



Board of Selectmen
Meeting Agenda
Tuesday, March 03, 2020
6:15 PM

Call to Order

Pledge of Allegiance

Consent Agenda

[Item1:](#) Consent Agenda

Item2: Appointments: Brett Fox, Ballot Clerk

Public Forum #1

New Business

[Item3:](#) Community Center Activities Committee

[Item4:](#) Concert Committee Members

[Item5:](#) Warrant Article Discussion

[Item6:](#) Review Western Ave. RFP

Old Business

Other Business

[Item7:](#) Review of public minutes of January 28, 2020

Item8: Review of non-public minutes of January 28, 2020

[Item9:](#) Monthly Department Reports

[Item10:](#) Town Administrator Report

Public Forum #2

Telephone
603-428-3221

18 Depot Hill Road
Henniker, NH 03232
www.henniker.org

FAX
603-428-4366

Non-Public

Item11: 91-A:3, II(a)

Item12: 91-A:3, II(i)

Adjourn

Notice posted on: 2-21-20

Next Routine Meeting: 3-17-20

Items for the next agenda, with completed backup, must be in the
Selectmen's Office no later than 12:00 noon on 3-12-20



Board of Selectmen
Consent Agenda
March 3, 2020

Consent Agenda

1. Appointment: Brett Fox, Ballot Clerk
2. Authorization to Encumber Warrant Articles from 2019 Budget Year into 2020
3. Application for Assembly: Annual Music on Main Street, Sat. Sept. 19, 2020
4. Disbursement Request and Authorization
5. Intent to Cut: Lot #1-539-C
6. Petition and Pole License PSNH#: 12-0821

Board of Selectmen Approval:

_____	_____
_____	_____

*Please note that the Consent Agenda is subject to change until 4:30 pm the day of a scheduled Selectmen’s Meeting.



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: January 27, 2020

TITLE: Community Center Committee

PREPARED BY: Joseph R. Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION: I recommend we change the name of this committee and adjust the responsibilities.

BACKGROUND: Currently the Community Center is managed by a committee called the Community Center Activities Committee. The committee is responsible for organizing, collaborating, and maintaining community events/functions that help bring people together.

DISCUSSION: The committee chair has recently stepped down. I have spoken with members of the committee and reviewed minutes from previous meetings. The committee used to have input on people renting the upstairs but it appears they have not been dealing with the applications. All applications currently come into Town Hall where we manage the booking and calendar for the upstairs. The committee continues to engage the downstairs teen center in a very productive way. I would recommend that we look at renaming this committee the Teen Center Committee. They can continue to organize and work with the downstairs and teen center. Any inquires to request to book the upstairs can then continue to come through town hall. If the committee is still looking to organize community events this reclassification will not stop them from doing it.

FISCAL IMPACT: N/A

RECOMMENDATION: Rename the Community Center Activities Committee to the Teen Center Committee.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: January 27, 2020

TITLE: Concert Committee Members

PREPARED BY: Joseph R. Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION: I recommend we make the changes to the Selectmen Policies to reflect the changes being brought forward.

BACKGROUND: Currently the concert committee has 8 members. Per the Selectmen there is to be 5 standing members. The committee chair would like it to read "At a minimum of five standing members." Due to the myriad tasks involved in planning and staffing programs, and the interest in serving

DISCUSSION: The Committee Chair is doing a good job recruiting members. She has one of the few town boards that continues to add additional members.

FISCAL IMPACT: N/A

RECOMMENDATION: I recommend to the Board they adopt the Committee Chairs recommendations.

ATTACHMENTS:

Description

Upload Date

Type



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: February 26, 2020

TITLE: Town Meeting – Warrant Articles

PREPARED BY: Joseph R. Devine, Jr, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION: N/A

BACKGROUND: The 2020 Town Meeting is schedule for March 14th at 1:00pm at the Henniker Community School.

DISCUSSION: The Board needs to decide who will be speaking and presenting each Warrant article at the meeting.

FISCAL IMPACT: N/A

RECOMMENDATION: N/A

ATTACHMENTS:

Description	Upload Date	Type
2020 Henniker Town Warrant		

TOWN WARRANT 2020

Town of Henniker
State of New Hampshire

The polls will be open for voting
at the Henniker Community School Gymnasium
51 Western Avenue
from 7:00 AM to 7:00 PM
Tuesday, March 10, 2020

To the inhabitants of the Town of Henniker
in the County of Merrimack in said State
qualified to vote in Town Affairs:

You are hereby notified to meet at the
Henniker Community School Gymnasium in Henniker
on Tuesday the tenth (10th) day of March next,
Beginning at seven o'clock in the morning
(7:00 a.m.) and ending at seven o'clock in the
evening (7:00 p.m.) to act upon the following:

1. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Amend the following Articles as they relate to setback requirements as follows: Article V, RV Section 133-22, paragraphs D, E, and F; Article VI RN, 133-24 E, F, and G; Article VII RR, 133-26 C, D, and E; Article VIII Commercial, 133-28 A, B and C by replacing the terms “No building shall be constructed...” with No Building/Structure shall be constructed...”. And amend Article II Definitions by amending existing definition of Structure by adding: It shall not include minor installations, such as fences, mailboxes, flagpoles and retaining walls.

Explanation: To require structures, such as solar panels, meet the same setback requirements as buildings. Also clarify that retaining walls do not have to meet setback requirements.

2. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Delete in its entirety Article XXIII Open Space Residential Development Sections 133-117: 133-122.

Explanation: The Planning Board does not believe this type of subdivision is appropriate for Henniker.

3. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Amend Article X Lot Size Regulations, 133-40, footnote a. by deleting it in its entirety and replacing it as follows:

Zone	Road Type	Minimum Lot Size	Minimum Frontage
RN	Paved	10 Acres	50
RN	Gravel	15 Acres	50
RR	Paved	10 Acres	50
RR	Gravel	15 Acres	50

Explanation: This amendment will clarify existing language that allows back lot subdivisions in the RN and RR zoning districts. In addition, it will require back lot subdivisions located on gravel roads to be a minimum of 15 acres.

4. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Amend Article VIII, 13-29 Commercial Uses in the CH Heavy Commercial District, by adding to CH- Permitted Uses, Business Transient Housing. In addition, amend Article II Definitions 133-3, by adding the term Business Transient Housing: Staying at an accommodation for a brief stay, not to exceed 7 days. Occupants of a Business Transient Housing shall not seek nor will they be considered year round residences of the community, year-round residency shall be prohibited. The purpose of Business Transient Housing is to provide businesses with the opportunity to provide temporary housing for its workers.

Explanation: To support businesses in the Heavy Commercial District, allow transient housing to exist. These housing units will offer temporary accommodations and occupants cannot claim to be residents of the community.

5. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Amend Article VIII, Commercial District Regulations, Section 133-29, Commercial Uses in CH Heavy Commercial District, adding to the CH Permitted Use Table the following: **Existing Manufactured Housing Parks**

Explanation: The amendment clarifies that the two existing mobile home parks located in the Heavy Commercial District may continue operation and replace units as necessary.

6. **Are you in favor of amending Chapter 133, Zoning Regulations, as proposed by the Planning Board as follows?** Amend Article IV General Provisions, by adding a new Section 133-21, Solar Energy Systems. In addition, amend Article V RV Village Proper District, Article VI RN Residential Neighborhood District, Article VII RR Rural Residential, Article VIII Commercial Districts by allowing by right roof mounted Solar Energy Systems and allow by Conditional Use Permit (CUP) ground mounted Solar Energy Systems. The renewable energy systems ordinance is enacted under the provisions of RSA 674:21,II Innovative Land Use Controls and in accordance with RSA 674:17.(I)(j), and the purposes outlined in RSA 672:1-III-a as amended. The purpose of this ordinance is to accommodate Solar Energy Systems and Distributed Generation Resources in appropriate locations, while protecting the public's health, safety and welfare. Placing systems in locations that result in loss of prime agricultural lands is strongly discouraged. It is preferable to locate systems on disturbed land, nonproductive farmland and/or rooftops. Goals will include: Allow for the use of Solar Energy Systems in the community while maintaining Henniker's scenic vistas; Preserve the community's rural character, particularly as seen from public roads; Minimize potential adverse impacts of Solar Energy Systems in the community by ensuring that such facilities are properly screened and are properly sited within existing topographic features of the property and Ensure consistent maintenance and safety procedures are in place to protect public health.

Explanation: With the rapid growth of ground mounted solar panel installations in Henniker, the Planning Board believes it is now appropriate to have some form of oversight on this new land use to protect the visual environment when these uses are installed.

TOWN WARRANT

Addendum

2020

Town of Henniker
State of New Hampshire

Town Meeting begins at 1:00 PM
at the Henniker Community School Cafetorium
51 Western Avenue
Saturday, March 14, 2020

To the inhabitants of the Town of Henniker
in the County of Merrimack in the said State
qualified to vote in Town Affairs:

You are hereby notified to meet at the
Henniker Community School Cafetorium in Henniker
on Saturday the Fourteenth (14th) day of March next,
at one o'clock (1:00 p.m.) in the afternoon
to act upon the following:

- 7) To see if the Town will vote to raise and appropriate the sum of Three Million Two Hundred Thousand dollars (\$3,200,000) for the purpose of performing Wastewater Upgrades, that will qualify the Town for federal and state funds, such sum to be raised by the issuance of serial bonds and notes not to exceed Three Million Two Hundred Thousand Dollars \$3,200,000 under and in compliance with the provisions of the Municipal Finance Act (NH RSA 33:1 et. seq., as amended) and to authorize the Selectman to issue and negotiate such bonds or notes to determine the rate of interest thereon, and to take such actions as may be necessary to effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interest of the Town, additionally to authorize the Selectmen to apply for and accept grants or other funds that may reduce the amount to be repaid and participate in the State Revolving Fund (SRF) RSA 486.14 established for this purpose, and to allow the Selectmen to expend such monies as become available from the federal and state governments and pass any vote relating thereto. It is anticipated that the Town will receive up to \$375,000 in principal forgiveness from the State Revolving Fund loan program. It should be known that Sixty Percent (60%) of the cost of this project would be funded by the wastewater users and Forty Percent (40%) by the entire Town.

2/3 Ballot Vote Required

Selectmen/Sewer Commissioners recommend

- 8) To see if the Town will vote to raise and appropriate the sum of Three Hundred Fifty Thousand Dollars (\$350,000) for the installation of new water pipe to replace eight hundred feet of failed water main that is currently under route 202/9 and the eastbound and westbound on and off ramps. Furthermore to authorize the issuance of not more than Three Hundred Fifty Thousand Dollars (\$350,000) in bond or notes in accordance with the provisions of the Municipal Finance Act, RSA Chapter 33, and to authorize the Selectboard and the Water Commissioners to issue and negotiate such bonds and notes and determine the rate of interest and term of payments thereon. Cost of this project to be paid with Water assessments.

2/3 Ballot Vote Required

Selectmen and Water Commissioner recommend

- 9) Shall the Town of Henniker vote to raise and appropriate the sum of \$75,000 (Seventy Five Thousand Dollars) to hire a Certified Lake Management Consulting Firm to study conditions and provide design solutions to reduce external and internal phosphate loading in French and Keyser Ponds -- to mitigate recurring Cyanobacteria algae blooms in these ponds. And to authorize the issuance of \$75,000 of bonds or notes in compliance with the Municipal Finance Act, RSA 33:1 et seq., as amended, with the amount of such bonds or notes to be reduced by any grant funding received for the project; to authorize the Selectmen to apply for, obtain and accept federal, state or other aid, if any, which may be available for said project and to comply with all laws applicable to said project; to authorize the Selectmen to issue, negotiate, sell and deliver said bonds and notes and to determine the rate of interest thereon and the maturity and other terms thereof; and to authorize the Selectmen to take any other action or to pass any other vote relative thereto. It is anticipated that there will be \$75,000 in principal loan forgiveness under the New Hampshire Department of Environmental Services Clean Water State Revolving Fund (NH CWSRF). Fiscal Impact Note: The tax impact associated with this will be \$0.00 per \$1,000 valuation. The principal loan amount of \$75,000 will be forgiven per the terms of the NH CWSRF agreement. No Tax Impact.

2/3 Ballot Vote Required

Selectmen Recommend

- 10) To see if the Town will vote to raise and appropriate the sum of Five Million Six Hundred Twenty-Eight Thousand Two Hundred Twenty-Eight Dollars (\$5,628,228) for general municipal operations. **Selectmen recommend**

	2020 Requested	2019 Approved	Difference
EXECUTIVE BUDGET	25,973	22,567	3,406
HISTORIC DISTRICT	1,250	1,250	0
TOWN CLK BUDGET	90,457	90,937	-480
ELECTION BUDGET	15,070	6,870	8,200
TAX MAP BUDGET	4,725	4,725	0
TOWN OFFICE BUDGET	571,706	538,836	32,870
TAX COLL BUDGET	92,217	87,315	4,902
LEGAL FEES BUDGET	20,000	20,000	0
PLANNING BUDGET	48,679	48,268	411
ZBA BUDGET	5,521	5,521	0
CEMETERIES BUDGET	13,950	13,700	250
INSURANCE BUDGET	143,445	151,061	-7,616
MUNICIPAL DUES BUDGET	4,157	4,035	122
POLICE BUDGET	1,380,904	1,273,803	107,101
FIRE/RESCUE BUDGET	773,789	767,468	6,321
CODE BUDGET	6,883	6,583	300
EMERGENCY MANAGEMENT	1,292	1,292	0
HIGHWAY BUDGET	776,676	770,634	6,042
HIGHWAY/STREETS BUD	629,700	602,800	26,900
STREET LIGHTS BUDGET	20,000	25,460	-5460
SOLID WASTE BUDGET	452,912	438,073	14,839
ANIMAL CONTROL BUD	9,408	9,408	0
HUMAN SERVICE BUDGET	80,000	80,000	0
ATHLETIC BUDGET	40,145	40,145	0
PATRIOTIC PURPOSES BUD	2,000	2,000	0
CONCERT'S BUDGET	7,195	7,195	0
CONSERVATION BUDGET	3,500	3,390	110
COMMUNITY- CAP	14,000	12,000	2,000
COMMUNITY-WHITE BIRCH	65,000	62,500	2,500
DEBT SERVICE - PRINCIPAL	270,190	272,614	-2,424
DEBT SERVICE - INTEREST	43,984	44,304	-320
DEBT SERVICE - TAN INT	13,500	13,500	0
Total	5,628,228	5,428,254	199,974

- 11) To see if the Town will vote to raise and appropriate the sum of Seven Hundred Fifty Thousand Dollars (\$750,000) To be added to the Roads Maintenance Expendable Trust Fund, established at the 2019 Town Meeting under the provisions of RSA 31:19-a for the purpose of Road Maintenance Projects **Selectmen Recommend**

- 12) To see if the Town will vote to raise and appropriate the sum of Thirty Nine Thousand Dollars (\$39,000) to be added to the Revaluation Capital Reserve Fund established under the provisions of RSA 35:1 for the purpose of Property Revaluations.
Selectmen Recommend
- 13) To see if the Town will vote to raise and appropriate the sum of Ninety-Nine Thousand dollars (\$99,000) to conduct a Full Property Revaluation and to offset this appropriation with Ninety nine Thousand Dollars (\$99,000) from the Property Revaluation Capital Reserve established for that purpose.
Selectmen recommend.
- 14) To see if the Town will vote to raise and appropriate the sum of Seventy Thousand Dollars (\$70,000) to be added to the Ambulance Capital Reserve Fund established in 1988 under the provisions of RSA 35:1 for the purchase of an ambulance for the Rescue Squad, of which the amount of \$7,800 will be transferred if received from the Town of Bradford. If the money is not received from Bradford only \$62,200 will be deposited into the fund.
Selectmen recommend
- 15) To see if the Town will vote to raise and appropriate the sum of Two Hundred Seventy-Five Thousand Dollars (\$275,000) to purchase an ambulance with Two Hundred Seventy Five Thousand Dollars (\$275,000) to come from the Ambulance Capital Reserve Fund.
Selectmen recommend
- 16) To see if the Town will vote to establish a Parks Equipment Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of Replacing equipment needed to maintain the parks, and to raise and appropriate the sum of Fifteen thousand Dollars (\$15,000) to be added to this fund and designate the Board of Selectmen as agents to expend.
Selectmen recommend
- 17) To see if the Town will vote to raise and appropriate the sum of vote to raise and appropriate the sum of Eighteen Thousand Five Hundred Dollars (\$18,500) to purchase a lawn tractor with Fifteen Thousand Dollars (\$15,000) from the Parks Expendable Trust Fund and Three Thousand Five Hundred dollars (\$3,500) to come from the DW & EL Cogswell Parks Fund.
Selectmen Recommend
- 18) To see if the Town will vote to adopt the provisions of RSA 79-E, which will allow the Board of Selectmen to entertain applications for community revitalization tax relief for a period of up to five years for structures located within 0.60 miles of Proctor Square. The tax on the qualifying structure shall not increase as a result of substantial rehabilitation, defined as having a cost of 15% of the of the pre-rehabilitation assessed value, or at least \$75,000, whichever is less in the amount of 15% .
Selectmen Recommend

- 19) Shall the Town of Henniker vote to adopt the provisions of RSA 72:81 and enable the town to grant tax exemptions for new construction performed in the CH Heavy Commercial District, CM Medium Commercial District, CR Commercial Recreational District & CR1 Commercial Recreational District. The intent of the exemption authority is to provide incentives to businesses to build, rebuild, modernize, or enlarge within the municipality. The exemption shall apply only for municipal and local school property taxes assessed by the municipality. The exemption will not apply to the entirety of the property value, but only to any increase in assessment which results from the new construction. The period for which the property is eligible for exemption is ten years. The percentage of authorized exemption is as follows:

Year 1 and Year 2, 50% of the increased assessment value as described above;
Year 3 and Year 4, 40% of the increased assessment value as described above;
Year 5 and Year 6, 30% of the increased assessment value as described above;
Year 7 and Year 8, 20% of the increased assessment value as described above;
Year 9 and Year 10, 10% of the increased assessment value as described above.

For purposes of this exemption, the term “new construction” shall mean new structures, or additions, renovations, or improvements to existing structures.

For the purposes of this the exemption “granted on a per case basis based on the amount and value of public benefit as determined by” the board of selectmen.

For the purpose of this exemption, in order to satisfy the public benefit requirement a minimum of one of the following must be provided: enhance economic growth and increase the Town’s tax base; creation of needed services or facilities not currently available in the Town; redevelop and revitalize commercial or industrial area; prevent or eliminate blight; or, retain local jobs, increase local job base, and/or provide diversity in the job base.”

For purposes of this exemption, the term “Commercial” shall be defined as outlined in the Henniker Zoning Ordinance, Article II Definitions Section 133-3, under Commercial Light, Commercial Manufacturing, Commercial Professional Services, Commercial Recreational, Commercial Retail, Commercial Services, Commercial Services Technical. If adopted, this Warrant Article will become effective April 1, 2020 and will remain in effect for Five (5) Years.

Selectmen recommend

- 20) To see if the Town will vote to raise and appropriate the sum of Two Hundred Twenty-Nine Thousand Three Hundred Seventy-Nine Dollars (\$229,379) for the Tucker Free Library with the amount to be funded by general taxation.

Selectmen recommend

- 21) To see if the Town will vote to raise and appropriate the sum of One Hundred Nine Thousand Two Hundred Fifty Dollars(\$109,250) to continue to advance design and planning for the library accessibility and safety project with the amount to be raised from general taxation.

Selectmen Do Not Recommend

- 22) To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for the Tucker Free Library to hire a Capital Campaign Consultant to assist in raising funds for the library accessibility and safety project with the amount to be raised from general taxation. **Selectmen Do Not Recommend**
- 23) To see if the Town will vote to raise and appropriate One Hundred Seventy Seven Thousand Nine Hundred Forty-Five dollars (\$177,945) for road improvements with One Hundred Seventy Seven Thousand Nine Hundred Forty-Five dollars (\$177,945) to offset this appropriation by an anticipated New Hampshire Highway Block Grant. No amount to come from general taxation. This is a non-lapsing appropriation per RSA 32:7, VI and will not lapse before December 31, 2025 **Selectmen recommend**
- 24) To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the Highway Equipment Capital Reserve Fund established at the 2007 Town Meeting under the provisions of RSA 35:1 **Selectmen recommend**
- 25) To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the Fire-Rescue Building Maintenance Fund, an Expendable Trust Fund under provisions of RSA 31:19-A **Selectmen recommend**
- 26) To see if the Town will vote to establish a Wastewater Treatment Maintenance Capital Reserve Fund per RSA 35:1 for the purpose of Maintenance Projects at the Wastewater Treatment Facility, and to raise and appropriate the sum of One Dollar (\$1) to be added to the this fund. **Selectmen recommend**
- 27) To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Town Owned Building Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of Town Owned Building Maintenance Projects. **Selectmen recommend**
- 28) To see if the Town will vote to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be added to the Transfer Station Capital Reserve Fund established at the 2017 Town Meeting under the provisions of RSA 35:1. **Selectmen recommend**
- 29) To see if the Town will vote to raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Bridge Repair Capital Reserve Fund established at the 2008 Town Meeting under the provisions of RSA 35:1. **Selectmen recommend**
- 30) To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the Police Building Maintenance Fund. This is an expendable trust fund established under the provisions of RSA 31:19-A. **Selectmen recommend**

- 31) To see if the Town will vote to establish a Town Technology Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of Hardware/Software upgrades to Town systems, and to raise and appropriate the sum of Twenty Five Thousand Dollars (\$25,000) to be added to this fund and designate the Board of Selectmen as agents to expend.
Selectmen recommend
- 32) To see if the Town will vote to establish a Police Department Equipment Expendable Trust Fund under the provisions of RSA 31:19-a for the purpose of replacing Police equipment, and to raise and appropriate the sum of Two Thousand Five Hundred Dollars (\$2,500) to be added to this fund and designate the Board of Selectmen as agents to expend.
Selectmen recommend
- 33) To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be added to the Fire Equipment Capital Reserve Fund established at the 2016 Town Meeting under the provisions of RSA 35:1
Selectmen recommend
- 34) To see if the Town will vote to raise and appropriate the sum of Six Hundred Thirty-Two Thousand Six Hundred Nine Dollars (\$632,609) for the operating expenses for the Wastewater Treatment Plant with Seven Thousand Five Hundred Thirty Seven (\$7,537) to offset this appropriation by an anticipated water pollution grant and the remainder to be raised by sewer assessments. No amount to come from general taxation.
Selectmen recommend
- 35) To see if the Town will vote to raise and appropriate the sum of Five Hundred Fifteen Thousand and Three Dollars (\$515,003) for the operating expenses of Cogswell Spring Water Works. This funding is provided by water assessments.
Water Commissioners/Selectmen recommend
- 36) We the Town of Henniker hereby call upon our State and Federal elected representatives to enact carbon-pricing legislation to protect New Hampshire from the costs and environmental risks of continued climate inaction. To protect households, we support a Carbon Fee and Dividend approach that charges fossil fuel producers for their carbon pollution and rebates the money collected to all residents on an equal basis. Enacting a Carbon Cash-Back program decreases long-term fossil-fuel dependence, aids in the economic transition for energy consumers, and keeps local energy dollars in New Hampshire's economy. Carbon Cash-Back has been championed by US economists (Jan 17, 2019 WSJ) as the most effective and fair way to deliver rapid reductions in harmful carbon emissions at the scale required for our safety.
Submitted by Petition
- 37) To see if the Town will urge that the New Hampshire General Court, which is obligated to redraw the maps of political districts within the state following the 2020 census, will do so in a manner that ensures fair and effective representation of New Hampshire voters. That in order to fulfill this obligation that the New Hampshire General Court shall appoint an independent redistricting commission that draws the new district maps in a way that does not rely on partisan data such as election results or party registration or favor political parties or candidates.
Submitted by Petition

To transact any other business that may legally come before this meeting. (This article is meant to allocate time that public acknowledgments may be voiced and is not mean to add additional articles to the meeting. The final decision is the responsibility of the Town Moderator (per Henniker Town Counsel).

Given under our hands and seal the ____ day of February 2020

Kris Blomback, Chair

Tia Hooper, Vice Chair

Peter Flynn, Selectman

Scott Osgood, Selectman

Leon Parker, Selectman



Town Hall
18 Depot Hill Road
Henniker, NH 03242

Tel: (603) 428-3221
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Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: February 26, 2020

TITLE: RFP – Western Ave

PREPARED BY: Joseph R. Devine, Jr, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION: After speaking with Superintendent Aucoin I would recommend we accept the bid from K.A. Stevens Construction. This bid acceptance dependent upon the town passing the warrant on the road maintenance.

BACKGROUND: In November 2019 the Town of Henniker put out to bid the 2nd phase of construction on Western Ave. This includes the construction of roadways, reclamation, paving, drainage, guardrail, signing, striping, and miscellaneous work located here in Henniker.

DISCUSSION: We are looking for the board to decide on which company to move forward with. The idea is after Town Meeting if the warrant article is passed, we can immediately notify and award the bid. Superintendent Aucoin had the opportunity to review all the bids and feels K.A. Stevens will be the best contractor for this job.

FISCAL IMPACT: \$893,159 plus contingencies

RECOMMENDATION: N/A

ATTACHMENTS:

Description
Bid Sheet

Upload Date

Type

KVPartners LLC

P.O. Box 432, New Boston, NH 03070

(603) 413-6650

BID TABULATION

Project: Western Avenue Improvements - Town Line to Cote Hill Road

Bid Date: January 22, 2020

ITEM	DESCRIPTION	ENGINEERS ESTIMATE				K.A. STEVENS		UNITED CONSTRUCTION		WEAVER BROTHERS		GMI		ACCURA CONSTRUCTION	
		QUANTITY	UNIT	UNIT PRICE	TOTAL COSTS	UNIT PRICE	TOTAL COSTS	UNIT PRICE	TOTAL COSTS	UNIT PRICE	TOTAL COSTS	UNIT PRICE	TOTAL COSTS	UNIT PRICE	TOTAL COSTS
1	Mobilization	1	LS	\$25,000.00	\$25,000.00	\$43,600.00	\$43,600	\$47,000.00	\$47,000	\$43,500.00	\$43,500	\$42,000.00	\$42,000	\$45,000.00	\$45,000
2	Site Preparation	1	LS	\$20,000.00	\$20,000.00	\$42,525.00	\$42,525	\$20,000.00	\$20,000	\$56,500.00	\$56,500	\$23,000.00	\$23,000	\$24,136.00	\$24,136
3	Excavation	1	LS	\$24,000.00	\$24,000.00	\$45,136.00	\$45,136	\$45,000.00	\$45,000	\$40,000.00	\$40,000	\$54,000.00	\$54,000	\$92,954.00	\$92,954
5	Rock Excavation	100	CY	\$75.00	\$7,500.00	\$120.00	\$12,000	\$35.00	\$3,500	\$150.00	\$15,000	\$175.00	\$17,500	\$200.00	\$20,000
6	Gravel	500	CY	\$24.00	\$12,000.00	\$29.26	\$14,630	\$23.00	\$11,500	\$36.00	\$18,000	\$28.00	\$14,000	\$25.00	\$12,500
7	Crushed Gravel	900	CY	\$32.00	\$28,800.00	\$28.62	\$25,758	\$42.00	\$37,800	\$40.00	\$36,000	\$34.00	\$30,600	\$25.00	\$22,500
8	Reclaimed Base Course	19,500	SY	\$3.00	\$58,500.00	\$2.48	\$48,360	\$3.00	\$58,500	\$3.45	\$67,275	\$3.00	\$58,500	\$2.00	\$39,000
9	Hot Bituminous Pavement Sidewalks and Driveways	100	TON	\$120.00	\$12,000.00	\$142.75	\$14,275	\$69.00	\$6,900	\$135.00	\$13,500	\$160.00	\$16,000	\$150.00	\$15,000
10	Hot Bituminous Pavement Base Course	2,600	TON	\$75.00	\$195,000.00	\$72.68	\$188,968	\$66.75	\$173,550	\$70.50	\$183,300	\$78.00	\$202,800	\$75.00	\$195,000
11	Hot Bituminous Pavement Wearing Course	1,600	TON	\$75.00	\$120,000.00	\$73.97	\$118,352	\$69.00	\$110,400	\$73.50	\$117,600	\$78.00	\$124,800	\$75.00	\$120,000
12	Class B Stone Fill (Class B or C)	450	CY	\$45.00	\$20,250.00	\$43.95	\$19,778	\$54.00	\$24,300	\$50.75	\$22,838	\$61.00	\$27,450	\$52.00	\$23,400
12A	12" HDPE	24	LF	\$40.00	\$960.00	\$45.62	\$1,095	\$53.00	\$1,272	\$70.00	\$1,680	\$85.00	\$2,040	\$250.00	\$6,000
12B	18" HDPE Combination Drain	390	LF	\$60.00	\$23,400.00	\$35.86	\$13,985	\$54.00	\$21,060	\$55.00	\$21,450	\$82.00	\$31,980	\$77.00	\$30,030
12C	18" HDPE	300	LF	\$60.00	\$18,000.00	\$76.57	\$22,971	\$59.00	\$17,700	\$112.75	\$33,825	\$83.00	\$24,900	\$138.00	\$41,400
13A	24" HDPE	40	LF	\$80.00	\$3,200.00	\$103.47	\$4,139	\$120.00	\$4,800	\$170.00	\$6,800	\$110.00	\$4,400	\$178.00	\$7,120
13B	42" HDPE	40	LF	\$120.00	\$4,800.00	\$220.98	\$8,839	\$200.00	\$8,000	\$270.00	\$10,800	\$138.00	\$5,520	\$285.00	\$11,400
14	60" HDPE	40	LF	\$160.00	\$6,400.00	\$291.33	\$11,653	\$220.00	\$8,800	\$400.00	\$16,000	\$225.00	\$9,000	\$397.00	\$15,880
15	6" Underdrain	3,600	LF	\$25.00	\$90,000.00	\$18.56	\$66,816	\$18.00	\$64,800	\$27.70	\$99,720	\$25.00	\$90,000	\$40.00	\$144,000
16	Catch Basin - Type C Inlet	7	EA	\$2,200.00	\$15,400.00	\$3,677.83	\$25,745	\$2,300.00	\$16,100	\$2,500.00	\$17,500	\$4,200.00	\$29,400	\$3,700.00	\$25,900
17A	Headwall - 15" HDPE	1	EA	\$800.00	\$800.00	\$1,692.49	\$1,692	\$1,900.00	\$1,900	\$1,750.00	\$1,750	\$4,400.00	\$4,400	\$2,530.00	\$2,530
17B	Headwall - 18" HDPE	7	EA	\$800.00	\$5,600.00	\$1,785.43	\$12,498	\$2,000.00	\$14,000	\$1,850.00	\$12,950	\$4,500.00	\$31,500	\$2,500.00	\$17,500
18	Headwall - 24" HDPE	2	EA	\$1,000.00	\$2,000.00	\$1,718.08	\$3,436	\$3,000.00	\$6,000	\$3,175.00	\$6,350	\$5,100.00	\$10,200	\$3,000.00	\$6,000
18	Headwall - 42" HDPE	2	EA	\$2,000.00	\$4,000.00	\$5,046.15	\$10,092	\$7,500.00	\$15,000	\$6,900.00	\$13,800	\$8,400.00	\$16,800	\$10,500.00	\$21,000
19	Headwall - 60" HDPE	2	EA	\$2,500.00	\$5,000.00	\$5,621.15	\$11,242	\$8,000.00	\$16,000	\$7,450.00	\$14,900	\$11,500.00	\$23,000	\$11,000.00	\$22,000
20	Guardrail	2,700	LF	\$25.00	\$67,500.00	\$19.89	\$53,703	\$25.00	\$67,500	\$23.00	\$62,100	\$28.00	\$75,600	\$22.00	\$59,400
21	Guardrail End Sections	8	EA	\$1,800.00	\$14,400.00	\$2,940.00	\$23,520	\$3,000.00	\$24,000	\$3,100.00	\$24,800	\$3,600.00	\$28,800	\$3,000.00	\$24,000
22	Traffic Signs and Mountings	50	SF	\$50.00	\$2,500.00	\$71.00	\$3,550	\$5.00	\$250	\$60.00	\$3,000	\$71.00	\$3,550	\$75.00	\$3,750
23	Loam and Seed	6000	SY	\$4.50	\$27,000.00	\$3.30	\$19,800	\$7.00	\$42,000	\$5.65	\$33,900	\$9.50	\$57,000	\$7.00	\$42,000
24	Dust and Erosion Control	1	LS	\$15,000.00	\$15,000.00	\$2,500.00	\$2,500	\$32,500.00	\$32,500	\$32,500.00	\$32,500	\$19,500.00	\$19,500	\$33,100.00	\$33,100
25	Traffic Control	1	LS	\$15,000.00	\$15,000.00	\$2,500.00	\$2,500	\$50,000.00	\$50,000	\$50,000.00	\$50,000	\$26,000.00	\$26,000	\$17,500.00	\$17,500
26	Fuel and Asphalt Cement Price Adjustments	1	LS	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000	\$20,000.00	\$20,000	\$20,000.00	\$20,000	\$20,000.00	\$20,000	\$20,000.00	\$20,000
	Miscellaneous (10%)				\$86,401.00										
Total Bid Amount					\$950,411		\$893,159		\$970,132		\$1,097,338		\$1,124,240		\$1,160,000

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, January 28, 2020
Henniker Town Hall**

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

Town Administrator: Joe R. Devine Jr.

Recording Secretary: Kelly McCutcheon

Guests: Matthew French, Cordell Johnson, Scott Dias, Heidi & Danny Aucoin, Kristen Bergeron, Joyce Bosse, Josh, McCutcheon, Jen McCourt, Mike French, Bruce T.

Item1: Consent Agenda

Selectman Parker moved to approve as presented. Selectman Flynn seconded. Motion carried 5-0.

Public Forum #1

No public comment.

Item2: Chief Matthew French -Pinning Ceremony of Officer Allysia Stone

Chief French stated his excitement to welcome Allysia to the team with all her previous experience and invited her family up to pin her and take pictures.

Item3: Police Department Restructuring Job Descriptions

Selectman Flynn moved to approve the job descriptions for Lieutenant and Master Patrol as presented. Selectman Parker seconded. Motion carried 5-0.

Item4: RSA 79E and RSA 72:81

Joe stated the Economic Development Committee (EDC) is seeking to adopt RSA 79E for downtown improvements and revitalization. The recommended area is .6-mile radius from Proctor Square. If a parcel is partially in the radius it will be fully eligible to participate in the RSA 79E. The proposed area covers a good chunk of downtown and Main Street coming south on 114 to just after Hope Road. The Board needs to define substantial rehabilitation, which the states set at least 15% of the rehabilitation cost or \$75,000, whichever is less.

Scott Dias clarified that it is not a property tax reduction, but that the tax is held level for 5 years before being assessed at the full value. Selectman Osgood asked confirmation that the property hold would pay the current assessed tax value that would be held level for 5 years before paying the full assessed value. Chair Blomback asked if the new house on 114 and

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Prospect would qualify. Joe stated RSA 79E does not qualify for single family homes. RSA 79E can be applied to multi-family homes with 4 or more units would qualify. Chair Blomback asked about the new performing art center the college has almost finished building and if that would apply. Joe stated because the building is already tax-exempt it does not, however the Sonny's pizza the college bought would qualify.

RSA 72:81

Would provide 5 up to 10 years of tax relief for new or rehabilitated commercial properties. An area would need to be determined or it could cover the whole town. Two areas the Planning Board to develop are Old Concord Road and Weare Road on 114 south. The Board tasked Joe with sending other town's examples to legal to review and come back to the Board.

Item5: CAI Technologies Contract

Selectman Parker recused himself due to conflict of interest.

CAI provides the GIS data and are looking to extend their maintenance agreement. Joe needs permission to sign the contract and be the designated the as the project liaison. There is no cost increase remaining at \$2,400 and would cover March 2020-March 2021.

Selectman Flynn moved to designate Joe Devine as the project liaison and to sing the contract on behalf of the Board. Vice Chair Hooper seconded. Motion carried 4-0-1 (Parker)

Item6: CIP Recommendations (Capital Improvement Committee Report attached as a separate document)

Vice Chair Hooper stated that CIP is a long-range planning document for capital projects and equipment's. The implementation of CIP will increase the capacity of town infrastructure and will avoid undo property tax increases. Working under the RSA's provisions CIP projects are major not often reoccurring cost the commits \$5,000 before for funding and has a life expectancy of at least 5 years. This does not include projects the State or Federal government regulate or court order.

The CIP matrix to manage projects covers 2020-2049. It is noted that Cogswells Springs Water Works did not respond to or submit and projects to the CIP committee. CIP will be speaking with the school as well so they can be included. Selectman Flynn asked why there was no response from the Cogswells Spring. It is unknown.

CIP recommended \$100,000 to the Fire Department; Rescue ambulance \$275,000 fr FY2020 and \$70,000 annually for maintenance of equipment; Highway allocating annually \$100,000 to fund the current fleet of trucks; Transfer Station \$50,000 annually since it will be large expense to replace the dump trailers estimated at \$100,000 each; Parks was approved to purchase a new lawn mover from the capital reserve fund and it is recommend \$15,000 be placed this year and \$5,000 annually there after to meet the replacement of equipment in the future.

Police Dept. based on review CIP did not allocate funding for the dept. because their vehicle cost is already accounted for in their operating budget. CIP recommends expanding the trust for

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weapons and MBT upgrades and suggest \$15,000 funding. The new building- the current building has had health concerns identified and CIP included the purchase of land for a new facility and also recommended be funded at \$100,000 annually to reduce the cost of construction, estimated to be \$400,000.

Town owned building expendable trust has recommended fund allocations in the matrix report. Town Technology should be level funded at \$25,000 for the upgrades needed to the town hall system. The Roads expendable trust approved \$800,000 in 2020 and \$750,000 annually to continue the maintenance of roadways and stated how last year bundling road projects saved the town money. The revaluation fund was approved since legally the town has to complete one every decade.

The Waste Water total cost is \$3.2 million and CIP supports funding the split 60% those on the system/ 40% the remainder of the town regardless if on the system. The Tucker Free Library requested a new elevator, bathrooms, and converting the 3rd floor into a meeting room for an estimated \$2.2 million dollars. The CIP does not support this project. Azalea Parks requested more than \$10,000 for cameras and lighting in the park. CIP does not support this request either as there are to be no tax payer dollars used for Azalea Park per the agreement the committee made with the town when established.

Selectman Osgood stated the school is their own entity and should not be included in CIP. Vice Chair Hooper quoted the RSA's that stated the school should be included in the process and stated that the decision to include the school came to CIP from the direction of the Planning Board, not the Board of Selectmen. Selectman Osgood stated it is the duty of the school to have their own CIP and funding plans. Vice Chair Hooper stated the Planning Board voted unanimously to approve what CIP presented at the last meeting on January 22.

Chair Blomback asked if CIP was looking for the Board to establish. Vice Chair Hooper stated the approved plan will be updated every year and that is up to the tax payers and voters to decide what they want to fund.

Item7: Mike French -Response to Energy Committee PV Report

Bruce T spoke first as Chair of the Energy Committee (EC) and stated the committee's disappointment with the bids that were received. The EC had expected to bring a winning proposal to town meeting and at this time there is no way the EC could provide a warrant article for this year. The EC would like to do more research and request permission to engage with Russ and Joe regarding the financial data.

Vice Chair Hooper moved to approve the Energy Committee to continue discussion with Joe and Russ, to continue working on their report, and to allow the Energy Committee to meet with Barrington. Selectman Parker seconded. Motion carried 5-0.

Selectman Parker asked Mike French is he is employed by one for the companies that was involved in the initially bidding. Mike stated he is. Selectman Parker asked Mike if he understood conflict of interest and Mike responded yes. Bruce interjected to state that Mike

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was transparent with the EC and recused himself in addition to not patriating in the audience since there were other contracts involved. Bruce stated it is a sticky situation since Mike is also resident, but as a bidder Mike has been honoring the process and has not attended meetings. Vice Chair Hooper stated Mike did tour the proposed solar sights prior to recusal.

Mike French stated he is the Vice Chair of the Energy Committee and the co-owner of Revision Energies who participated in the RFP (request for proposal). He had intended to comment and commend the committee for all the hard work they had put into the proposal and to comment on the finding that none of the received proposal would save the town money; his response is that he hopes the committee leads the town to the best outcome in the process and he would not state what course of action he thinks the town and committee should take. He is not trying to promote his company and provided the Board with an energy cost sheet he created with the current providers and 2 bidders to determine there is indeed a discount based on his math, although more information is still needed. He stated the Town would not be able to fully estimate if the proposals will save the Town money without getting more information from the companies and in line with Bruce's request to speak with Russ and Joe.

Mike stated that all the other issues and concerns Bruce had raised were not sighted in the report as reasons not to move forward with the RFP process. He agreed that time is too short to form a warrant article, but honestly the issues Bruce raised have been issues that have been going on for many years, and he does not believe from what seen and understanding of the questions raised are not the official committee position for not moving forward with an RFP.

Selectman Parker stated he want to see a clear proposal of what the cost saving are going to be once the EC makes a recommendation. Vice Chair Hooper stated she understands that Mike French is on the EC and that the EC has done their due diligence and are continuing to work and need to be left to do what they intended for the RFP process, and because Mike's company submitted and RFP there is a clear conflict of interest and Mike needs to accept the report and allow the EC to continue their work.

Item8:2020 Budget Review

Highway Supervisor Leo Aucoin stated that he withdrew his request for a lift in order to benefit the tax payers, because he is also a tax payer, and requested CIP to fund the purchase of a lift in time.

As presented without warrant articles the current tax rate is \$10.49 and no fund balanced has been applied. The Town is still in litigation with Eversource and if the Town loses it will owe \$400,000-\$500,000 payable within 30 days. The case has been in litigation for 4 years now.

Vice Chair Hooper moved to removed funding from the Historic District Commission project for \$6,500 under tab 34 with no line number included. Selectman Parker seconded. Motion carried 3-2 (Flynn and Osgood).

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Selectman Parker moved to remove funding from tab 30 Emergency Management for \$2,277 for the second person. Vice Chair Hooper seconded. Motion carried 5-0.

Vice Chair Hooper stated that there is \$350,000 left in the road budget and there is an estimated \$1.5 million dollars' worth of road work to be completed in 2020 so realistically \$800,000 is needed to complete the planned road work for 2020. Depot Hill Road will not be done in 2020 at the request of the Water Department that has plans to do water work and has been slated for 2021.

Selectman Flynn stated that there were two budget review meetings and that the operation budget is not the big problem, it is all the capital expenditures added on. He understands the need to bite the bullet but if everything was done right 20 years ago the town would not be in this situation now. Selectman Flynn stated that the Board should be supporting departments since they are the most important commodity and cutting their budgets is not supporting them the way they need to be supported. Selectman Flynn stated he supports the operating budget as is.

Chair Blomback agreed that warrant articles are part of it but looking at the balance sheet the town does not owe as much money as other towns and has been holding the line on borrowing. Selectman Flynn stated he was not a fan of the road warrant articles last year, but he greatly supports the work that was done this year on the roads and stated that driving through town is amazing and the best investment the town has made in 20 years. Vice Chair Hooper stated that improved roads also help drive economic development. Selectman Osgood stated the TAP grant and school projects also greatly helped. Highway Supervisor Leo Aucoin stated that it makes a huge difference in road safety and the impact as been enormous. Vice Chair Hooper stated that improved roads also help drive economic development.

Chair Blomback sated that the tax rate is already .58 cents higher. Vice Chair Hooper countered with that the other half of the town budget is determined by the school districts, and that is it not just the town operating budget and warrant articles that impact the budget. Vice Chair Hooper stated that for the last 15 years the town has failed to fund infrastructure and as the funds are established via CIP the higher than normal tax rate will flatten out and start to decrease.

Warrants:

Vice Chair Hooper moved to fund an additional \$800,000 to the Road Maintenance trust fund in support of CIP's recommendation. Selectman Parker seconded. Motion carried 3-2 (Blomback & Osgood).

Selectman Osgood stated his disappointment that for 22 years that State would always "pump up" the gas tax to pay for road infrastructure, and within the last 15 years the State stopped increasing the gas tax and using those finds to supplement town road infrastructure and now it falls on towns to fund their roads. Chair Blomback stated that at this time he cannot support another \$800,000. Chair Blomback stated that if passed that is an addition \$2 dollars added to

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the tax rate and there was just \$750,000 approved last year. Selectman Osgood stated he agrees with Chair Blomback. Selectman Flynn asked about Patterson Road and Vice Chair Hooper stated it is on the RMC (road management committee) list for 2020. Vice Chair Hooper also stated that Depot Hill Road was on hold until the Water Department completed the work they intend to complete. Chair Blomback asked what the \$800,000 would be spent on. Vice Chair Hooper responded that Patterson, Gould, Fairview, and Western Ave from Cote Hill to the town line are on the RMC agenda for 2020 in order to close up the downtown district. Water Street will also require some work this year.

Waste Water Treatment Plant Bond:

Honestly there is \$2.5 million dollars of work that needs to be addressed in the immediate future and can be financed through the state at 2.3%. The honest reality is that there is also other equipment that will need to be replaced in the near future as well since the plant consists of all original equipment and is over 100 years old. CIP has recommended a 60/40 split between users on the system and the rest of the town regardless if they are on the system or not.

Selectman Flynn asked about the rate of 2.3% offered by the state. It was stated that bond bank rates are 3%-4%. Town Administrator Joe Devine stated that the town will not see the impact the first year if they bond and that the funds are coming from 2 locations. Chair Blomback asked for the justification the 60/40 split. Looking at the history of the town it was a town wide vote to build and construction a plan which mandated that users in the downtown district have to support the funds, but there is no way that users on their own will be able to pay for the upgrade at the level needed. Chair Blomback asked who is helping septic users? Vice Chair Hooper stated that with trying to pass revitalizations for the down town area that it is not fair to single family home owners to carry the burden of the cost when the downtown also consists of the college and businesses.

Bruce stated that in 1993 the town attempted separate holding tanks and septage meters but was denied, and in 1994 all users were charged for septic disposal. Vice Chair Hooper stated that if there is no sewer that there is no school and no restaurants.

Vice Chair Hooper moved to fund \$3.2 million dollars for the Waster Water Treatment plant upgrades. Selectman Parker seconded. Motion carried 3-2 (Blomback & Flynn.) Tax rate impact \$.22.

Town Owned Building Trust- There are painting and repairs needed and \$10,000 is recommended for the expendable trust which is a \$6,000 decrease to the operating budget.

Vice Chair Hooper moved to fund the Town Owned Building trust in the amount of \$10,000. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper moved to establish a Town Hall Technology expendable trust in 2020 in the amount of \$25,000. Selectman Parker seconded. Motion carried 3-2. (Blomback and Osgood). Vice Chair Hooper stated the town hall needs to upgrade their technology to streamline the process to monitor funds and that the current system is from the 1980's. Chair Blomback stated

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he would like to see cost reduced by \$25,000 and wants to be shown if invest x will save y since the town is already thinned staffed as is. Vice Chair Hooper stated it will reduce redundancy.

Vice Chair Hooper moved to establish a sewer fund in the amount of \$1. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper moved to establish a Parks and Recreation expendable trust for 2020 in the amount of \$15,000 and authorize the Board of Selectmen to expend funds. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper moved to fund the current capital reserve for highway equipment in the amount of \$100,000. Selectman Parker seconded. Motion failed 2-3. (Blomback, Flynn, Osgood).

Chair Blomback stated he would rather wait for fire truck to sunset and wait one year before establishing.

Vice Chair Hooper moved to fund the Rescue Squad in the amount of \$70,000 into the capital reserve fund and authorize the Board of Selectmen to expend \$275,000 from the capital reserve fund to purchase a new ambulance. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper moved to establish a Police Equipment capital reserve fund expendable trust in the amount of \$2,500 including weapons and MBTs. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper stated that the weapons were donated the the police in 2016 at an estimated cost of \$80,000 and grants were used from MBTs. The town has not been saving for replacements and it is unknown if weapons will be donated again in the future. Selectman Parker stated they only got free weapons because Ruger was putting out a new model. Selectman Osgood stated that guns last a long time.

Vice Chair Hooper moved to fund the Fire Department capital reserve for \$75,000 instead of \$100,000. Selectman Parker seconded. Motion failed 3-2. (Blomback, Flynn, Osgood)

Vice Chair Hooper moved to fund the new Police Department building in the amount of \$100,000. Selectman Osgood stated the town is not ready to put that kind od money down. Chair Blomback stated he would be more comfortable at \$10,000.

Selectman Flynn moved a amend Vice Chair Hooper's motion to fund the new police department building in the amount of \$50,000. Selectman Parker seconded. Motion carried 3-2. (Blomback and Osgood).

Vice Chair Hooper moved to raise the \$40,000 towards reevaluation and authorized the Board of Selectmen to expend \$99,000. Selectman Flynn seconded. Motion carried 5-0.
Reevaluation is required by the State and the town is legally obligated to comply.

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Vice Chair Hooper moved to raise \$25,000 to the Fire and Rescue building maintenance fund. Selectman Flynn seconded. Motion carried 5-0.

Vice Hooper moved increase the Transfer Station capital reserve from \$5,000 to \$50,000. Selectman Flynn seconded. Motion carried 3-2. (Blomback and Osgood).

Selectman Osgood stated the CIP did a great job but it can not all be done in one year and is asking too much. Vice Chair Hooper stated the town needs to get back up to speed. Selectman Flynn stated the need for the school to also be included because they are 70% of the budget.

Item9: Craney Hill Update

Town Administrator Joe will be meeting with the State on February 4th to discuss grant options to fund the project or at least offset the cost. Highway Supervisor Leo Aucoin reached out the New Boston Fire Department as well as contacting several wireless communications companies. Right now, he is working with Police Chief French and the Fire Department and had a logging company up to see if it is feasible to cut some trees and open up driveway. Leo stated Dan Higginson did a current plot plan and did a survey up top. The upcoming meeting on the 4th with the grants will tie everything together and will probably have an idea of what can be done up there. The tower and its location are historical and nothing is to be disturbed there and Leo would like to have the new tower established before construction season starts. There is not any funding for this project and is relying on grants. It is also not just the Highway Department that utilizes the tower, there is also Police, Fire/Rescue, and mutual aid.

Selectman Osgood asked about additions. Leo stated there will be a new separate tower down from the historic tower, 80 ft high with communications set up at the base. Ideally all the communications will be removed from the historic tower in order to restore the tower to its historic nature and open up to the public. Right now, a proposed single 80ft pole going straight up to improve and keep communications reliable.

Item10: Review of public minutes of December 3, 2019

Vice Chair Hooper moved to approve as presented. Selectman Flynn seconded. Motion carried 4-0-1. (Blomback)

Item11: Review of non-public minutes of December 3, 2019

Vice Chair Hooper moved to approve as presented. Selectman Parker seconded. Motion carried 4-0-1. (Blomback)

Item12: Review of public minutes of December 30, 2019

Vice Chair Hooper moved to approve as presented. Selectman Parker seconded. Motion carried 4-0-1. (Blomback)

Item13: Review of public minutes of January 7, 2020

Vice Chair Hooper moved to approve as amended. Selectman Flynn seconded. Motion carried 3-0-2 (Blomback and Parker)

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Item14: Review of non-public minutes of January 7, 2020

Vice Chair Hooper moved to approve as amended. Selectman Flynn seconded. Motion carried 3-0-2 (Blomback and Parker)

Item15: Monthly Department Reports

Item16: Town Administrator Report

A leak was discovered at the Community Center on January 14.

The Transfer station hired a new employee so the town is not longer using a labor company.

Henniker School District meeting Monday February 3rd to discuss budget and warrant articles.

John Stark will be holding their meeting February 7th at 7pm in the John Stark Café.

Looking to modify the recycling at the transfer station.

Assembly permits: there is one for the Fire Dept. and one for the Town. The Fire has a separate one for life safety while the Town permit is required for events with 300 or more people.

February 10th for sewer bonds

Consider RSA 79e and RSA 72-81

Public Forum #2

Mike French in regards to the comments he participated in the in the site viewing for the solar RFP. He did, but at the behest of the EC because none of the other members were able to attend. He was very reluctant to accept but both Selectman Flynn and Vice Chair Hooper said it was ok and he understand it was a conflict of interest but he was forced into.

Cordell Johnson will be the moderator February 11th. There is nothing new legally the Board needs to worry about. Vice Chair Hooper stated there were some changes to registration. Cordell stated the school does not appear to have the day scheduled off and parking is always a big concern. Last year there was no school and people still did not have a place to park, and he is not sure what arrangements can be made for that day.

Item 17: Non-public RSA 91-A:3, II(c)

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

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

Vice Cahir Hooper moved to seal the minutes. Selectman Parker seconded. Motion carried 5-0.

Selectman Flynn moved to adjourn. Selectman Parker seconded. Motion carried 5-0.

Adjourn at 10:15

The following are department reports for the month of January 2020:

Assessing

Building

Finance

Fire

Highway

Police

Rescue

Transfer Station

Wastewater

MEMORANDUM

Helga Winn, Assessing Technician
18 Depot Hill Road
Henniker, NH 03242
Phone 603-428-3221 x 2 ~~~ Fax 603-428-4366
Assessing@Henniker.org

TO: Joe Devine, Town Administrator
DATE: February 7, 2020
RE: Monthly Report

Assessing Report for January 2020

Intent To Cut approved for lot 551-A.

2019 MS-1 Report was submitted to Administration for Town Report.

2020 Revaluation bid awarded to Vision Government Solutions

Monthly Maintenance of new Deeds, Address Changes and Online Tax Maps.

Ongoing preparations of Building Permits, UCs and Land Changes for Assessor for the 2020 Tax Year.

Pick-Ups continue by Assessor for the 2020 First Bill.

Ongoing data entry of pick-ups in Vision.

Vision 8 training attended in Bedford, NH.

Ongoing initial review of Tax Exemptions and Credits



Monthly Building Department Report
January 2020

TO: Joseph Devine, Town Administrator

FROM: Deb Aucoin and Jean Eaton, Land Use Coordinators

The following is a record of permits, certificates of occupancy, inspections and revenue collected for January by the building/permitting department:

Permits /COs/Inspections	Quantity	Revenue
Building Permits	0	
Electrical Permits	4	\$200
Plumbing Permits	0	
Assembly Permits	1	\$0
Driveway Permits	1	\$5.00
Raffle Permits	0	
Sign Permits	1	\$50
Certificate of Occupancy	3	
Inspections performed (Includes 1 3 rd party inspection)	8	

Town building rental/use:

Town Buildings	Rented/Reserved	Revenue
Community Center (upstairs)	6	\$0
Grange (Does not include Caseworker & CAP)	6	\$0
Bandstand	0	

Respectfully submitted,

Deb Aucoin

Jean Eaton

Finance Department

Report 2.7.20

Activities completed this past month:

Reconciled and summarized all General Fund/Private Trust cash accounts for Treasurer Report

Reconciled and summarized Cogswell Spring Waterworks cash accounts for Treasurer Report

Reconciled and summarized Wastewater Treatment cash accounts for Treasurer Report

Processed water read, generated Cogswell Spring Water billing for the period ending 12/31/19

Developed warrant for Town Meeting/Town Report

Prepared 1000 tax estimate work sheets playing what if. Developed a plan to lower the tax rate to 1.29.

Extract audit report pages for incorporation into town report

Prepare graphs reporting tax rate components and history for town report.

Input warrant into DRA web portal including preparation of MS 636 for town report and public posting.

Rough draft entire set of general fund financial statements to project possible fund balances as of 12/31/19

Reconcile 4th quarter wages, prepare 941, NH C-2 reporting to State and Federal agencies.

Prepare 134 W-2 forms on approximately 2.5 million dollars of payroll.

Prepare form 1095 health insurance reporting for all employees on benefits program and were employed in 2019.

Prepare employee wage report for town report

Review and select 1099 vendors and issue 1099 forms

Purchase desktop hardware, coordinate install and perform software installations on town office computers.

Research and purchase new internet access point with more security and signal for meeting room/town hall.

Assisted Tax Collector with preparation of MS-61

Troubleshoot town clerk motor vehicle computers losing access to state dmv systems. Repaired and returned to operation.

Reviewed SAM system password to comply with system update requirements. Active participation in SAM is required to receive any federal grants (like a 6 million dollar bridge we finished in 2018).

Respectfully submitted

Russell Roy, Finance Director

Henniker Fire Department

216 Maple Street

Henniker, NH 03242

February 7, 2020

In January Henniker Fire responded to 27 calls. The first call of the year was a great stop in the Davis Towle building down town which lasted just over 4 hours. We had one Hazard Material call with a fuel leak. Several motor vehicle accidents, one with entrapment. One large equipment fire, The Co alarms were active along with some smoke in the building calls. The rest of the calls were EMS assist and Fire Alarm activations. All in all a very busy month.

I would like to bring to the attention of the selectmen of one accident we had in the crosswalk by the college. The safety committee talked about having the crosswalks in a bright color and more lighting. This area down near the college is good for at least one to two car versus pedestrian accidents a year.

Training consisted of thermal image training and then we over viewed some of the truck equipment. We had three air bag companies come in and demonstrate their product and give us pricing. Our airbags are out of date and need replacement.

Inspections keep rolling in with some very large buildings in town. Some of these are very complicated and require many hours of research.

Chief Morse

Highway Department Report January 2020

To Town Administrator Joe Devine and Henniker Board of Selectmen,

The month of January started off with snow, can you imagine? Once again the crew and I work to improve our down town clean up and expand it to include more intersections. Sidewalks are always a challenge to stay up with but I don't give up easily. Roughly 13 loads of salt at an average of 33 tons per load was truck in to our facility though out the month. A couple of days of above average temperatures gave us a touch of spring and what mud season looks like. Towards the end of the month we took advantage of the low snow banks and good weather and started to cut and chip road side brush. Some of the roads attacked were Huntington , Deer Run, Lyman, Evergreen Circle, and Checkerberry Lane and we hope to do more.

Leo Aucoin
Superintendent
Henniker Highway

HENNIKER POLICE DEPARTMENT

Memo

To: Joseph Devine, Town Administrator

From: Chief Matthew French

Date: February 18, 2020

As you requested here is a brief summary of the department's activity for the month of January.

The cruiser damaged in the crash is back in from the repair shop. We have a couple of small gremlins to work out however it is being used.

Activity- We had 785 Calls for Service which include 179 mv stops, arrests, 16 MV crashes, 4 vehicles off the road, 15 alarm calls, 17 assist other agencies, 13 directed patrols, served 4 domestic violence orders, 13 arrests.

We conducted 114 building checks and 113 Vacant/Vacation House checks

If you have any questions or would like more information, please contact me.

**Henniker Rescue Squad
January 2020**

Good Morning,

I am pleased to report on the Henniker Rescue Squad activities for the month of January. January is typically a very busy month for us and this year was not any different. We had many responses to the college and ski area.

As you are also aware, we responded to the incident on the morning of February 9th. I am very proud of the care our EMS, Fire, and police personnel provided. They acted admirably in a very chaotic and potentially unstable situation.

I am extremely pleased with the participation of our per diem employees. We are blessed to have a great group of professional, skilled, and compassionate employees. We continue to have to be creative with filling some weekend shifts. Saturday and Sunday seem to be the two days that per diem employees have the hardest time filling. I often end up covering these shifts when I can't get a per diem employee to work but at times it conflicts with my full-time employment.

I have included some run statistics from the month below. We have been fortunate to fill many of our shifts with Paramedic coverage. This has allowed us to keep the number of times that we need to request Paramedic intercepts with other communities to a minimum and ensures that we provide the highest level of pre-hospital care to our patients.

If you have any questions, please don't ever hesitate to contact me directly.

Respectfully submitted,
Greg Aucoin, Chief
Henniker Rescue Squad
603-748-9502

January Monthly Report

Total Number of EMS Incidents.....89

Henniker.....75

- Advanced Life Support (ALS)28
- Basic Life Support (BLS).....17
- Refusals.....24
- Cancelled.....5
- Standby.....1

Bradford	6
• ALS.....	1
• Refusals.....	2
• Cancelled.....	3
Hillsboro	4
• ALS (Paramedic) Intercept.....	3
• Cancelled.....	1
Hopkinton	0
New London	1
• Cancelled.....	1
Warner	3
• ALS.....	1
• BLS.....	2

Mutual Aid received

- INC # 20-0014 New London
- INC # 20-0028 Hopkinton
- INC # 20-0042 Hopkinton
- INC # 20-0067 Hopkinton
- INC # 20-0100 Hopkinton

ALS Paramedic Intercepts Received

- INC # 20-0066 Bow

Transfer Station Monthly Report
January 2020

The Transfer Station sent out 5 trash trailers, although we have only received invoices for 4 out of the 5.

Tons

19.34	1/2/2020
18.04	1/2/2020
21.71	1/9/2020
22.95	1/14/2020

Kristen Bergeron

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

<http://www.henniker.org/>
HennikerTransfer@tds.net

Wastewater Department Report January, 2020

- 01/03/20 – Disassembled Scum Pump #2 to check for obstruction causing VFD to go into overload. Found nothing, will have motor checked by an electrician.
- 01/07/20 – N.E. Backflow here to test our 6 backflow preventers.
- 01/07/20 – Found our influent flow recorder not working, we have a spare. Called A&D Instruments to set up a time to come to install and calibrate the unit. Notified NHDES.
- 01/07/20 – Inspect siphon chamber, found 6” plugged again, will have to address.
- 01/08/20 – Had Scum Pump #2 motor checked by Custom Electric, motor needs to be re-wound.
- 01/08/20 - Completed and submitted monthly Discharge Monitoring Report to EPA and NHDES.
- 01/09/20 – Met with Dave Mercier, Underwood Engineers for warrant article preparation.
- 01/10/20 – Completed and submitted 2019 Annual Septage report. Sent to NHDES.
- 01/13/20 – Received trouble alarm from fire alarm panel, ESP came and found bad phone line connections.
- 01/14/20 – Irish Electric here to start on the lighting replacement in our buildings.
- 01/16/20 - +/- 2 inches snow, snow removal.
- 01/17/20 – Completed WW Dept. Town Report. Sent to Joe & Jean.
- 01/22/20 – A&D Instruments here to switch out Influent flow meter that failed on 1/7 with a rebuilt unit we had on the shelf.
- 01/22/20 – Received new motor for scum pump #2.
- 01/23/20 – Attend Henniker Safety & Loss Prevention Committee Meeting.
- 01/23/20 – Moonlighting Electric here to wire 480 volt motor at scum pump #2.
- 01/24/20 – Inspected an air/pressure test on a new sewer lateral for the new house at 35 Prospect St.
- 01/27/20 – Completed work on new EPA sludge report requirements, switching from paper to e-reporting. Submitted 2019 report.
- 01/29/20 – Completed draft bid spec. for collection system maintenance, CIPP repairs. Sent to Joe.
- 01/30/20 – Irish Electric here to work on replacing light fixtures and bulbs.
- 01/30/20 – Assisted Rich with setting up a signatory role in EPA/CDX so he can process monthly DMR reports by himself.
- 01/31/20 – Irish Electric completed lighting project at WWTP

2 Rolloff containers of sludge were sent to Merrimack, NH Composting facility for processing in January, An estimated 12.5 tons per container = approx. 25 tons total

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 January Year 2020

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 W		0.137	0.070	0.220	0.142						7.0										
2 TH		0.127	0.070	0.220	0.145					7.7	7.1		1.5			1.0					
3 F	.5 S	0.127	0.060	0.300	0.169					7.7	7.0		1.7								
4 S		0.138	0.070	0.190	0.243						6.9										
5 S		0.137	0.070	0.220	0.158						7.0										
6 M		0.117	0.070	0.220	0.130					7.5	7.0		1.5			1.0					
7 T		0.135	0.060	0.250	0.135					7.7	7.0		1.4	137.0	2.0	1.0					
8 W	.25S	0.135	0.070	0.320	0.175					7.4	7.0		1.6	118.0	2.0	1.0					
9 TH		0.130	0.050	0.220	0.135					7.7	7.0		1.3								
10 F		0.125	0.050	0.200	0.131					7.6	7.0		1.2								
11 S		0.118	0.060	0.220	0.151						6.9										
12 S		0.142	0.080	0.240	0.152						6.9										
13 M		0.200	0.100	0.280	0.180					7.6	6.9		1.2			1.0					
14 T		0.190	0.110	0.380	0.216					7.5	6.8		1.6		4.0	1.0					
15 W		0.193	0.120	0.290	0.205					7.5	6.8		2.0		2.0	1.0					
16 TH	3" S	0.193	0.100	0.290	0.201					7.6	6.8		1.5								
17 F		0.181	0.090	0.370	0.228					7.5	6.8		1.4								
18 S	5" S	0.162	0.090	0.270	0.193						6.7										
19 S		0.192	0.100	0.270	0.185						6.7										
20 M		0.160	0.100	0.290	0.193						6.8										
21 T		0.183	0.060	0.280	0.166					7.6	6.9		1.7		8.0	3.1					
22 W		0.173	0.080	0.320	0.201					7.5	6.9		1.7		5.0	2.0					
23 TH		0.174	0.080	0.260	0.173					7.7	6.8		1.7			3.1					
24 F		0.161	0.080	0.260	0.173					7.5	6.9		1.5								
25 S	1.25" R	0.183	0.110	0.320	0.232						6.8										
26 S		0.168	0.090	0.300	0.190						6.9										
27 M		0.170	0.100	0.280	0.193					7.6	6.9		1.4			1.0					
28 T		0.178	0.100	0.350	0.217					7.9	6.9		1.8		3.0	1.0					
29 W		0.180	0.100	0.250	0.190					7.8	6.8		1.8		2.0	1.0					
30 TH		0.169	0.090	0.270	0.179					7.6	6.9		1.8								
31 F		0.174	0.090	0.330	0.213					7.4	6.8		2.0								
			Max	0.380	0.243					min	6.7		2.0								
Totals		4.952	---	---	5.594	---	---		---	---	max	7.1	---	---	---	---					
Averages		0.160	---	---	0.180					---	---	ERR	1.6	127.5	3.5	1.2					

(1) Show Units (MGD or GPD)

% Removal: 97%

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

(3) Before Chlorination

Date and Day of Week	B.O.D. (mg/L)		Septage gal	BOD (lbs/day)		TSS (lbs/day)	
	INF.	EFF(3)		INF.	EFF(3)	INF.	EFF(3)
1 W							
2 TH							
3 F							
4 S							
5 S							
6 M							
7 T	123.0	3.5		138.5	3.9	154.2	2.3
8 W	123.0	3.8		138.5	5.5	132.9	2.9
9 TH							
10 F							
11 S							
12 S							
13 M							
14 T		3.8			6.8		7.2
15 W		3.9			6.7		3.4
16 TH							
17 F							
18 S							
19 S							
20 M							
21 T		4.7			6.5		11.1
22 W		5.0			8.4		8.4
23 TH							
24 F							
25 S							
26 S							
27 M							
28 T		4.3			7.8		5.4
29 W		4.3			6.8		3.2
30 TH							
31 F							
Totals	---	---	---	277.0	52.5	287.1	43.9
Avg.	123.0	4.2		138.5	6.6	143.6	5.5

% Removal: 97%

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 break-downs, etc. below.

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



TOWN OF HENNIKER, NEW HAMPSHIRE
OFFICE *of the* TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR
March 3, 2020

- **CNHRPC TAC:** Central NH Regional Planning Commission has reached out because Henniker has not had a representative on this committee. The role of the TAC is to provide input on transportation related issues and the needs of the local and regional community in Central NH. CNHRPC is looking to Henniker formally appoint someone as the voting member. According to CNHRPC in the past Henniker has typically sent their Town Administrator as the representative to this committee.
- **Traffic Count:** We have received a letter from Central NH Regional Planning Commission asking for suggestions of traffic count locations for Henniker. They are requesting 5 primary and 5 secondary. They have offered to specialty counts as well including truck, right hand turns, bicycle, and pedestrian. I am going to forward the request to the Road Management Committee and Public Safety Committee to see if they have any suggestions and have them report back to the Board.
- **State of NH Bridge Inspections:** We have received a report from the State of NH on the inspection of the bridges in Henniker. (Please see attached) Fortunately none of them have been red listed.
- **Town Report:** The town report is now available at the Town Hall. We have also put an electronic version on the website for citizens to review.
- **Hall Ave. Complaint:** We received a complaint of sewer smells coming from the brook behind Hall Ave. Superintendent Ken Levesque has gone out to investigate this complaint. These properties along Hall Ave. are connected to the sewer system. The Wastewater Department has gone to the scene several times to see if they could detect an odor. After talking more about this it was decided we would run a dye test on the properties to make sure if they had basement fixtures they were not running out to the brook. We have been to 3 out of 4 of the properties and all has checked out okay. The last house to be checked in the complainant and will be tested this week.
- **Emerging Leaders:** I have been selected for the 2020 Emerging Leaders Program through Primex. With this program 16 individuals are picked to go through a dynamic 7-month program dealing with professional development opportunity to discover one's strengths and develop the competencies needed to grow in leadership effectiveness.
- **Plan NH Charette:** Plan NH *charrette* is a brainstorming exercise to develop planning and design recommendations for town centers or neighborhoods within a community. Since the first charrette in Belmont in 1996, Plan NH has conducted over 65 charrettes in 60+ communities across the state.

I would like to invite Robing LeBlanc to a meeting for a presentation on why a Charette would be good for Henniker. I feel its important for us to find an identity. Henniker is a unique community featuring a Mountain, a college, and natural resources with the Contoocook River. Knowing we want Henniker to

move forward especially with the changes occurring to our downtown with RSA 79-E this is the perfect opportunity to bring a diverse group of professionals in to talk to our community. They will help drive us forward into 2020! There is a cost for this charette. The current rate is \$6,000 plus the cost of food and rooms (unless donated) for the Plan NH Team. If we moved forward this spring, they would plan a fall charette. Knowing they only do around 4 a year. This is a unique opportunity because they will be acting as professionals and bring a diverse group of our community together.

- **Website:** I have been looking at updating on our website. The current website is very wordy and not user friendly. After reviewing towns websites from around NH it appears most use a company called Civicplus. Attached please find a quote for a new website from Civic. This is a very competitive quote with what is included, a couple of the key items:
 - Email notifications to visitors
 - Calendar (Multiple – which I would like to create a community calendar for all to be able to utilize ex. Rotary, Lions, School, Chamber)
 - Text Messaging – In the event of an emergency we can reach out via text through the site.
 - Agenda and Minutes
 - Payment System Integration – The ability to work with using Credit/Debit cards to pay bills.
 - These are to just name a few.

The cost is very comparable to what we pay now. We currently pay \$5200 for website hosting and municode alone, we also pay extra for constant contact. This contract is up on June 30,2020. The plan that Civic is proposing is \$7400 one-time expense and \$2,000 a year, or \$4,467 spread over 3 years as a payment plan. The build out and switching over will take between 12-15 weeks. I think it's important to note that by doing this we are using 1 system rather than 3. This one website will be able to notify like constant contact, create agenda and minutes like municode, and host a website that is more user friendly and offers more.

- **Goalsetting:** I feel that after the elections it might be good for the board to sit down and formally establish goals and strategies that will help guide the Town over the next twelve (12) months. I would suggest the meeting after town meeting for this discussion. With the Board of Selectmen and Town Administrator coming together for this discussion.

If this is something the Board would like to pursue, I would suggest each Board member and the Town Administrator identify their individual 2-3 priorities for the Town of Henniker to focus on for 2020. After which we decide on 3-5 goals for 2020 to work towards.

- **Azalea Park Update:** I reached out to the Chair of the Committee again inquiring about the paperwork for the DES Grant. I was told they were working on getting all the paperwork together and organized. This is a time-consuming process and needed the school break to get it all together. As of today I still have not received any of the paperwork.
- **Important Dates:** Please mark you calendars for upcoming dates:
 - Road Management Committee Presentations – March 7, 2020 @ 2pm
 - Town Elections – March 10, 2020
 - Town Meeting – March 14

*****The Sections below will not be reported on orally to the Board at the meeting but will use this as a chance to update on any pertinent information. Unless the Board has questions or comments and would like to address the information*****

Ongoing Projects

- Employee Recognition Program
- Fire Tower Communication and Access Road
- Updating paperwork for Building, Planning, & Zoning
- Volunteer Program – Swap Shop
- Human Service Guidelines

Useful Information

- Due to the extensive fluctuation in temperatures roads are being posted effective March 1st. According to RSA 41:11 all class VI roads in Henniker are posted and closed to heavy trucking. Class V roads will be posted for a 6-ton limit, until further notice.
- We received notice from the State of NH DOT about paving projects this summer. They plan on paving US 202 from Hillsborough through Henniker (5.8 miles) including all ramps at NH Rt. 114.
- I have signed off on the application for Parade Permit from the Memorial Day Parade. The date will be May 25, 2020 from 10:00am – 10:45am.

Upcoming Dates For Routine Meetings:

- **Road Management Committee – Saturday – March 7 @8:00am – Community Center**
- **Planning Board – Wednesday - March 11 @7:00pm – Town Hall**
- **Board of Selectmen Meeting – March 17 @6:15pm – Town Hall**

Respectfully Submitted,



Joseph R. Devine, Jr.
Town Administrator

Central New Hampshire Regional Planning Commission

28 Commercial Street ❖ Concord, NH 03301

Telephone: (603) 226-6020 ❖ Fax: (603) 226-6023 ❖ www.cnhrpc.org



❖ Epsom ❖ Henniker ❖ Hillsborough ❖ Hopkinton ❖ Loudon ❖ Pembroke ❖ Pittsfield ❖ Salisbury ❖ Sutton ❖ Warner ❖ Webster

To: Road Agents/Public Works Directors
Boards of Selectmen
Planning Boards
Municipal Planners

From: Dean Williams, Transportation Planner

Subject: CNHRPC Transportation Data Collection Program - 2020

Date: February 18, 2020

The Central New Hampshire Regional Planning Commission (CNHRPC), as a part of its Regional Transportation Data Collection Program, is notifying its member communities to solicit traffic count requests for the 2020 counting season. Please use the enclosed request form and return it to CNHRPC by **Friday, April 24, 2020.**

We encourage you to coordinate with all the appropriate boards, agents, and/or departments in your community so that requests are not duplicated. To assist you in choosing count locations, take time to consider any potential or recent developments in the region that could affect traffic in your community. In addition, please review the traffic count history completed by both CNHRPC and the NH Department of Transportation (NHDOT) in the recent past. To create a comprehensive database for your community it is recommended to alternate count locations yearly and consider what locations should be repeated in the long term. Historic traffic data is available at <http://www.cnhrpc.org/gis-a-data/traffic-count-data.html>. Please limit the traffic count requests to **five (5) priority locations and five (5) secondary locations** per municipality. If there are specific data requests relating to the timing of the count or the types of data being collected please make note on the attached form.

CNHRPC has expanded the region's bicycle and pedestrian count data by offering to help member communities establish bicycle and pedestrian counting programs. If your community is interested in establishing bike/pedestrian counting stations, please contact Dean Williams to further discuss this opportunity.

These traffic-counting services are being provided by CNHRPC to member communities through transportation planning funding that we receive from NHDOT. If you have any questions regarding this program, please contact me at 226-6020 or via email at dwilliams@cnhrpc.org.

Regards,

Dean Williams

Enc:
2020 Request Form
2010-2019 Average Daily Traffic Volumes

Town	Street	Location	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Henniker	Bacon Rd.	W. of Liberty Hill Rd.									705	
Henniker	Bear Hill Rd.	W. of Patterson Hill Rd.										287
Henniker	Bear Hill Rd.	W. of Cote Hill Rd.		126								
Henniker	Bear Hill Rd.	E. of Cote Hill Rd.		237								
Henniker	Bennet Rd.	Over Chase Brook			31			31			25	
Henniker	Circle St.	E. of NH 114			790							
Henniker	Craney Hill Rd.	S. of Flanders Rd								383		
Henniker	Crecent St.	E. of Rush Rd.										102
Henniker	Davidson Rd.	E. of Liberty Hill Rd.									1,232	
Henniker	Davidson Rd.	W. of NH 114						1,639			1,788	
Henniker	Depot Rd.	South of Pike St									248	
Henniker	Dodge Hill Rd.	N. of Old Hopkinton Rd.							575			
Henniker	Flanders Rd.	W. of Snowshoe Rd.									530	
Henniker	Foster Hill Rd.	E. of Tanglewood Dr.							707			
Henniker	Foster Hill Rd.	W. of Dodge Hill							276			
Henniker	Gulf Rd.	E. of Patterson Hill Rd.										459
Henniker	Gulf Rd.	W. of Flanders St.									506	
Henniker	Hall Ave.	S. Post Office Place							711			
Henniker	Hall Ave.	Across from White Birch		812					348			
Henniker	Liberty Hill Rd.	N. of Western Ave.										817
Henniker	Main St.	E. of NH 114		2,148			3,050			4,271		
Henniker	Morrison Rd.	W. of Old Hillsboro Rd.							339	393		
Henniker	Mount Hunger Rd.	S. of Forsters Tree Farm								51		
Henniker	NH 114	N. of US 202 & NH 9					8,103					
Henniker	NH 114	S. of US 202 & NH 9		5,678			7,193					
Henniker	NH 114	At Weare TL			2,946			3,249			3,083	
Henniker	NH 114	N. of Davison Rd.			4,518			4,917			5,963	
Henniker	NH 114 (Bridge St.)	S. of Bridge		6,484								
Henniker	NH 114 (Maple St.)	N. of Main St.			5,045			5,546			5,798	
Henniker	Old Concord Rd.	E. of Stone Falls					1,336					
Henniker	Old Concord Rd.	E. of State Shed Rd.								2,323		
Henniker	Old Concord Rd.	E. of W. Hopkinton St. Extension			1,261	1,129				526		
Henniker	Old Concord Rd.	W. of W. Hopkinton St. Extension			1,754							
Henniker	Old Concord Rd.	At Hopkinton TL	2,735	2,952		2,542	3,152			3,170		
Henniker	Old Concord Rd.	W. of Dunkin Donuts			1,506	1,048				1,565		
Henniker	Old Concord Rd.	Over Amey Brook			1,856						1,833	

Town	Street	Location	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Henniker	Old Hillsborough Rd.	At Hillsborough TL								430		
Henniker	Old Hillsborough Rd.	W. of Bacon Rd.										668
Henniker	Old Hillsborough Rd.	W. of Bull Run (Western Ave)								381		
Henniker	Old Hillsborough Rd.	Over US 202 & NH 9			309			316			314	
Henniker	Old Hopkinton Rd.	W. of Mile Away campground									642	
Henniker	Old Mill Pond Rd.	S. of Rush Rd.										354
Henniker	Old W Hopkinton Rd. Spur	N. of US 202 & NH 9					1,188					
Henniker	Patterson Hill Rd.	S. of Bridge		175			161			138		
Henniker	Patterson Hill Rd.	Over Contoocook River		1,191	924			718			223	
Henniker	Post Office Place	W. of NH 114	1,178									
Henniker	Quaker St.	S. of Bear Hill		212								
Henniker	Quaker St.	S. of Huntington Rd		177								
Henniker	Ramsdell Rd.	East of NH 114										548
Henniker	Ramsdell Rd.	Over Contoocook River			375		347	396			332	
Henniker	River Rd.	At Hopkinton TL						596			665	
Henniker	Rush Rd.	S. of Prospect Rd.		1,301				1,088				
Henniker	Rush Rd.	Under US 202										730
Henniker	Tanglewood Dr.	W. of Foster Hill Rd.										561
Henniker	US 202 & NH 9	W. of Hopkinton Rd.			16,006			17,354			18,634	
Henniker	Warner Rd.	Over Amey Brook			1,235			1,258			1,209	1,124
Henniker	Western Ave.	At Hillsborough TL							407			
Henniker	Western Ave.	W. of NH 114			2,273		3,234					
Henniker	Western Ave.	W. of Liberty Hill Rd.	1,505								1,350	
Henniker	Western Ave.	E. of Liberty Hill Rd.			1,558			1,377			881	
Henniker	Western Ave.	E. of Fairview		2,130					2,127			
Henniker	Western Ave.	Over Contoocook River									580	
Henniker	Western Ave.	W. of Western Ave. Bridge	738	660			531		519			



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



December 9, 2019

Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Matt Henry
Henniker Town Administrator
18 Depot Hill Road
Henniker NH 03242

RE: COPY OF BIENNIAL INSPECTION REPORTS OF MUNICIPALLY OWNED BRIDGES AND NHDOT'S
RECOMMENDED BRIDGE POSTINGS FOR WEIGHT, HEIGHT, WIDTH, AND/OR CLOSURE
TOWN OF HENNIKER

Dear Mr. Henry:

Enclosed are copies of biennial bridge inspection reports for eight municipally owned bridges in the Town of Henniker which have been made to update our annual submission to the Federal Government.

In addition, NHDOT'S recommended bridge postings for weight, height, width, and/or closure are noted below. Please note that **Red List bridges** are in **bold type**.

<u>Bridge #</u>	<u>Location</u>	<u>NHDOT Recommended Posting</u>
072/103	Old Hillsboro Road over Brook	E2 – Weight Posting
095/101	Western Avenue over Contoocook River	No Posting Recommended
096/105	Western Avenue over Canal	No Posting Recommended
097/101	Patterson Hill Road over Contoocook River	E2 – Weight Posting One Lane Bridge – Width Posting Height Clearance 12' 6"
123/106	Ramsdell Road over Contoocook River Leatherboard Bridge	Narrow Bridge – Width Posting Height Clearance 13' 4" – Height Posting
144/095	Bennett Road over Chase Brook	E2 – Weight Posting
149/111	Concord Road over Amey Brook	No Posting Recommended
165/051	Colby Crossing Road over Bridge Closed-Closure Posting-Barricades Required Old Railroad Bed	


Please note if there are any changes in the recommended weight postings, width postings, height postings, closure postings, or lack of postings for your bridge. Even though a bridge may be recommended for a weight, height, width or closure posting by the State, the decision to properly post or close the structure is the responsibility of the municipal officials. It is in the best interest of the municipality to post or sign your bridges in accordance with these recommendations. A failure to warn motorists of potential bridge hazards could result in tort liability claims. Also, if your bridges are not posted properly, it will result in forfeiture of any possible Federal highway funds for projects in your municipality.

JOHN O. MORTON BUILDING • 7 HAZEN DRIVE • P.O. BOX 483 • CONCORD, NEW HAMPSHIRE 03302-0483
TELEPHONE: 603-271-3734 • FAX: 603-271-3914 • TDD: RELAY NH 1-800-735-2964 • INTERNET: WWW.NHDOT.COM

Matt Henry
Henniker Town Administrator
December 9, 2019
Page 2 of 2

Our bridge inspectors have indicated that the bridges listed on page one of this letter are in compliance with DOT's closure posting recommendation; therefore no posting or closure action needs to be taken by the Town. Please call if there are any questions.

Sincerely,

for  Administrator
C. R. Willeke, P.E.
Municipal Highways Engineer
Bureau of Planning and Community Assistance
Tel.: (603) 271-6472 / Fax: (603) 271-8093

Enclosures

cc: Henniker Highway Superintendent
Commissioner, Department of Education

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THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



February 7, 2020

Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

Matt Henry
Henniker Town Administrator
18 Depot Hill Road
Henniker NH 03242

RE: COPY OF INTERIM INSPECTION REPORTS OF MUNICIPALLY OWNED BRIDGES AND NHDOT'S RECOMMENDED BRIDGE POSTINGS FOR WEIGHT, HEIGHT, WIDTH, AND/OR CLOSURE - TOWN OF HENNIKER

Dear Mr. Henry:

Enclosed are copies interim bridge inspection reports for three municipally owned bridges in the Town of Henniker which have been made to update our annual submission to the Federal Government.

In addition, NHDOT'S recommended bridge postings for weight, height, width, and/or closure are noted below. Please note that **Red List bridges** are in **bold type**.

<u>Bridge #</u>	<u>Location</u>	<u>NHDOT Recommended Posting</u>
095/101	Western Avenue over Contoocook River	No Posting Recommended
097/101	Patterson Hill Road over Contoocook River	E2 – Weight Posting One Lane Bridge–Width Posting Height Clearance 12' 6"–Height Posting
123/106	Ramsdell Road over Contoocook River Leatherboard Bridge	Narrow Bridge–Width Posting Height Clearance 13' 4"– Height Posting

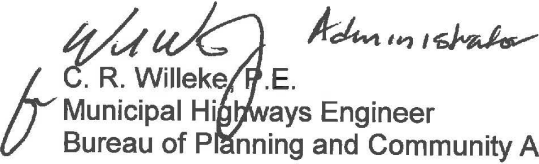
Please note if there are any changes in the recommended weight postings, width postings, height postings, closure postings, or lack of postings for your bridge. Even though a bridge may be recommended for a weight, height, width or closure posting by the State, the decision to properly post or close the structure is the responsibility of the municipal officials. It is in the best interest of the municipality to post or sign your bridges in accordance with these recommendations. A failure to warn motorists of potential bridge hazards could result in tort liability claims. Also, if your bridges are not posted properly, it will result in forfeiture of any possible Federal highway funds for projects in your municipality.

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Matt Henry
Henniker Town Administrator
February 7, 2020
Page 2 of 2

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Sincerely,


C. R. Willeke, P.E.
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Enclosures

cc: Henniker Highway Superintendent
Commissioner, Department of Education

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