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**Town of Henniker
Board of Selectmen Meeting
Tuesday, August 17, 2021
Henniker Community Center**

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

Member's Excused:

Town Administrator: Joseph R. Devine Jr.

Recording Secretary: Wendy Baker

Guests: Dr. Michele Perkins, Wayne Lesperance, Senator Becky Whitley, Doreen Connor, Heidi Aucoin and Arnie Huftalen

Call to order/Pledge of Allegiance

Chairman Blomback called the meeting to order at 5:00pm

Correspondence

Item 1: Letter from Milli Knudsen – Re: Concert Committee

Item 2: Letter from Community Action Program Belknap-Merrimack Counties, Inc. – Re: Thank you

Consent Agenda

Item 3: Consent Agenda for August 2, 2021

Item 4: Consent Agenda for August 12, 2021

Item 5: Consent Agenda for August 17, 2021

Vice Chair Hooper moved to approve the consent agendas with one piece on hold for Joe to review it with the Town Clerk/Tax Collector. Selectman Osgood seconded. Motion carried 3-0. (Flynn and Parker not present)

At 5:03pm Selectman Parker joined the meeting.

Public Comment #1

Doreen Connor said she was there in regards to Item #10 on the Selectmen's agenda, Update on Zoning Violation for Map 1 Lot 159-C. She stated that in the letter that went to Patenaude Properties from the Building Inspector it seems that he concluded that the use of the property as a dirt bike track is not not a permitted use as well as he asked them to take action to reduce the noise. She went on to say that they have not reduced the noise and in fact have now started using it for target shooting. Doreen feels that instead of giving them 3 months to file for a Site Plan Review that the Building Inspector and the Board of Selectmen should be ordering a Cease and Desist Order.

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New Business

Item 7: Update from New England College

President of New England College, Dr. Michele Perkins spoke to give an update regarding the College and the ongoing state of the Covid virus. She said that all faculty, staff and students are required to be vaccinated and went further to say that 90% of faculty and staff and 82% of the students are vaccinated. She said they staggered move-in day.

At 5:07pm Selectmen Flynn joined the meeting.

Provost Wayne Lesperance stated that all students had to provide a negative Covid test within 7 days of their arrival. He said that they are striving to reach 100% vaccinated but they do have a few religious and medical exemptions. Wayne went on to say that they are rapid testing on campus, they are limiting the number in class, continue to support social distancing and are following the President's advice of masking for the first 4 weeks of school. He also said that he and the Town Administrator are in contact frequently.

Item 6: Senator Becky Whitley – Legislative update & discussion

Senator Whitley gave the Board a brief synopsis of her background and that she represents District 15. She then went on to give a legislative update, letting the Board know that this was a budget year for the State and that budget was signed on June 25th as well as she briefly went over the different revenue funds.

Selectman Flynn asked Senator Whitley about the fair sharing of toll booth taxes and asked if she supported the effort for municipalities to get reimbursed. Senator Whitely answered she was not familiar with that bill and would get back to him.

Vice-Chair Hooper asked when the wastewater funds that haven't been available to municipalities would return again and when can we see increased funding for road infrastructure for municipalities and State roads? Senator Whitley answered unfortunately there was a lack of support for municipalities when the budget was being discussed. Vice-Chair Hooper also asked if she has spoken with the local Police Chiefs in regards to the Bail Reform Bill. Senator Whitely said she spoke to the Henniker Police Chief last week.

Selectman Osgood asked about the funding for the private schools, will this affect the public schools? Senator Whitely said yes.

Chair Blomback asked if there has been discussion on restoring pension funding for the towns that have signed up in the 70's, 80's & 90's? Senator Whitely said there is always a discussion on that topic and it did not pass this year.

Item 8: Update from Town Clerk

Tabled until the next meeting on September 7th.

Item 9: Letter from the Town of Warner

Joe stated the Town received a letter from the Town of Warner regarding Mink Hills Road and they are looking for us to put up "No OHRV" signs at the intersection of Route 114 and Mink Hills Road. Joe said he has spoken to Jim Morse, member of the OHRV Committee, who said there is already quite a bit of signage around that area and at the town line they say no OHRV

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use after this point. Joe said the OHRV Committee agreed that a sign could be put on the trail that says OHRV access ends, but they are against putting it at Route 114. Selectman Parker feels this is something the OHRV Committee should take charge of and make the decision. Selectman Osgood agreed with Selectman Parker. Joe said he could work with the OHRV Committee and report back to the Town of Warner. Chair Blomback took consensus of the Board and they are in agreement for Joe to work with the OHRV Committee and report back to the Town of Warner.

Item 10: Update on Zoning Violation

Chair Blomback recused himself from this discussion.

Joe stated that our Building Inspector met with the owner at the property on July 1st and then sent a letter to them regarding the gravel pit on Route 114 and the dirt bike use in it as well as giving them 90 days to file with the Planning Board. Joe said the reason he gave 90 days was because of the Planning Board's schedule and to have enough time to get together what they need for a Site Plan Review. Vice-Chair Hooper reminded the Board that Doreen Connor requested that a Cease and Desist be ordered since the noise has escalated.

Vice-Chair Hooper moved to issue a Cease and Desist order to the property owners and provide 60 days to come before the Planning Board or other boards deemed necessary for a Site Plan Review. Selectman Osgood seconded.

Selectman Flynn asked if Town Counsel should be contacted and asked if this is a legal move the Board can make. Vice-Chair Hooper stated that it is legal under the RSA's that Doreen Connor spoke of earlier.

Joe asked if the Board was seeking the Cease and Desist for the dirt bike use? Vice-Chair Hooper answered it would be for any non-complying activity.

Motion carried 4-0 (Chair Blomback recused)

Item 11: Full Time Position Transfer Station

Joe said there is currently a position open at the Transfer Station that has been open for almost a year and he would like to re-post the position and fill it. Joe said that they are short staffed with only one full-time and two part-time employees. Joe also said he would like to post it as a Landfill Chief Operator because he feels we should be succession planning for the future.

Selectman Flynn asked if the position would require the applicant to be certified and Joe said it depends on other qualifications, but the person would need to obtain one if they don't already have it.

Vice-Chair Hooper moved to post the Landfill Chief Operator position at the pay outline with either certification or other qualifying skills. Selectman Flynn seconded. Motion carried 5-0.

Item 12: 1st and 2nd Quarter Finance

Joe referenced the memo in front of the Board and stated in March the Town approved a 5.9 million dollar budget and as of June 30th the Town has expended 57% and has a balance of 43%. Joe said legal is high because of pending legal cases the Town currently has. Joe said the revenues for 2021 have an estimate of a little over 2 million dollars and have collected 46% for

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that which does not include the State Rooms and Meals Tax and is collected in quarter 4. In conclusion, Joe said he and the Finance Director feel the Town is in good shape and optimistic for the next two quarters.

Selectman Flynn asked about the line item for Welfare Director Expenses and was that to purchase a laptop. Joe answered yes, he believed it was to purchase a laptop.

Item 13: Software/Assessing/IT Services Recommendations for Town

Joe presented the Board with a PowerPoint presentation and explained that he is looking at re-doing the Town Hall software package. He said for the finance package they looked at 3 different companies and he recommends BS&A which is going to be cloud based, will allow us to put more reports online and will be less expensive than previously quoted. He said the timing for install would be 2nd quarter of 2022.

Joe said the 2nd piece is all Town Hall software and the company they looked at was NH based Avitar that services over 70 municipalities currently. They would be providing Tax Collecting, Assessing, Building Permit software and a tax kiosk giving the public the ability to view tax cards in real time as well as the ability to pay their tax bill and utility billing. Joe recommends all of this software because they are all integrated and talk to one another and the tax and utility collecting will integrate with BS&A as well.

Joe said he'd like to package this and recommend that the Town switch assessing over to Avitar. Avitar does assessing for over 50 municipalities in NH and they would be doing the revaluations and the general assessing. It will be approximately \$10,000 more per year.

Lastly Joe said he would like to have Managed IT Services and recommends the current IT company we use now, Mirador for a cost of just under \$58,000 and provides a full IT service 24/7, 365 days per year, looking to be sure we are secure, managing all of our servers, and workstations, and would be updating 6 computers per year.

Selectman Parker moved to authorize the Town Administrator to sign an agreement with BS&A Financial for a new software package. Selectman Osgood seconded.

Vice-Chair Hooper commented, for the record, that this was brought before the town and it passed at Town Meeting for these funds and brought forward by the Capital Improvement Committee and she fully supports this including the amount proposed.

Motion carried 5-0.

Selectman Parker moved to authorize the Town Administrator to sign an agreement with Avitar Assessing for new software for Town Hall, including Tax Collect, assessing software, Building Permits Software, Tax Kiosk, and utility billing software. Vice-Chair Hooper seconded. Motion carried 5-0.

Selectman Parker moved to authorize the Town Administrator to sign an agreement with Avitar Assessing to perform assessing services for the Town of Henniker. Vice-Chair Hooper seconded. Motion carried 5-0.

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Vice-Chair Hooper moved to Authorize the Town Administrator to sign an agreement with Mirador IT for managed IT services for the Town. Selectman Flynn seconded. Motion carried 5-0.

Old Business

None

Past Meeting Minutes

Item 14: Acceptance of Board of Selectmen Minutes June 1, 2021

Vice-Chair Hooper requested to postpone accepting these minutes for more edits. She will submit a red-lined document to the Board for their review at the next meeting.

Item 15: Acceptance of Board of Selectmen Minutes July 20, 2021

Vice-Chair Hooper moved to approve the minutes of July 20th. Selectman Flynn seconded. Motion carried 5-0.

Communications

Item 16: July Department Reports

Joe said that the paycheck app now has the vacation and sick time accruals on it and it will be on the actual paychecks next week.

Item 17: Town Administrator's Report

Joe gave a COVID 19 update saying as of August 11th there were 1-4 active cases in Henniker and 1st dose vaccination 2,398 have received the first dose for 48% and 2,222 are fully vaccinated for 44%.

Joe said the Transfer Station sold some recyclables to NRA for \$8,205 and Primex is giving a premium holiday distribution for property and liability and workman's comp in the amount of \$55,675. Joe said the Highway Department sent some equipment to be sold and the Town received \$5,157 for the sale of the pick-up truck, four plows and a spreader and we received the Highway Block Grant funds July distribution of \$50,350.

Chair Blomback asked how the pricing has been for recyclables. Joe answered that some of it is high right now, especially cardboard and Mark is doing a great job of watching the trends and deciding when to sell.

Item 18: Selectmen Report

Selectman Osgood and Chair Blomback had nothing to report.

Vice-Chair Hooper spoke about the current road construction and gave kudos to the Henniker Highway crew.

Selectman Flynn said that the Athletic Committee was hoping for more information on having money in the budget for a minute taker for their meetings.

Selectman Parker said he is very happy with the work that this year's paving company is doing compared to years past.

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Public Comment #2

There was no public comment.

**Chair Blomback moved to go into Non-Public Session under RSA 91-:3, II (a) personnel.
..... seconded. Motion carried 5-0.**

Town Administrator Devine gave the board an update on Scott Lacroix the Building Inspector. Scott called and said he was going to have to have knee surgery and subsequently would not be returning. Administrator Devine went on to tell the Board how Mr. Lacroix basically just called Wendy and stated the above. He has been trying to get in touch with Scott with no luck. Administrator Devine stated he would be completing the building inspections until he can find out more about what is going on.

Vice Chair Hooper motioned to come out of non-public, Selectmen Flynn Seconded. Motion Carried 5-0

Motion to adjourn made by Selectman Flynn, Seconded by Selectman Parker. Motion Carried 5-0

Meeting adjourned at 6:17 pm