at the Legislative Policy Conference on September 23. *We urge each municipality's governing body, prior to the Legislative Policy Conference, to vote a position on the recommendations and floor proposal (see below) to provide direction to your voting delegate at the conference.* Otherwise, your delegate is free to cast your municipality's vote as he or she chooses.

NOTE: Please do not send your governing body's vote results or positions to NHMA. Your governing body's discussions and votes are only for the direction of your voting delegate. The only way a municipality may vote on these policies is to send a voting delegate to the policy conference on September 23.

[2023-2024 Proposed Legislative Policy Positions](#)

[2023-2024 Proposed Legislative Principles](#)

Registration - Voting Delegate

Each member municipality has one vote at the policy conference. Each governing body is asked to appoint a voting delegate to cast the municipality's vote on the legislative policy proposal. Please register your delegate using the link below:

Registration is required by Thursday, September 22: **[REGISTRATION LINK](#)**

Floor Policy Proposal

Here is a link to **[the one floor policy proposal](#)** we have received. This supplements the policy recommendations prepared by the three legislative policy committees, which were sent to all municipalities on July 8. Delegates at the conference will vote on the policy recommendations and the floor policy proposal, along with NHMA's Legislative Principles.

Legislative Policy Conference- September 23, 2022

The 2023-2024 NHMA Legislative Policy Conference will be held on Friday, September 23, 2022, at 9:00 a.m. at our offices at 25 Triangle Park Drive, Concord, NH 03303. This is an in-person event. *Each member municipality will be asked to appoint a voting delegate to cast its vote at this conference.* Each member municipality, regardless of size, has *one* vote on all policy matters.

In the absence of any other designation by the select board, aldermen, or council, NHMA will recognize one official as a municipality's voting delegate in the following order of priority:

Mayor/Chair of Board of Selectmen/Council Chair

OR

Mayor Pro Tem/Vice or Assistant Mayor/Council Vice Chair

OR

Selectman/Alderman/Councilor

OR

City or Town Manager/Town Administrator/Administrative Assistant

NHMA's bylaws require a two-thirds affirmative vote of those members present and voting for approval of any NHMA legislative policy or principle.

Questions?

Please contact NHMA's Government Affairs Department at 603.224.7447 or governmentaffairs@nhmunicipal.org.

Our mailing address is:
New Hampshire Municipal Association
25 Triangle Park Drive
Concord, NH 03301

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2023-2024 Proposed Legislative Policy Positions

General Administration and Governance

Local Authority and Efficiency

NHMA supports maintaining local government authority without infringement by the state, and supports measures that enable municipalities to exercise existing authority more efficiently and with greater discretion. NHMA also supports state-local partnership and coordination in addressing common issues.

NHMA supports:

- Legislation granting towns the same authority to adopt ordinances that cities have under RSA 47:17;
- Legislation clarifying that towns that have adopted RSA 49-D have the same powers and authority of municipalities that have adopted RSA 49-C.
- The authority of municipalities to regulate or limit the use of firearms on municipal property, and to regulate the carrying of firearms by municipal employees while on duty;
- Legislation allowing a town, by vote of its legislative body, to authorize appointment of the town clerk or town clerk/tax collector by the governing body, or by the chief executive officer based on a town charter;
- Legislation allowing municipalities to satisfy notice publication requirements through the use of electronic notification rather than newspaper publication, in addition to posting notice in public places.
- Legislation that is supportive of state collaboration with municipalities in addressing homelessness.
- Help ensure the availability of an adequate public sector workforce.

NHMA opposes legislation that detracts from existing local authority.

Right-to-Know Law

NHMA supports the purposes of the Right-to-Know Law: to ensure the greatest possible public access to the actions, discussions, and records of all public bodies, and to ensure government's accountability to the people. NHMA also supports measures to make the law clearer and make compliance with public access requirements easier and less burdensome for public officials and employees and less costly for taxpayers.

NHMA supports:

- Reasonable requirements to make governmental records available electronically if no additional cost is involved;



- The ability to recover reasonable labor costs and other costs for responding to voluminous or excessive record requests;
- Exemptions from disclosure that are easy to administer and that provide appropriate protection for confidential and other sensitive information;
- An expedited and inexpensive process for resolving right-to-know complaints;
- Legislation and funding that provide support for education about the Right-to-Know Law.
- Authority of municipalities to set the meeting locations, conditions, and modalities (including in-person, remote, or combined in-person/remote) for meetings of councils, boards, committees, and commissions.

Elections

NHMA believes that state and local elections should be fair and open, that voting should be simple and convenient without risking election integrity or security, and that election processes should be efficient without imposing undue burdens on local officials.

NHMA supports:

- Establishment of an independent redistricting commission to draw election districts fairly and without regard to partisan advantage;
- Local autonomy over town and city elections;
- More frequent state review and approval of electronic ballot-counting devices;
- Registration and voting processes that are not unnecessarily complex or burdensome, either to voters or to election officials;
- The use of secure technology such as electronic poll books to make election processes more efficient;
- Greater flexibility in the processing of absentee ballots;
- State assistance for the cost of accommodations for disabled voters in local elections.

Labor and Employment

NHMA recognizes the importance of municipal employees, the need for good working conditions, and the right of employees to organize if they choose. NHMA also believes municipal employers should be free to set reasonable terms and conditions of employment or negotiate the same with their employees or employee representatives, without undue state interference.

NHMA supports existing laws governing public employee labor relations, and **opposes** changes that impose greater burdens or liabilities on employers.

NHMA opposes:

- Legislation creating a mandatory “evergreen clause” for public employee collective bargaining agreements;



- Mandatory binding arbitration as a mechanism to resolve impasses in municipal employee collective bargaining;
- A right to strike for public employees;
- New mandated employee benefits, including any proposal to enhance retirement system benefits that may increase employer costs in future years;
- Unnecessary limits on municipalities' discretion in making hiring decisions;
- Restrictions on municipalities' ability to privatize or use contracted services.

Substance Use, Prevention & Response

NHMA supports:

- State funding to address substance use disorder for the following efforts:
 - Prevention
 - Treatment
 - Recovery
 - Enforcement;
- Legislation that supports prevention, treatment, recovery, and enforcement efforts.

NHMA opposes:

- Reductions in state funding for substance use disorder or recovery support programs;
- Legislation that makes it more difficult to address the substance use disorder problem in our communities.
- Legislation that authorizes the sale of cannabis unless the following requirements or conditions are included:
 - The processing, manufacture, refinement or sale of cannabis products in any municipality shall only be permitted after the legislative body of that municipality has adopted the provisions of enabling state legislation permitting such activities--“opt-in, not “opt out.”
 - Legislation that legalizes the sale of cannabis must include provisions for adequate and sustained funding to municipalities to address the costs associated with legalization because municipalities will be the governmental entities that will have to directly deal with the impacts of legalization, including local funding for items such as the following:
 - i. Substance abuse and the costs to provide care to those needing assistance.



- ii. Local police will be the first line of enforcement for underage use, impaired driving and the resultant social problems that are related to use of what is presently a controlled substance.
 - iii. Fire departments and EMS agencies are likely to see an increase in calls for overdoses of those abusing cannabis.
 - iv. The need for a significant enhancement in the DRE (Drug Recognition Expert) Program to ensure local departments can adequately enforce motor vehicle laws related to persons who choose to drive while impaired will be necessary.
- Any legislation allowing for retail establishments for the sale of cannabis or cannabis products shall include a requirement for a host community agreement with the municipality in which a marijuana establishment is located, which may include provisions such as a community impact fee; a limit on the percentage of sales of total gross receipts that are related to cannabis sales; security measures for premises; agreements to fund police details when necessary; for crowd or traffic control; and termination of business provisions.

Finance and Revenue

Property Taxes and Related Revenues

NHMA supports legislation that allows municipalities to manage property tax levies in a manner that stabilizes tax rates and ensures equity, fairness, and efficiency in the assessment and collection of property taxes.

NHMA supports:

- The continuing right of municipalities to use any recognized method of appraisal upheld by the New Hampshire judicial system;
- Legislation to ensure that:
 - property taxes are assessed to the proper owner by requiring that all owner name changes be separately filed at the registry of deeds when such an owner change is not created by a transfer of the property, and
 - all liens, whether of a private or institutional nature, be filed at the registry of deeds, and that all changes to the name of a recorded lienholder be similarly filed;
- A legislative commission to study assessment and collection of property taxes and/or municipal utility fees on manufactured housing on land of another and on transient-type properties;
- Legislation ensuring fairness and accuracy in property tax exemptions including ensuring that all household income and assets are taken into account;



- Legislation that prohibits the use of the income approach by a taxpayer in any appeal of assessed value if the taxpayer refuses to provide such information as requested by the municipality;
- A legislative commission to study reimbursement through payments in lieu of taxes (PILOTs) for municipal services provided to exempt charitable properties, including charitable non-profit housing projects;
- Legislation amending RSA 80:56 to enable municipalities to charge a fee for any financial remittance issued to the municipality that is returned as uncollectible;
- Legislation to lower the abatement interest rate that municipalities pay under RSA 76:17-a from six percent to four percent to align it better with the interest rates on delinquent taxes that were lowered by the legislature in 2019.

NHMA opposes:

- Legislation that directly or indirectly increases property taxes, including but not limited to new or expanded mandatory exemptions or credits, or changes in the process for valuing, assessing, or taxing specific classes of properties;
- Legislation that undermines the basic goals of the current use program or reduces the 10-acre minimum size requirement for qualification for current use beyond those exceptions now allowed by the rules of the Current Use Board;
- Legislation that expands the definition of “charitable” in RSA 72:23-1 unless the state reimburses municipalities for the commensurate loss of property tax base;
- An assessment methodology for big box stores that employs comparisons to “dark store” properties abandoned or encumbered with deed restrictions on subsequent use.

State Aid and Non-Property Tax Revenues

NHMA supports funding of state aid to municipalities, supports legislation authorizing local control over non-property tax revenue streams, and opposes legislation that reduces, suspends, or eliminates existing local taxes, fees, or state aid.

NHMA supports:

- Full restoration of revenue sharing under RSA 31-A;
- A state transportation policy that provides adequate and sustainable funding for state and municipal infrastructure and transportation systems and maintains at least the 12 percent share of state highway funds distributed to municipalities;
- Legislation authorizing the establishment of local option fees and providing for periodic adjustments to statutory fees to compensate for factors including, but not limited to, the effects of inflation, such as an increase in the maximum optional fee for transportation improvements;



- Legislation to ensure the collection of unpaid bills for ambulance and other emergency services;
- Reimbursement from the state for the cost of municipal services provided to state-owned properties;
- Legislation amending motor vehicle registration enforcement laws to ensure collection of all state and local registration fees owed by New Hampshire residents;
- Legislation amending RSA 36-A:5 II to allow trustees of trust funds to invest conservation funds instead of only the town treasurer, if voted by the legislative body;

NHMA opposes:

- Legislation that would repeal the dedicated fund created to share 30% of state meals and rooms tax revenue with municipalities along with any further reduction to the percentage shared, or any further reduction to the state meals and rooms tax.
- Diversion of state highway funds for state non-transportation network purposes.

New Hampshire Retirement System (NHRS)

NHMA supports the continuing existence of a retirement system for state, municipal, school, and county government employees that is secure, solvent, fiscally healthy, and financially sustainable, and that both employees and employers can rely on to provide retirement benefits for the foreseeable future.

NHMA supports:

- Restoration of up to 35% of the state's share of employer costs for police, teachers, and firefighters in the current defined benefit plan and any successor plan, with the goal being a 35% re-instatement of the state contribution;
- Inclusion of participation by a municipal official designated by NHMA on any legislative study committee or commission formed to research alternative retirement system benefits plans or designs;
- Performance of an actuarial analysis of any legislation proposing benefits changes or other plan changes that may affect employer contribution rates.

NHMA opposes:

- Legislation expanding benefits that increase current or future employer contribution costs;
- Legislation that assesses additional charges on employers beyond NHRS board-approved rate changes;
- Legislation that expands the eligibility of NHRS membership to positions not currently covered by the plan;
- Legislation further restricting a municipality's ability to employ NHRS retirees in part-time positions or the imposition of any fees or penalties associated with such employment.



Education Funding

NHMA supports a revenue structure for funding an adequate education to meet the state's responsibilities as defined by the constitution, statutes, and the common law with revenue sources that are predictable, stable, and sustainable.

NHMA supports:

- A revenue structure that is not disruptive to the long-term economic health of the state;
- A revenue structure that is efficient in its administration;
- A revenue structure that is fair to citizens.

NHMA opposes:

- Retroactive changes to the adequate education funding distribution formula after the notice of grant amounts has been provided to local governments.

Infrastructure, Development, and Land Use

Energy, Environment, and Sustainability

NHMA supports preservation and enhancement of municipal energy, climate, and sustainability planning for communities, protection of the natural environment, and implementation of clean and renewable energy, while recognizing the need for municipalities to manage their resources and the natural environment without undue cost.

NHMA supports:

- Legislation that broadens municipalities' ability to install and use renewable energy sources, including higher caps or elimination of caps on net energy metering;
- Legislation that provides financial and other assistance to municipalities for conservation techniques and installation and maintenance of renewable energy sources;
- Legislation that allows municipalities to adopt local environmental regulations that are no less stringent than those implemented by the state;
- Legislation that enables municipalities to enact measures that promote local energy and land use systems that are both economically and environmentally sustainable;
- Legislation that protects and preserves local natural resources and public infrastructure, builds community resilience, and fosters adaptation to climate change and mitigates its risks;
- Policies that support customer and community choice in energy supply and use competitive market-based mechanisms to promote innovation, cost effectiveness, and sustainability; and
- Legislation that provides state or federal assistance to municipalities to mitigate environmental inequity impacts faced by their residents, and drive early local engagement in decision processes.



NHMA opposes:

- Legislation that overrides local determinations of appropriate energy sources and regulations.

Water Resources Protection, Control, and Management

NHMA supports measures enabling municipalities to protect, control, and efficiently and safely manage water infrastructure and its resources. NHMA believes the State should support its commitments to municipalities for water infrastructure programs and that any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

NHMA supports:

- Legislation that provides state or federal investment in maintaining and improving the state's critical water infrastructure, including, but not limited to, dams, public drinking water systems, wastewater systems, stormwater systems, and surface and groundwater;
- Legislation that encourages regional and innovative solutions to drinking water, wastewater, stormwater, and surface and groundwater issues;
- Regulation of emerging contaminants at appropriate and feasibly achievable levels when supported by relevant scientific and technical standards that are broadly accepted by peer review and cost-benefit analyses, when coupled with appropriate state or federal funding.

NHMA opposes:

- Enactment of stricter drinking water, wastewater, stormwater, or surface water and groundwater regulations for municipalities unless any costs of compliance are funded by the state or federal government.

Solid Waste Management

NHMA recognizes the need for efficient, economical, and environmentally sensitive mechanisms for solid waste management which allow municipalities to use the most appropriate disposal systems. NHMA believes any new mandates that impose additional costs on municipalities must be funded by the state or federal government.

NHMA supports:

- Programs that support municipal, regional, and state strategies to manage solid waste through reduction, reuse, recycling, resource recovery, composting, and other measures, while maintaining local control;
- State programs that address existing and emerging contaminants at no additional cost to municipalities;
- Fees or assessments on solid waste or recycling that are used to provide direct support or enhancement of local or regional solid waste, household hazardous waste, and recycling programs.



Housing

NHMA recognizes the need for diverse and affordable housing in New Hampshire and the responsibility of each municipality to afford reasonable opportunities for the development of diverse and affordable housing. NHMA believes municipalities should have discretion in how to satisfy this responsibility and supports legislation that enables municipalities to find innovative ways to ensure an adequate supply of housing.

NHMA supports:

- Legislation that allows municipalities to require the inclusion of affordable and diverse housing opportunities as part of new housing developments;
- Financial and other incentives to municipalities to encourage development of diverse and affordable housing;
- Statewide efforts to provide housing for those recovering from substance misuse, subject to reasonable municipal regulation;
- Policies that encourage documentation and financial traceability of cash and bartered rental transactions;
- Legislation and policies that encourage creative and flexible approaches to meeting housing needs of current and future demographics in different regions.
- Legislation which promotes a collaborative approach between the state, municipalities, and other key stakeholders to address the state's housing shortage.

NHMA opposes:

- Legislation and policies that allow for or encourage housing practices that exclude people from and decrease the availability of quality, affordable housing;
- Legislation that erodes local control over land use decisions.

Land Use

NHMA supports the long-standing authority of municipalities to regulate land use matters with minimal interference from the state.

NHMA supports:

- Legislation authorizing municipalities to regulate short-term rentals of residential properties, including licensing requirements and health and safety protections;
- Legislation enabling municipalities at their discretion to adopt more recent editions of national/international building and fire codes than the current state-adopted editions.
- Legislation that supports the adoption of more recent editions of the national/international building and fire codes after review and recommendation by the Building Code Review Board and/or the State Fire Control Board.



NHMA opposes:

- Legislation that limits municipal control in implementing statewide priorities in zoning and land use regulation;
- New state mandates requiring municipalities to allow specific types of housing;
- All other statewide land use mandates.

Information Technology, Communications, and Cybersecurity

NHMA supports initiatives to make the most current information and communication technology accessible to New Hampshire communities, so long as local authority over land use regulation and safety issues is not compromised.

NHMA supports:

- Legislation that increases the ability of municipalities, especially those in rural and remote areas, to facilitate and advance access to reliable broadband technology to the premises in their communities;
- Legislation that provides flexibility for municipalities in accessing poles and pole attachments, including legislation that directs the New Hampshire Public Utilities Commission to adopt the FCC rule on access to poles called “One-Touch-Make-Ready” in order to facilitate bringing high-speed fiber optic cable to service all New Hampshire communities, homes, and businesses by internet service providers (ISPs) in an expedient and cost-effective manner;
- Legislation that provides state and federal investment, including grants, for installation of high-speed fiber optic broadband technology to serve all New Hampshire communities, homes, and businesses;
- Legislation that requires or encourages and incentivizes providers to disclose information to local government relative to access and broadband connections provided in the municipality to help municipalities better understand and address the needs of their community;
- State investment in cybersecurity assistance to municipalities to protect data and infrastructure.

NHMA opposes:

- Legislation that limits municipalities’ ability to prevent or regulate deployment of technologies that would interfere with the management of the right of way;
- Statewide mandates on cybersecurity practices unless any associated costs are funded by the state or federal government.



Transportation

NHMA supports state policies that ensure access for all users to convenient, efficient, reliable, cost effective, safe, and sustainable multi-modal transportation systems in New Hampshire.

NHMA supports:

- Appropriate funding for state and local modes of transportation, including but not limited aviation, transit, bicycle, and multi-modal facilities;
- Continued state and federal investment in public transportation systems and projects designed to support access to vital services, economic, and recreational opportunities within communities, link communities and regions, and reduce vehicle congestion on New Hampshire's roads;
- Programs and funding sources that would appropriately recover and distribute the impact of vehicles used on local and state transportation infrastructure.

NHMA opposes:

- Any action or inaction by the State that results in the downshifting of maintenance responsibilities for transportation infrastructure (road, bridge, culvert, drainage) to municipalities.

Economic Development, Recovery, and Vitality

NHMA supports allowing municipalities to implement measures to foster economic development which allows for the preservation and creation of jobs and vitality within our communities.

NHMA supports:

- Legislation that allows for local adoption of more options and more flexibility to provide incentives for economic recovery and development;
- Expansion and more flexibility of state tax credit and exemption programs to foster economic recovery, development, and vitality.

NHMA opposes:

- Legislation that makes it more burdensome to implement economic recovery, development, and vitality measures.

AGENDA ITEM

X. PAST MEETING MINUTES

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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, August 9, 2022
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

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 August 9, 2022, seconded by Selectman Osgood. Mr. Marco called a point of order and asking the identity of the minute taker. Ms. Kendall responded that Ms. Helga Winn would record the minutes from the video recording of the meeting. After no further discussion, Mr. Blomback called the vote for the motion. ***The motion passed, unanimously.***

Public Comment #1: none

Chairman Blomback moved Item 2 in Old Business to later in the agenda

New Business

Item 3 - New Hire Announcements: Selectwoman Hooper recommended the board take action to appoint the new hires in public session. ***Selectwoman Hooper motioned to appoint Sherry Bradstreet to the full-time position of Deputy Finance Director Grade 28 Step 5 \$35.78 per hour, seconded by Vice Chairman Flynn. The motion passed unanimously.*** Ms. Bradstreet introduced herself to the Selectboard and gave a brief introduction of work history including 16 years with accounting firm of Plodzik and Sanderson. The Board welcomed Ms. Bradstreet. TA Kendall read motion to appoint Helga Winn to the full-time position of Executive Assistant/Assessing and Land Use Coordinator Grade 21 Step 6 \$27.43 per hour. ***Vice Chairman Flynn motioned to approve the appointment as read by the Town Administrator, seconded by Selectman Osgood.*** Selectwoman Hooper and Selectman Marko remarked they did not support the appointment because they did not agree with compensation for the position. ***Roll call vote:***

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Chairman Blomback, aye; Vice Chairman Flynn, aye; Selectwoman Hooper, nay; Selectman Osgood, aye; Selectman Marko, nay. The motion passed 3-2.

Ms. Winn introduced herself to the Board and stated she has worked for the Town of Henniker for the last 22 years starting at the library and since 2005 has worked at the Town Office. After a brief 8-month absence she is pleased to return to the Town. The Board welcomed Ms. Winn.

Old Business

Item 2 - Authorize electrical work and lighting upgrade at the Bandstand: TA Kendall explained on July 19th the Board accepted a grant donation from the Hillsborough Rotary to repair and upgrade the electrical system at the Bandstand. The Board tabled decision to appropriate funds and authorize work pending quotes. Marc Aucoin provided a quote to repair electrical problem causing lights to flicker and to add track lighting for \$795.12. TA Kendall remarked that Marc Aucoin is hopeful that this will fix the electrical flickering but will not know until he does the work. Parks and Properties Superintendent Marc Boisvert explained the problem and solution to the Board. ***Selectwoman Hooper motioned to appropriate not more than \$800 for the lighting repair and improvement to the Angela Robinson Bandstand and to authorize the procurement of lighting repair and improvement as presented, seconded by Selectman Marko. With no further discussion, Chairman Blomback called the vote. The motion passed unanimously.***

New Business

Item 4 - Gift Donation Request – Little League Irrigation System: TA Kendall remarked that she recognized acceptance of this gift would require much more information before the Board could decide to accept and the purpose was to get the item on the agenda and for the Board to decide if they wanted to move it forward for exploration and more information. Mr. Eilenberger of Blue-Sky Irrigation is seeking to donate an irrigation system for the Little League field behind Town Hall and the value is \$4,500. Kendall explained the donor's motivation is sentimental and passion for the field. Kendall explained the donation is generous and well intentioned and it is important to understand that there could be costs to install, run, and maintain the system. Acceptance of personal property under the RSA shall not be deemed to bind the town to expend or appropriate public funds. It would be important to find out from Water Commission, Parks and Properties, Athletic Committee and Historic District Commission any input into the process and cost. TA Kendall posed several questions to be examined. Selectwoman Hooper shared she had similar questions. Vice Chairman Flynn expressed opinion to proceed with collecting information about costs and ramifications of the project. Mr. Eilenberger addressed the Board regarding his request. He explained he wants to donate an irrigation system to make the field look good and feels the town should have an irrigated field and discussion ensued between the Board and Mr. Eilenberger. Vice Chairman Flynn remarked the Board is receptive to the idea and needs more information to decide. Mr. Eilenberger explained maintenance is minimal and a staff member could be trained to perform simple maintenance. Selectman Marko expressed concerns about use of town water for the purpose and cost of water supply to the town. The Selectboard reached consensus to obtain more information and input from the Cogswell Water and Parks and Properties departments, and

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Athletic Committee and Historic District Commission and directed the Town Administrator to coordinate and report back to the Selectboard.

Item 5 - Request to Close Transfer Station Saturday and Sunday of Labor Day Weekend 2022:

Transfer Station Manager Mr. Boisvert addressed the Board to request closing the Transfer Station on Saturday September 3rd and Sunday September 4th and to offer extended hours on regular operation days. Mr. Boisvert explained because of the weekend hours of the transfer station and the limited staff and shifts, they are not able to take advantage of holiday weekends like other departments. After discussion and correction of dates in the staff report;

Selectwoman Hooper motioned to allow the Transfer Station to alter hours for the Labor Day holiday closing the Transfer Station on Saturday September 3rd and Sunday September 4th and to alter hours for Thursday, September 1st, Tuesday, September 6th and Thursday, September 8th to be open 11:00am to 7:00pm. Vice Chairman Flynn seconded the motion. Vice Chairman Flynn stressed importance and urgency to publicize the hours in the newspaper, social media, website, and physical signs at the Transfer Station. Mr. Boisvert explained that all staff members have Mondays off and the Transfer Station is closed on Wednesday, but staff members use the day to do Transfer Station and Parks and Properties maintenance. Chairman Blomback asked the Town Administrator to clarify the holiday compensation policy with the department. After no further discussion, Chairman Blomback called the vote. ***The motion passed unanimously.***

Item 6 - CNHSOU Agreement Medical Personnel: TA Kendall explained the town is an existing member of the Central New Hampshire Special Operations Agreement for the Police Department. The town received a request to add Will Amos to the roster as a medical responder, but because the existing agreement does not have the language that includes medical personnel a supplemental agreement was necessary to add medial personnel. Selectman Marko and Selectwoman Hooper requested more information about why this agreement is necessary if the town is already working under a mutual aid agreement. ***Selectwoman Hooper motioned to table the item pending comments from the Police, Fire Chief and Rescue Chief, seconded by Mr. Marko. Chairman Blomback called the vote. Roll call Chairman Blomback, nay; Vice Chairman Flynn, aye; Selectwoman Hooper, aye; Selectman Osgood, nay; Selectman Marko, aye. The motion to table the item passed 3-2.***

Item 7 - Primex CAP Agreement – Worker’s Compensation and Property and Liability: TA Kendall explained the town is a member of a risk management exchange Primex. The CAP Agreement limits Worker’s Compensation and Property Liability contribution to not exceed 7% over the prior years’ contribution for Property and Liability Insurance and 10% for Worker’s Compensations for a three-year agreement. Vice Chairman Flynn expressed his experience working with Primex and supports and recommends endorsing the agreement. ***Vice Chairman Flynn motioned to accept the Primex contract conditions presented and authorize Chairman Blomback to endorse the agreement, seconded by Selectwoman Hooper. Chairman Blomback called the vote. The motion passed unanimously.***

Past Meeting Minutes

Item 8 - Acceptance of Board of Selectmen Non-Public Minutes July 19, 2022, 5:30pm:

Chairman Blomback entertained a motion to accept the minutes as presented. Selectman

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Osgood motioned to accept the minutes, seconded by Vice Chairman Flynn. The motion passed unanimously.

Item 9 - Acceptance of Board of Selectmen Public Minutes July 19, 2022, 6:15pm:

Selectwoman Hooper motioned to table the approval of the minutes as the meeting stating the attendance was not included, Selectman Osgood was not appointed to take the minutes and errors and formatting issues. And requested all draft documents for redlining and changes to the entire Board. Discussion ensued. Selectman Marko seconded the motion to table the minutes. Chairman Blomback asked for further discussion. No further discussion, Chairman Blomback called the vote all those in favor of tabling roll call by hand gesture, Selectwoman Hooper and Selectman Marko raised hands. All those opposed to tabling, Chairman Blomback, Vice Chairman Flynn, and Selectman Osgood raised hands. Selectwoman Hooper stated the minutes were incomplete because they did not contain the attendees; consent agenda motions not in the normal format, names were not consistent with titles of selectman selectwoman, section about hiring didn't include all comments from Board members. Selectman Osgood read from NH Municipal Association Meeting Minutes 101. Selectwoman Hooper pointed out several typographical errors and expressed concern that the minute taker was not approved by the Selectmen. Discussion continued. Selectman Osgood motioned to accept the minutes, seconded by Vice Chairman Flynn with edits of attendance and typographical errors. The motion passed unanimously.

Communications

Item 10 - Town Administrator Report: TA Kendall explained the report was not included in the electronic agenda posted to the website and paper copies were available at the table by entrance. TA Kendall read from the report. (See attached to minutes). Vice Chairman Flynn requested recommendations on payment agreements for property owners in arrears. Selectman Marko asked about the electronic communication that has been missing from the packet. Selectwoman Hooper requests Department Heads presence at meeting when they have a request.

Item 11 – Correspondence: Chairman Blomback mentioned correspondence and letters included in the package and noted that Building Inspector Garside met with the library regarding the lift. Selectwoman Hooper mentioned the Finance report regarding the Highway Block Grant. Chairman Blomback directed the conversation back to the Library Trustee letter. TA Kendall apprised the Board of the status; the town and trustees appealed the decision of the state to reject the Garaventa lift plan and the town has not had a response to the appeal. Finance Director, Russ Roy is seeking guidance from Department of Revenue on status of appropriated funds if the Garaventa project is abandoned. Would the funds lapse to the general fund or encumber as a capital project for replacement of the lift?

Item 12 - Department Reports: Selectwoman Hooper remarked about the Highway Block Grant funds increase. Chairman Blomback remarked about \$525,000 in ARPA funds of which \$181,000 is committed, leaving delta of \$343,000 and asked about conditions and timeline to spend and strings attached. Chairman Blomback asked about the feasibility using for road projects and specifically cost overruns on highway projects because of workforce and supply shortages and increased demand. Selectwoman Hooper asked about sound panels in the community room.

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Kendall explained the panels could not be used in the building because they did not meet fire code. The return period expired and the company that sold them would not take them back.

Item 13 - Selectmen Reports:

Selectman Marko reported attending the Road Management Committee meeting. The committee discussed work to be done on Foster Hill Rd, which was on the list for this year, but paving companies are experiencing high demand this summer. Selectwoman Hooper remarked Davison Rd completed, Flanders chip sealed and town culverts including Ramsdell were completed, and delays on Liberty Hill Rd culvert due to DES delays and contractors lined up and waiting. Selectman Marko remarked the RMC voted unanimously to oppose to the request for a cross walk on Main St from the park to the south side of Main St because of the potential to lose three parking spots and losing parking spots year-round when most activity occurs in the summer. Selectwoman Hooper also said the RMC requests the Selectboard ask the Highway Safety Committee to consider recommendations for speed limit reductions in the downtown area.

Chairman Blomback remarked on the Concert Committee which reported record attendance of over 600 people for the Grateful Dead cover band.

Public Comment #2 - none

Selectwoman Hooper motioned to adjourn at 7:53pm and seconded by Selectman Flynn. The motion passed unanimously.

Respectfully submitted,

Diane Kendall
Town Administrator

Minutes Approved: xx.xx.xx



Meeting: BOARD OF SELECTMEN

Date: August 9, 2022

PLEASE PRINT

Name

Address

Lori Marko

Henniker

Helga Wilm

Henniker

Sherry Bradstreet

Hopkinton

Joan O'Connor

Henniker

Hedi Alcorn

Henniker

Mike Basvet

Henniker DUMP

DAVE EILBERGER (SO)

Henniker

Agenda Item
XI. Communications

"The only Henniker on Earth."



Office of the Town Administrator

Diane Kendall

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

This report encompasses updates, activities, projects, and meetings August 10, 2022 to September 16, 2022.

Administrative:

- Recruitment and interviews part-time Land Use and General Administrative Assistant
- Recruitment and interviews NEC interns for website assistance, general assistance, and community programs
- Communicate with Legal regarding unresolved matters of court cases and junk yard complaints.
- Administration for 2023 budget process
- Attended Finance Department and BS&A software implementation set-up meetings and training

Highway:

- Regular daily meeting with Highway Superintendent for status updates;
- Assisted with temporary easement agreements for Liberty Hill Rd. culvert

Risk Management:

- Worked with Primex, Mirador, and cyber security incident response team to set up, monitor and respond to potentially compromised internal and external users. Set-up additional call and email lines. Impact was minimal and while we continue to monitor, the matter appears to be resolved. All Henniker users the @henniker email address has had 2-factor authentication installed, which will reduce the risk of cyber incidents. We will be working with Primex and our IT provider to roll out a structured and mandatory cybersecurity training program over the next 12 months.

Parks and Properties:

- Community Building:
 - Fans have been fixed and new controls installed
 - Increased requests for use; updated website page information and created website calendar to assist in scheduling uses. Coordinating plan for communication of use with the Parks & Properties Department to assist renters with instructions on use of a/c; heat; fans; fill bathroom supplies and inspect property pre and post use.
- Town Hall
 - Ductless A/C: Mini-split units have been installed; due to supply chain issues and shortages, the compressors have been backordered until November.
 - Obtained quote power wash Town Hall. One problem, there is no exterior spigot for power washer to connect to water supply. Next step: permission from board to install exterior spigot or find power washing company with own water supply.
- Azalea Park: Volunteers have been weeding and keeping the park clean and beautiful. They should be recognized and praised.

- Bandstand rentals: When does use of a public space like bandstand and community park require rental. For example, political meet and greet, small gathering less than 10 people for vow renewal
- Met with Historic District Commission to access condition of front doors that must be either refurbished or replaced for security, energy loss and crash bars for Fire and Assembly safety. HDC recommends refurbish of doors; TA will get quotes and opinions from local architects and door specialists. Also examined condition of exterior; holes in roof corner trim boards allowing bird nesting; paint is badly chipping; holes and cracks in some stain glass windows; window to teen center door is broken (replacement scheduled); examined condition of carpet and stage; HDC recommends replacing carpet; tabled decision on removal of old stage until they know if there demand for use;
- Obtained rough quotes for paint for Town Hall, Grange and Community Building

Outreach:

- Facilitate meetings and emails with Riverfront Parking landowners and Police Department to resolve and coordinate overnight parking permit issues
- Toured town facilities and White Birch Community Center with Deputy Finance Director, Sherry Bradstreet
- Guest speaker at Rotary provided updated of Community Projects and Revaluation
- Assisted Susan Adams with outreach for Scarecrow project
- Attend monthly local Municipal Managers meetings
- Help to promote and coordinate NEC/ Henniker Community events: performance open to public and movie in the park October 1.

Public Safety:

- Collaborate with Police and Fire Chiefs to answer Selectboard questions about CNHSOU
- Facilitate and attend Craney Hill Communications Tower meeting; working on historic and environmental reports required for approved Homeland Security Grant
- Facilitate information gathering for resolution of request for Crosswalk on Main Street. Met with Economic Development Committee (EDC). EDC has requested input from Central NH Planning Commission to assess overall effectiveness and appropriateness of all Main Street pedestrian access points, crosswalks and request for new crosswalk. I engaged CNHRPC Director Mike Tardiff regarding the issues. CNHRPC will assist the town with initial analysis. Next step is to arrange joint meetings with CNHRPC staff EDC, RMC and RSC.
- Coordinate and meetings for fire pond easement
- Worked with Stef Costello to review Local Emergency Management Plan update; on Selectboard agenda for October 18

Broadband

- Created website information pages for the Broadband Committee
- Met with Economic Development Committee to provide update and solicit Broadband Com. members

Human Services: Met with Carol Conforti-Adams, concerns that there will be an increase in requests for services as electricity prices sore and people move out of seasonal housing.

Wastewater Treatment:

- Administration for Grants and dewatering equipment testing
- Ken Levesque retiring October 3;
- Assembled hiring advisory team; created recruitment questions and rubric; coordinated and participated in interviews with two candidates for Wastewater Treatment Superintendent
- Town is eligible for additional \$500,000 in funding, but not high enough on state priority list for this round. Coordinating with Underwood.
- Phone meeting with Army Corp. Engineers re: draft easement agreement for pump station.

Transfer Station:

- Meeting with Naughton & Son Recycling in Bradford with Transfer Station Superintendent Marc Boisvert to tour facility and discuss rate increases effective October 1.
- Henniker Transfer Station policies and fees must be reviewed and updated. We have concerns about definition of "Henniker Establishment" and the allowed use of the Transfer Station. Is an establishment a commercial entity? Some establishments are brining in what could be considered a disproportionate share of household trash, adding

significant cost to hauling and disposal fees. Does the Selectboard want to establish an ad-hoc Transfer Station Policy Review committee?

- Brush pile has been removed by Tripple L

Other:

- Received several comments by phone praising the work of the Highway Department roadside mowing and repairs on Foster Hill Rd.

State and NHMA:

- NHMA Legislative Bulletin: [2022 NHMA Legislative Bulletin 23 | 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-703448>



THE EXECUTIVE COUNCIL OF THE STATE OF NEW HAMPSHIRE

STATE HOUSE, 107 NORTH MAIN STREET, CONCORD NH 03301

CINDE WARMINGTON
EXECUTIVE COUNCILOR
DISTRICT TWO

August 10, 2022

Selectboard & Town Administrator
Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

Members of the Henniker Selectboard and Town Administrator Kendall,

I want to thank you all and members of your staff once again for welcoming me, the Governor, and the other members of the Executive Council to Henniker for our official meeting on July 27. I am especially thankful for Selectman Peter Flynn for his presentation and for leading us in the Pledge of Allegiance. Each summer, the Governor and Council take government on-the-road to highlight cities and towns, big and small, all across our state. I'm glad to have picked Henniker for this year's District 2 meeting, as it gave us the opportunity to showcase the town and lift up the work of local businesses and New England College.

One of the most critical responsibilities I have as an Executive Councilor is to listen to local leaders like you about the ways in which our government can work to improve the Granite State. The steps that the Town of Henniker is taking to renovate downtown and encourage economic development is remarkable.

I am very appreciative of the work you and your staff do for the people of Henniker. As I have, I will continue to advocate on your behalf to ensure the needs of small towns like your's are being met. If you ever need anything, do not hesitate to contact me at any time.

Sincerely,


Cinde Warmington
Executive Councilor, District 2

Received by
TOWN OF HENNIKER

AUG 17 2022

SELECTMEN'S OFFICE



**COMMUNITY ACTION PROGRAM
BELKNAP-MERRIMACK COUNTIES, INC.**
EMPOWERING COMMUNITIES SINCE 1965



August 10, 2022

Received by
TOWN OF HENNIKER

AUG 17 2022

SELECTMEN'S OFFICE

Russ Roy, Finance Director
Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

Dear Mr. Roy:

This letter is to notify the Town of Henniker that Community Action Program Belknap-Merrimack Counties, Inc. is in receipt of the 2022 appropriation in the amount of \$14,000.00.

Community Action Program Belknap-Merrimack Counties, Inc. wishes to take this opportunity to thank you and the townspeople for your support of Community Action Program services and activities in the Town of Henniker provided by the Kearsarge Valley (Warner) Area Resource Center.

Once again, thank you for your continued support and if you should have any questions, please do not hesitate to contact us.

Sincerely,

Jeanne Agri
Chief Executive Officer

JA;tmd

AC-Funding Thank You Letters 2022

CC: Leah Richards
Energy & Area Resource Programs

Agenda Item 15

August 2022 Department Reports

Assessing Department

Building Department

Fire Department

Highway Department

Human Services

Police Department

Town Clerk/Tax Collector

Transfer Station

Wastewater



Selectmen's Office
Administration, Finance,
Assessing, Planning,
Zoning & Building Permits

18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3221
Fx (603) 428-4366

Town Clerk / Tax Collector

18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3240
Fx (603) 428-4366

Transfer / Recycling Center
Parks and Properties

18 Depot Hill Rd.
Henniker NH 03242
Physical: 1393 Weare Rd.
Ph (603) 428-7604

Cogswell Spring Water Works

146 Davison Rd.
Henniker NH 03242
Ph (603) 428-3237
Fx (603) 428-3362

Wastewater Treatment Plant

18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-7215
Fx (603) 428-8312
Physical: 199 Ramsdell Rd.

Highway

18 Depot Hill Rd.
Henniker NH 03242
Physical: 209 Ramsdell Rd.
Ph (603) 428-7200
Fx (603) 428-7200

Police

340 Western Ave.
Henniker NH 03242
Ph (603) 428-3213
(Dial 911 for an Emergency)
Fx (603) 428-7509

Fire & Rescue

216 Maple St.
Henniker NH 03242
Ph (603) 428-7552
(Dial 911 for an Emergency)
Fx (603) 428-7628

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: September 13, 2022
RE: Monthly Report

Assessing Report for August 2022

- Monthly maintenance of new deeds, address changes and online tax maps.
- Two Intents to Cut approved for lots 540-X2F and 625-A1.
- Ongoing data entry of permits.
- Avitar field work completed as part of the town-wide revaluation process.
- Preliminary values of properties mailed to property owners at end of August by Avitar on behalf of the Town of Henniker. Property owners have the ability to schedule a telephone hearing with Avitar on September 12, September 13, and September 14, 2022, to discuss their preliminary values.
- Per Avitar the preliminary total value of the Town has increased approximately 50%.



Monthly Building Department Report
August 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	13	\$5,818.50
Building Permits - Commercial	2	\$100.00
Electrical Permits	9	\$450.00
Plumbing Permits	3	\$150.00
Mechanical Permits	5	\$300.00
Demolition Permits	1	\$50.00
Driveway Permits	4	\$300.00
Trench Permits	0	
Sign Permits	1	\$50.00
Assembly Permits	0	
Tent Permits	1	\$75.00
Hawk & Peddler	0	
Certificates of Occupancy	0	
Inspections Performed	11	
Total		\$7,293.50

Town building rental/use:

Town Buildings	Rented/Reserved	Revenue
Community Center (upstairs)	1	N/C for PD
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 August 2022

Date In	Owner	Address	Map/Lot	Type	Description	Contractor	Fees	Issued
8/1/2022	Christina Scott / Chestnut Properties	95 Hall Ave	2-256	Electrical	14 new elec baseboard heaters & thermostats	Blay Electric	\$50.00	8/1/2022
8/1/2022	Town of Henniker - Azalea Park	21 Western Ave	2-413	Building	Railing	Infob - Eric Maurer	\$0.00	8/2/2022
8/1/2022	Jared & Kathryn Ward	26 Stonehenge Drive	1-588-B3	Driveway	Modify existing driveway	Terrain Planning & Design	\$75.00	8/2/2022
8/2/2022	Paul Fox	256 French Rd	1-293	Demolition	demo 1 bdrm house & 10x10 shed	Paul Fox	\$50.00	
8/2/2022	Paul Fox	256 French Rd	1-293	Building	New 3 Bdrm house	Paul Fox	\$1,210.00	8/11/2022
8/4/2022	Murray & Chenard Rev. Trust	35 Prospect St	2-199-A	Driveway	Modify existing driveway	Youngs Excavating & Paving	\$75.00	8/5/2022
8/4/2022	Romes's Homes LLC	641 Old Hillsboro Rd	1-342	Plumbing	Plumbing for new construction	Prodigy Plumbing & Drain	\$50.00	8/5/2022
8/5/2022	Kevin Munroe	269 Quaker St.	1-640-A	Driveway	Paving existing driveway	Youngs Excavating & Paving	\$75.00	8/11/2022
8/5/2022	Phil Sletten	188 Gould Pond Rd.	1-320	Electrical	Electrical work for solar install	Bernardis Electrical Applications	\$50.00	8/15/2022
8/8/2022	Eric Geaumont	1264 Old Hillsboro Rd	1-324	Electrical	Electrical work for solar install	Sunrun Installation Services	\$50.00	8/15/2022
8/8/2022	Eric Geaumont	1264 Old Hillsboro Rd	1-324	Building	Roof mounted solar install	Sunrun Installation Services	\$250.00	8/15/2022
8/10/2022	J & M Morse Trucking	584 Western Ave.	2-369	Electrical	200 AMP underground & 9 highbay lights	Moonlight Electric	\$100.00	8/12/2022
8/11/2022	Mike Delano	218 Mt Hunger	1-645-X2	Building	Construct new pole barn	Self	\$650.00	8/18/2022
8/11/2022	Mike Delano	218 Mt Hunger	1-645-X2	Electrical	Install new service to barn	Self	\$50.00	8/18/2022
8/12/2022	Emily Weidman	1265 Western Ave.	1-349-D	Building	Reno - Remove load-bearing wall	Ben Weidman	\$50.00	8/15/2022
8/12/2022	Mike Delano	218 Mt Hunger	1-645-X2	Plumbing	new bathroom, sink, shower	Mike Delano	\$50.00	
8/12/2022	Patricia Turschman	271 Old West Hopkinton	1-315	Building	Install 32 roof mounted solar panels	Venture Home Solar	\$213.50	8/19/2022
8/12/2022	Patricia Turschman	271 Old West Hopkinton	1-315	Electrical	Elec work for solar system and relocate MSP	Venture Home Solar	\$50.00	8/19/2022
8/15/2022	Richard Brown	232 Hillside Dr	2-103-A11	Building	Roof replacement in-kind	Queen City Roofing	\$0.00	8/15/2022
8/15/2022	George & Mary Albers	80 Stonehenge Dr	1-588-B8	Building	New Garage/Barn	Big Buildings Direct	\$275.00	8/17/2022
8/18/2022	Stan Kesner	328 Shaker Hill Rd	1-695	Building	Rood replacement - in kind	Queen City Roofing	\$0.00	8/18/2022
8/18/2022	Jared Cox	703 Ray Road	1-77-X5	Electrical	Install and wire generator	Generator Supercenter	\$50.00	8/23/2022
8/17/2022	Yodd & Keith Danis	9 Goodwin Rd.	1-592-A	Building	New two-lam w/det. Garage	Self	\$2,014.00	8/17/2022
8/17/2022	Congregational Church Thrift Shop	35 Gould Street	2-166-A	Comm.Building	8x12 lean to	Ron Hewitt	\$100.00	8/22/2022
8/17/2022	Jared Cox	703 Ray Road	1-77-X5	Mechanical	Generator install	Generator Supercenter	\$50.00	8/23/2022
8/18/2022	Sunny Side Realty	7 Birchwood Terrace	1-305-B47	Mechanical	Install new Oil Furnace	H.R. Clough / Scott Seavey	\$100.00	8/18/2022
8/18/2022	Daniel Goodenough	233 French Pond Road	1-289	Mechanical	Install Lennox Heat Pump	Triumph Heating & Cooling	\$50.00	8/18/2022
8/18/2022 (4/21/22)	Chris Wayland	646 Hemlock Corner Loop	1-26	Mechanical	new construction- Oil / Propane Tank & pipe - duct work	Claude Tremblay- CR Tremblay Plumbing & Heating	\$50.00	8/18/2022
8/18/2022 (4/20/22)	Chris Wayland	646 Hemlock Corner Loop	1-26	Plumbing	New house plumbing pvc& water piping	Claude Tremblay- CR Tremblay Plumbing & Heating	\$50.00	8/18/2022
8/22/2022	Richard Chapin	1812 Colby Hill Rd	1-31	Building	Repair chimney and liner after fire	Black Moose Chimney	\$50.00	8/22/2022
8/22/2022	Woodhill LLC	633 Ray Road	1-77-X4	Mechanical	Install 500 gal propane tank	Ciardelli Fuel	\$50.00	8/23/2022
8/22/2022	Rob Dow	186 French Pond Road	1-310	Building	Extension of current deck off main house	Quantum Contracting	\$120.00	8/30/2022
8/22/2022	Bill Ramsey	322 French Road	1-293-B	Electrical	Install mini split	Trombly Enterprises Inc.	\$50.00	8/23/2022
8/25/2022	Dave & Tina Weed	520 Gulf Road	1-577	Building	Addition to house	242 Construction	\$386.00	8/30/2022
8/25/2022	Dave & Tina Weed	520 Gulf Road	1-577	Building	New detached garage	242 Construction	\$550.00	8/30/2022
8/26/2022	Veida Charpentier	14 Bennett Road	1-540-X2F	Driveway	Temporary Logging Driveway	Aaron Sterling	\$75.00	8/26/2022
8/26/2002	Gracepoint Ministries	248 Huntington Road	1-643	Electrical	Install mini split	Paradigm Plumbing & Heating	\$50.00	8/29/2022



The month of August 2022 consisted of 22 calls for Henniker Fire. The calls ranged from

- 5 fire alarm activations
- 5 EMS assists
- 2 Motor vehicle accidents
- 5 Mutual Aid
- 3 Trees and wires down
- 1 Gas investigation
- 1 Illegal burn

Training this month consisted of radio and mayday training.

NEC RA training was also done this month which consisted of several training stations and a live burn.

Henniker fire / Rescue has 2 separate courses starting soon at the station. Fire Fighter 2 and EMS basic training.

Thank you,

Chief Morse



09/12/2022

To Town Administrator Diane Kendall and Henniker Board of Selectmen,

The month of August was primarily spent installing under drain and cross culvert on Old Hillsboro Road. Roughly 3740 feet of 6 inch under drain and 200 feet of culvert with concrete head walls. We removed several Oak Trees on Dodge Hill Road, work directly with the abutter we hope to remove the stumps and widen that section of road to gain more road width and ditch lines. Most of the road grading was limited to spots so as not to loosen to much gravel in the extremely dry conditions.

Leo Aucoin
Superintendent
Henniker Highway

Henniker Human Service Department – Summary Report
July -August 2022

- 3 clients with eviction notices – Ongoing work with clients; 1 filed NH legal Aid complaint which Legal Aid agreed with CCA findings
- 4 homeless cases people moving into area discussed options. No town application were given because individuals were not NH citizens yet, and 1 residents of other NH town.
- Administrative work ongoing. Working with other public/private agencies to assist Henniker residents.
- 5 Vouchers – (3 rent 2 fuel) 4 salvation army vouchers; 2 Rotary
- 14 Clients inquiring information and resources
- 2 clients for redetermination for NH DHHS (NH easy clients)
- 1 client work with SSA-SSDI and ongoing budget check in
- 1 enrollment into Medicaid/food stamp
- 1 budgeting; 1 resume assistance
- 1 domestic violence case

Client encounters 35

Concerns

There are 3-4 homeless people living in their cars in town. Also concern of people that are homeless living at Spacious Skies campground that I know of. I question about housing options for these people when weather gets colder.

Working on getting message out for residents to get CAP=Fuel and electrical assistance submitted because it takes 60+ days for approval.

Submitted Carol Conforti-adams

HENNIKER POLICE DEPARTMENT

Memo- August Summary

To: Diane Kendall

From: Chief Matthew French

Date: September 13, 2022

On August 17 Henniker Police Fire and Rescue responded to a report of a distressed swimmer in the Contoocook River in the area of Azalea Park. Sgt Matthew Mitchell, rescue Chief Gregg Aucoin and a civilian entered the water where they located a male under approximately 10 feet of water. Once he was pulled from the water lifesaving measures were conducted, and he was transported by ambulance to Concord Hospital. Sadly, the victim did not survive. There were a lot of moving parts to this for example the victim was from out of state with no family here, there were several young people in Azalea Park that witnessed the event. We contacted the parents and worked with the Henniker Community School to make sure the children had resources as needed.

The number one complaint we are getting is speed related. It is all over town. We are doing our best to be out there with the staffing we have to make an impact on this issue.

I completed a grant for 11 AEDs (Automatic External Defibrillator) we currently have 2 which are no longer supported by the manufacturer. This grant will put one in each cruiser and 1 in each town building if the grant is successful.

There were 11 arrests which include, domestic violence related assault, DUI, transporting alcohol by a minor, reckless operation for 103 Mph on Rt 202/9, theft, and Operating with a suspended license and subjects wanted on warrants.

We had 636 Calls for Service (942 in 2021, 804 in 2220) which include

7 MV Crashes	15 Assist Other agencies
32 Directed Patrols	16 Assist Rescue/Fire
14 Motor vehicle complaints	18 Parking Complaint/tickets
96 MV stops.	1 Burglary
32 Directed Patrols	3 Road Hazard
11 Disabled MV/Assist Motorist	21 Suspicious person/vehicles
4 Domestic Disturbance	5 Welfare Check
2 Domestic Assault	1 Missing persons
7 Noise complaint/Disturbance	10 Animal Complaints
5 Serve Paperwork/Subpoena	25 Alarm Calls/911 Hangup
21 Follow ups	1 Walk and Talk
14 Return phone call	5 Vin checks
9 Assist Citizen	219 Building/Business checks
6 Civil Matter/Standby	3 OHRV stops
1 Child Custody	3 OHRV Complaints

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)

Beginning of August, I received a call from the Town Administrator that the weeds on the bridge in town needed weeding along with the monument in front of Town Hall. Zach and Starr took care of this job.

Matt went to Main Street to take care of weeding the sidewalks.

The soccer fields were mowed during the week.

We had a rainstorm, so chairs were set up upstairs at the community center for the concert. It took 30 minutes to set up chairs.

We kept up on keeping the Transfer Station clean.

We continued doing dump run around town on Thursdays.

Looked at getting a price for having the brush pile hauled away. Cousineau Forest Products and Triple L were contacted and came in at \$500.00 PER LOAD.

We tried to drag the little league field. Grass is too thick; we need to come up with another plan.

We had a couple of flat tires on the skid steer; we have ordered solid filled tires.

A load of cardboard and some paper were sold this month.

Wastewater Department Report August, 2022

- 8/01/22 –RAS #1 motor tripped out again, same thing happened over the weekend, Switched to RAS#2.
We are pilot testing the BDP Screw Press today thru Wednesday.
- 8/02/22 –Second day of pilot test for BDP Screw Press.
- 8/03/22 –Day 3 and last day of pilot test with BDP.
- 8/04/22 –Restocked Confined Space permits.
Ken pumped caustic.
Set up this years Clean and TV for week of August 22nd.
Working on MOR/DMR.
- 8/05/22 –Sent Timecards to Town Hall.
Received Grainger order, wrong items sent. Re-ordered.
Ken & Rich completed and submitted the monthly discharge monitoring report to the USEPA and NHDES,
- 8/08/22 –Ken spent the day working with Tim from Underwood and a crew from Green Mtn. Pipeline cleaning and working on 6” siphon, they will all be back tomorrow.
Rich brought sludge samples to EAI lab.
- 8/09/22 –Green Mtn. Pipeline here with different truck and nozzle, after several attempts they were able to push through the blockage in the 6”siphon, both sides of the siphon are now working.
- 8/10/22 –Found some type of block on my e-mail will check with Russ.
Found the sump pump at Ramsdell Rd. P.S. plugged, Ken & Chazz will check it out., We Disassembled the pump, cleaned the check valve and reassembled, pumps fine now.
Russ came and fixed our computer.
Ken & Chazz cleaned RAS #1, it was full of rags, will test run tomorrow.
- 8/11/22–Ken switched Return pumps from #2 to #1.
Ken set up 1” lock and cam water feed for next dewatering pilot test.
Chazz and Rich removing 3 barrels of grease & rags from Ramsdell Rd. P.S. to drying beds.
Rich cleaning effluent channel.
Chazz mowing and weed wacking.
- 8/12/22- Still having trouble with our computer being painfully slow, with Russ’s help we were able to rectify the problem.
We brought 4 drums of Caustic to the Grit Room.
- 8/15/22- Rich is out today, Ken is doing daily labs, read BOD etc.
The rolloff I ordered from Waste Mgt. for grit and screenings is here, Chazz is loading the boxes into it.
Ken is cleaning the clarifier, Chazz is cleaning the flume and effluent channel.
- 8/16/22- Chazz is out today, Jury duty.
Ken and Rich marked a Dig Safe on Rte. 114.
Rich and I covered the rolloff full of grit boxes in case it rains tonight, the rolloff is supposed to ship tomorrow.
- 8/17/22-Ken working on management report.
Rich and Ken working on DMR-QA Study 42 (US-EPA).
Rich Russell , Huber Rep. here to inspect site for pilot test in October.
Recd. Sample containers for sludge samples for Westfalia centrifuge pilot test.

8/18/22- Waste Management driver came for the rolloff, but not the correct one. They wanted to take our sludge rolloff to Merrimack and I set up the pick-up for a 30 yard rolloff filled with wastewater grit and screenings. Our new sales acct. executive mixed everything up. Dispatch is supposed to call me to fix this
Rich is changing 4 DI filters in our NANO Pure lab water system.

8/19/22- Sent timecards to Town Hall.
Jocelyn Henry, NHDES Wastewater Inspector is here for our annual Treatment Plant inspection.
Ken was called in for emergency Dig Safe for NEC dorm on Union St. at 5:45 pm, a Trash truck took out a pole.

8/22/22- No sign of Vortex Services, they should be here for clean and TV.
Vortex arrived at 10:30 am., they are starting on Juniper Ridge.
Waste Management finally came to pickup Grit and screenings rolloff thanks to Waste Management employee, Sean Irwin. Thank You Sean!

8/23/22- Chazz called out sick today.
Vortex Services back at it.
Tim from Underwood here to collect sludge samples for GEA Mechanical/Westfalia Pilot test.
Went to speak with Lorin Mulligan, Depot Hill Rd. about a Dig safe she filed, no one home, will try again tomorrow.

8/24/22- Chazz called out sick again today.
Ken starting the Belt Press.
Ken shut down the Press, the feed pump is not pumping probably needs to be taken apart and cleaned.
Ken and Rich disassembled press feed pump, removed rags and re-assembled, will test run Tomorrow.
Rich taking lab water sample to State Lab for analysis.
Ken met with Lorin Mulligan, Depot Hill Rd. to discuss Dig Safe.
Vortex Services having issues with their Vactor (truck), they are leaving for today, they will be back late this week or next week.

8/25/22- Ken pumped caustic.
Chazz is back at work today, He started the Belt Press.
Ken & Chazz marked a Dig Safe on Depot Hill Rd.
Vortex is back with a different Vactor and operator working on Western Ave.
Rich and Ken replaced a manhole cover at Western Ave. MH # 55, with help from the guys from Vortex Services.

8/26/22- Chazz started the belt press.
Mike Patrick, sales rep from The Maher Corp, a rep from GEA, Westfalia and Tim from Underwood here to discuss Westfalia Centifuge pilot test coming up in September.
Vortex is back today to finish up this years clean and TV work.
FKC will be piloting their screw press next week, delivering their unit on Monday 8/29, pilot test starts on 8/30 thru 9/1/22.
Vortex Services finished the clean and TV for this year.
Cleaning day.

8/29/22- Rolloff to Merrimack today.

FKC screw press here, called Tim at Underwood to check orientation, he did not know, I had to have them drop it where I thought was best.

Rich and Chazz did rounds, removed 3 barrels of grease from Ramsdell Rd. pump station, cleaned the Grit Room and brought 4 drums of caustic to the Grit Room.

Received the cooler from EML for our annual Toxicity Testing for US-EPA, we will Shit it back to them on 9/13/2022.

8/30/22- FKC pilot test starting today, Tim from Underwood is here, FKC arrived about 8:30 am.

Received 12 drums of 50% caustic.

We set up and started running the FKC Screw press at 11:30 am, the best they got today was 18% solids at 10 gallons per min.

8/31/22- Day 2 of pilot testing for FKC.

Mike Loncoski from Aqua Solutions, sales rep for FKC is here to check on the pilot test.

2:30 pm. Done for the day, will return tomorrow to clean up and go home.

1 Rolloff container of sludge was sent to Merrimack, NH Composting Facility for processing in August.

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 August Year 2022

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		D.O. mg/L	Turb. NTU	Total Suspended Solids (mg/L)		Coliform (#/100 ml)				
		INF.	EFF.(2)		EFF.	A.M.	P.M.		Lbs.	INF.	EFF.	INF.			EFF.	EFF(3)		EFF(3)	INF.	EFF.	EFF.
			TOTAL	MIN.																	
1 (M)		0.070	0.000	0.110	0.058						7.4	7.2		0.7			1.0				
2 (T)		0.071	0.000	0.120	0.060						7.4	7.2		0.9	503.0	5.0	1.0				
3 (W)		0.078	0.010	0.130	0.072						7.3	7.1		1.0	238.0	5.0	1.0				
4 (T)		0.073	0.000	0.160	0.059						7.4	7.1		1.3							
5 (F)		0.074	0.000	0.140	0.061						7.2	7.1		1.3							
6 (S)		0.098	0.030	0.150	0.086						7.1										
7 (S)		0.079	0.000	0.140	0.072						7.1										
8 (M)	1.0"r	0.077	0.000	0.120	0.069						7.2	7.1		1.2			1.0				
9 (T)		0.081	0.010	0.240	0.101						7.3	7.0		1.3		5.0	3.0				
10 (W)		0.084	0.000	0.180	0.076						7.3	7.1		1.2		5.0	1.0				
11 (T)		0.077	0.000	0.120	0.064						7.4	7.1		1.0							
12 (F)		0.077	0.000	0.150	0.065						7.3	7.1		0.9							
13 (S)		0.083	0.000	0.100	0.062						7.1										
14 (S)		0.073	0.000	0.130	0.057						7.1										
15 (M)		0.067	0.000	0.110	0.055						7.0	7.2		0.9			1.0				
16 (T)		0.074	0.000	0.140	0.059						7.4	7.3		1.2		3.0	1.0				
17 (W)	.25"r	0.081	0.000	0.120	0.065						7.4	7.2		1.3		3.0	1.0				
18 (T)		0.079	0.010	0.120	0.070						7.4	7.2		1.5							
19 (F)		0.092	0.000	0.160	0.086						7.4	7.2		1.2							
20 (S)		0.087	0.000	0.160	0.069						7.0										
21 (S)		0.087	0.000	0.150	0.079						7.0										
22 (M)	.15"r	0.085	0.000	0.170	0.075						7.4	7.1		1.8			1.0				
23 (T)		0.099	0.010	0.250	0.121						7.5	7.0		1.3		4.0	1.0				
24 (W)		0.096	0.010	0.170	0.091						7.4	7.0		1.1		3.0	1.0				
25 (T)		0.097	0.000	0.170	0.093						7.0	7.0		1.4							
26 (F)	.45"r	0.101	0.000	0.250	0.115						7.4	7.0		1.0							
27 (S)		0.096	0.000	0.256	0.141						6.9										
28 (S)		0.093	0.000	0.170	0.085						6.9										
29 (M)	.15"r	0.099	0.010	0.170	0.092						7.5	7.0		1.0			1.0				
30 (T)		0.096	0.000	0.200	0.088						7.4	7.0		1.3		4.0	5.2				
31 (W)		0.103	0.010	0.200	0.101						7.6	6.9		1.5		3.0	2.0				
			Max	0.256	0.141						min	6.9									
Totals		2.627	---	---	2.447	---	---				max	7.3	---	---	---	---	---				
Averages		0.085	---	---	0.079						---	---	ERR	1.2	370.5	4.0	1.3				

(1) Show Units (MGD or GPD)

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

(3) Before Chlorination

% Removal: 99%

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 (M)							
2 (T)	232.0	3.3		137.4	1.7	297.8	2.5
3 (W)	182.0	2.5		118.4	1.5	154.8	3.0
4 (T)							
5 (F)							
6 (S)							
7 (S)							
8 (M)							
9 (T)		2.7			2.3		4.2
10 (W)		2.5			1.6		3.2
11 (T)							
12 (F)							
13 (S)							
14 (S)							
15 (M)							
16 (T)		3.1			1.5		1.5
17 (W)		3.1			1.7		1.6
18 (T)							
19 (F)							
20 (S)							
21 (S)							
22 (M)							
23 (T)		2.9			2.9		4.0
24 (W)		3.2			2.4		2.3
25 (T)							
26 (F)							
27 (S)							
28 (S)							
29 (M)							
30 (T)		4.2			3.1		2.9
31 (W)		3.9			3.3		2.5
Totals	---	---	---	255.8	21.9	452.7	27.8
Avg.	207.0	3.1		127.9	2.2	226.3	2.8

% Removal: 98%

Signature: _____

Additional Information:

Record special analyses, septage received at plant, or other operational data in the extra columns or below.

Report personnel changes, chlorine or power outages, equipment breakdowns, etc. below.

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