

BOS AGENDA





TOWN OF HENNIKER, NEW HAMPSHIRE

SELECTMEN AGENDA

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

NOTE: A decision will be made by 4:00 pm on Monday June 19th if the meeting will be moved to Town Hall 18 Depot St. to accommodate the Concert Series to move indoors. A notice will be posted to the website, social media and doors.

Tuesday June 20, 2023

5:30 PM

I. CALL TO ORDER 5:30

II. NON-PUBLIC SESSION

- 1) Diane Kendall, Town Administrator – Employee Status Change
- 2) Sherry Bradstreet, Finance Dept. – Hiring of F/T Assistant
- 3) Leo Aucoin - Hiring

III. RETURN TO PUBLIC SESSION 6:15PM

IV. PLEDGE OF ALLEGIANCE

V. ANNOUNCEMENTS

VI. CONSENT AGENDA

- 4) Consent Agenda June 20, 2023

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

VIII. APPOINTMENTS WITH THE BOARD

- 5) Mark Croke, Green Street Power Partners – Group Net Metering
- 6) Mike Mozer, NH DOT Project Manager – Review of Preliminary Engineering Work of Route 202 and Old Concord Road Intersection
- 7) Bob Garrison, Perambulation of the Bounds of Henniker

IX. CONTINUED BUSINESS

- 8) Chapter 16 Special Event Permits and Notification Requirements – 1st reading continued (Special Events on Town Property only)

X. NEW BUSINESS

- 9) Deb Aucoin, Town Clerk/Tax Collector's Office – Tax Deeding
- 10) Bill Marko on behalf of Planning Board - Economic Development Committee

XI. TABLED BUSINESS

- Policies
 - III.1, III.3, III.5, III.7, IV.5 and
 - Personnel Policies – tabled 3/21/23 pending input from TA/Finance/HR
- Crosswalk on Main St. Pending CNHRPC study and public input
- ARPA Fund Prioritization

XII. PAST MEETING MINUTES

- 11) Acceptance of Board of Selectmen meeting minutes June 6, 2023

XIII. COMMUNICATIONS

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

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

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

XVI. ADJOURNMENT

XVII. UPCOMING DATES 2023

- June 21, 2023 – Henniker Community School Board Retreat @ 3:00 p.m.
- July 05, 2023 – Conservation Commission Meeting @ 7:00 p.m.
- July 11, 2023 – Board of Selectmen Meeting @ 6:15 p.m.

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

Visitor Orientation to the Town Selectman's Meeting

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

NONPUBLIC #1

ANNOUNCEMENTS

CONSENT AGENDA



TOWN OF HENNIKER, NEW HAMPSHIRE
BOARD OF SELECTMEN
CONSENT AGENDA

Tuesday, June 20, 2023

Consent Agenda

- Item 1:** Payroll Check Register – June 14, 2023
- Item 2:** Accounts Payable Manifest – June 21, 2023
- Item 3:** Intent to Cut – Map/Lot 6/285-B
- Item 4:** Intent to Cut – Map/Lot 8/588-A


Board of Selectmen Approval:


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

TOWN OF HENNIKER
PAYROLL CHECK REGISTERS
DATE: JUNE 14, 2023

WAGES: \$49,161.32
PAYROLL DEDUCTIONS: \$68,259.83
TOTAL: \$117,421.15

BOARD OF SELECTMEN APPROVAL

	6-13-2023
Kris Blomback	Date
Scott Osgood	Date
Bill Marko	Date
Neal Martin	Date
Jeff Morse	Date

	6/12/23
Town Administrator	Date

	6/13/23
Deputy Treasurer	Date

**TOWN OF HENNIKER
ACCOUNTS PAYABLE MANIFEST
DATE: JUNE 21, 2023**

TOTAL: \$115,212.47

BOARD OF SELECTMEN APPROVAL

Kris Blomback

Date

Scott Osgood

Date

Bill Marko

Date

Neal Martin

Date

Jeff Morse

Date

Diane Kendall

Town Administrator

6/16/23

Date

Treasurer

Date

INTENT TO CUT CHECKLIST

Date received 6-13-2023

Office ID# _____

Owner's name Shaw, Jeffrey & Megan

Lot # 6-285-B

Route to: Highway Superintendent

Conservation Commission

Items 1 - 10 Complete ✓

Map information complete _____

Missing items:

Missing items:

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

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

Taxes current

DCA

Yes

No

Security bond required

Yes

No

\$ Amount _____

Date paid _____

Date returned _____

Driveway permit needed

Yes

No

Initialed _____

Road bond required

Yes

No

\$ Amount _____

Date paid _____

Date returned _____

Permission to Haul Form

Yes

No

Date received _____

Wetlands permit required

Yes

No

Date received _____

Notes/

Comments



INTENT TO CUT CHECKLIST

Date received 6-13-2023

Office ID# _____

Owner's name WAYNE PATNAUDE (KRIS BLOMBACK)

Lot # 8-588-A

Route to: Highway Superintendent

Conservation Commission

Items 1 - 10 Complete ✓

Map information complete _____

Missing items:

Missing items:

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

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

Taxes current	<u>Due</u>	<u>Yes</u>	No	
Security bond required		Yes	No	\$ Amount _____
Date paid _____		Date returned _____		
Driveway permit needed		Yes	No	Initialed _____
Road bond required		Yes	No	\$ Amount _____
Date paid _____		Date returned _____		
Permission to Haul Form		Yes	No	Date received _____
Wetlands permit required		Yes	No	Date received _____

Notes/
Comments _____

APOINTMENTS WITH THE BOARD



TOWN OF HENNIKER, NEW HAMPSHIRE

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

Request for Board of Selectman Agenda Item Consideration

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

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

SUBMIT FORM TO THE TOWN ADMINISTRATOR [REDACTED] or mail to address at top of form.

Requested Meeting Date:			
REQUESTOR CONTACT INFORMATION			
Name:	Mark Croke		
Address:	5 Milk St Lexington, MA 02421		
Email:	[REDACTED]		
Phone:	617-510-2435		
DESCRIPTION OF TOPIC OR REQUEST			
TITLE:			
PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:			
DESCRIPTION OF QUESTION OR PROBLEM: An introduction to Green Street Power Partners and the NH DOE group net metering program for municipalities (RSA 362-A:9, XIV). I would like to give an overview and the potential benefits for the town.			
PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS)			
EXPECTED OUTCOME, ACTION OR DECISION: (be specific) An understanding of the program & the benefits. The town expresses interest and wants more information. We only need the electric load for all public buildings and the number of accounts.			

KNOWN FINANCIAL IMPACT:

No cost to Henniker & residents /10% savings on the Eversource electric utility bill, including supply

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

We are a New England-based commercial solar developer, owner, and operate of solar projects across the region. We work in both the private and public sector, we work with utility companies, local governments, the business community, and non-profits. Bringing clean, renewable energy to New Hampshire makes sense and thanks to the DOE's (RSA 362-A:9, XIV) it's a financial win fall.

FOR OFFICE USE ONLY**DATE RECEIVED:** 6/7/23**DATE SCHEDULED:** 6/20/23**TOWN ADMINISTRATOR COMMENT:**

N/A

DEPARTMENT HEAD AND COMMITTEE COMMENTS:

N/A

LEGAL AUTHORITY:

RSA 362-A:9, XIV NH Dept of Energy Group Net Metering

FINANCIAL DETAILS:**SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:**

N/A

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



POWERING TOMORROW



Corporate Overview

2022

A message from

OUR CO-FOUNDERS

Our Mission

Green Street Power Partners is committed to corporate social responsibility—through building out a clean energy future, creating green jobs, leading the charge on solar for schools throughout the United States, and making renewable energy accessible through community solar. We recognize the power of varied experiences in establishing well-rounded expertise, which is why our versatile and diverse team intentionally brings together people from solar, finance, and commercial real estate backgrounds. This wide-ranging specialization underpins the financial success and sustained growth of our company.

Green Street strives to improve quality of life and sustain the environment for our future generations, by bringing solar power across the country. We view this stewardship responsibility as a fundamental part of our business and continually work to inspire these values in our employees, partners, and clients.

Scott Kerner

Chief Executive Officer
Green Street Power Partners

Jason Kuflik

President
Green Street Power Partners







WHO WE ARE

GSPP is a national developer, financier, owner and operator of solar energy systems across the country. GSPP's proven dependability, experience within the industry, and established portfolio of 134 MW, underpin its success as one of the leading solar developers and owners in the country.

GSPP's consistent involvement at the vanguard of emerging solar markets has shaped our firm's growing portfolio share of Community Distributed Generation, which includes 82 MW of mechanically complete projects across the nation.

Headquartered in Stamford, CT, with a legal office in Florida, we have grown from 2 founders to over 50 employees.

WHAT WE DO

GSPP specializes in structured finance for acquired and internally developed solar assets. GSPP secures sponsor and tax equity alongside project-level debt financing to realize the highest value for our clients.





Portfolio

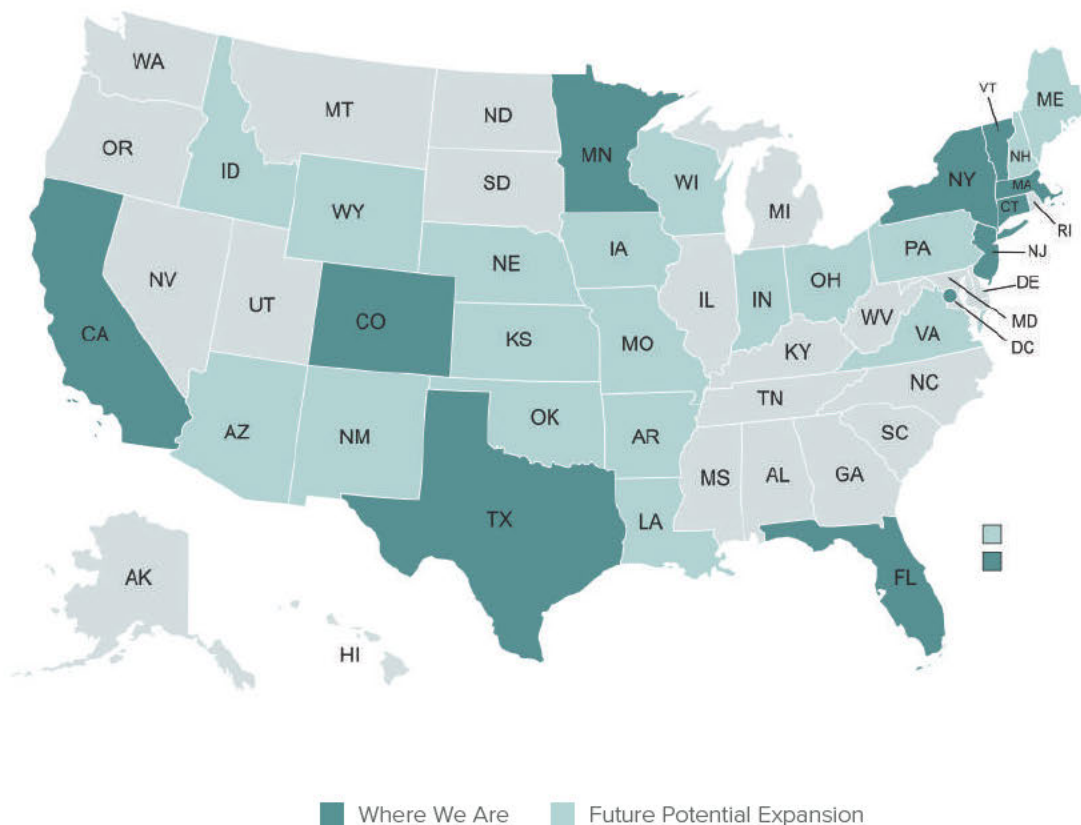
PORTFOLIO HIGHLIGHTS

136MW

Under
Management

147MW

Under
Construction



Impact

Collectively, GSPP's projects across the country will produce approximately 177mm+ kWh of energy, displacing 125K+ tons of CO₂ annually. This is equivalent to removing over 27,000 gasoline-powered passenger vehicles from the road each year.



GSPP PORTFOLIO SAMPLE

PROJECT	STATE	SYSTEM SIZE (kW)	SYSTEM TYPE
Schneider	MN	7,085	Ground Mount
Saratoga Springs	NY	7,000	Ground Mount
Saratoga Springs II	NY	6,500	Ground Mount
Lewis Road	NY	6,500	Ground Mount
Catlin	NY	5,872	Ground Mount
GSPP 4575 State Route 69	NY	5,700	Ground Mount
Riley Road Windsor	NY	5,544	Ground Mount
RES - Texas Portfolio	TX	4,838	Ground Mount
GSPP Terawatt Westfield	MA	4,805	Ground Mount
Gibbon	MN	4,568	Ground Mount
Ajax Solar	MA	4,095	Roof
Held	MN	4,054	Ground Mount
GSPP Hillsboro & Dunbar	NY	3,742	Ground Mount
Sandy Creek	NY	3,105	Ground Mount
GSPP Raynham TMLP	MA	2,940	Ground Mount
Hope Solar	NY	2,936	Ground Mount
GSPP Gilman	VT	2,810	Ground Mount
GSPP Devens	MA	2,751	Roof
URE - Town of Dewitt	NY	2,664	Ground Mount
CP Middletown	CT	2,600	Ground Mount
GSPP OSV	MA	1,836	Ground
GSPP Onyx New Brunswick	NJ	1,743	Combo
GSPP NESV	MA	1,469	Combo
GSPP 24658 County Route 47 North	NY	1,417	Ground Mount
GSPP 24658 County Route 47 South	NY	1,411	Ground Mount
200 Meadow	MA	1,350	Roof
Walpole Mall	MA	1,319	Roof
GSPP Brodsky 300 Michael	NY	1,144	Roof
GSPP BCP San Mateo	CA	846	Carport
RI REG - Town of Bristol	RI	222	Roof
Takoma Central	Wash DC	117	Roof
The Hub Rhino Station	CO	110	Roof



Schneider | 7.1 MW



CP Middletown | 2.6 MW



COMMUNITY SOLAR

Making Clean Energy Accessible

Green Street strongly believes that solar energy should be available to everyone. That's why we have invested heavily in our growing community solar portfolio across the country and partnered with two leading providers of community solar management and administration software solutions, PowerMarket and Nelnet Renewable Energy, to ensure the best subscriber experience.

Portfolio Highlights

- 32 community solar projects under management, totaling 93 MW
- Over 160 MW of community solar projects in our development pipeline
- The largest community solar farm in the state of New York at the time of construction



“ TMLP endeavors to embrace renewable energy as part of our portfolio. We have been increasing the solar renewable production in our territory and this was an opportunity to reuse a landfill that would otherwise have no other purpose. The ease in working with Green Street from start to finish helped establish a new program and reinforce our commitment to our community and the environment. ”

- Sonja Britland, Administrator of Customer Care & Public Communications at Taunton Municipal Lighting Plant



Size

3 MW, generating
~3.5mm kWh/year



Savings

Collectively bringing
\$240K in savings



Subscribers

Providing power to
400 residents



Impact

~600 acres of
forest preserved



info@gspp.com | 203.496.8950

MUNICIPALITIES

Helping Utilities Meet Renewable Goals

Green Street Power Partners is partnering with municipal utilities nationwide to bring the benefits of solar energy systems to every community. Solar power not only reduces a utility’s carbon footprint - utility-scale systems also mitigate the strain on a grid’s infrastructure during peak production times while providing them with long-term predictable, and competitive electric rates.

Portfolio Highlights

- Experience structuring direct PPAs and community solar programs with municipalities in 10 states across the country
- 16.7 MW of MLP projects in the state of Massachusetts alone



PROJECT SPOTLIGHT | Devens Rooftop

“ MassDevelopment welcomes the addition of 2.75 MWs of renewable power supply recently installed by Green Street Power Partners. This project increases total photovoltaic distributed generation at Devens to 12.8 MWs, meaning that approximately 15 percent of our total average demand for electric power will now be supplied by renewable resources. ”

- Jim Moore, Devens Utilities Manager



Size

2.75 MW, generating
~3.5mm kWh/year



Community

Pre-existing panels
donated to microgrid
project in Puerto Rico



Power

Enough power to
offset ~425 homes



Impact

~600 acres of
forest preserved



SOLAR SCHOOLS

Renewable Energy & Academia

At GSPP we understand that solar energy systems can have a powerful impact on schools, not just by bringing savings and clean energy to the campus, but also by exposing students to renewable energy firsthand, sparking subsequent interest in the industry which offers far reaching career opportunities for students in the community.

Educational Benefits

- Students gain an understanding of how renewable energy technology works
- We provide a kiosk displaying system stats, supplying a deeper understanding of the array's positive impact
- Students have the opportunity to learn about careers in green energy



PROJECT SPOTLIGHT | Gann Academy

“ I look at this as a powerful symbol of our commitment to making a sustainable future at Gann. As an environmentally conscious student committed to making gann as green as possible, I'm especially excited about this new chapter of sustainability at the school level. ”

- Gann Academy Student



Size

316 kW, generating
~394,000 kWh/year



Savings

Providing ~\$600K
in savings



Power

Offsetting ~25%
of Gann's energy



Impact

~57 acres of
forest preserved



CASE STUDY

Beacon Capital Partners - The Crossroads

Beacon Capital Partners is a tenant-focused private real estate investment firm with a 70+ year legacy of successful real estate development, ownership and management. Beacon has been awarded the EPA's ENERGY STAR® Partner of the Year award for nine consecutive years, and now has over 55mm square feet LEED certified. Beacon has been recognized for Sustained Excellence since 2014. GSPP is proud to partner with Beacon Capital Partners and help the firm achieve its sustainability goals.

Carport Benefits

- Carports don't require additional space, allowing the lots to serve a dual purpose of hosting cars and providing power
- Canopies actually protect lots from the elements, minimizing lot maintenance
- The structure offers refuge for cars, protecting them from inclement weather & improving fuel economy



“ We have long been focused on energy efficiency and sustainability at our properties, having been recognized as Energy Star Partner of the Year for eight consecutive years, and obtaining LEED certification for buildings representing over 49 million square feet. ”
- Fred Seigel, President and COO



Size

846 kW, generating
~1.4mm kWh/year



Location

San Mateo,
California



Recognition

Helping Crossroads achieve
LEED Gold Certification



Impact

~160 acres of
forest preserved



AWARDS & PRESS



Green Street Power Partners breaks ground on the largest community solar project in New York totaling 5.544 MW

The community solar program will bring savings to over 700 residents of Central Hudson.



Enhanced Capital proudly partnered with national developer GSPP to finance two solar energy deals in 2020

Combined, Enhanced Capital provided \$9.3 million in Solar Investment Tax Credits to finance ten solar energy projects in New York and Massachusetts with an estimated capacity of 9.56 MWdc.



Kimco Realty Doubles Solar Installations as a Part of Expanding ESG Commitment

All five projects were facilitated through Kimco's partnership with Black Bear Energy and were developed beginning in 2020 by Green Street Power Partners.



2019
#620 in US
#3 in CT



2020
#448 in US
#3 in CT



2021
#12 in NYC
Metropolitan Area



2021
#591 in US
#6 in CT



2022
#46 in the
Northeast





GSPP CO-FOUNDERS

Scott Kerner | CEO



Prior to founding Green Street, Scott Kerner worked with Ciena Capital, LLC (formerly known as BLX, LLC, a subsidiary of Allied Capital Corp.), where he was one of the top commercial loan originators for three years straight, funding \$13 mm, \$26mm, and \$64mm in years 2005, 2006, and 2007, respectively. The top A/R factoring salesperson in 2006 and 2007, he was also honored by BLX with Business Development Officer of the Year. In 2008, Scott founded SJK Capital Inc. ultimately developing a 15-person sales team for an NYC

commercial mortgage brokerage firm that completed more than \$45mm of commercial loans. Scott eventually joined OnForce Solar where he served as VP of Business Development and closed more than 14 MW of solar projects. Scott was promoted to National Sales Director of Commercial & Utility Scale projects in January 2013, and built out sales teams in seven states. Here at Green Street, Scott oversees the commercial division in its entirety, including business development, new product development, financial partnerships, and all divisional administration. Scott graduated Summa Cum Laude from Wilmington University with a B.S. in business.

Jason Kuflik | President



Jason Kuflik has more than 15 years of Sales, Accounting, Financial, and Operations experience. From 2004 to 2008, Jason worked with Bernath & Rosenberg advising high net-worth clients in all aspects of cash management and tax planning and also overseeing accounts of more than \$100mm. In 2009, Jason began working for a solar development conglomerate managing its due diligence operations, eventually moving into development where he closed over 30 MW of Power Purchase Agreements and developed more

than 2,000 acres of land designated for solar farms. Jason joined OnForce Solar in 2010 as VP of Commercial Business Development. During his time at OnForce Solar, he supervised all aspects of commercial operations, including utility applications, vendor management, and capital sourcing. In January 2013, Jason was promoted to Chief Strategy Officer where he, along with Scott Kerner, managed all aspects of the commercial division. Jason also serves on the GJGNY Advisory Counsel for the New York State Energy Research and Development Authority and is a rotating member of the SHC Alliance Council for Solar Energy Industries Association (SEIA). Jason graduated with an accounting and economics degree from Queens College.



GSPP EXECUTIVE TEAM



Debi Galler | General Counsel

Debi Galler is General Counsel for Green Street. Prior to joining Green Street, Debi was Of Counsel at Berger Singerman LLP, and before that McDermott Will & Emery, where she advised clients in commercial real estate, transactional, and financial matters. Debi's work has led her to become recognized and referenced in articles featured in Law360, Bloomberg News, ABA GP Solo eNews, and the podcast titled "The Resilient Lawyer." Debi graduated Magna Cum Laude from the University of Miami Law School, sat on the Miami Law Review, and is also a Member of the Order of the Coif.



Amir Richulsky | Chief Financial Officer

Amir serves as GSPP's Chief Financial Officer. Prior to joining GSPP, Amir served as an integral part of the finance team at the Sapir Organization for five years. Here he held the position of CEO of Sapir Corp Ltd., the opportunistic arm (publicly traded in Israel) of The Sapir Organization. Before joining the Sapir Organization, Amir served in a financial leadership roles at both Adam America and Deloitte. Civically, he is active in Jewish organizations, including the Israeli American Council. Amir holds a BA in Accounting and Business Management and is a licensed CPA in Israel.



Dan Packard | Chief Investment Officer

Before joining GSPP, Dan served as a Director and lead the Renewable Energy Finance practice at Enhanced. Prior to this role, he served as the Director of Finance for Enhanced Capital where he led the accounting department in financial statement and tax preparation. Before joining Enhanced Capital, he was a Senior Accountant with Ernst & Young where he provided auditing and attestation services for public and private companies. Dan specializes in corporate and partnership tax, GAAP accounting and structured finance for clean energy investments with involvement in over \$500 million of renewable energy

transactions. Dan is a Certified Public Accountant and a member of the Society of Louisiana Certified Public Accountants. He holds a B.A. in Political Science and History from Colorado College and an M.S. in Accounting – Finance from the University of New Orleans. Dan is the board treasurer of unCommon Construction, a non-profit that teaches leadership and real world skills to high school apprentices through the build process.



Amanda Zurla | Chief Development Officer

Amanda's relationship with the solar industry started early in her career. Immediately following her graduation from SUNY New Paltz, she began working as a marketing representative for SunPower by Infinity Solar, where she oversaw the customer support department and implemented numerous marketing campaigns to increase brand exposure and lead flow for the residential sales team. Applying her experience in customer relations and lead generation, Amanda joined Green Street as the first member of the commercial division to help advance it. Within her first year alone, Amanda assisted in the development of a commercial pipeline

of over 15 MW in direct sales and 70 MW in Community Distributed Generation projects throughout the State of New York, and continues to be a vital asset in the growth of all aspects of the commercial portfolio.



Osman Sediqi | Chief Construction & Asset Management Officer

Osman has been in the solar industry since 2009 and heads the Asset Management and Operation & Maintenance department at GSPP. Prior to joining GSPP, he held led the Operational and Asset Management department of Grasshopper Solar, with a team of over 50 professionals. Osman was a Co-founder and Managing Partner of Koenig & Consultants from 2009 till 2014, offering energy related management consulting services to global clients. As part of this venture, he also co-founded Mining Energy Advisors, a platform that supported global mining companies to transition from fossil fuel to renewable energy.

Osman holds a degree from University of Applied Science Gelsenkirchen, Germany. He graduated with a double major in Finance and International Marketing Management.



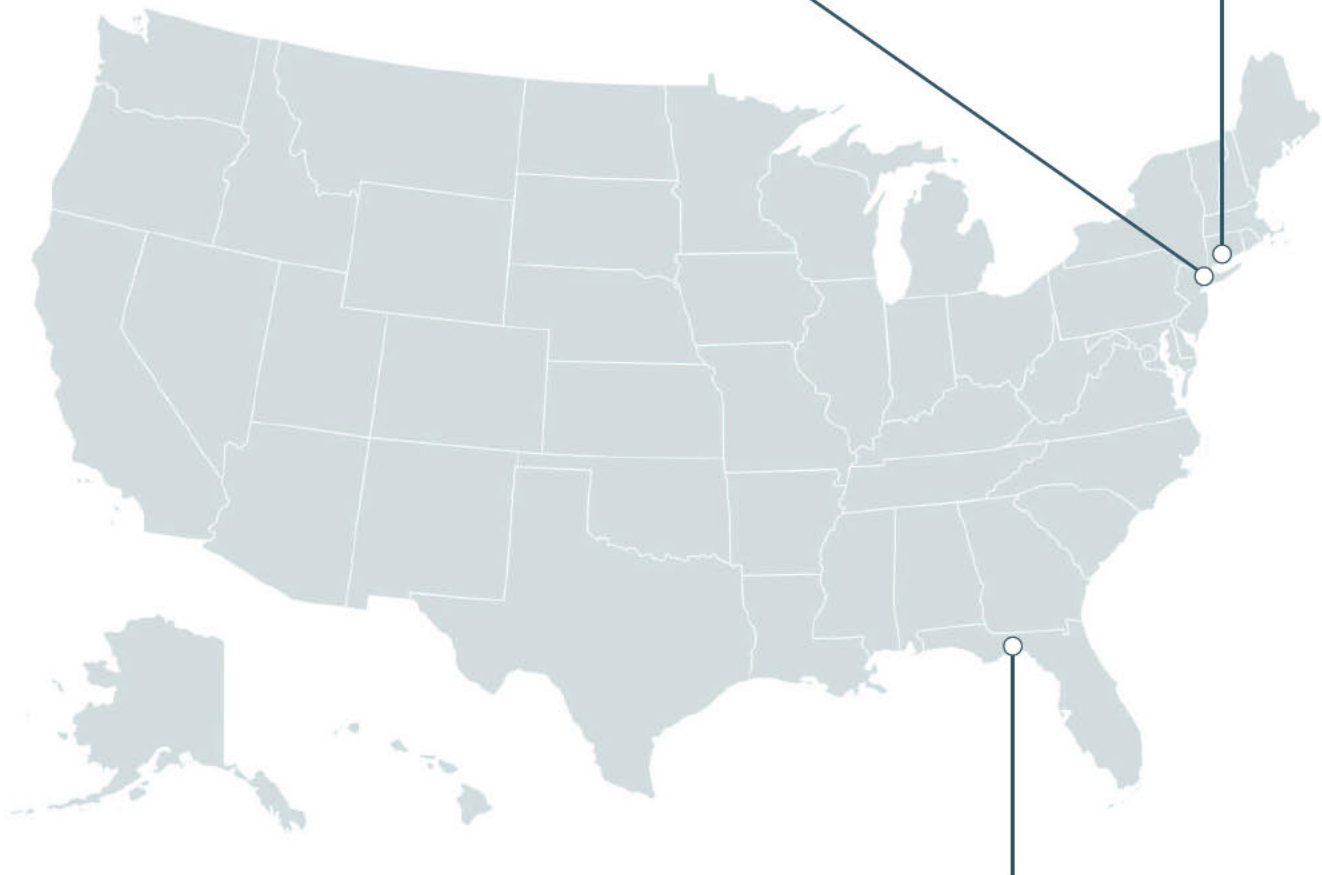
OFFICES

Corporate Headquarters

1 Landmark Square
Suite 320
Stamford, CT 06901

Investor Relations

140 East 45th Street
16th Floor
New York, NY 10017



Legal Team

1830 East Park Avenue
Suite 201
Tallahassee, FL 32309





TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/20/2023

TITLE: Review of Preliminary Engineering Work of Route 202 and Old Concord Road Intersection

INITIATED BY: Town of Henniker

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Mike Mozer, NH DOT Project Manager

AGENDA DESCRIPTION: Review of Preliminary Engineering Work of Route 202 and Old Concord Road Intersection

BACKGROUND: Provided by Mike Tardiff, CNHRPC at June 6, 2023 meeting

Town Administrator Comment: See 2017 letters of support.

Legal Authority: N/A

Financial Details: N/A

Motion or Action: N/A



August 2, 2017

Mr. Michael Tardiff, Executive Director
Central Regional Planning Commission
28 Commercial Street, Suite 3
Concord, NH 03301

RE: US202/NH9/NH127 & Old Concord Road
Intersection Improvements

Dear Mr. Tardiff,

The Town of Henniker Economic Development Committee would like to go on record as fully supportive of efforts presently being made to make material improvements to the Old Concord Road/202/127 intersection. It is imperative to the economic development future of the Town that this key intersection be improved so that the traveling public and areas businesses can safely access a key east/west corridor. Numerous opportunities exist for business expansion along Old Concord Road and this project will enhance the viability of the area to increase the local tax base and generate job growth.

We appreciate your efforts to date and ask that you continue to press this initiative with the appropriate authorities.

Sincerely,

Ms. Stephanie Payeur, Chair

Mark J. Fougere, AICP
Town Planner



July 26, 2017

Mr. Michael Tardiff, Executive Director
Central Regional Planning Commission
28 Commercial Street, Suite 3
Concord, NH 03301

RE: US202/NH9/NH127 & Old Concord Road
Intersection Improvements

Dear Mr. Tardiff,

The Town of Henniker Planning Board would like to go on record as fully supportive of efforts presently being made to make material improvements to the Old Concord Road/202/127 intersection. It is imperative to the economic development future of the Town that this key intersection be improved so that the traveling public and areas businesses can safely access a key east/west corridor. This project cannot be constructed soon enough.

Numerous accidents have occurred at this intersection and as the region grows, the safety of the public must be protected. Traffic volumes on Rt. 202 have increased significantly since 2008 escalating 16.8%, further aggravating traffic concerns along this corridor.

We appreciate your efforts to date and ask that you continue to press this initiative with the appropriate authorities.

Sincerely,

Dean Tirrell, Chairman



TOWN OF HENNIKER, NEW HAMPSHIRE

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

Received by
TOWN OF HENNIKER

JUN 15 2023

SELECTMEN'S OFFICE

Request for Board of Selectman Agenda Item Consideration

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

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

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

Requested Meeting Date: <i>June 20, 2023</i>	
REQUESTOR CONTACT INFORMATION	
Name: <i>Robert Garrison</i>	
Address: <i>P.O. Box 394 03242 1409 Bradford Road</i>	
Email: [REDACTED]	[REDACTED]
Phone: <i>603 988-2329</i>	
DESCRIPTION OF TOPIC OR REQUEST	
TITLE: <i>State Law 51:2</i>	
PERSON PRESENTING TO THE SELECTBOARD AND CONTACT INFORMATION IF DIFFERENT:	<i>Robert Garrison</i>
DESCRIPTION OF QUESTION OR PROBLEM: <i>Perambulation of the bounds of the town of Henniker</i>	
PREVIOUS ACTIONS TAKEN BY REQUESTER OR OTHERS: (include attempts to resolve prior to coming to BoS) <i>Town bounds were perambulated and marked in 2016</i>	
EXPECTED OUTCOME, ACTION OR DECISION: (be specific) <i>appoint people to locate all the bounds and monuments and repaint the markings on all the monuments as needed</i>	

KNOWN FINANCIAL IMPACT:

N/A

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

See attached.

FOR OFFICE USE ONLY**DATE RECEIVED:** 6/15/23**DATE SCHEDULED:** 6/20/23**TOWN ADMINISTRATOR COMMENT:** N/A**DEPARTMENT HEAD AND COMMITTEE COMMENTS:** N/A**LEGAL AUTHORITY:** RSA 57:2**FINANCIAL DETAILS:** N/A**SUGGESTED ACTION/MOTIONS/RECOMMENDATIONS:****POST MEETING NEXT STEPS AND FOLLOW-UP****RESOLUTION:**

TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 51

TOWN LINES AND PERAMBULATION OF BOUNDARIES

Section 51:2

51:2 Perambulation of Town Lines. – The lines between the towns in this state shall be perambulated, and the marks and bounds renewed, once in every 7 years forever, by the selectmen of the towns, or by such persons as they shall in writing appoint for that purpose.

Source. RS 37:2. CS 39:2. GS 47:2. GL 51:2. PS 52:2. PL 56:2. RL 69:6.

Perambulation of the town bounds of Henniker, NH 2016 / 2017

Final Report

As you may recall the Perambulation of the town bounds was completed toward the end of 2016 and the returns or reports were filed with the State as required by RSA 51 which reads, in part:

51:2 Perambulation of Town Lines. – The lines between the towns in this state shall be perambulated, and the marks and bounds renewed, once in every 7 years forever, by the selectmen of the towns, or by such persons as they shall in writing appoint for that purpose.

In 2017, the job of renewing the marks and bounds was finally completed. All the bounds were revisited, cleaned and repainted. All but one monument was straightened up or reset. The monument on the Henniker / Hopkinton line at Shaker Hill is tipped and we were unable to move it. It is very stable and seems to be in no danger of tipping over so we opted to leave it as is.

At a number of the places where the town line crosses a road the old monuments had been destroyed. If a tree was nearby a sign was screwed to the tree and/or if a stone wall was available, a stone in the wall was chiseled with "TL" and painted yellow. The town line crosses Gould Pond Road where there is neither a wall or a tree so there is no mark or sign. The PSNH pole there is very close to the line and was painted with a yellow blaze.

Much of the town bound follows stone walls. Every so often, a prominent stone on these walls was wire brushed and painted with a yellow blaze that I have named "encouragement marks". Walls near houses were not painted so as not to annoy the owners. Blazes on trees along the bounds were cleaned and repainted yellow. Some places there are large trees on the line that have old barbed wire imbedded in them. Many of them were blazed with yellow.

Signs were mounted on trees near the ends of stone walls, road crossings and where it seemed that someone might actually see them. So far, 108 signs have been installed. There are another 42 signs left that I will find places for as time and energy permit.

We managed to use 7.5 quarts of ACE Hardware "Lemon Drop Yellow" oil based paint in the process of "Renewing the marks and bounds".

The process of renewing the marks and bounds takes far more time than perambulating the town bounds. It is hoped that future perambulators will use the GPS track data to follow the bounds. There are some long stretches of the bounds that have no marks or walls that we could find. I felt that we were supposed to "renew" the marks and not make new ones. Finding your way along these parts of the bounds is very hard without a GPS to guide you.

I would like to give special thanks to my friend Mary Current, without whose help, I would not have been able to do this project. I would also like to thank Mike and Cherry Palmisano who reset the two monuments on the Henniker / Deering / Weare and the nearby Henniker / Weare borders. Thanks are due to Russell Nelson who aided in the marking of the Henniker / Weare line from Deering to Rt. 114. Thank you is also due to Jim Morse and Tom Patenaude for their assistance in resetting the monument on the Henniker / Hillsborough line where it crosses Western Avenue.

Sincerely, Bob Garrison.

CONTINUED BUSINESS



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/20/2023

TITLE: Continued – Permit Requirements for Special Events

INITIATED BY: Jim Morse, Fire Chief and Diane Kendall, Town Administrator

PREPARED BY: Diane Kendall and administrative staff

PRESENTED BY: Diane Kendall

AGENDA DESCRIPTION: Continue first reading of Permit Requirements for Special Events

BACKGROUND: The Selectboard suggested the policy be segmented into two sections

1. Permit Requirements for Special Events on Town Property
2. Notification Requirements for Special Events on non-residential property and non-profit property

In addition, the board made suggestions for edits, definitions and clarifications. This revised presentation only includes the Permit Requirements for Special Events on Town Property segment.

Town Administrator Comment: N/A

Legal Authority: N/A

Financial Details: N/A

Motion or Action: N/A



**TOWN OF HENNIKER
ORDINANCE CHAPTER 16a
Permit Requirements
for
SPECIAL EVENTS**

**Adopted by the Town of Henniker
DATE, 2023**

This ordinance replaces Chapter 15 Assemblies, Large originally adopted October 1, 1977; amended June 6, 1984

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This package is intended to serve as a general reference document; to provide guidelines and identify code requirements concerning various events and occasions. It is designed to address the most frequently occurring and applicable codes and standards and is not all inclusive of every possible requirement. For additional information please contact the Henniker Town Hall.

Findings and Declarations:

The Town of Henniker finds and declares that it is necessary for the protection of public health, safety and welfare of the general public and the inhabitants of the town that rules and regulation be established for the purpose of regulating indoor and outdoor special events that include tents and large assemblies of the public to ensure the public health and safety, proper sanitary, fire, police, health and safety measures be provided to regulate such gatherings in accordance with the State of NH Fire Code, Building Code and National Electrical Code and Health Codes.

The Special Event **Permitting** process will enable local officials to anticipate and plan for municipal services that may be impacted when special events are held on **Town Property**.

- Public safety officials like police, fire and EMS chiefs can plan for adequate coverage when they know that an influx of people to the town can be expected.
- Plans for parking, traffic control, crowd control and emergency medical services can be addressed.
- Local businesses can better plan staffing and ordering of food and inventory when they are aware that a special event notification has been issued.
- Perhaps most importantly for local officials during the event, a notification process gives local officials a "point person" to whom they can go if a problem arises during the event that needs attention.

The policies represent the town's overarching requirements for the management of special events. In addition to these principles and policies, each public safety agency reviewing special events may have more specific requirements applicants must meet. Together, the policies and the department requirements help ensure events are managed in a way that keeps them in conformance with the principles.

Principles:

Special events held on the **Town of Henniker Public property** will make a positive community contribution.

Events will:

- Take precautions to protect the health and safety of participants, residents, businesses, and visitors.
- Not adversely affect the long-term viability of permanent businesses.
- Avoid disruptions to other community events and activities held at the same time.
- Build upon and support existing Henniker community assets when possible.
- Seek to minimize adverse impacts on the community, neighborhoods, and essential public services.
- Create a positive experience for visitors and residents.

Definitions:

AHJ – The authority having jurisdiction (AHJ) is that person or office charged with enforcing the Life Safety Code. In most situations, it is the fire chief or designee, unless the matter is a health or police matter in which case it is the respective department official.

Canopy – A temporary structure, enclosure, or shelter constructed of pliable materials which is open without sidewalls or drops on 75% or more of the perimeter.

Certificate of Flame Resistance – A certificate or affidavit that states the material has been treated in accordance with NFPA 701.

Crowd Manager – A person trained under NFPA or IFC requirements. Duties include keeping the aisles clear, ensuring max occupancy is upheld, and making sure that all entrances and exits are always clear and

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unobstructed.

Cube Tap – A grounded U/L listed adapter that converts one female connector into multiple female connectors.

Flame Retardant – An approved chemical compound or mixture which, when applied in an approved manner to any fabric or material, will render such fabric or material incapable of supporting combustion.

Floor Plan – A plan drawn to scale showing the proposed event layout and seating with locations of all aisles, exits, and fire protection equipment.

Food Service Establishment– As defined by RSA 143-A:3, IV means any fixed or mobile, attended or unattended restaurant; coffee shop; cafeteria; short order café; luncheonette; grill; tearoom; sandwich shop; soda fountain; tavern; bar; cocktail lounge; night club; roadside stand; industrial feeding establishment; food vending operation; private or public organization or institution, whether profit or non-profit, which routinely serves food; catering kitchen; commissary, or similar place in which food or drink is prepared for sale or for service on the premises or elsewhere; and any other eating or drinking establishment or operation in which potentially hazardous food is served or provided for the public with or without charge.

Non-Residential Property: Property primarily used for commercial, industrial, educational, or non-profit purposes and multi dwelling unit properties in excess of 2 family homes.

Open Flames – Torches, candles, and other devices using flames.

Open Flame Cooking Device – Sterno fuels, grills, stove tops, etc.

Permitee – Person or Organization named on Special Event Application

Power distribution strip – A grounded electricity distribution device containing overload protection that turns one AC wall outlet into several.

Public Property: Property owned by the Town of Henniker

Residential Private Property: Properties primarily of residential use including 1 and 2 family homes and non-commercial, industrial, educational, or non-profit purposes.

Site Plan – A plan illustrating the proposed parking, “no parking” areas, and traffic flow patterns.

Special Events – An event or series of events held for a limited period of time for a particular activity with an expected gathering of people whether indoors or outdoors that is defined in Applicability and Exemptions.

Splitter or “Y” Tap – A grounded U/L listed adapter in the form of a letter “Y”, having two female cord connectors on one end and a male plug at the other end.

Sponsor(s): The organization or individuals requesting permission to hold the event.

Temporary Membrane Structure: A temporary ground-supported membrane-covered frame structure used to in outdoor events.

Tent – A temporary structure, enclosure, or shelter, either with or without sidewalls, constructed of fabric or pliable material.

Triple or “W” Tap – A grounded U/L listed adapter in the form of a letter “W”, having three female cord connectors on one end and a male plug at the other end.

Commented [HB1]: B Marko, 6/16/23: Add “Temporary Membrane Structures” to the glossary

Commented [HB2R1]: Definition derived from IBC 2021 and IFC 2015

Exemptions and Applicability Special Events on Town Property:

Applicability – Special Event Permit Required: Please consult with the administrative assistant at the town office: 603-428-3221 ext. 101 or 102. This includes events described in this section that are sponsored, organized, and funded by the Town of Henniker and its Committees. The purpose is to conduct the event with approval of all applicable Town of Henniker Public Safety appointees and Board of Selectmen.

- A. Events to be held on town property or streets expected to **draw a crowd or large assembly of at least 250 or more people.**
- B. Events that **will charge admission or vendor fees.** This may include but is not limited to craft fairs, food truck festivals, flea markets, concerts, festivals, parades, or other entertainment.
- C. Events that will include alcohol.
- D. Events that take place in **tents and/or temporary membrane structures in excess of 200 square feet and canopies in excess of 400 square feet used for the purpose of hosting gatherings of fifty (50) people or more.** Such events are also subject to **Tent Permits** in accordance with NH State Fire Code, NFPA 1 Current Edition.
- E. Events expecting more than one hundred (100) people within a town building or structure **that does not already have a Fire Department issued Assembly permit** in place for purposes including but not limited to luncheons, dinners, sporting events, carnivals, fairs, political rallies, performances, and private functions.
- F. Events of more than fifty (50) people within a tent, canopy, or temporary membrane structure for the purposes including but not limited to luncheons, dinners, sporting events, carnivals, fairs, political rallies, performances, and private functions. These events may be subject to Tent Permit application and inspection
- G. Any events held in **an area, space or structure used outside of its normal function or existing permitted use** (for example, a tennis court or courts for a stage, seating area, outdoor market, trade show, or exhibition) shall be considered a special event and shall meet the requirements of NH Saf-C 6000. (The Final Determination is made by the local AHJ or Designee.)

Exemptions - Special Event Permit is NOT Required:

- A. Events with any size tent and expected to draw less than fifty (50) people.
- B. Funeral processions and/or memorial services and impromptu assemblies.
- C. These regulations do not apply to organized sporting events (such as youth soccer and baseball) that take place at the Town's athletic fields and are scheduled in advance through the Athletic Committee or any non-temporary, seasonal outdoor activities that take place on a daily or regular basis.

**For information on Special Events taking place on Nonresidential Private Property see
SPECIAL EVENTS NOTIFICATION**

Special Event Standard Conditions:

- A. A Special Event Permit shall be obtained from the Town of Henniker in accordance with NH State Fire Code, NFPA 1 Current Edition prior to any special event. A permit shall be submitted at least sixty (60) days prior to the special event. All special events shall meet the requirements of the current adopted editions of the NH State Fire Code, Building Code, and National Electrical Code.
- B. All indoor venues shall not exceed their posted occupancy limit in accordance with their Place of Assembly Permit unless a Life Safety Evaluation has been performed by an independent third-party fire protection engineer.
- C. Site, floor, and electrical plans (if applicable) for any special event shall be submitted to the Henniker Town Hall, a minimum of sixty (60) days prior to the scheduled event. Final plans (if applicable) shall be submitted 7 days prior to the event. In the event of extenuating circumstances, the Fire Chief or Designee may waive the 60- and 7-day submittal requirements. The final determination shall be made by the Fire Chief or Designee.
- D. In accordance with NH State Fire Code NFPA 1 Current Edition a minimum of one **(1) trained crowd manager for every two-hundred fifty and (250) persons** in attendance in an enclosed or fenced off area at the special event. Crowd managers must submit proof of training with the event application. Should the applicant be unable to provide trained crowd managers, a Henniker Public Safety official will provide them at an additional charge for Special Detail.
- E. In accordance with NH State Fire Code NFPA 1 Current Edition. Standby fire personnel shall be provided **if required by the Fire Chief or Designee**.
- F. An event organizer or designee known to the Town shall be included on the Permit Application and shall be available on-site at all times during the activities. That person shall have the authority to require participants to alter or modify the events under orders from a Town of Henniker Public Safety Official or their designee.
- G. All event signs shall comply with the applicable provisions or the Henniker Zoning Ordinance at all times.
- H. It is the responsibility of the permittee to maintain the site in an orderly and clean manner during the event. It is the further responsibility of the permittee to clean up the entire area immediately following the event. All debris, trash, signs, and road markings shall be completely removed from Town-owned property within twenty-four (24) hours of the completion of the event. Any materials that are not cleaned up in a timely manner shall be subject to disposal by the Town at the expense of the permittee.
- I. The Permittee is responsible and liable for any damage that occur to Town property from the permitted activity. Any damage noticed prior to use should be reported to the Henniker Town Hall.
- J. Permittees shall provide the Town with a list of any hazardous materials that are planned to be used, including copies of material safety data sheets. The use of all such hazardous materials, if approved, shall be subject to strict compliance with all applicable regulations and any special conditions imposed by the Town.
- K. The sale of food or other items during a special event shall be subject to the Town's Ordinance Regulating Outdoor Vendors and Transient Sales. All applicants who will be utilizing cooking apparatus (other than warming devices or microwave ovens) must obtain approval from the Henniker Fire Department to ensure that such devices comply with applicable fire prevention and life safety codes. Also, any open burning (other than charcoal or a gas grill) must obtain a Fire Permit from the Henniker Fire Department as otherwise required by law.

- L. The sale or raffle tickets during special events will require a permit (available at Henniker Town Hall) in accordance with the provisions of RSA 287-A.
- M. Although the Board of Selectmen may regulate the possession and consumption of alcoholic beverages on Town-owned property on a case-by-case basis as they deem to be in the best interests of the Town; nothing in these regulations is intended to supersede or void the enforcement of state laws pertaining to the sale, possession, and consumption of alcoholic beverages.
- N. Approval of a special event consisting of showmen (per RSA 286:1), theatricals or parades (per RSA 286:2) shall constitute a special license as otherwise required by law. However, it shall be expressly understood that an applicant who receives approval for an outdoor special event under these regulations is not being issued a perpetual permit, license, contract, or any form of vested property rights as part of this process.
- O. The Town of Henniker does not prohibit or regulate the charging of admission fees, or the prices paid by participants or patrons for any outdoor special events.
- P. The Board of Selectmen may, using its sole discretion, issue approval for up to one(1) year- for outdoor special events for recurring activities; provided, however, the Selectmen reserve the right to amend the approval conditions from year-to-year as may be in the best interests of the Town.
- Q. The construction or erection of any new structures or electrical fixtures, including temporary items such as tents, bleachers, stages, etc., shall require a permit issued by the Building Inspector. The use of a tent as a place of assembly must also be approved by the Henniker Fire Department.
- R. It shall be the policy of the Town to facilitate the rights and freedoms of all people to exercise their constitutional rights for freedom of speech, religion, and the press, to bear arms, assemble peaceably and petition the government for a redress of grievances. However, the Board of Selectmen will not issue approval for an outdoor special event on Town property in which the participants or attendees are allowed to engage in sexually explicit conduct or disseminate obscene material as otherwise prohibited under RSA Chapter 650, or any activity that is contrary to the Henniker Zoning Ordinance or Selectmen's Policies.
- S. Portable bathroom facilities shall be required in accordance with the Portable Sanitation Associations International Special Event Chart (PSAI-Extended Chart) when fixed facilities may exceed their rated capacity or for outdoor events without access to adequate fixed facilities.
- T. Permittees shall have on the premises, or contiguous thereto, automobile space equal to 1/4 of the number of persons which the permit allows to attend the event. At the discretion of the Board of Selectmen or their designee, fewer parking spaces may be required.
- U. The permittee shall operate the event only on day(s) and during the hours specified in the permit and in accordance with town property rental policies.
- V. The permittee/promoter shall not sell, give, or distribute a greater number of tickets than the number which the permit allows to attend.
- W. No advertising before permit granted. A person shall not advertise or announce by any means or medium the holding of such an event prior to the granting of a permit or approval.
- X. Illumination of area. Every permittee planning an event after dark, or planning to allow persons who attend the event to remain on the premises after dark, shall provide electrical illumination to ensure that those areas to be used may be lighted.
- Y. For venues hosting seasonal special events, only one (1) permit application or (1) special event notification shall be required.

Commented [DK3]: Recommend we strike this Approval should be year to year

- Z. No permit granted under this chapter shall be transferable to another location, another person, entity, property, or another set of dates.

Violations and Penalties:

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

Inspections Required

Upon review of the application, any inspection as deemed required by the Board of Selectmen, Building Inspector, Health Officer or other Public Safety Official.

Commented [DK4]: Events on town property applications will be reviewed by all officials to determine other permits or necessary inspections

Police Requirements – NH RSA, Chapter 105, Police Officers, and Watchmen: Section 105:9

- I. *Any person desiring to conduct a public dance, circus or carnival shall submit an application for police attendance at that function. Any person who conducts a public dance, circus, or carnival without first making application for police attendance at that function is guilty of a violation.*
- II. *The Chief of Police in any city or town, subject to the written approval of the Mayor and Board of Alderman, Board of Selectmen, or Licensing Board shall examine applications for police attendance at public dances, circuses and carnivals and determine if such attendance is necessary. If the Chief of Police decides police attendance is necessary, he shall detail one or more police officers to attend whose services shall be paid for by the applicant.*
- III. *The Chief of Police shall have the authority to assign police details to attend any public meetings or functions which he determines may potentially:*
 - a. *Involve traffic-related problems; or*
 - b. *Lead to public disturbance or public nuisance; or*
 - c. *Endanger public health, safety or welfare.*
- III. *The applicant or sponsor of any public meeting or function may be charged for the services of any police officers that may be detailed or assigned to that meeting or function, unless charges authorized by this section for the services of a police officer are waived by the Chief of Police when in his judgment such authorization does not conflict with an existing local ordinance or policy.*
- IV. *The Chief of Police, the Police Department, and any city, town, or political subdivision shall not be held liable for any decision not to detail police officers to attend any public meeting or function.*

Fire and Safety Protection

Food and Cooking

- A. Any booth, trailer, tent, or canopy using an open flame cooking device shall have a minimum of one (1) approved fire extinguisher with a 2A: 10B: C rating and a minimum of five (5) pounds of extinguishing agent. In addition, any booth, trailer, tent, or canopy using deep fat fryer/fryolator type cooking device shall also have a minimum of one (1) approved 6L (min) Class K fire extinguisher.

- B. All fire extinguishers shall be inspected annually and shall have an inspection tag indicating the same attached to the extinguisher.
- C. All individuals utilizing any type of cooking equipment shall be trained in the proper use of a fire extinguisher.
- D. All commercial cooking equipment located inside a trailer or fully enclosed booth, including food trucks and trailer complies with all NFPA 1 and Chapter 17 in NFPA 96 requirements. [See NFPA Food Truck Safety Fact Sheet](#)

Aisles, Seating, Pipe and Drape

- A. All pipes and drapes shall have a certificate of flame resistance or affidavit provided for review and approval. All pipes and drapes shall be secured to prevent tipping.
- B. Aisle Width - The following minimum aisle widths shall be maintained in accordance with the NH State Fire Code, NFPA 1 and 101.
 - a. The width of aisles serving seating at tables shall be **no less than 44" in areas serving 50 persons or more and 36" in areas serving 50 persons or less.**
 - b. Aisle widths may be required to be increased based upon the type of event and occupant load.
 - c. Where non-fixed seating is located between the table and the aisle, there shall be a minimum of 19" of clear space from back of chair to back of chair.
 - d. With standard seating, the spacing from the back of the chair to the front of the most forward-facing projection of the chair immediately behind shall be no less than 12" and increased 0.3" for every seat over 14.
- C. Indoor special event festival seating is **limited to the seated occupancy limit** unless a life safety evaluation has been performed by an independent third-party fire protection engineer and approved by the Henniker Fire Department.
 - a. Non-fixed seating (folding) chairs requirements
 - b. All non-fixed seating (folding) chairs shall be firmly secured together in groups of no less than three (3) and no more than seven (7). The chairs shall be secured at both the top and the bottom by either industrial tie wraps or other approved means.
- D. There shall be no more than 100 chairs in a row and there shall be a minimum aisle width of 22" from the back of the chair to the front of the most forward-facing projection of the chair immediately behind.

Theatrical Haze and Pyrotechnics

- A. The use of theatrical haze, fog, or smoke machines is not permitted unless approved in advance by the Henniker Fire Department.
- B. The use of pyrotechnics is not permitted unless permits and approvals have been obtained from the NH State Fire Marshall's Office in accordance with the NH State Fire Code.

Electrical Requirements:

- A. No permanent electrical installations will be permitted for the purpose of holding a special event on town property.

- B. Temporary event specific electrical installations on town property shall only be permitted with approval of the Board of Selectmen and electrical permit obtained from the Building Inspector with the requirements of the National Electrical Code, Articles 518, 520, 525, and 590.
- C. When applicable, the electrician of record or the event coordinator shall supply a floor plan with a wiring schematic that shall include portable power distribution panel location(s), flexible cord locations and lengths, and locations of multi-appliance distribution centers.
- D. GFCI (Ground Fault Circuit Interrupter) protection shall be provided when applicable in accordance with the National Electrical Code
- E. All extension cords shall be appropriately sized for the intended use. Extension cords shall be a minimum 14-gauge and grounded. The use of light weight extension cords less than 14-gauge or "zip cords" is strictly prohibited.
- F. All extension cords that are run within a means of egress or public way shall be secured and protected using an approved means, such as treadle, "yellow jackets", or trenches.
- G. Extension cords shall serve only one appliance or fixture, unless appropriately sized and in conjunction with an approved multi-appliance distribution center with overload protection. The current capacity of the supply cord shall be not less than the rated capacity of the appliance(s) or fixture(s).
- H. Only UL-listed overload protected power distribution strips may be used for additional outlets.
- I. Power distribution strips connected in series "daisy-chained" are prohibited.
- J. Cube Taps, "Y" Taps & "W" Taps are permitted, when approved by the event electrician, to supply electricity to a maximum of 3 electronic appliances and when connected directly or by a single extension cord to an approved power distribution strip. The combined amperage usage shall not exceed the rating of the tap adapter, extension cord or power distribution strip.
- K. Portable generators shall be located five (5) feet or greater from booths, trailers, tents, and canopies in accordance with the NH State Fire Code, NFPA 1.

Commented [DK5]: Add this to the Application - "Do you need temporary electrical installation?"

Commented [DK6]: Is this needed for event on town property?

Commented [DK7]: When would this happen? Would we even allow on town property?

Application Procedures:

For Special Events to be held on Town Property:

- A. Applicant shall also complete Town Rental Agreement for events to be held at the Henniker Community Center, Grange Hall, or Angela Robinson Bandstand/Community Park. Special Events on other town public property may be subject to rental fees.
- B. Sponsors of special events must submit a completed application form (as attached hereto and incorporated herein) at least sixty (60) days prior to the start of the activity. No application will be accepted or approved for an outdoor special event that is submitted fewer than seven (7) days prior to the start of the activity.
- C. All applications shall be subject to review and recommendation by the Town Administrator, Police Chief, Fire Chief, Highway Superintendent, Parks and Properties Superintendent, Building Inspector, Health Officer within thirty (30) days of receipt of a completed application as determined by the Town Administrator, prior to being presented to the Board of Selectmen. Each Town Official is authorized to contact the applicant with requests for additional information as may be needed prior to submitting their recommendation.
- D. The Board of Selectmen reserves the right to deny permission for a special event they deem as not being in the best interests of the Town, in which case such denial shall be presented in writing with an

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explanation or the reason(s). A denial may be issued under any or the following circumstances, although this list is not intended to be exclusive of any other valid cause for denial:

1. Past history of general lawlessness by participants and/or organizers. especially in the event of riots, public disturbances, or illegal activity.
 2. Undue liability as demonstrated by previous patterns of personal injuries, property damage or litigation against the Town, or in the absence of such previous patterns. a general sense of unacceptable risk.
 3. Previous failure to comply with the conditions imposed by the Town:
 4. Outstanding balance for previous public safety personnel special detail invoices.
 5. The absence of signed waivers or "release of claims" that are acceptable to the Town.
 6. A shortage of necessary public safety details, especially in the event of some other event taking place within the same time frame.
- E. All applicants shall be required to submit a certificate of insurance with each application that identifies the Town of Henniker as the certificate holder and additional insured for the outdoor special event. The minimum amount of coverage shall be one million dollars (\$1,000,000.00) per claim for general and automobile liability, provided, however, the Board of Selectmen may require up to five million dollars (\$5,000,000.00) of insurance coverage, depending on their assessment of the inherent risks involved. [NOTE: The Board of Selectmen may, using their sole discretion, approve a reduction or waiver of insurance coverage limits upon request, provided that the applicant provides evidence that they are certified by the IRS as a 501 (c)3 organization and the residents of Henniker are beneficiaries of the charitable organization's acclivities.
- F. The Board of Selectmen reserves the right to impose whatever conditions they deem essential for events on Town Property to ensure public safety and/or the protection of Town property, including, but not limited to imposing restrictions on the levels of noise, hours of operation, consumption of alcohol, requiring specific public safety measures, crowd controls, lighting, fencing, shelter, route, and traffic delineation, sanitary facilities, parking, and evacuation plans, and requiring a performance bond or surety deposit. etc. The Selectmen shall consider staff recommendations at the time conditions are determined; however, nothing herein is intended to obligate the Board to impose such recommendations or approve/deny a permit as recommended, nor prevent them from imposing conditions that are more or less stringent than the recommendations.
- G. The Board of Selectmen reserves the right to request a public hearing as part of the process to consider approval of an outdoor special event to be held on Town Property.

Fees and Deposits:

Special Event Permit Application Fees only apply to events to be held on Town Property. Permit fees are designed to give an incentive for early submission. This allows Town officials to thoroughly review the application and give the applicant plenty of time to rectify any problems or issues that may arise. It is in the sponsor's financial and practical interest to apply as early as possible. This fees schedule does not guarantee that an application submitted less than 60 days prior to the event will be approved.

Non-Profit Event: Those events sponsored by a legally established non-profit organization or sponsored by individuals for community benefit without any participation by any for-profit vendors.

Fees listed are for one day events. \$50 per additional day shall be added to the one-day event fee for profit making events and \$0 per additional day shall be added to the one-day event fee for non-profit events.

	Application Submission	
	90+ Days Before Event	60-89 Days Before Event
Community Board or Committee Sponsored Event - No Fee	\$0	\$0
Non-Profit Event:		
0 – 500 expected attendance	\$25	\$50
500+ expected attendance	\$25	\$50
For Profit Events:		
0 – 500 expected attendance	\$ 50	\$ 100
500+ expected attendance	\$ 75	\$ 150

Fee Waivers: Fees do not apply to events sponsored by the Town of Henniker or official public bodies appointed by the Board of Selectmen. As a general policy, fees are not waived. Any request for a waiver must be made to the Henniker Board of Selectmen.

Other Fees (if required):

Inspection Fees: Inspections or site visits to notice Sponsor of a violation. A fee of \$35 per inspection shall be charged (not to exceed a cumulative amount of \$175)

Police Fees: If special duty police officers are deemed required a fee of Police Department Special Duty per hour, per officer, plus a vehicle fee as adopted by the Police Department.

Facility Use Fees and Deposits: Rental of Community Park, Community Building, Grange, or Ball parks subject to Selectmen's Policies III.7 and III.8.

Trash Removal Fees: A fee of \$275 PER DAY will be charged to remove trash after a special event. The trash removal fee can be avoided if the applicant removes the trash themselves.

Sanitation Fees: Any special event held at a Town Park must have portable toilets. Market rates to be determined at the time of application. NO WEEKEND CLEANINGS. The Parks and Properties Department will determine the number of units needed based on expected attendance of an event listed on special event permit.

Frequently Asked Questions:

Q. I'm hosting an event on private property. Do I need a special event permit? A.

A. No Special Event Permit is required. However, a 'Special Event Notifications' might be, see ordinance 16b Special Event Notifications.

Commented [HB8]: B Marko 6/16/23

Q. I want to host an indoor/outdoor 2-day craft fair at the Community Center and Park and I charge vendor or booth fees. Do I need a special event permit?

A. Yes, any events held in an area, space or structure used outside of its normal function or existing permitted use. And, events that will charge admission or vendor fees. This may include but is not

limited to craft fairs, food truck festivals, flea markets, concerts, festivals, parades, or other entertainment.

Q. I want to get married at the Angela Robinson Gazebo and I expect to have less than 50 people in attendance.

A. No.

Other Applicable Henniker Ordinances and Policies:

Ordinance

- Chapter 7 Alcoholic Beverages
- Chapter 71 Noise
- Chapter 50 Fireworks
- Chapter 56 Hawkers and Peddlers
- Chapter 120 Vehicles and Traffic
- Chapter 133 Zoning

Selectmen's Policies

III.7 Rental of Community Ctr. Grange Hall and Bandstand/Community Park
III.8 Rental of Town Athletic Fields
IV.5 EMT/Ambulance Standbys Policy
IV.6 Towing Policy

Applications and Forms:

The attached application and forms for Special Events shall be completed and submitted to the Henniker Town Hall for review and approval a minimum of Sixty (60) days prior to the special event.

- Application for Special Event Permit

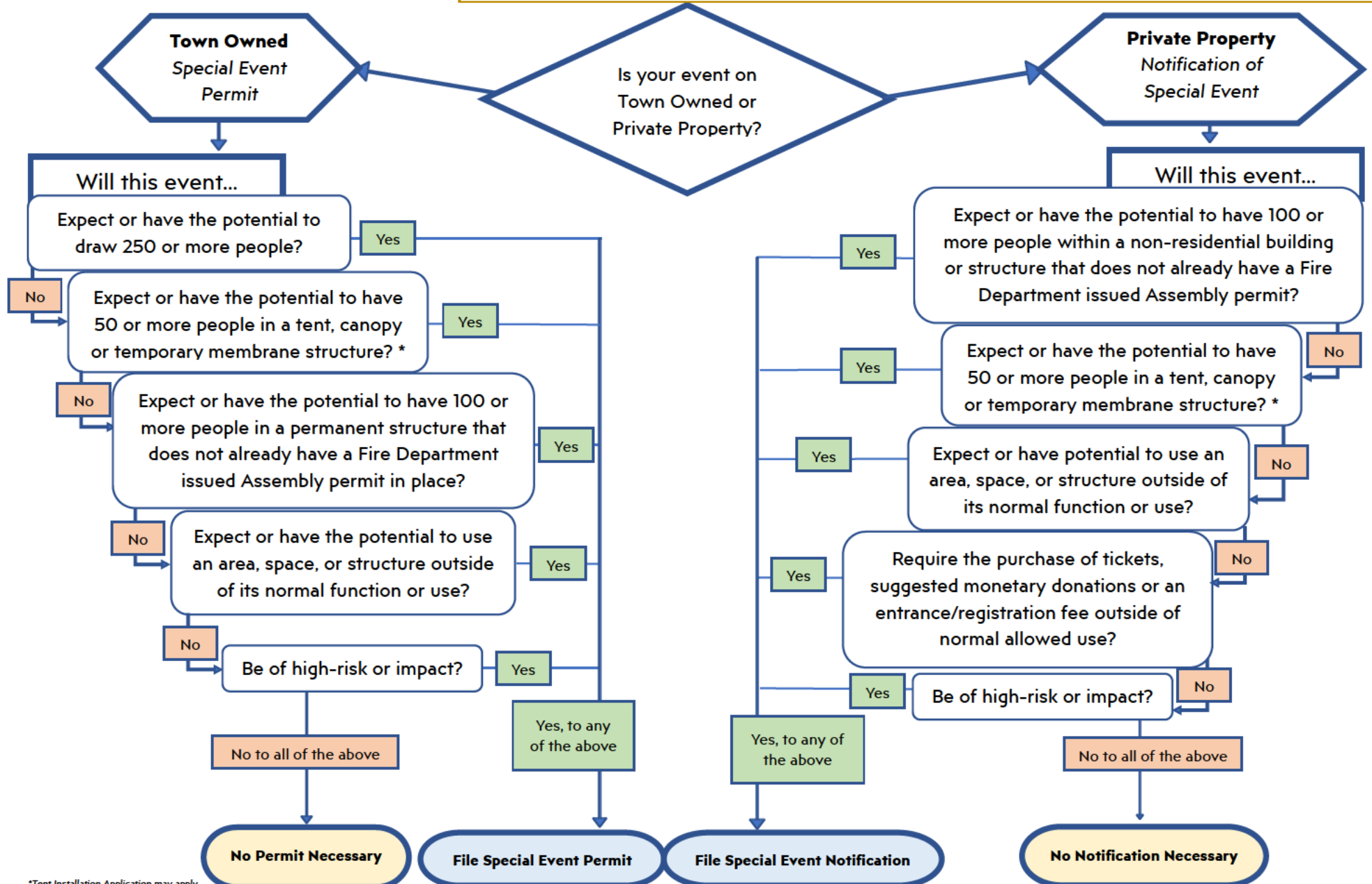
Other permits, waiver and approvals may be required:

- Assembly Occupancy
- Tent Permit (*Flame Resistant Permit*)
- Electrical
- Building Permit
- Updated Place of Assembly from Fire Department for indoor use
- Raffle
- Hawkers/Peddlers
- Town property rental application
- Fireworks
- Open Containers

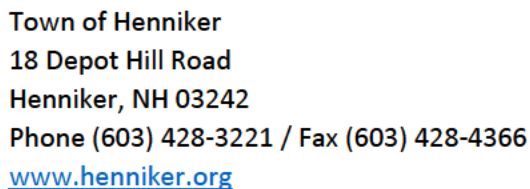
Special Events Flowchart

Exemptions:

- Private gatherings on residential private property, not open to the public, no charge for admission.
- Events expected to draw less than 250 people and no tents or tents two hundred (200) square feet or under or canopies four hundred (400) square feet or under.
- Events on all properties with any size tent and expected to draw less than fifty (50) people.
- Funeral processions and/or memorial services and impromptu assemblies.
- Organized sporting events
- Events and gatherings on a non-profit organization property or non-residential private property that is a part of the normal function or course of business at the location.



*Tent Installation Application may apply



APPLICATION FOR SPECIAL EVENT PERMIT

On Town of Henniker Property

DATE OF APPLICATION: _____ EVENT DATE & HOURS: _____

<input type="checkbox"/> Community Park and Bandstand	<input type="checkbox"/> Baseball Field
<input type="checkbox"/> Community Parking Lot	<input type="checkbox"/> Soccer Fields
<input type="checkbox"/> Community Building	<input type="checkbox"/> Woodman Park
<input type="checkbox"/> Grange	<input type="checkbox"/> Town Hall Common
<input type="checkbox"/>	<input type="checkbox"/>

NAME: _____

ADDRESS: _____

PHONE: _____

EMAIL ADDRESS: _____

SECONDARY CONTACT:	PHONE:
ADDRESS:	
EMAIL ADDRESS:	

SPONSOR:	PHONE:
ORGANIZERS/CONTACT NAME:	PHONE:
ADDRESS:	
EMAIL ADDRESS:	

ON SITE ORGANIZER	PHONE:
ADDRESS:	
EMAIL ADDRESS:	

DESCRIPTION OF EVENT:

<input type="checkbox"/> Drawing / Map: If this is a walk, race or any event that will take place in multiple areas, please include a DRAWING that shows: <i>parking, start/end locations, and the exact route, including areas to be kept open for emergency vehicles.</i>	
<input type="checkbox"/> Site Plan and Floor Plan	
MINIMUM ESTIMATED ATTENDANCE:	MAXIMUM ESTIMATE ATTENDANCE:
Should attendance exceed the maximum listed above, what plan will be followed?	
SET UP TIME:	CLEAN UP TIME:
Describe provisions for cleanup of premises and removal of rubbish:	

DESCRIPTION OF PROVISIONS		
WATER SUPPLY FROM:		
FOOD WILL BE SERVED FROM AND/OR BY:		
BEVERAGES WILL BE SERVED FROM AND/OR BY: _____		
TYPE OF ALCOHOLIC BEVERAGES TO BE SERVED: _____		
NO. OF SANITATION UNITS (toilets): _____	MALE: _____	FEMALE: _____
ILLUMINATION AFTER DARK WILL BE PROVIDED BY:		
MEDICAL AND FIRST AID AVAILABLE FROM OR BY:		
TRAFFIC CONTROL PROVIDED BY: _____		NO. OF OFFICERS: _____
PARKING FOR _____ NUMBER OF CARS IS PLANNED.		
<input type="checkbox"/> Attach plan of exact parking location and exact route to be kept open for emergency vehicles.		
<input type="checkbox"/> Not applicable. Explain: _____		

IS THIS EVENT...	<input checked="" type="checkbox"/> YES	<input checked="" type="checkbox"/> NO	IF YES:
• ... in need of a venue?			<i>Please submit a <u>RENTAL APPLICATION</u></i>
• ... using a tent (or tents) 400+ sq ft?			<i>Please submit a <u>TENT INSTALL APPLICATION</u></i>
• ... installing temporary electrical service?			<i>Please submit an <u>ELECTRICAL PERMIT APPLICATION</u></i>
• ... planning to have venders, hawkers, or peddlers*?			<i>Please have each vender/hawker/peddler submit an <u>APPLICATION FOR A HAWKER, PEDDLER OR ITINERANT VENDOR LICENSE</u></i>
• ... conducting a raffle?			<i>Please submit a <u>RAFFLE PERMIT APPLICATION</u></i>

**EXCLUDING: Any person selling the product of his own labor or the labor of his family or the product of his own farm or the one he tills. Farmers markets if permission of location is authorized by the owner of the land or building.*

APPLICANT/SPONSOR/PERMITTEE:

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

Signature: _____ Date: _____

Printed name: _____

PROPERTY OWNER OTHER THAN TOWN OF HENNIKER: The following **MUST BE** completed by the owner of the property involved.

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

Signature: _____ Date: _____

Printed name: _____

DO NOT WRITE BELOW THIS SPACE – INTERNAL-USE ONLY

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

Fire Chief: _____ Date: _____

Health Officer: _____ Date: _____

Code Enforcement Officer: _____ Date: _____

Highway Superintendent: _____ Date: _____

Water Superintendent: _____ Date: _____

Wastewater Superintendent: _____ Date: _____

Rescue Squad Chief: _____ Date: _____

Police Chief: _____ Date: _____

Town Administrator: _____ Date: _____

HENNIKER BOARD OF SELECTMEN

SELECTBOARD CHAIR: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

SELECTMAN: _____ Date: _____

☐ **Denied Reason:** _____

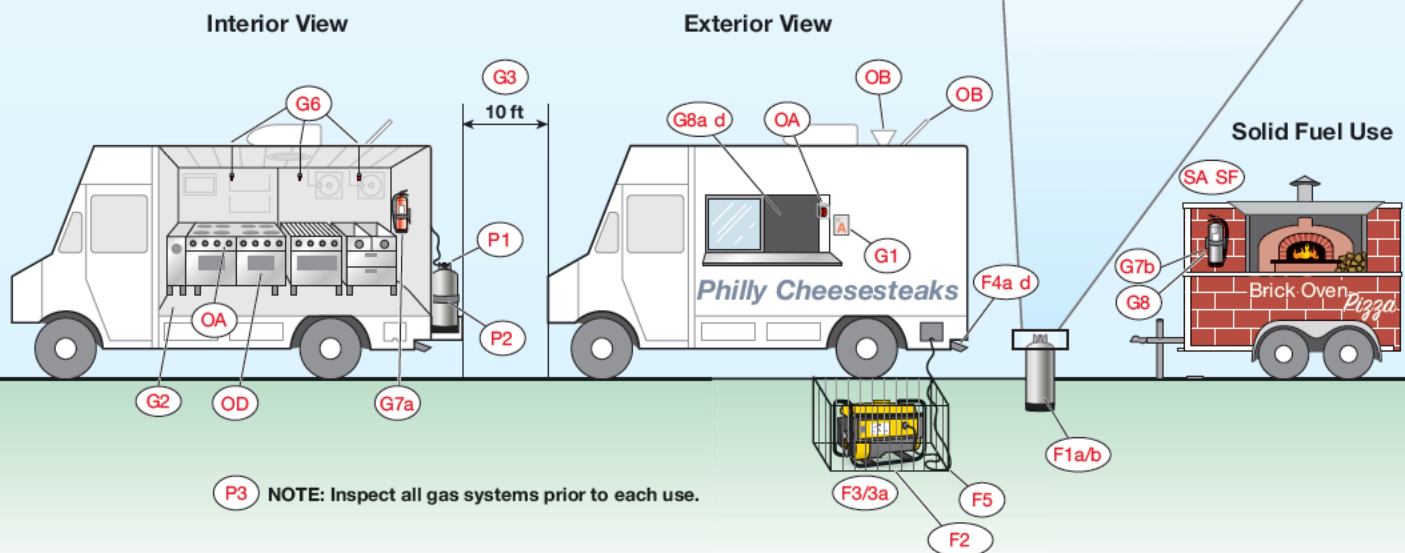
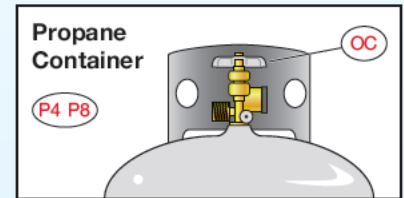
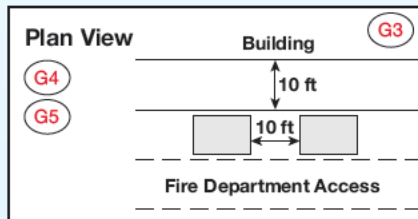
☐ **Approved** Having reviewed the above-described event we do hereby grant permission for this event to take place at the time and hours indicated. **Deposit** in the amount of \$ _____ is required.

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

PERMITEE Signature: _____ Date: _____



FOOD TRUCK SAFETY



NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see NFPA 1 and Chapter 17 in NFPA 96.

General Safety Checklist

- ☐ Obtain license or permits from the local authorities. [1:1.12.8(a)] **G1**
- ☐ Ensure there is no public seating within the mobile food truck. [1:50.8.3.2] **G2**
- ☐ Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:17.2] **G3**
- ☐ Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- ☐ Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.4; 1:13.1.5] **G5**
- ☐ Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G6**
- ☐ Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9] **G7a**
- ☐ Where cooking appliances that use solid fuel, such as charcoal or wood, produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:15.7.1] **G7b**
- ☐ Ensure that workers are trained in the following: [96:17.10]: **G8**
 - ☐ Proper use of portable fire extinguishers and extinguishing systems [96:17.10.1(1)] **G8a**
 - ☐ Proper method of shutting off fuel sources [96:17.10.1(2)] **G8b**
 - ☐ Proper procedure for notifying the local fire department [96:17.10.1(1)] **G8c**
 - ☐ Proper procedure for how to perform simple leak test on gas connections [96:17.10.1(5)] **G8d**



FOOD TRUCK SAFETY CONTINUED

Fuel & Power Sources Checklist

- ☐ Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.11.1 for carnivals only] **F1a**
- ☐ Ensure that refueling is conducted only during non-operating hours. [96:17.8.3] **F1b**
- ☐ Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:17.5.2.2] **F2**
- ☐ Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:10.15.4] **F3**
- ☐ Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
- ☐ Make sure that exhaust from engine-driven source of power complies with the following: **F4**
 - ☐ At least 12 ft in all directions from openings and air intakes [96:17.5.2.3(1)] **F4a**
 - ☐ At least 12 ft from every means of egress [96:B.13] **F4b**
 - ☐ Directed away from all buildings [96:17.5.2.3(2)] **F4c**
 - ☐ Directed away from all other cooking vehicles and operations [96:17.5.2.3(3)] **F4d**
- ☐ Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:17.8.1] **F5**

Propane System Integrity Checklist

- ☐ Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] **P1**
- ☐ Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **P2**
- ☐ Inspect gas systems prior to each use. [96:17.7.2.3] **P3**
- ☐ Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] **P4**
- ☐ Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- ☐ Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] **P6**
- ☐ Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] **P7**
- ☐ Where a gas detection system is installed, ensure that it is tested monthly. [96:17.7.2.2] **P8**

Operational Safety Checklist

- ☐ Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**

- ☐ Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened. [96:12.1.1] **OB**
- ☐ Close gas supply piping valves and gas container valves when equipment is not in use. [58:6.26.8.3] **OC**
- ☐ Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:12.4] **OD**

Solid Fuel Safety Checklist (Where Wood, Charcoal, Or Other Solid Fuel Is Used)

- ☐ Fuel is not stored above any heat-producing appliance or vent. [96:15.9.2.2] **SA**
- ☐ Fuel is not stored closer than 3 ft to any cooking appliance. [96:15.9.2.2] **SB**
- ☐ Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:15.9.2.7] **SC**
- ☐ Fuel is not stored in the path of the ash removal or near removed ashes. [96:15.9.2.4] **SD**
- ☐ Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:15.9.3.6.1] **SE**
- ☐ Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container. [96:15.9.3.8.1] **SF**

Learn More

- ▶ Get free digital access to NFPA codes and standards at: nfpa.org/docinfo
- ▶ Read the latest news and updates at: nfpa.org/foodtrucksafety
- ▶ Review the following and other NFPA resources at: nfpa.org
 - NFPA 1, *Fire Code*, 2021 Edition
 - NFPA 1 *Fire Code Handbook*, 2021 Edition
 - NFPA 10, *Standard for Portable Fire Extinguishers*, 2018 Edition
 - NFPA 58, *Liquefied Petroleum Gas Code*, 2020 Edition
 - LP-Gas *Code Handbook*, 2020 Edition
 - NFPA 70®, *National Electrical Code®*, 2020 Edition
 - *National Electrical Code® Handbook*, 2020 Edition
 - NFPA 96, *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations*, 2021 Edition
 - NFPA 96: *Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook*, 2017 Edition





BUILDING AND LIFE SAFETY ISSUES FOR TENTS

States are allowing businesses to start opening back up, and with that comes a number of guidelines to minimize the spread of COVID-19. Restaurants specifically are trying to find innovative solutions to welcome diners under the new restrictions. Some of these restrictions may include:

- ✓ Offering outside seating areas
- ✓ Locating tables at least 6 ft (1.8 m) apart
- ✓ Limiting the number of patrons at each table

To create additional areas for outdoor dining, many restaurants have set up outdoor seating under tents. Several fire and life safety issues need to be considered when using them. While this information focuses mostly on the use of tents by restaurants, most of these considerations are applicable to the use of tents for any occupancy type.

How Long Can a Tent Be Used?



Tents are only permitted to be used on a temporary basis. They should not remain in place for more than 180 days.

GETTING STARTED

Multiple safety precautions must be followed to erect a tent or membrane structure, and this information is not an all-inclusive list of requirements. For any restaurant planning to use a tent, start by following these three rules:

1. Make sure to work with the authority having jurisdiction (AHJ).
2. Review all applicable requirements in [NFPA 1, Fire Code](#), and [NFPA 101*, Life Safety Code*](#).
3. Have the plans reviewed by a qualified person.

HOW THE CODES HELP ENSURE SAFETY

Requirements that address the use of tents and membrane structures are covered in:

- Section 11.11 of NFPA 101
- Chapter 25 of NFPA 1

These codes provide guidance for building and life safety issues that should be considered when using tents, some of which include:

- Egress and occupancy
- Location and placement
- Fabric flammability

EGRESS AND OCCUPANCY

The means of egress must comply with the requirements for the occupancy of the tent. Typically, restaurants are either an assembly or mercantile occupancy, depending on the occupant load. It is important to determine the [number of occupants in the space](#) to ensure that there are an appropriate number of exits providing adequate exit capacity.

Additional egress features to consider include:

- ✓ Are exits clearly marked?
- ✓ Is the tent required to have emergency lighting?
- ✓ Are all the exits accessible and clear of obstructions?

What type of occupancy does a restaurant fall under?

Restaurants with an occupant load of:



50 or more people are typically classified as **assembly** occupancies.



Fewer than 50 people are typically classified as **mercantile** occupancies.



BUILDING AND LIFE SAFETY ISSUES FOR TENTS *CONTINUED*

For example, if a tent is erected in a parking lot, measures should be taken to prevent a vehicle from parking in front of an exit and blocking it. This could be mitigated with the use of barricades and signs and by properly educating staff members.

This education is important. The maintenance of the means of egress for these tents will ensure that nothing (including the tent wires and supports) obstructs the exits, aisles, and other portions of the means of egress.

LOCATION AND PLACEMENT

Tent location must be approved by the AHJ, who could be the local building department or fire department official in charge of inspecting and approving the use of the structure.

Special consideration should be given to ensure that the tent:

- ✓ Does not block fire department access
- ✓ Is not located too close to other buildings or lot lines
- ✓ Does not block the means of egress from other buildings
- ✓ Has at least a 10 ft (3 m) distance around the tent that is free of combustible material
- ✓ Is a distance of at least 10 ft (3 m) between stake lines of multiple tents to provide means of egress from the tents

FABRIC FLAMMABILITY

One of the biggest concerns with a tent, as demonstrated during the 1944 Hartford Circus fire, is the flammability of the tent fabric. Because of this, both NFPA 1 and NFPA 101 require that the tent material meets the flame propagation performance requirements of NFPA 701, *Standard Methods of Fire Tests for Flame Propagation of Textiles and Films*. This test is performed on the fabric of the tent by a testing organization that will issue a certificate if the fabric has passed the test.

To verify the fabric of the tent meets the necessary requirements, the AHJ must require one of the following items for review: a certificate or other evidence of acceptance by an organization acceptable to the AHJ or a report of tests made by other inspection authorities or organizations acceptable to the AHJ.

Additionally, to limit the exposure to fire, several safety measures must be put in place:

- ✓ Smoking within the tent is not permitted, and "NO SMOKING" signs need to be posted.
- ✓ All heating equipment used within the tent must be listed for that use, and all containers for LP gas need to be at least 5 ft (1.5 m) from the tent.
- ✓ Fire extinguishers are required within the tent as directed by the AHJ.

Learn More

- ▶ Get free digital access to the codes by visiting:
 - nfpa.org/1
 - nfpa.org/101
 - nfpa.org/701
- ▶ Read a recent NFPA [blog](#) for more on this topic.
- ▶ Visit nfpa.org/coronavirus for the most up-to-date information from NFPA regarding fire and life safety in the midst of COVID-19.



IT'S A BIG WORLD.
LET'S PROTECT IT TOGETHER.®

This material contains some basic information about NFPA documents. It identifies some of the requirements in these documents as of the date of publication. This material is not the official position of any NFPA Technical Committee on any referenced topic which is represented solely by the NFPA documents on such topic in their entirety. For free access to the complete and most current version of all NFPA documents, please go to nfpa.org/docinfo. While every effort has been made to achieve a work of high quality, neither the NFPA nor the contributors to this material guarantee the accuracy or completeness of or assume any liability in connection with this information. Neither the NFPA nor the contributors shall be liable for any personal injury, property, or other damages of any nature whatsoever, whether special, indirect, consequential, or compensatory, directly or indirectly resulting from the publication, use of, or reliance upon this material. Neither the NFPA nor the contributors are attempting to render engineering or other professional services. If such services are required, the assistance of a professional should be sought.

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Portable Sanitation Association International

SPECIAL EVENT CHART

EXTENDED BREAKDOWN



Number of Units required when no pumping service is provided based on 50/50 Mix of Men & Women
One unit provides approximately 200 uses with 4 hours between use

Average Crowd Size	Average Hours at the Event									
	1	2	3	4	5	6	7	8	9	10
500	2	4	4	5	6	7	9	9	10	12
1,000	4	6	8	8	9	9	11	12	13	13
2,000	5	6	9	12	14	16	18	20	23	25
3,000	6	9	12	16	20	24	26	30	34	38
4,000	8	13	16	22	25	30	35	40	45	50
5,000	12	15	20	25	31	38	44	50	56	63
10,000	15	25	38	50	63	75	88	100	113	125
15,000	20	38	56	75	94	113	131	150	169	188
20,000	25	50	75	100	125	150	175	200	225	250
25,000	38	69	99	130	160	191	221	252	282	313
30,000	46	82	119	156	192	229	266	302	339	376
35,000	53	96	139	181	224	267	310	352	395	438
40,000	61	109	158	207	256	305	354	403	452	501
45,000	68	123	178	233	288	343	398	453	508	563
50,000	76	137	198	259	320	381	442	503	564	626
55,000	83	150	217	285	352	419	486	554	621	688
60,000	91	164	237	311	384	457	531	604	677	751
65,000	98	177	257	336	416	495	575	654	734	813
70,000	106	191	277	362	448	533	619	704	790	876
75,000	113	205	296	388	480	571	663	755	846	938
80,000	121	218	316	414	512	609	707	805	903	1001
85,000	128	232	336	440	544	647	751	855	959	1063
90,000	136	246	356	466	576	686	796	906	1016	1126
95,000	143	259	375	491	607	724	840	956	1072	1188
100,000	151	273	395	517	639	762	884	1006	1128	1251

Source: Independent Study by: Center of Business and Industrial Studies / University of Missouri-St. Louis

For more information contact the Portable Sanitation Association International at:
info@psai.org • 952.854.8300 • 800.822.3020 • www.psal.org

NEW BUSINESS



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/20/2023

TITLE: 2022 Deeding Process

INITIATED BY: Deb Aucoin, Tax Collector

PREPARED BY: Deb Aucoin

PRESENTED BY: Deb Aucoin

AGENDA DESCRIPTION: Review the lien and deed process with the Board of Selectmen in advance of presenting the 2022 properties eligible for deed.

LEGAL AUTHORITY: [RSA 76:11-b Notice of Arrearage](#)
[RSA 80:60 to 88](#)
RSA 80:60 Notice of Lien (Impending)
RSA 80:61 Affidavit of Execution of Real Estate Tax Lien
RSA 80:64 Report of Tax Lien
RSA 80:65 Notice by Lienholder to Mortgagee
RSA 80:66 How Notice Shall Be Given
RSA 80:69 Redemption
RSA 80:70 Notice of Redemption
RSA 80:71 Partial Payments in Redemption
RSA 80:77 Notice to Current Owner (Impending Deed)
RSA 80:77-a Notice to Mortgagees (Impending Deed)
RSA 80:76 Tax Deed (After 2 Years)
RSA 80:89 Notice to Former Owner and Opportunity for Repurchase
RSA 80:88 Distribution of Proceeds from the Sale of Tax Deeded Property

FINANCIAL DETAILS: Amount of property taxes unredeemed 2020 or earlier to be provided at time of presentation.

BACKGROUND: Communication with the Board of Selectmen during the deeding process is crucial. Typically, the Tax Collector should meet with the Board at the beginning of the tax deed process, which is now. When the deeding date is imminent, another meeting is required for Board of Selectmen to execute deed waivers (sample attached).

Property taxes are based upon an "assessment" of value which must occur by April 1 of each year. If property taxes are not paid by December 1 following their assessment, they are delinquent, and a lien arises. Pursuant to RSA 80:19, the lien continues for a period of 18 months, until October 1 of the subsequent year.

The tax collector is required to give notice of sums due, and that the tax lien will be "executed" on a certain date. If the taxes are paid prior to the date the lien is "executed," the process ends. If not paid, the "execution" means that the lien is transferred over to the municipality, and the clock starts to run on the landowner's right to "redeem" the property.

Governing Body Deed Waivers:

The collector shall not execute a deed of the real estate to a municipality when the **governing body** of the municipality has notified the collector by deed waiver that it shall not accept the deed because acceptance would subject the municipality to **potential liability as an owner of property under the Comprehensive Environmental Response** and any other federal or state environmental statute which imposes **strict liability on owners for environmental impairment of the real estate involved**.

In addition to the circumstances described in paragraph II, the **governing body** of the municipality may refuse to accept a tax deed on behalf of the municipality, and may so notify the collector by issuing a deed waiver, **whenever in its judgment acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks, including obligations under real estate covenants or obligations to tenants, or for any other reason would be contrary to the public interest**. Such a decision shall not be made solely for the benefit of a taxpayer.

When a governing body has, under paragraph II or II-a, served notice upon the collector it shall not accept the deed (executed deed waiver), the **tax lien shall remain in effect indefinitely, retaining its priority over other liens**. The taxpayer's right of redemption as provided by RSA 80:69 shall likewise be extended indefinitely, with interest continuing to accrue as provided in that section.

If, at any time, in the judgment of the municipal governing body, **the reasons for refusing the tax deed no longer apply, and the tax lien has not been satisfied, the governing body may instruct the collector to issue the tax deed**, and the collector shall do so after giving the notices required by RSA 80:77 and 80:77-a.

If the taxes remain unpaid for another two years (after property has been deeded), the tax collector is required by RSA 80:76 to tender a deed of the property over to the municipality. Before the deed can be tendered, additional notices in accordance with RSA 80:77 and 80:77-a must be provided to the landowner and the holders of any mortgage on the property.

Information above extracted from the following resources:

[NHTCA Tax Collectors Deed Overview 2023 Training](#)

[NHMA Tax Deeded Property \(Legal Q & A\)](#)

[NH Tax Collector's Workbook pages 18 - 20](#)

[NHTCA Recommended Policy & Procedure Manual pages 96 to 162](#)

TAX COLLECTOR COMMENTS AND RECOMMENDATION:

The notice of impending deed is July 21, 2023. The deed date is August 22, 2023. At the July 11 Selectboard meeting, deed waivers should be discussed, and decisions made on which properties should be waived and which should be deeded. This is typically done in a non-public session under RSA 91-A:3,II (c).

Individual deed waivers for each property will be given to the Board of Selectmen for their decision to waive. There should be reference to the reason the properties are being waived from the deeding process. Examples of reasons would include that the deeding would create liability risks for the municipality that the deeding would create undesirable obligations to the municipality, or that ownership would subject the municipality to potential liability under any federal or state environmental statute which imposes strict liability on owners for environmental impairment.

SUGGESTED ACTIONS / MOTIONS:

On July 11, 2023 The governing Body shall meet under non-public session under RSA 91-A:3,II (c) to execute deed waivers

TOWN OF HENNIKER

Deed Waiver

The property located at **7 Peaceful Circle** and known as **R19-006-3** and owned by **Happy Hal** is due to be deeded to the Town of Henniker for non-payment of tax lien for 2020. The Town of Henniker hereby notifies Debbie Aucoin, Town Clerk Tax Collector that they will not accept the Tax Collector's Deed because "in its judgment, acceptance and ownership of the real estate would subject the municipality to undesirable obligations or liability risks" per RSA 80:38, II-a.

BOARD OF SELECTMEN

Note: Taxpayer has payment agreement on file and is up to date with the agreement

Dated: 06/20/23

Note:



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/20/2023

TITLE: Economic Development Committee

INITIATED BY: Bill Marko, Selectmen & Planning Board ex-officio

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Bill Marko

AGENDA DESCRIPTION: Mr. Marko agenda item for discussion about Economic Development Committee

BACKGROUND: See attached

Current membership:

Mark Mitch	Chair, Conservation Commission Rep	9/1/2023
Paula Amato	Member, New England College	9/1/2023
Shelbie Connor	Member, Chamber of Commerce	9/1/2023
Robert Pagano	Member, Resident	9/1/2024
Lori Marko	Alternate	9/1/2024
Jeff Morse	Selectmen's Representative	
Vacant Position	Resident	
Vacant Position	Planning Representative	
Vacant Position	Alternate Selectmen's Representative	
Vacant Position	Alternate unspecified	

Town Administrator Comment: N/A

Legal Authority: Town Policies

Financial Details: N/A

Motion or Action: N/A

HENNIKER ECONOMIC DEVELOPMENT COMMITTEE

This committee shall be a Standing Committee of the Board of Selectmen, and shall report to and serve at the pleasure of the Board.

PURPOSES

Identify strategies to help the Town diversify its tax base and reduce the residential property tax burden by assisting in the retaining, expanding and attracting of appropriate commercial and industrial business to the community. Identify strategies that will encourage the expansion of current educational, recreational and professional economic activities in the community. The work of the committee shall be consistent with the Town Master Plan.

ACTIVITIES

1. Develop a list of available properties suitable for new commercial, office or industrial development or expansion of current firms.
2. Review current Zoning areas to identify open spaces currently zoned for industrial and commercial development that could be locations for appropriate projects and recommend any changes in zoning area classifications that might provide new areas for economic development, without compromising the character of the community or endangering proper conservation practices.
3. Determine whether there are areas with the potential for economic development (such as industrial and commercial parks) where the extension of water, sewer, roads and other municipal services would be sound long-term investments.
4. Identify the advantages and disadvantages present in the community that impact the retention, expansion, and attraction of commercial firms and offer positive solutions.
5. Develop strategies for actively promoting and pursuing new commercial/industrial opportunities to locate in Henniker.
6. Develop contacts with the Central NH Regional Planning Commission and the Capital Region Development Corporation and appropriate State of New Hampshire agencies.
7. Explore the potential benefits of creating a Local Development Corporation.
8. Other activities, as may be approved by the Board of Selectmen.

MEMBERSHIP

1. A Selectperson
2. A Planning Board Member
3. A Conservation Commission Member
4. A member of the Henniker Chamber of Commerce
5. A representative from New England College
6. A local resident
7. A local resident
8. Alternate (Selectperson)
9. Alternate
10. Alternate

The primary advisor to the Committee shall be the Town Planning Consultant. He shall be a non-voting member of the committee.

Alternate Members: Three alternate members may be appointed, to include one Select Board alternate.

The Board of Selectmen shall appoint all members of the committee. Membership shall be staggered three-year terms.

Initially, two members shall be appointed for one-year terms, two members for two-year terms and three members to three-year terms. One alternate initially shall be appointed for a one-year term, another for a two-year term and the third alternate for a three-year term.

The committee shall elect a Chair and Vice-Chair from their membership and operate under the rules and procedures established by the Board of Selectmen for all boards, committees and commissions of the Town.

Edited 9/27/17, accepted by BOS 3/6/18

PAST MEETING MINUTES

DRAFT

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



Town of Henniker Board of Selectmen Meeting Tuesday, June 6, 2023 6:15PM Henniker Community Center

Members Present: Vice-Chairman Bill Marko, Selectman Neal Martin, Selectman Jeff Morse, Selectman Scott Osgood
Member's Excused: Chairman Kris Blomback
Town Administrator: Diane Kendall; excused
Recording Secretary: Hank Bernstein
Guests: See attached Sign-In Sheet

CALL TO ORDER/PLEDGE OF ALLEGIANCE

Vice-Chairman Bill Marko opened the meeting with recitation of the Pledge of Allegiance and called the meeting to order at 6:15pm.

ANNOUNCEMENTS

Item #1 - The Board of Selectmen and Town Clerk-Tax Collector are pleased to announce the hiring of Jean Scott for the full-time position of Deputy Town Clerk-Tax Collector. Jean is expected to begin work on June 20th.

CONSENT AGENDA

Item #2 - Vice-Chairman Marko asked to pull item six from the Consent Agenda. Selectman Martin motioned to approve the Consent Agenda June 6th, 2023, with item six pulled, seconded by Selectman Morse. The motion passed, 3-0-1. Selectman Osgood abstained.

PUBLIC COMMENT #1

Police Chief Matt French has applied for a grant from Fish and Game for the new officers. Chief French needs yearly authorization from the Board to enter contracts with the State for this grant. **Vice-Chairman Marko moved to authorize the Police Chief to enter into the contract with Fish and Game, seconded by Selectman Martin. Motion carried unanimously.**

APPOINTMENTS WITH THE BOARD:

Item #3 - Frank Chen, Way Investments - 566 Western Avenue Sewer Abatement Request

This item was postponed to a later date.

Item #4 - Nathan Chartier – Permission to Upgrade Portions of Mink Hill Road (Class VI Road)

Mr. Chartier, resident of Weare, recently purchased a lot on Mink Hill Road. He is interested in making improvements to the Class VI Road to create easier access. Vice-Chairman Marko clarified that these improvements are being preformed by Mr. Chartier- his own money, material, and time. Selectman Osgood asked Highway Superintendent Leo Aucoin his thoughts on this matter. Supt. Aucoin shared that Mink Hill is mostly an OHRV trail, and his only stipulation was that Mr. Chartier notify the OHRV of any major water bars created. **Vice-Chairman**

DRAFT

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Marko moved to give permission to Mr. Chartier to proceed with upgrades to Mink Hill Road, seconded by Selectman Morse. Motion carried unanimously.

Item #5 - Mike Tardiff, CNHRPC – Background on Route 202 & Old Concord Rd Intersection

Mr. Tardiff shared background on the Route 202 & Old Concord Rd Intersection project. This project was added to the CNHRPC ten year plan in 2017, with a construction date in 2026. CNHRPC, working with the Board of Selectmen and Hopkinton's Board of Selectmen, was able to move construction up a year to 2025. The current budget for this intersection improvement is about 4.4 million dollars. This would be either a light, a roundabout, or an interchange. Mr. Tardiff shared his next steps, to speak with Hopkinton's Board of Selectmen, then return with DOT staff, and eventually have a joint meeting with the Hopkinton Board.

PUBLIC HEARING:

Item #6 - Walter & Catherine Pollard - Discretionary Preservation Easement Renewal Application

Mr. Pollard shared background on the historic barn on his property. The original six bays were built in 1790, with two more being added in 1810, and another in 1910. The barn is a time capsule that reflects these different construction periods. It has not seen a lot of maintenance, and the tax relief from the preservation easement helps the Pollards put money back into the barn. Vice-Chairman Marko noted that this easement was first approved in 2003 and is renewed every ten years. He also noted the criteria for the easement- the barn must be historic, and it must add to the scenic enjoyment of the public roadway or waterway. Mr. Pollard shared that even though the road was moved the barn can still be seen from another vantage point, and people still come by to take pictures and create paintings of the barn. **Vice-Chairman Marko moved to renew the Discretionary Preservation Easement for the barn located at 674 Quaker Street, owned by Walter and Catherine Pollard, map 10, lot 632, for a term of ten years, to expire on March 31, 2033, with the barn being assessed at 25% of full value assessment, seconded by Selectman Morse. The motion carried unanimously.**

NEW BUSINESS

Item #7 - Leo Aucoin – Highway Department 2023 Flanders Rd Culvert Rehabilitation & Crack Sealing Bid Award Requests

Supt. Aucoin listed the streets scheduled for crack sealing:

- Main Street
- Old Concord Road from Main Street to the first intersection of RT 202-9.
- Patterson Hill Road
- Old Hillsboro Road from Morrison Road to the town line
- Crescent Street
- Bacon Road
- Ridgetop Lane

There was only one bidder, Henry W. Dow, who has been crack sealing the town for 20 years. This work will be performed over five days. **Vice-Chairman Marko moved to accept the bid from H.W. Dow for the total cost of \$21,000 for Crack Sealing, seconded by Selectman Morse. Motion carried unanimously.**

A culvert on Flanders Rd has become aged and is beginning to squat. Supt. Aucoin would like to line it and have it filled with grout. There were three bidders on this request:

- C.L.H & Son Inc. – \$1,164 per foot
- Everett J. Prescott, Inc. – \$54,000 for 16 cubic yards, +\$425 per additional cubic yard
- Vortex Services – \$1,439 per foot (66 linear feet at \$94,974)

DRAFT

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Supt. Aucoin recommended going with the low bidder, EJP. He noted the next step would be to gain an easement from the abutter before they begin construction. Discussion ensued. **Vice-Chairman Marko moved to accept the bid from E.J. Prescott for \$54,000 for 16 cubic yards plus \$425 for each additional cubic yard if needed, seconded by Selectman Morse. Motion carried unanimously.**

Vice-Chairman Marko moved to grant authority to the Highway Superintendent to enter the contract and sign off on the temporary construction easement with the abutters, seconded by Selectman Morse. Motion carried unanimously.

Item #8 - Marc Boisvert – Transfer Station 2023 Foundation Wall Repair Bid Award Request

Mr. Boisvert shared that the foundation wall at the Transfer Station is deteriorating, and the concrete is falling out to the point that there is exposed rebar. There was only one bidder on this request, and there is good recommendation from residents. Discussion ensued. **Vice-Chairman Marko moved to accept the bid from Associated Concrete Coating for the amount not to exceed 17800 and authorize the transfer station manager to sign the contract, seconded by Selectman Osgood. Motion carried unanimously.**

There was further discussion on how this project will affect operations. Mr. Boisvert noted that they are already working on solutions, scheduling around service hours, and placing recycling bins in an alternative location for the duration.

TABLED BUSINESS

- **Chapter 16 Special Event Permits and Notification Requirements – 1st reading**
- **Policies**
 - **III.1, III.3, III.5, III.7, IV.5 and**
 - **Personnel Policies – tabled 3/21/23 pending input from TA/Finance/HR**
- **Crosswalk on Main St. Pending CNHRPC study and public input**
- **ARPA Fund Prioritization**

PAST MEETING MINUTES

Item #9 - Acceptance of Board of Selectmen meeting minutes May 16, 2023

Selectman Martin moved to accept the Board of Selectmen meeting minutes May 16, 2023

Item #10 - Acceptance of Board of Selectmen non-public session meeting minutes 6:00 p.m. May 16, 2023

Item #11 - Motion to unseal the non-public minutes of May 16, 2023

These items were tabled until the next meeting.

COMMUNICATIONS

Item #12 - Town Administrator Report

The Town Administrator Report can be found at in the [agenda for this meeting](#).

Item #13 - Correspondence - Letters and Notices

Item #14 - Selectmen Reports

Selectman Osgood reported on a class he took at NHMA where they discussed enforcement.

Vice-Chairman Marko reported on two meetings. The PFAC is trying to find building sites and are sketching out their ideas. They are hoping they can find a local architect to volunteer their time. The SWDRAC had their first meeting- a lot of their work will be centered around the relationship between the citizens and the perceptions of the Transfer Station. Selectman Martin had nothing to report.

DRAFT

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Selectman Morse had nothing to report.

PUBLIC COMMENT #2:

Supt. Aucoin expressed that the motion on the Transfer Station bid may have been worded too rigidly, and that there is going to be some looseness in every contract. He would like there to be a better term that incorporates that idea, without allowing for a free-for-all and an open checkbook.

Selectman Osgood moved to adjourn at 7:13PM, seconded by Selectman Morse. The motion carried unanimously.

Respectfully submitted,

Hank Bernstein
Minute Taker

Minutes Approved:



Meeting: BOARD OF SELECTMEN

Date: June 6, 2023

PLEASE PRINT

Name

Address

Lori Marko

Henniker

Helga Winn

Flanders Road

Jeff Fench

Hpd

Sherry Bradstreet

France

Heidi Jamoin

Weare Rd Henniker

DEPARTMENT REPORTS

May 2023 Department Reports

Assessing Department

Building Department

Fire Department

Town Clerk/Tax Collector's Office

Transfer Station/Parks & Properties

Finance Reports

MEMORANDUM

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

TO: Diane Kendall, Town Administrator
DATE: June 1, 2023
RE: Monthly Report

Assessing Report for May 2023

- Monthly maintenance of new deeds, address changes, and GIS updates.
- Permit tracking in Avitar as needed.
- Field work completed by Avitar (Permits, New Construction, etc.)
- Completed compilation and review of abatements, new exemption/credit applications and renewals for first tax billing.
- Completed notifications to taxpayers with approved/denied exemptions/credits/abatements prior to first billing.
- Four Intents to Excavate approved.
- Four Reports of Excavated Materials received.
- Property tax warrant created and approved for first billing.
- Gravel warrant created and approved.
- Land use change tax and warrant created and approved.
- Three Intents to cut received and approved.
- Request for information and production of documents sent to all communication entities.
- Building permits, MS-1, assessment cards, etc. of all communication entities sent to utility assessor, George Sansoucy.



Monthly Building Department Report May 2023

TO: Diane Kendall, Town Administrator

FROM: Hank Bernstein, Land Use Assistant

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

Permits /COs/Inspections	Quantity	Revenue
Building Permits - Residential	8	\$2,716.10
Building Permits - Commercial	0	\$0.00
Electrical Permits	9	\$500.00
Plumbing Permits	1	\$50.00
Mechanical Permits	3	\$200.00
Demolition Permits	0	\$0.00
Driveway Permits	1	\$75.00
Trench Permits	0	\$0.00
Sign Permits	0	\$0.00
Assembly Permits	0	\$0.00
Raffle Permits	1	\$0.00
Tent Permits	0	\$0.00
Hawk & Peddler	0	\$0.00
Certificates of Occupancy	0	\$0.00
Inspections Performed	23	
Total # of Permits	23	\$3,541.10

Town building rental/use:

Town Buildings	Rented/Reserved	Revenue
Community Center (upstairs)	3	\$250.00
Grange (Does not include Caseworker & CAP)	4 Food Pantry open 2x week 1	N/C for AA Food Pantry- permanent \$25.00
Bandstand/Community Park	1	\$25.00

Respectfully submitted,
Hank Bernstein

Town of Henniker, NH
Permits Issued May 2023

Date In	Owner	Address	Map/Lot	Type	Description	Contractor	Estiamted cost	Fees	Issue Date
4/27/2023	Houle, Marc	114 Western Ave	5D-161	Driveway	Resurface/pave existing driveway	Young's Excavating & Paving		\$75.00	5/1/2023
5/4/2023	Brown, Alan S.	11 Gould Street	5D-165	Electrical	Install mini-splits	Grogan Electric LLC		\$50.00	5/4/2023
5/5/2023	Lemire, Roland & Martha	281 Depot Hill Rd	8-581-X2	Building	Construct two story home and 2 car garage	San-Ken Homes Inc	\$606,350.00	\$1,109.50	5/8/2023
5/5/2023	Zax, Ruth	57 Main Street	5D-242-A	Raffle	Standard raffle with Ice Cream gift certificates	Henniker Concert Committee			5/5/2023
5/8/2023	Bennett, Ross	55 Bennett Rd	8-540-X5A	Building	16 x 24 addition	Jason Paul / Daystar Buildings	\$110,000.00	\$338.00	5/24/2023
5/8/2023	Newcomb, Bethany	88 Village Green	5D-232-H	Electrical	60 Amp Circuit for Tesla Charger	Ryan Carrier		\$50.00	5/8/2023
5/10/2023	Dawn Kimberly Amaya Living Trust	287 Old Hillsboro Rd	7-255-X2	Building	7 X 32 Lean to	by owner	\$4,000.00	\$106.00	5/10/2023
5/10/2023	Cassel-May Revocable Trust of 2018	55 River Rd	9-592	Building	30 x 41 2 story garage - 2nd floor apartment	Exteriors Plus LLC	\$210,000.00	\$665.00	5/17/2023
5/11/2023	Young, Matt	518 Tanglewood	5B-110-D4	Electrical	relocating meter	Levasseur Electrical		\$50.00	5/11/2023
5/11/2023	Comcast Corporation	Pole #21 (near 668 River Rd)	Utility	Electrical	Comcast Utility Pole Work	Stewart Electrical Contracting		\$100.00	5/11/2023
5/11/2023	Silva, Gregory	6 The Oaks	5C-143-A	Building	Solar Array	Freedom Forever	\$26,432.05	\$153.95	5/12/2023
5/11/2023	Silva, Gregory	6 The Oaks	5C-143-A	Electrical	Solar Array	Freedom Forever		\$50.00	5/12/2023
5/15/2023	Covill, John	302 Flanders	8-583-B	Electrical	New Construction, 2 story residential, electrical rough	Neal Electric LLC		\$50.00	5/15/2023
5/15/2023	Covill, John	302 Flanders	8-583-B	Plumbing	New Construction	Stuart Nelson		\$50.00	5/15/2023
5/18/2023	Broussard, John & Susan (Bradford, Chris)	497 Bacon Rd	4-355-A3	Electrical	Moving / Adding outlets	Daniel Busa		\$50.00	5/19/2023
5/18/2023	Jorgensen Family Rovacable Trust	51 Cressey	5D-588-C	Building	Solar Array	Freedom Forever	\$55,900.00	\$207.65	5/22/2023
5/18/2023	Jorgensen Family Rovacable Trust	51 Cressey	5D-588-C	Electrical	Solar Array	Freedom Forever		\$50.00	5/22/2023
5/19/2023	Connors David	347 Mt. Hunger Rd	11-727	Mechanical	Wood Stove Insert	Black Mouse Chimney and Stove LLC		\$50.00	5/19/2023
5/22/2023	Charpentier, Velda	206 Bennett	8-540-X2F	Mechanical	500UG Tank, Heat/hot water + Generator	Ayer + Goss Fuel		\$50.00	5/22/2023
5/22/2023	Gilford, Donna and Timothy	311 Tanglewood	5B-110-A4	Building	Above Ground Pool	by owner	\$1,500.00	\$50.00	5/22/2023
5/23/2023	Lanphear Dennis	283 Western Ave	5C-401-A	Building	12 x 12 addition to shed	by owner	\$500.00	\$86.00	5/23/2023
5/23/2023	Henniker Congregational Church	43 Maple Street	5D-204	Mechanical	Commercial Gas Range	Josh Bourassa		\$100.00	5/23/2023
5/24/2023	Scala, Gerald	84 Village Green	5D-232-P	Electrical	addition to service	by owner		\$50.00	5/24/2023



The month of May 2023 consisted of 25 calls for Henniker Fire Department. The calls ranged from the following:

- 5 Fire Alarm Activations
- 3 EMS Assists
- 4 Motor Vehicle Accidents
- 6 Brush Fire
- 1 Building Fires
- 1 Appliance Fire
- 1 Car Fire
- 1 Grill Fire
- 1 Wires down
- 1 Good Intent
- 1 Smoke in Building

This month's training consisted of Rescue Boat Training.





Thank you,
Chief Morse

MEMORANDUM

To: Diane Kendall, Town Administrator

From: Deborah C. Aucoin – Town Clerk/Tax Collector

Date: June 5, 2023

Subject: Town Clerk/Tax Collector Report as of 05/31/2023

PROPERTY TAXES

Total Committed 2023	\$7,847,172.00
Uncollected	\$7,847,172.00

TAX LIENS

	<u>2022 LIENS</u>	<u>2021 LIENS</u>	<u>2020/PRIOR LIENS</u>
Liened Amount	\$177,560.95	\$208,703.03	
Uncollected	\$174,450.04	\$82,071.07	\$209,861.64

WATER & SEWER -

2023

Water Billed	\$288,706.05
Sewer Billed	\$291,251.98
Uncollected	\$99,348.92

TOWN CLERK REVENUE

	<u>2023</u>	<u>2022</u>
MV	\$473,280.79	\$133,873.82
non-MV	\$3,940.98	\$ 1,372.16

Marc Boisvert

Transfer Station Superintendent
1393 Weare Rd.
Henniker. NH.
(603)428-7604
<http://www.henniker.org/>
HennikerTransfer@tds.net

Monthly Report – May 2023

5/2. Matt picked up new mower blades, both mowers are ready for the season. Matt also went around town seeding and mulching bare areas. The yard and building have been cleaned from the weekend, and ready to open. Chairs were set up at the community center for Selectmen's meeting.

5/3. Matt and Justin went to New York to inspect the yard truck we were looking at on-line. The truck has some cosmetic wear but is mechanically sound. Zach cleaned the yard way down back, checked the catch basin at Azalea Park. Recycle run was done and all other Wednesday duties.

5/4. We have all new flags around Town Hall. Matt is seeding and mulching more areas in town we are putting the new park benches together.

5/5. Matt came in to get soccer fields mowed and cleaned mower when finished. Marc went to Naults Honda to pick up new motor for glass crusher. Old motor was approximately 18 years old.

5/6. Checked all trash cans around town and opened for business.

5/7. Checked trash cans on Main Street, opened for business.

5/9. Matt and Starr worked in town removing old bark mulch from trees in front of Town Hall. Marc went to NSR to fill out paperwork, also checked soccer fields for trash along with Community Center, called to find out ETA on new yard truck - should have 5/11 or 5/12.

5/10. Matt and Zach did recycle run and crushed cans. Then they took the old A/Cs, soundproof panels, and New Holland Skid Steer to White Farm for auction. They started putting down new bark mulch around town in the afternoon.

5/11. Matt mowed soccer fields, also did first mowing on landfill. Did inspection of landfill cap for any winter damage and looking for holes done by critters. Marc mowed in town, worked at the transfer station. Also moved chairs for the weekend event in the Community Center. Zach and Starr did dump run and spent the rest of the morning cleaning the recycling building and the yard. Marc called Henniker Septic to pump out holding tank that catches the water that comes from the pad that the trash trailer sits on.

5/12. Zach and Starr pressure washed the gazebo getting it ready to repaint and stain.

5/13. Marc and Zach removed old benches at Town Hall and park. Had Starr come in for a bit. Marc used the skid steer from Highway Garage to grade the parking lot at P.D. Went back to Transfer Station. Zach went out and picked up trash at Community Center event.

5/14. Opened for business. Matt went out a few times to pick up trash at the event at the Community Center.

5/16. We cleaned the yard after busy weekend. Marc removed the old motor from the glass crusher and installed the new one.

5/17. Matt and Zach made pads for the new benches in front of town hall that were supplied by the Lions Club bag program. The benches were installed and locked down.

5/18. Matt and Zach went out mowing. Small mower broke a belt. Marc did fire extinguisher check, met with Town Administrator. There was only one bid for the wall repair at the transfer station.

5/20. Did the dump run, opened for business as usual.

5/21. Marc came to work. Matt is on vacation. We opened for business as usual.

5/22. Marc went to N.R.R.A. conference, which was awesome. So much can be done to reduce waste at a transfer station.

5/23. Zach came in to do weed whacking around town, needed to get ready for the holiday. Starr cleaned shop, compacted const. debris, opened for business. Marc met with Rod Pimentel at the Community Center and met Leo at Highway. We are looking into putting a catch basin over by the swap shop. We have cones where the pipes collect water. In the past year we have had two residents drive into the hole, time to make area safe.

5/24. Zach mowed soccer fields and did some weed whacking. Starr also came in. He worked around the shop and crushed aluminum cans, also did recycling run in the morning.

5/25. Marc weed wacked area in front of Town Hall. Mowed parade route for the holiday. Starr and Zach did the dump run. Zach finished mowing soccer fields. Went to BBQ. Opened for business.

5/27. Zach did dump run, opened for business.

5/28. Checked all the trash cans around town to get ready for parade.

5/30. Checked barrels around town. We cleaned the yard from the weekend. Got the ok from the college to use spicket so we can water Community Center, started painting Gazebo.

DEPARTMENTAL HOURS AND GROSS SUMMARY REPORT FOR TOWN OF HENNIKER

For 05/01/2023 to 05/31/2023

Pay Code	Regular Hours	Suppl. Hours	Regular Gross	OT Hours	OT Gross
Department: CODE CODE					
Department Totals For: CODE					
GASOLINE	0.00	0.00	200.00	0.00	0.00
SALARY	90.00	0.00	2,427.85	0.00	0.00
Totals:	90.00	0.00	2,627.85	0.00	0.00
Department: CROSSING CROSSING GUARD					
Department Totals For: CROSSING					
REGULAR	80.00	0.00	880.00	0.00	0.00
Totals:	80.00	0.00	880.00	0.00	0.00
Department: CSWW CSWW					
Department Totals For: CSWW					
REGULAR	193.50	0.00	9,293.35	0.00	0.00
SICK	1.50	0.00	88.76	0.00	0.00
Totals:	195.00	0.00	9,382.11	0.00	0.00
Department: FIRE FIRE					
Department Totals For: FIRE					
FIRE MEETING	8.00	0.00	2.00	0.00	0.00
REGULAR	142.00	0.00	2,063.20	0.00	0.00
STIPEND	0.00	0.00	1,750.00	0.00	0.00
Totals:	150.00	0.00	3,815.20	0.00	0.00
Department: FIRE/RESCUE FIRE/RESCUE					
Department Totals For: FIRE/RESCUE					
FIRE MEETING	8.00	0.00	2.00	0.00	0.00
OVERTIME	0.00	0.00	0.00	9.25	354.92
REGULAR	566.00	0.00	12,124.52	0.00	0.00
STIPEND	0.00	0.00	4,101.14	0.00	0.00
Totals:	574.00	0.00	16,227.66	9.25	354.92
Department: HIGHWAY HIGHWAY					
Department Totals For: HIGHWAY					
CELL PHONE	0.00	0.00	75.00	0.00	0.00
FIRE MEETING	1.00	0.00	0.25	0.00	0.00
FT LONGEVITY	0.00	0.00	250.00	0.00	0.00
MILEAGE	0.00	0.00	340.00	0.00	0.00
OVERTIME	0.00	0.00	0.00	2.00	91.51
REGULAR	806.00	0.00	24,119.99	0.00	0.00
SICK	12.00	0.00	323.68	0.00	0.00
SICK BUYOUT	1.50	0.00	44.76	0.00	0.00
TRANSFER OT	0.00	0.00	0.00	3.00	134.28
VACATION	55.00	0.00	2,148.25	0.00	0.00
Totals:	875.50	0.00	27,301.93	5.00	225.79
Department: LIBRARY LIBRARY					
Department Totals For: LIBRARY					
FT LONGEVITY	0.00	0.00	1,000.00	0.00	0.00
PT LONGEVITY	0.00	0.00	375.00	0.00	0.00
REGULAR	608.50	0.00	16,729.68	0.00	0.00
VACATION BUYOUT	54.00	0.00	1,430.46	0.00	0.00
Totals:	662.50	0.00	19,535.14	0.00	0.00
Department: POLICE POLICE					
Department Totals For: POLICE					

DEPARTMENTAL HOURS AND GROSS SUMMARY REPORT FOR TOWN OF HENNIKER

For 05/01/2023 to 05/31/2023

Pay Code	Regular Hours	Suppl. Hours	Regular Gross	OT Hours	OT Gross
EVENING	545.50	0.00	409.13	0.00	0.00
FT LONGEVITY	0.00	0.00	2,250.00	0.00	0.00
FTO	387.00	0.00	387.00	0.00	0.00
MIDNIGHT	611.50	0.00	611.50	0.00	0.00
OUTSIDE DETAIL	32.00	0.00	1,438.96	0.00	0.00
OVERTIME	0.00	0.00	0.00	113.00	5,545.29
REGULAR	2,087.50	0.00	62,783.61	0.00	0.00
SICK	24.00	0.00	691.44	0.00	0.00
SICK BUYOUT	11.50	0.00	507.95	0.00	0.00
USECOMP	11.00	0.00	283.94	0.00	0.00
VACATION	132.50	0.00	4,244.47	0.00	0.00
Totals:	3,842.50	0.00	73,608.00	113.00	5,545.29

Department: PT- POLICE PART TIME POLICE**Department Totals For: PT- POLICE**

REGULAR	4.00	0.00	77.60	0.00	0.00
Totals:	4.00	0.00	77.60	0.00	0.00

Department: RESCUE RESCUE**Department Totals For: RESCUE**

COMP OVER BASE	28.00	0.00	711.63	0.00	0.00
FIRE MEETING	1.00	0.00	0.25	0.00	0.00
OVERTIME	0.00	0.00	0.00	3.00	101.61
REGULAR	1,205.25	0.00	30,444.71	0.00	0.00
SICK	12.00	0.00	270.96	0.00	0.00
STIPEND	0.00	0.00	125.00	0.00	0.00
VACATION	41.65	0.00	1,224.56	0.00	0.00
Totals:	1,287.90	0.00	32,777.11	3.00	101.61

Department: SELECTMAN SELECTMAN**Department Totals For: SELECTMAN**

CELL PHONE	0.00	0.00	150.00	0.00	0.00
REGULAR	534.75	0.00	15,201.19	0.00	0.00
SALARY	369.50	0.00	18,386.57	0.00	0.00
SICK	28.50	0.00	1,334.08	0.00	0.00
USECOMP	1.00	0.00	28.58	0.00	0.00
VACATION	32.25	0.00	1,540.46	0.00	0.00
Totals:	966.00	0.00	36,640.88	0.00	0.00

Department: TC/TX TOWN CLERK / TAX COLLECTOR**Department Totals For: TC/TX**

REGULAR	125.00	0.00	3,922.50	0.00	0.00
SALARY	221.75	0.00	6,464.60	0.00	0.00
Totals:	346.75	0.00	10,387.10	0.00	0.00

Department: TRANSFER TRANSFER**Department Totals For: TRANSFER**

REGULAR	672.50	0.00	15,278.13	0.00	0.00
VACATION	47.50	0.00	1,263.98	0.00	0.00
Totals:	720.00	0.00	16,542.11	0.00	0.00

Department: WELFARE WELFARE**Department Totals For: WELFARE**

REGULAR	47.00	0.00	998.28	0.00	0.00
USECOMP	3.00	0.00	63.72	0.00	0.00
Totals:	50.00	0.00	1,062.00	0.00	0.00

Department: WWTP WASTE WATER TREATMENT PLANT

DEPARTMENTAL HOURS AND GROSS SUMMARY REPORT FOR TOWN OF HENNIKER

For 05/01/2023 to 05/31/2023

Pay Code	Regular Hours	Suppl. Hours	Regular Gross	OT Hours	OT Gross
Department Totals For: WWTP					
OVERTIME	0.00	0.00	0.00	27.00	1,068.95
REGULAR	540.50	0.00	15,063.95	0.00	0.00
TRANSFER OT	0.00	0.00	0.00	8.00	286.92
VACATION	19.50	0.00	600.45	0.00	0.00
Totals:	560.00	0.00	15,664.40	35.00	1,355.87
Grand Totals:					
CELL PHONE	0.00	0.00	225.00	0.00	0.00
COMP OVER BASE	28.00	0.00	711.63	0.00	0.00
EVENING	545.50	0.00	409.13	0.00	0.00
FIRE MEETING	18.00	0.00	4.50	0.00	0.00
FT LONGEVITY	0.00	0.00	3,500.00	0.00	0.00
FTO	387.00	0.00	387.00	0.00	0.00
GASOLINE	0.00	0.00	200.00	0.00	0.00
MIDNIGHT	611.50	0.00	611.50	0.00	0.00
MILEAGE	0.00	0.00	340.00	0.00	0.00
OUTSIDE DETAIL	32.00	0.00	1,438.96	0.00	0.00
OVERTIME	0.00	0.00	0.00	154.25	7,162.28
PT LONGEVITY	0.00	0.00	375.00	0.00	0.00
REGULAR	7,612.50	0.00	208,980.71	0.00	0.00
SALARY	681.25	0.00	27,279.02	0.00	0.00
SICK	78.00	0.00	2,708.92	0.00	0.00
SICK BUYOUT	13.00	0.00	552.71	0.00	0.00
STIPEND	0.00	0.00	5,976.14	0.00	0.00
TRANSFER OT	0.00	0.00	0.00	11.00	421.20
USECOMP	15.00	0.00	376.24	0.00	0.00
VACATION	328.40	0.00	11,022.17	0.00	0.00
VACATION BUYOUT	54.00	0.00	1,430.46	0.00	0.00
Totals:	10,404.15	0.00	266,529.09	165.25	7,583.48

EXPENDITURE BUDGET VS ACTUAL REPORT FOR TOWN OF HENNIKER

Balance As of 05/31/2023

GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4130 EXECUTIVE							
01-4130-4110-000	WAGES HEALTH OFFICER	5,000.00	5,000.00	2,618.88	0.00	2,381.12	47.62
01-4130-4111-000	WAGES BOS CLERK	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00
01-4130-4130-000	SALARIES BOS	7,500.00	7,500.00	750.00	0.00	6,750.00	90.00
01-4130-4131-000	SALARIES TREASURER	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
01-4130-4132-000	SALARIES DEP TREAS.	100.00	100.00	0.00	0.00	100.00	100.00
01-4130-4133-000	TRUSTEES WAGES	900.00	900.00	0.00	0.00	900.00	100.00
01-4130-4220-000	FICA/MEDICARE	1,186.00	1,186.00	257.80	0.00	928.20	78.26
01-4130-4330-000	TUITUIN REIMBURSE	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00
01-4130-4350-000	DRUG/ALCOHOL TESTING	3,000.00	3,000.00	665.00	0.00	2,335.00	77.83
01-4130-4610-000	SELECTMEN EXPENSE	1,500.00	1,500.00	1,905.00	0.00	(405.00)	(27.00)
01-4130-4613-000	HEALTH OFFICER EXP	500.00	500.00	0.00	0.00	500.00	100.00
01-4130-4614-000	LOSS PREVENTION	300.00	300.00	0.00	0.00	300.00	100.00
01-4130-4615-000	HISTORIC DISTRICT	1,250.00	1,250.00	30.00	0.00	1,220.00	97.60
01-4130-4616-000	CRANEY TOWER SITE	250.00	250.00	66.85	0.00	183.15	73.26
Total Dept 4130 - EXECUTIVE		31,686.00	31,686.00	6,293.53	0.00	25,392.47	80.14
Department: 4140 TOWN CLERK							
01-4140-4111-000	WAGES DEPUTY	23,230.00	23,230.00	9,153.87	0.00	14,076.13	60.59
01-4140-4130-000	WAGES	34,633.00	34,633.00	16,348.52	0.00	18,284.48	52.79
01-4140-4140-000	OVERTIME	1,000.00	1,000.00	312.80	0.00	687.20	68.72
01-4140-4211-000	BENEFIT INSURANCE	14,080.00	14,080.00	4,209.53	0.00	9,870.47	70.10
01-4140-4220-000	FICA/MEDICARE	4,388.00	4,388.00	1,934.88	0.00	2,453.12	55.91
01-4140-4230-000	RETIREMENT	8,214.00	8,214.00	3,020.92	0.00	5,193.08	63.22
01-4140-4240-000	TRAINING/SEMINARS	900.00	900.00	75.00	0.00	825.00	91.67
01-4140-4560-000	DUES/MEMBERSHIPS	40.00	40.00	40.00	0.00	0.00	0.00
01-4140-4570-000	ADVERTISING	200.00	200.00	262.50	0.00	(62.50)	(31.25)
01-4140-4620-000	OFFICE SUPPLIES	1,400.00	1,400.00	143.96	0.00	1,256.04	89.72
01-4140-4625-000	POSTAGE	2,400.00	2,400.00	16.72	0.00	2,383.28	99.30
01-4140-4637-000	MILEAGE	550.00	550.00	0.00	0.00	550.00	100.00
01-4140-4805-000	EQUIP MAINT/REPAIR	2,300.00	2,300.00	2,456.52	0.00	(156.52)	(6.81)
01-4140-4814-000	PHOTOCOPY EXPENSE	490.00	490.00	0.00	0.00	490.00	100.00
01-4140-4832-000	ANIMAL LICENSES	450.00	450.00	336.78	0.00	113.22	25.16
Total Dept 4140 - TOWN CLERK		94,275.00	94,275.00	38,312.00	0.00	55,963.00	59.36
Department: 4141 ELECTIONS							
01-4141-4120-000	WAGES	4,000.00	4,000.00	291.50	0.00	3,708.50	92.71
01-4141-4220-000	FICA/MEDICARE	0.00	0.00	14.54	0.00	(14.54)	0.00
01-4141-4570-000	ADVERTISING	200.00	200.00	30.00	0.00	170.00	85.00
01-4141-4620-000	OFFICE SUPPLIES	100.00	100.00	69.99	0.00	30.01	30.01
01-4141-4625-000	POSTGE	20.00	20.00	11.15	0.00	8.85	44.25
01-4141-4690-000	ELECTION EXPENSE	500.00	500.00	0.00	0.00	500.00	100.00
01-4141-4740-000	EQUIPMENT PURCHASE	100.00	100.00	0.00	0.00	100.00	100.00
01-4141-4802-000	BALLOTS	1,600.00	1,600.00	1,884.64	0.00	(284.64)	(17.79)
01-4141-4803-000	VOTING BOOTH MAINT.	100.00	100.00	0.00	0.00	100.00	100.00
Total Dept 4141 - ELECTIONS		6,620.00	6,620.00	2,301.82	0.00	4,318.18	65.23
Department: 4142 TAX MAP							
01-4142-4312-000	CARTOGRAPHER	2,400.00	2,400.00	2,400.00	0.00	0.00	0.00
01-4142-4400-000	DIGITAL MAPPING	2,300.00	2,300.00	1,150.00	0.00	1,150.00	50.00
01-4142-4550-000	PRINTING	250.00	250.00	0.00	0.00	250.00	100.00

EXPENDITURE BUDGET VS ACTUAL REPORT FOR TOWN OF HENNIKER

Balance As of 05/31/2023

GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4142 TAX MAP							
Total Dept 4142 - TAX MAP		4,950.00	4,950.00	3,550.00	0.00	1,400.00	28.28
Department: 4150 TOWN OFFICE							
01-4150-4110-000	WAGES FT	361,088.00	361,088.00	147,232.13	0.00	213,855.87	59.23
01-4150-4112-000	WAGES PT	27,476.00	27,476.00	11,591.26	0.00	15,884.74	57.81
01-4150-4211-000	BENEFIT INSURANCES	84,410.00	84,410.00	34,718.07	0.00	49,691.93	58.87
01-4150-4220-000	FICA/MEDICARE	29,276.00	29,276.00	11,881.03	0.00	17,394.97	59.42
01-4150-4230-000	RETIREMENT	50,442.00	50,442.00	17,057.24	0.00	33,384.76	66.18
01-4150-4240-000	TRAINING/SEMINARS	1,225.00	1,225.00	562.27	0.00	662.73	54.10
01-4150-4301-000	CONSULT/AUDITORS	16,000.00	16,000.00	8,300.00	0.00	7,700.00	48.13
01-4150-4312-000	CONSULT/ASSESSOR	40,000.00	40,000.00	13,100.00	0.00	26,900.00	67.25
01-4150-4341-000	TELEPHONE CHGS	6,500.00	6,500.00	3,058.23	0.00	3,441.77	52.95
01-4150-4409-000	CUSTODIAL SERVICE	16,860.00	16,860.00	5,270.66	0.00	11,589.34	68.74
01-4150-4410-000	ELECTRICITY	4,000.00	4,000.00	1,565.62	0.00	2,434.38	60.86
01-4150-4411-000	HEAT	9,597.00	9,597.00	1,725.22	0.00	7,871.78	82.02
01-4150-4412-000	WATER/SEWER	1,136.00	1,136.00	567.60	0.00	568.40	50.04
01-4150-4414-000	ALARM MONITOR	1,775.00	1,775.00	250.00	0.00	1,525.00	85.92
01-4150-4429-000	MEDICAL SUPPLIES	200.00	200.00	0.00	0.00	200.00	100.00
01-4150-4430-000	BLD REPAIR/MAINT	2,900.00	2,900.00	2,281.16	0.00	618.84	21.34
01-4150-4434-000	CUSTODIAL SUPPLIES	1,600.00	1,600.00	76.98	0.00	1,523.02	95.19
01-4150-4450-000	GRANGE ELECTRIC	1,750.00	1,750.00	594.45	0.00	1,155.55	66.03
01-4150-4451-000	COMMUNITY CTR ELEC	5,371.00	5,371.00	2,501.14	0.00	2,869.86	53.43
01-4150-4452-000	GRANGE WATER/SEWER	808.00	808.00	403.80	0.00	404.20	50.02
01-4150-4453-000	COMM CTR WTR/SEWER	1,000.00	1,000.00	403.80	0.00	596.20	59.62
01-4150-4454-000	GRANGE ALARM	10,078.00	10,078.00	250.00	0.00	9,828.00	97.52
01-4150-4455-000	COMM CTR ALARM	575.00	575.00	250.00	0.00	325.00	56.52
01-4150-4456-000	GRANGE HEAT	2,888.00	2,888.00	1,478.80	0.00	1,409.20	48.80
01-4150-4457-000	COMM CTR HEAT	425.00	425.00	624.72	0.00	(199.72)	(46.99)
01-4150-4458-000	GRANGE MAINTENANCE	854.00	854.00	281.00	0.00	573.00	67.10
01-4150-4459-000	COMM CTR MAINTENCE	1,500.00	1,500.00	938.60	0.00	561.40	37.43
01-4150-4460-000	GRANGE TELEPHONE	1,320.00	1,320.00	517.82	0.00	802.18	60.77
01-4150-4461-000	COMM CTR TELEPHONE	1,635.00	1,635.00	788.48	0.00	846.52	51.77
01-4150-4550-000	PRINTING	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
01-4150-4552-000	TOWN REPORT	2,680.00	2,680.00	2,873.00	0.00	(193.00)	(7.20)
01-4150-4560-000	DUES/MEMBERSHIP	1,200.00	1,200.00	20.00	0.00	1,180.00	98.33
01-4150-4570-000	ADVERTISING	1,800.00	1,800.00	277.50	0.00	1,522.50	84.58
01-4150-4620-000	OFFICE SUPPLIES	5,500.00	5,500.00	1,977.54	0.00	3,522.46	64.04
01-4150-4625-000	POSTAGE	7,200.00	7,200.00	4,109.59	0.00	3,090.41	42.92
01-4150-4637-000	MILEAGE	2,000.00	2,000.00	434.70	0.00	1,565.30	78.27
01-4150-4670-000	BOOKS	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
01-4150-4740-000	EQUIPMENT PURCHASE	1,000.00	1,000.00	3,636.00	0.00	(2,636.00)	(263.60)
01-4150-4810-000	CMPTR LICENSE MAINT	71,672.00	71,672.00	31,473.83	0.00	40,198.17	56.09
01-4150-4815-000	COPIER LEASE	1,545.00	1,545.00	191.06	0.00	1,353.94	87.63
01-4150-4820-000	COPIER MAINTENANCE	0.00	0.00	393.39	0.00	(393.39)	0.00
01-4150-4825-000	COUNTY REGISTRY	700.00	700.00	32.63	0.00	667.37	95.34
01-4150-4827-000	LEIN RESEARCH	4,300.00	4,300.00	(2,767.42)	0.00	7,067.42	164.36
01-4150-4835-000	WEB SITE EXPENSES	4,887.00	4,887.00	31.98	0.00	4,855.02	99.35
Total Dept 4150 - TOWN OFFICE		790,173.00	790,173.00	310,953.88	0.00	479,219.12	60.65
Department: 4151 TAX COLLECTOR							

EXPENDITURE BUDGET VS ACTUAL REPORT FOR TOWN OF HENNIKER

Balance As of 05/31/2023

GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4151 TAX COLLECTOR							
01-4151-4111-000	WAGES DEPUTY	23,230.00	23,230.00	9,154.75	0.00	14,075.25	60.59
01-4151-4130-000	WAGES	34,633.00	34,633.00	16,348.16	0.00	18,284.84	52.80
01-4151-4140-000	OVERTIME	1,000.00	1,000.00	312.56	0.00	687.44	68.74
01-4151-4211-000	BENEFIT INS	14,080.00	14,080.00	3,253.56	0.00	10,826.44	76.89
01-4151-4220-000	FICA/MEDICARE	4,388.00	4,388.00	1,934.93	0.00	2,453.07	55.90
01-4151-4230-000	RETIREMENT	8,214.00	8,214.00	1,580.32	0.00	6,633.68	80.76
01-4151-4240-000	TRAINING/SEMINAR	900.00	900.00	60.00	0.00	840.00	93.33
01-4151-4560-000	DUES/MEMBERSHIP	40.00	40.00	0.00	0.00	40.00	100.00
01-4151-4570-000	ADVERTISING	200.00	200.00	0.00	0.00	200.00	100.00
01-4151-4620-000	OFFICE SUPPLIES	1,300.00	1,300.00	83.46	0.00	1,216.54	93.58
01-4151-4625-000	POSTAGE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00
01-4151-4637-000	MILEAGE	350.00	350.00	0.00	0.00	350.00	100.00
01-4151-4814-000	PHOTOCOPY EXP	490.00	490.00	0.00	0.00	490.00	100.00
01-4151-4825-000	COUNTY REGISTRY	700.00	700.00	167.86	0.00	532.14	76.02
Total Dept 4151 - TAX COLLECTOR		94,525.00	94,525.00	32,895.60	0.00	61,629.40	65.20
Department: 4153 LEGAL							
01-4153-4320-000	LEGAL FEES	20,000.00	20,000.00	9,819.47	0.00	10,180.53	50.90
Total Dept 4153 - LEGAL		20,000.00	20,000.00	9,819.47	0.00	10,180.53	50.90
Department: 4191 PLANNING							
01-4191-4110-000	WAGES	1,500.00	1,500.00	33.86	0.00	1,466.14	97.74
01-4191-4220-000	FICA/MEDICARE	115.00	115.00	2.59	0.00	112.41	97.75
01-4191-4240-000	TRAINING/SEMIARS	250.00	250.00	0.00	0.00	250.00	100.00
01-4191-4390-000	CONSULTING FEES	21,450.00	21,450.00	4,198.25	0.00	17,251.75	80.43
01-4191-4560-000	DUES/MEMBERSHIPS	5,964.00	5,964.00	5,670.00	0.00	294.00	4.93
01-4191-4570-000	ADVERTISING	1,000.00	1,000.00	50.00	0.00	950.00	95.00
01-4191-4620-000	OFFICE SUPPLIES	300.00	300.00	0.00	0.00	300.00	100.00
01-4191-4625-000	POSTAGE	100.00	100.00	0.00	0.00	100.00	100.00
01-4191-4901-000	ESCROW ACCT EXPENSES	0.00	0.00	785.00	0.00	(785.00)	0.00
Total Dept 4191 - PLANNING		30,679.00	30,679.00	10,739.70	0.00	19,939.30	64.99
Department: 4192 ZONING							
01-4192-4110-000	WAGES	600.00	600.00	0.00	0.00	600.00	100.00
01-4192-4220-000	FICA/MEDICARE	46.00	46.00	0.00	0.00	46.00	100.00
01-4192-4390-000	CONSULTANT	3,000.00	3,000.00	233.75	0.00	2,766.25	92.21
01-4192-4391-000	LEGAL	800.00	800.00	0.00	0.00	800.00	100.00
01-4192-4570-000	ADVERTISING	300.00	300.00	0.00	0.00	300.00	100.00
01-4192-4620-000	OFFICE SUPPLIES	225.00	225.00	0.00	0.00	225.00	100.00
01-4192-4625-000	POSTAGE	300.00	300.00	0.00	0.00	300.00	100.00
Total Dept 4192 - ZONING		5,271.00	5,271.00	233.75	0.00	5,037.25	95.57
Department: 4195 CEMETERIES							
01-4195-4650-000	GROUND MAINT	11,780.00	11,780.00	11,780.00	0.00	0.00	0.00
01-4195-4655-000	STONE REPAIR	2,750.00	2,750.00	0.00	0.00	2,750.00	100.00
01-4195-4657-000	TREE REMOVAL	6,800.00	6,800.00	0.00	0.00	6,800.00	100.00
Total Dept 4195 - CEMETERIES		21,330.00	21,330.00	11,780.00	0.00	9,550.00	44.77
Department: 4196 INSURANCE							
01-4196-4520-000	WORKERS COMPENSATION	49,724.00	49,724.00	0.00	0.00	49,724.00	100.00
01-4196-4522-000	GENERAL LIABILITY	103,918.00	103,918.00	0.00	0.00	103,918.00	100.00

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GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4196 INSURANCE							
01-4196-4523-000	UNEMPLOYMENT INS	973.00	973.00	0.00	0.00	973.00	100.00
01-4196-4524-000	DEDUCTIBLE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00
Total Dept 4196 - INSURANCE		156,615.00	156,615.00	0.00	0.00	156,615.00	100.00
Department: 4197 MUNICIPAL DUES							
01-4197-4560-000	MEMBERSHIPS	4,157.00	4,157.00	4,052.00	0.00	105.00	2.53
Total Dept 4197 - MUNICIPAL DUES		4,157.00	4,157.00	4,052.00	0.00	105.00	2.53
Department: 4210 POLICE							
01-4210-4109-000	WAGES CLERICAL	72,812.00	72,812.00	25,428.32	0.00	47,383.68	65.08
01-4210-4110-000	WAGES FT	658,684.00	658,684.00	245,670.64	0.00	413,013.36	62.70
01-4210-4111-000	WAGES SPECIAL OFFICERS	40,000.00	40,000.00	446.20	0.00	39,553.80	98.88
01-4210-4112-000	DETAIL WAGES (REVENUE)	1.00	1.00	2,464.99	0.00	(2,463.99)	(246,399.00)
01-4210-4120-000	PARKING ENFORCEMENT	9,709.00	9,709.00	0.00	0.00	9,709.00	100.00
01-4210-4121-000	CROSSING GUARDS	7,920.00	7,920.00	3,828.00	0.00	4,092.00	51.67
01-4210-4140-000	WAGES OT	25,000.00	25,000.00	22,437.62	0.00	2,562.38	10.25
01-4210-4211-000	BENEFIT INSURANCE	196,689.00	196,689.00	61,810.97	0.00	134,878.03	68.57
01-4210-4220-000	FICA/MEDICARE	19,499.00	19,499.00	5,994.34	0.00	13,504.66	69.26
01-4210-4230-000	RETIREMENT	229,826.00	229,826.00	69,082.48	0.00	160,743.52	69.94
01-4210-4240-000	TRAINING/LICENSE	5,000.00	5,000.00	2,915.32	0.00	2,084.68	41.69
01-4210-4241-000	TRAINING/AMMUNITION	4,000.00	4,000.00	501.47	634.57	2,863.96	87.46
01-4210-4291-000	UNIFORMS	8,000.00	8,000.00	6,870.76	0.00	1,129.24	14.12
01-4210-4320-000	PROSECUTING ATTN	12,023.00	12,023.00	0.00	0.00	12,023.00	100.00
01-4210-4341-000	TELEPHONE	10,500.00	10,500.00	4,236.33	0.00	6,263.67	59.65
01-4210-4342-000	DISPATCH TELEPHONE	700.00	700.00	536.55	0.00	163.45	23.35
01-4210-4391-000	TOWING	500.00	500.00	0.00	0.00	500.00	100.00
01-4210-4392-000	ASSESSMENT CENTER	0.00	0.00	1,150.00	0.00	(1,150.00)	0.00
01-4210-4394-000	MERR COUNTY DISPATCH	43,849.00	43,849.00	23,318.78	0.00	20,530.22	46.82
01-4210-4410-000	ELECTRICITY	6,526.00	6,526.00	1,648.87	0.00	4,877.13	74.73
01-4210-4411-000	HEAT	4,300.00	4,300.00	1,939.46	0.00	2,360.54	54.90
01-4210-4412-000	WATER/SEWER	900.00	900.00	403.80	0.00	496.20	55.13
01-4210-4430-000	BLDING REPAIR/MAINT.	4,000.00	4,000.00	3,392.75	0.00	607.25	15.18
01-4210-4431-000	CUSTODIAN	8,640.00	8,640.00	2,880.00	0.00	5,760.00	66.67
01-4210-4550-000	PRINTING	500.00	500.00	337.49	0.00	162.51	32.50
01-4210-4560-000	DUES/MEMBERSHIPS	3,500.00	3,500.00	200.00	0.00	3,300.00	94.29
01-4210-4620-000	OFFICE SUPPLIES	4,000.00	4,000.00	1,232.17	0.00	2,767.83	69.20
01-4210-4625-000	POSTAGE	600.00	600.00	265.00	0.00	335.00	55.83
01-4210-4635-000	VEHICLE FUEL	14,500.00	14,500.00	4,212.81	0.00	10,287.19	70.95
01-4210-4637-000	BLOOD TEST MILEAGE	1,250.00	1,250.00	100.00	0.00	1,150.00	92.00
01-4210-4660-000	VEHICLE REPAIR/MAINT	7,500.00	7,500.00	2,288.00	0.00	5,212.00	69.49
01-4210-4661-000	VEHICLE TIRES	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4210-4662-000	VEHICLE PARTS/ACCESS	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4210-4670-000	BOOKS/PERIODICALS	350.00	350.00	0.00	0.00	350.00	100.00
01-4210-4740-000	EQUIPMENT PURCHASE	0.00	127,588.00	0.00	127,588.00	0.00	100.00
01-4210-4805-000	EQUIPMENT MAINTENANCE	26,600.00	26,600.00	6,400.00	0.00	20,200.00	75.94
01-4210-4814-000	PHOTOCOPY EXPENSE	1,000.00	1,000.00	485.00	0.00	515.00	51.50
01-4210-4840-000	COMMUNICATION REPAIR	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00
Total Dept 4210 - POLICE		1,435,378.00	1,562,966.00	502,478.12	128,222.57	932,265.31	67.85
Department: 4214 FIRE & RESCUE							

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GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4214 FIRE & RESCUE							
01-4214-4110-000	FULL TIME WAGES	130,827.00	130,827.00	54,925.65	0.00	75,901.35	58.02
01-4214-4111-000	PART TIME WAGES	380,227.00	380,227.00	129,910.47	0.00	250,316.53	65.83
01-4214-4140-000	OVER TIME WAGES	15,000.00	15,000.00	7,882.89	0.00	7,117.11	47.45
01-4214-4211-000	BENEFIT INSURANCE	31,569.00	31,569.00	11,366.31	0.00	20,202.69	64.00
01-4214-4220-000	FICA/MEDICARE	31,147.00	31,147.00	11,210.46	0.00	19,936.54	64.01
01-4214-4230-000	RETIREMENT	46,183.00	46,183.00	14,042.03	0.00	32,140.97	69.59
01-4214-4341-000	TELEPHONE	10,353.00	10,353.00	3,179.41	0.00	7,173.59	69.29
01-4214-4350-000	MEDICAL/HEP B	500.00	500.00	0.00	0.00	500.00	100.00
01-4214-4394-000	DISPATCH FEES	47,259.00	47,259.00	47,259.00	0.00	0.00	0.00
01-4214-4410-000	ELECTRICITY	10,500.00	10,500.00	2,736.74	0.00	7,763.26	73.94
01-4214-4411-000	HEAT	6,000.00	6,000.00	2,161.64	0.00	3,838.36	63.97
01-4214-4412-000	WATER	1,600.00	1,600.00	1,669.88	0.00	(69.88)	(4.37)
01-4214-4430-000	BLDING MAINTENANCE	12,500.00	12,500.00	5,791.64	0.00	6,708.36	53.67
01-4214-4610-000	OFFICE SUPPLIES	6,000.00	6,000.00	3,207.22	0.00	2,792.78	46.55
01-4214-4690-000	SUPPLIES OTHER	2,800.00	2,800.00	527.32	0.00	2,272.68	81.17
Total Dept 4214 - FIRE & RESCUE		732,465.00	732,465.00	295,870.66	0.00	436,594.34	59.61
Department: 4215 RESCUE							
01-4215-4111-000	WAGES	26,500.00	26,500.00	11,101.18	0.00	15,398.82	58.11
01-4215-4220-000	FICA/MEDICARE	2,019.00	2,019.00	849.18	0.00	1,169.82	57.94
01-4215-4240-000	TRAINING/LICENSE	8,750.00	8,750.00	500.49	0.00	8,249.51	94.28
01-4215-4635-000	VEHICLE FUEL	12,000.00	12,000.00	3,164.82	0.00	8,835.18	73.63
01-4215-4660-000	VEHICLE REPAIR/MAINT	14,000.00	14,000.00	3,021.69	0.00	10,978.31	78.42
01-4215-4680-000	MEDICAL SUPPLIES	12,000.00	12,000.00	2,727.82	0.00	9,272.18	77.27
01-4215-4740-000	EQUIPMENT PURCHASE	18,400.00	18,400.00	4,327.94	0.00	14,072.06	76.48
01-4215-4750-000	COMMUNICATION EQUIP	8,490.00	9,893.69	0.00	1,403.69	8,490.00	100.00
01-4215-4887-000	INTERCEPTOR FEES	2,000.00	2,000.00	550.00	0.00	1,450.00	72.50
01-4215-4888-000	CRHSC BILLING FEES	20,000.00	20,000.00	6,443.49	0.00	13,556.51	67.78
Total Dept 4215 - RESCUE		124,159.00	125,562.69	32,686.61	1,403.69	91,472.39	73.97
Department: 4220 FIRE							
01-4220-4111-000	WAGES	68,727.00	68,727.00	27,343.96	0.00	41,383.04	60.21
01-4220-4220-000	FICA/MEDICARE	5,258.00	5,258.00	2,027.36	0.00	3,230.64	61.44
01-4220-4240-000	TRAINING/SEMINARS	6,502.00	6,502.00	2,004.99	0.00	4,497.01	69.16
01-4220-4635-000	VEHICLE FUEL	6,500.00	6,500.00	1,423.59	0.00	5,076.41	78.10
01-4220-4660-000	VEHICLE REPAIR/MAINT.	20,000.00	20,000.00	192.25	0.00	19,807.75	99.04
01-4220-4690-000	SUPPLIES OTHER	2,125.00	2,125.00	91.13	0.00	2,033.87	95.71
01-4220-4740-000	EQUIPMENT PURCHASES	27,985.00	27,985.00	1,122.41	0.00	26,862.59	95.99
01-4220-4740-001	ARPA - INFLATABLE BOAT	0.00	0.00	0.00	16,803.00	(16,803.00)	100.00
01-4220-4750-000	COMMUNICATION EQUIPMENT	11,030.00	11,030.00	681.44	0.00	10,348.56	93.82
01-4220-4805-000	EQUIPMENT REPAIR/MAINT.	14,270.00	14,270.00	3,636.84	0.00	10,633.16	74.51
01-4220-4900-000	CSWW HYDRANT RENTAL	3,950.00	3,950.00	0.00	0.00	3,950.00	100.00
Total Dept 4220 - FIRE		166,347.00	166,347.00	38,523.97	16,803.00	111,020.03	76.84
Department: 4240 CODE							
01-4240-4110-000	WAGES	23,775.00	23,775.00	9,877.13	0.00	13,897.87	58.46
01-4240-4220-000	FICA/MEDICARE	1,818.00	1,818.00	755.60	0.00	1,062.40	58.44
01-4240-4341-000	TELEPHONE	600.00	600.00	223.59	0.00	376.41	62.74
01-4240-4411-000	CONSULTING FEES/FORESTER	600.00	600.00	0.00	0.00	600.00	100.00
01-4240-4560-000	DUES/MEMBERSHIPS	200.00	200.00	0.00	0.00	200.00	100.00

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Fund: 01 GENERAL FUND							
Department: 4240 CODE							
01-4240-4635-000	VEHICLE FUEL/MILEAGE	2,400.00	2,400.00	550.00	0.00	1,850.00	77.08
01-4240-4670-000	BOOKS/PERIODICAL	600.00	600.00	0.00	0.00	600.00	100.00
Total Dept 4240 - CODE		29,993.00	29,993.00	11,406.32	0.00	18,586.68	61.97
Department: 4290 EMERGENCY MANAGEMENT							
01-4290-4110-000	WAGES	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00
01-4290-4220-000	FICA	92.00	92.00	0.00	0.00	92.00	100.00
Total Dept 4290 - EMERGENCY MANAGEMENT		1,292.00	1,292.00	0.00	0.00	1,292.00	100.00
Department: 4311 HIGHWAY							
01-4311-4110-000	WAGES FT	338,065.00	338,065.00	130,230.86	0.00	207,834.14	61.48
01-4311-4120-000	WAGES PT	25,000.00	25,000.00	14,207.50	0.00	10,792.50	43.17
01-4311-4140-000	WAGES OT	56,160.00	56,160.00	33,413.35	0.00	22,746.65	40.50
01-4311-4211-000	BENEFIT INSURANCES	116,278.00	116,278.00	40,017.58	0.00	76,260.42	65.58
01-4311-4220-000	FICA/MEDICARE	31,083.00	31,083.00	13,222.95	0.00	17,860.05	57.46
01-4311-4230-000	RETIREMENT	55,014.00	55,014.00	19,238.46	0.00	35,775.54	65.03
01-4311-4235-000	ADVERTISING	250.00	250.00	50.00	0.00	200.00	80.00
01-4311-4240-000	TRAINING/LICENSE	250.00	250.00	0.00	0.00	250.00	100.00
01-4311-4291-000	UNIFORMS	7,000.00	7,000.00	1,856.25	0.00	5,143.75	73.48
01-4311-4341-000	TELEPHONE	4,000.00	4,000.00	1,214.22	0.00	2,785.78	69.64
01-4311-4410-000	ELECTRICITY	4,200.00	4,200.00	1,907.25	0.00	2,292.75	54.59
01-4311-4411-000	HEAT	8,500.00	8,500.00	3,964.33	0.00	4,535.67	53.36
01-4311-4412-000	WATER/SEWER	3,000.00	3,000.00	1,182.22	0.00	1,817.78	60.59
01-4311-4414-000	ALARM	1,500.00	1,500.00	1,148.00	0.00	352.00	23.47
01-4311-4430-000	BUILDING MAINTENANCE	8,000.00	8,000.00	3,952.00	0.00	4,048.00	50.60
01-4311-4560-000	DUES/MEMBERSHIP	50.00	50.00	0.00	0.00	50.00	100.00
01-4311-4620-000	OFFICE SUPPLIES	1,200.00	1,200.00	530.53	0.00	669.47	55.79
01-4311-4635-000	FUEL GASOLINE	5,000.00	5,000.00	1,090.11	0.00	3,909.89	78.20
01-4311-4636-000	FUEL DIESEL	90,000.00	90,000.00	31,060.93	0.00	58,939.07	65.49
01-4311-4637-000	MILEAGE	4,200.00	4,200.00	1,360.00	0.00	2,840.00	67.62
01-4311-4660-000	VEHICLE REPAIR/MAINT	20,000.00	20,000.00	2,432.97	0.00	17,567.03	87.84
01-4311-4661-000	VEHICLE TIRES	10,000.00	10,000.00	8,217.12	0.00	1,782.88	17.83
01-4311-4662-000	VEHICLE PARTS/ACCESS	26,000.00	26,000.00	17,674.15	0.00	8,325.85	32.02
01-4311-4689-000	SUPPLIES OTHER	1,000.00	1,000.00	492.14	0.00	507.86	50.79
01-4311-4740-000	EQUIPMENT	4,000.00	4,000.00	1,840.82	0.00	2,159.18	53.98
01-4311-4805-000	EQUIP MAINT/REPAIR	40,000.00	40,000.00	20,549.70	0.00	19,450.30	48.63
01-4311-4840-000	COMM EQUIP MAINT.	2,000.00	2,000.00	220.00	0.00	1,780.00	89.00
Total Dept 4311 - HIGHWAY		861,750.00	861,750.00	351,073.44	0.00	510,676.56	59.26
Department: 4312 HIGHWAY & STREETS							
01-4312-4711-000	GRAVEL	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
01-4312-4712-000	SAND	7,000.00	7,000.00	5,875.00	0.00	1,125.00	16.07
01-4312-4713-000	SALT	158,000.00	158,000.00	110,032.64	0.00	47,967.36	30.36
01-4312-4806-000	BRIDGE REPAIR	3,000.00	3,000.00	2,455.50	0.00	544.50	18.15
01-4312-4884-000	ROADSIDE MAINT.	27,500.00	27,500.00	0.00	0.00	27,500.00	100.00
01-4312-4885-000	ROAD REPAIRS	80,000.00	80,000.00	20,778.92	0.00	59,221.08	74.03
01-4312-4886-000	SIGNS/GUARDRAIL	13,500.00	13,500.00	0.00	0.00	13,500.00	100.00
01-4312-4887-000	STRIPE/SWEEP	7,000.00	7,000.00	0.00	0.00	7,000.00	100.00
01-4312-4888-000	CULVERTS/DRAINS	24,000.00	24,000.00	0.00	0.00	24,000.00	100.00
01-4312-4889-000	TREES	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00

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GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4312 HIGHWAY & STREETS							
01-4312-4904-000	CHIP SEAL/CRACK SEAL	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00
01-4312-4905-000	ENGINEER&DESIGN	7,500.00	7,500.00	0.00	0.00	7,500.00	100.00
01-4312-4906-000	ROAD CONSTRUCT	250,000.00	250,000.00	0.00	0.00	250,000.00	100.00
Total Dept 4312 - HIGHWAY & STREETS		697,500.00	697,500.00	139,142.06	0.00	558,357.94	80.05
Department: 4316 STREET LIGHTS							
01-4316-4410-000	ELECTRICITY	13,500.00	13,500.00	3,764.35	0.00	9,735.65	72.12
Total Dept 4316 - STREET LIGHTS		13,500.00	13,500.00	3,764.35	0.00	9,735.65	72.12
Department: 4324 SOLID WASTE							
01-4324-4110-000	WAGES FT	146,882.00	146,882.00	63,288.32	0.00	83,593.68	56.91
01-4324-4111-000	WAGES PT	24,450.00	24,450.00	11,756.64	0.00	12,693.36	51.92
01-4324-4140-000	OT	10,000.00	10,000.00	3,781.63	0.00	6,218.37	62.18
01-4324-4211-000	BENEFIT INSURANCES	14,811.00	14,811.00	4,305.61	0.00	10,505.39	70.93
01-4324-4220-000	FICA/MEDICARE	13,796.00	13,796.00	5,995.52	0.00	7,800.48	56.54
01-4324-4230-000	RETIREMENT	14,066.00	14,066.00	4,497.64	0.00	9,568.36	68.02
01-4324-4240-000	TRAINING/LICENSE	900.00	900.00	375.00	0.00	525.00	58.33
01-4324-4291-000	UNIFORMS	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00
01-4324-4341-000	TELEPHONE	2,440.00	2,440.00	594.74	0.00	1,845.26	75.63
01-4324-4355-000	HOUSE HAZ WASTE	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00
01-4324-4410-000	ELECTRICITY	9,500.00	9,500.00	3,049.67	0.00	6,450.33	67.90
01-4324-4414-000	ALARM	1,200.00	1,200.00	250.00	5,649.00	(4,699.00)	79.17
01-4324-4430-000	BLD REPAIR	41,805.00	41,805.00	1,467.03	0.00	40,337.97	96.49
01-4324-4434-000	RECYCLING BLDING	5,000.00	5,000.00	1,940.57	0.00	3,059.43	61.19
01-4324-4560-000	DUES/MEMBERSHIPS	350.00	350.00	362.88	0.00	(12.88)	(3.68)
01-4324-4620-000	OFFICE SUPPLIES	350.00	350.00	89.95	0.00	260.05	74.30
01-4324-4635-000	VEHICLE FUEL	7,000.00	7,000.00	2,580.79	0.00	4,419.21	63.13
01-4324-4637-000	MILEAGE	650.00	650.00	705.70	0.00	(55.70)	(8.57)
01-4324-4660-000	VEHICLE REPAIR	9,000.00	9,000.00	389.66	0.00	8,610.34	95.67
01-4324-4689-000	SUPPLIES OTHER	300.00	300.00	163.49	0.00	136.51	45.50
01-4324-4805-000	EQUIP MAINT/REPAIR	21,000.00	21,000.00	3,086.23	0.00	17,913.77	85.30
01-4324-4855-000	SAFETY SUPPLIES	1,500.00	1,500.00	256.84	0.00	1,243.16	82.88
01-4324-4901-000	FREON, GLASS, CMPTR	7,500.00	7,500.00	256.50	0.00	7,243.50	96.58
01-4324-4902-000	TRANSPORTATION	22,000.00	22,000.00	7,295.00	0.00	14,705.00	66.84
01-4324-4903-000	TIPPING FEE	140,000.00	140,000.00	44,351.00	0.00	95,649.00	68.32
01-4324-4904-000	LANDSCAPING	8,500.00	8,500.00	1,053.97	0.00	7,446.03	87.60
01-4324-4905-000	MONITORING WELLS	15,000.00	15,000.00	3,800.00	0.00	11,200.00	74.67
01-4324-4906-000	DEMOLITION DISPOSE	43,000.00	43,000.00	9,768.80	0.00	33,231.20	77.28
Total Dept 4324 - SOLID WASTE		584,000.00	584,000.00	175,463.18	5,649.00	402,887.82	69.95
Department: 4414 ANIMAL CONTROL							
01-4414-4111-000	WAGES	5,860.00	5,860.00	360.00	0.00	5,500.00	93.86
01-4414-4220-000	FICA/MEDICARE	448.00	448.00	27.54	0.00	420.46	93.85
01-4414-4240-000	TRAINING	350.00	350.00	0.00	0.00	350.00	100.00
01-4414-4291-000	UNIFORMS	150.00	150.00	0.00	0.00	150.00	100.00
01-4414-4343-000	ANIMAL RESCUE	700.00	700.00	0.00	0.00	700.00	100.00
01-4414-4637-000	MILEAGE	1,200.00	1,200.00	0.00	0.00	1,200.00	100.00
01-4414-4740-000	EQUIPMENT	100.00	100.00	0.00	0.00	100.00	100.00
01-4414-4840-000	RADIO PAGER	600.00	600.00	0.00	0.00	600.00	100.00
Total Dept 4414 - ANIMAL CONTROL		9,408.00	9,408.00	387.54	0.00	9,020.46	95.88

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GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Department: 4442 WELFARE							
01-4442-4111-000	DIRECTOR WAGES	11,094.00	11,094.00	4,672.80	0.00	6,421.20	57.88
01-4442-4220-000	DIRECTOR FICA/MEDICARE	848.00	848.00	357.47	0.00	490.53	57.85
01-4442-4620-000	OFFICE SUPPLIES	500.00	500.00	0.00	0.00	500.00	100.00
01-4442-4689-000	DIRECTOR EXPENSES	150.00	150.00	149.99	0.00	0.01	0.01
01-4442-4907-000	GENERAL ASSISTANCE	2,500.00	2,500.00	670.39	0.00	1,829.61	73.18
01-4442-4910-000	ASSIST ELECTRICITY	3,000.00	3,000.00	589.22	0.00	2,410.78	80.36
01-4442-4911-000	ASSIST HEAT	10,000.00	10,000.00	2,530.70	0.00	7,469.30	74.69
01-4442-4912-000	ASSIST FOOD	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4442-4913-000	ASSIST RENT	46,408.00	46,408.00	17,577.74	0.00	28,830.26	62.12
01-4442-4914-000	MEDICAL	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00
Total Dept 4442 - WELFARE		80,000.00	80,000.00	26,548.31	0.00	53,451.69	66.81
Department: 4520 ATHLETIC							
01-4520-4240-000	MINUTE TAKER/WEBSITE	1,225.00	1,225.00	204.00	0.00	1,021.00	83.35
01-4520-4521-000	SWIMMING	2,450.00	2,450.00	0.00	0.00	2,450.00	100.00
01-4520-4605-000	SOFTBALL	4,050.00	4,050.00	2,991.00	0.00	1,059.00	26.15
01-4520-4740-000	MEDICAL	620.00	620.00	0.00	0.00	620.00	100.00
01-4520-4741-000	BASEBALL EXP	9,750.00	9,750.00	4,295.88	0.00	5,454.12	55.94
01-4520-4742-000	SOCCER	10,050.00	10,050.00	525.92	0.00	9,524.08	94.77
01-4520-4743-000	BASKETBALL	4,500.00	4,500.00	3,175.00	0.00	1,325.00	29.44
Total Dept 4520 - ATHLETIC		32,645.00	32,645.00	11,191.80	0.00	21,453.20	65.72
Department: 4550 LIBRARY							
01-4550-4110-000	WAGES	0.00	0.00	78,238.78	0.00	(78,238.78)	0.00
01-4550-4211-000	BENEFIT INSURANCE	0.00	0.00	7,958.16	0.00	(7,958.16)	0.00
01-4550-4220-000	FICA/MEDICARE	0.00	0.00	5,923.35	0.00	(5,923.35)	0.00
01-4550-4230-000	RETIREMENT	0.00	0.00	3,844.35	0.00	(3,844.35)	0.00
01-4550-4413-000	HEAT FUEL	0.00	0.00	2,936.87	0.00	(2,936.87)	0.00
01-4550-4956-000	APPROPRIATION	242,210.00	242,210.00	0.00	0.00	242,210.00	100.00
Total Dept 4550 - LIBRARY		242,210.00	242,210.00	98,901.51	0.00	143,308.49	59.17
Department: 4583 PATRIOTIC PURPOSES							
01-4583-4610-000	PATRIOTIC PURPOSES	3,173.00	3,173.00	3,412.18	0.00	(239.18)	(7.54)
Total Dept 4583 - PATRIOTIC PURPOSES		3,173.00	3,173.00	3,412.18	0.00	(239.18)	(7.54)
Department: 4589 BAND							
01-4589-4111-000	CONCERT SERIES	5,500.00	5,500.00	25.00	0.00	5,475.00	99.55
01-4589-4115-000	CONCERT ADVERTISING	875.00	875.00	1,755.30	0.00	(880.30)	(100.61)
01-4589-4120-000	CONCERT MUSIC LICENSE'S	725.00	725.00	858.67	0.00	(133.67)	(18.44)
01-4589-4689-000	CONCERT SUPPLIES OTHER	95.00	95.00	7.50	0.00	87.50	92.11
Total Dept 4589 - BAND		7,195.00	7,195.00	2,646.47	0.00	4,548.53	63.22
Department: 4611 CONSERVATION							
01-4611-4112-000	MINUTE TAKER	465.00	465.00	172.70	0.00	292.30	62.86
01-4611-4220-000	FICA/MEDICARE	0.00	0.00	13.22	0.00	(13.22)	0.00
01-4611-4240-000	TRAINING	420.00	420.00	0.00	0.00	420.00	100.00
01-4611-4560-000	DUES/MEMBERSHIP	345.00	345.00	0.00	0.00	345.00	100.00
01-4611-4620-000	OFFICE SUPPLIES	25.00	25.00	0.00	0.00	25.00	100.00
01-4611-4951-000	PUBLIC AWARENESS	235.00	235.00	0.00	0.00	235.00	100.00
01-4611-4952-000	LAKE MONITOR	1,400.00	1,400.00	0.00	0.00	1,400.00	100.00

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Fund: 01 GENERAL FUND							
Department: 4611 CONSERVATION							
	Total Dept 4611 - CONSERVATION	2,890.00	2,890.00	185.92	0.00	2,704.08	93.57
Department: 4652 COMMUNITY CAP PROGRAM							
01-4652-4610-000	COMMUNITY CAP PROGRAM	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00
	Total Dept 4652 - COMMUNITY CAP PROGRAM	14,000.00	14,000.00	0.00	0.00	14,000.00	100.00
Department: 4659 WHITE BIRCH CENTER							
01-4659-4612-000	WHITE BIRCH CENTER	65,000.00	65,000.00	16,249.98	0.00	48,750.02	75.00
	Total Dept 4659 - WHITE BIRCH CENTER	65,000.00	65,000.00	16,249.98	0.00	48,750.02	75.00
Department: 4711 DEBT SERICE PRINCIPAL							
01-4711-4940-000	PRINCIPAL	130,163.00	130,163.00	0.00	0.00	130,163.00	100.00
	Total Dept 4711 - DEBT SERICE PRINCIPAL	130,163.00	130,163.00	0.00	0.00	130,163.00	100.00
Department: 4721 DEBT SERVICE INTEREST							
01-4721-4940-000	INTEREST	19,039.00	19,039.00	525.00	0.00	18,514.00	97.24
	Total Dept 4721 - DEBT SERVICE INTEREST	19,039.00	19,039.00	525.00	0.00	18,514.00	97.24
Department: 4723 DEBT SERVICE TAN							
01-4723-4940-000	TAN INTEREST	13,500.00	13,500.00	1,789.23	0.00	11,710.77	86.75
	Total Dept 4723 - DEBT SERVICE TAN	13,500.00	13,500.00	1,789.23	0.00	11,710.77	86.75
Department: 4900 WARRANT ARTICLES							
01-4900-4005-000	ROAD IMPROVEMENTS	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00
	Total Dept 4900 - WARRANT ARTICLES	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00
Department: 4902 WARRANT ARTICLES							
01-4902-4015-000	2022 WWTP UPGRADE	0.00	3,094,678.75	16,288.87	3,078,389.88	0.00	99.47
01-4902-4023-011	2023 HIGHWAY BACKHOE	205,000.00	205,000.00	0.00	0.00	205,000.00	100.00
01-4902-4023-013	2023 HIGHWAY EQUIP TRAILER	20,000.00	20,000.00	18,568.05	0.00	1,431.95	7.16
01-4902-4023-014	2023 AMBULANCE CAB/CHASSIS	64,000.00	64,000.00	0.00	0.00	64,000.00	100.00
01-4902-4023-015	2023 TRANSFER TRASH TRUCK	50,000.00	50,000.00	36,200.00	0.00	13,800.00	27.60
	Total Dept 4902 - WARRANT ARTICLES	339,000.00	3,433,678.75	71,056.92	3,078,389.88	284,231.95	97.93
Department: 4903 WARRANT ARTICLES							
01-4903-4020-000	LIBRARY MASONRY - MOOSE PLATE	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00
01-4903-4038-000	ETF TECHNOLOGY	0.00	0.00	2,000.00	0.00	(2,000.00)	0.00
01-4903-4041-000	ARPA MONEY SPENT	0.00	16,803.00	21,803.00	0.00	(5,000.00)	(29.76)
	Total Dept 4903 - WARRANT ARTICLES	20,000.00	36,803.00	23,803.00	0.00	13,000.00	35.32
Department: 4915 CAPITAL RESERVE							
01-4915-4003-000	ETF - TOWN OWNED BUILDING	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
01-4915-4890-000	CRF - AMBULANCE	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00
01-4915-4891-000	CRF - WWTP	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00
01-4915-4892-000	ETF - POLICE BUILDING	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00
01-4915-4893-000	ETF - FIRE/RESCUE BUILDING	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
01-4915-4894-000	CRF - TRANSFER STATION	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00
01-4915-4895-000	CRF - FIRE EQUIPMENT	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00
01-4915-4896-000	CRF - REVALUATION	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00
01-4915-4897-000	CRF - HIGHWAY EQUIP	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
01-4915-4899-000	ETF - LIBRARY ACCESS & SAFETY	53,000.00	53,000.00	0.00	0.00	53,000.00	100.00
01-4915-4901-000	ETF - ROAD MAINTENANCE	700,000.00	700,000.00	0.00	0.00	700,000.00	100.00

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Fund: 01 GENERAL FUND							
Department: 4915 CAPITAL RESERVE							
01-4915-4902-000	ETF - TOWN TECHNOLOGY	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4915-4903-000	ETF - PARKS	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4915-4904-000	ETF - POLICE EQUIPMENT	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
01-4915-4990-000	CRF - BRIDGE REPAIR	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
Total Dept 4915 - CAPITAL RESERVE		1,403,000.00	1,403,000.00	0.00	0.00	1,403,000.00	100.00
Fund 01 - GENERAL FUND:							
TOTAL EXPENDITURES		8,417,888.00	11,658,361.44	2,238,038.32	3,230,468.14	6,189,854.98	

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Fund: 01 GENERAL FUND							
Department: 4900 WARRANT ARTICLES							
01-4900-4005-000	ROAD IMPROVEMENTS	130,000.00	130,000.00	0.00	0.00	130,000.00	100.00
Total Dept 4900 - WARRANT ARTICLES		130,000.00	130,000.00	0.00	0.00	130,000.00	100.00
Department: 4902 WARRANT ARTICLES							
01-4902-4015-000	2022 WWTP UPGRADE	0.00	3,094,678.75	16,288.87	3,078,389.88	0.00	99.47
01-4902-4023-011	2023 HIGHWAY BACKHOE	205,000.00	205,000.00	0.00	0.00	205,000.00	100.00
01-4902-4023-013	2023 HIGHWAY EQUIP TRAILER	20,000.00	20,000.00	18,568.05	0.00	1,431.95	7.16
01-4902-4023-014	2023 AMBULANCE CAB/CHASSIS	64,000.00	64,000.00	0.00	0.00	64,000.00	100.00
01-4902-4023-015	2023 TRANSFER TRASH TRUCK	50,000.00	50,000.00	36,200.00	0.00	13,800.00	27.60
Total Dept 4902 - WARRANT ARTICLES		339,000.00	3,433,678.75	71,056.92	3,078,389.88	284,231.95	97.93
Department: 4903 WARRANT ARTICLES							
01-4903-4020-000	LIBRARY MASONRY - MOOSE PLATE	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00
01-4903-4038-000	ETF TECHNOLOGY	0.00	0.00	2,000.00	0.00	(2,000.00)	0.00
01-4903-4041-000	ARPA MONEY SPENT	0.00	16,803.00	21,803.00	0.00	(5,000.00)	(29.76)
Total Dept 4903 - WARRANT ARTICLES		20,000.00	36,803.00	23,803.00	0.00	13,000.00	35.32
Department: 4915 CAPITAL RESERVE							
01-4915-4003-000	ETF - TOWN OWNED BUILDING	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
01-4915-4890-000	CRF - AMBULANCE	80,000.00	80,000.00	0.00	0.00	80,000.00	100.00
01-4915-4891-000	CRF - WWTP	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00
01-4915-4892-000	ETF - POLICE BUILDING	75,000.00	75,000.00	0.00	0.00	75,000.00	100.00
01-4915-4893-000	ETF - FIRE/RESCUE BUILDING	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
01-4915-4894-000	CRF - TRANSFER STATION	30,000.00	30,000.00	0.00	0.00	30,000.00	100.00
01-4915-4895-000	CRF - FIRE EQUIPMENT	100,000.00	100,000.00	0.00	0.00	100,000.00	100.00
01-4915-4896-000	CRF - REVALUATION	15,000.00	15,000.00	0.00	0.00	15,000.00	100.00
01-4915-4897-000	CRF - HIGHWAY EQUIP	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00
01-4915-4899-000	ETF - LIBRARY ACCESS & SAFETY	53,000.00	53,000.00	0.00	0.00	53,000.00	100.00
01-4915-4901-000	ETF - ROAD MAINTENANCE	700,000.00	700,000.00	0.00	0.00	700,000.00	100.00
01-4915-4902-000	ETF - TOWN TECHNOLOGY	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4915-4903-000	ETF - PARKS	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00
01-4915-4904-000	ETF - POLICE EQUIPMENT	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00
01-4915-4990-000	CRF - BRIDGE REPAIR	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00
Total Dept 4915 - CAPITAL RESERVE		1,403,000.00	1,403,000.00	0.00	0.00	1,403,000.00	100.00
Fund 01 - GENERAL FUND:							
TOTAL EXPENDITURES		1,892,000.00	5,003,481.75	94,859.92	3,078,389.88	1,830,231.95	

EXPENDITURE BUDGET VS ACTUAL REPORT FOR TOWN OF HENNIKER

Balance As of 05/31/2023

GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 01 GENERAL FUND							
Total Dept 4130 - EXECUTIVE		31,686.00	31,686.00	6,293.53	0.00	25,392.47	80.14
Total Dept 4140 - TOWN CLERK		94,275.00	94,275.00	38,312.00	0.00	55,963.00	59.36
Total Dept 4141 - ELECTIONS		6,620.00	6,620.00	2,301.82	0.00	4,318.18	65.23
Total Dept 4142 - TAX MAP		4,950.00	4,950.00	3,550.00	0.00	1,400.00	28.28
Total Dept 4150 - TOWN OFFICE		790,173.00	790,173.00	310,953.88	0.00	479,219.12	60.65
Total Dept 4151 - TAX COLLECTOR		94,525.00	94,525.00	32,895.60	0.00	61,629.40	65.20
Total Dept 4153 - LEGAL		20,000.00	20,000.00	9,819.47	0.00	10,180.53	50.90
Total Dept 4191 - PLANNING		30,679.00	30,679.00	10,739.70	0.00	19,939.30	64.99
Total Dept 4192 - ZONING		5,271.00	5,271.00	233.75	0.00	5,037.25	95.57
Total Dept 4195 - CEMETERIES		21,330.00	21,330.00	11,780.00	0.00	9,550.00	44.77
Total Dept 4196 - INSURANCE		156,615.00	156,615.00	0.00	0.00	156,615.00	100.00
Total Dept 4197 - MUNICIPAL DUES		4,157.00	4,157.00	4,052.00	0.00	105.00	2.53
Total Dept 4210 - POLICE		1,435,378.00	1,562,966.00	502,478.12	128,222.57	932,265.31	67.85
Total Dept 4214 - FIRE & RESCUE		732,465.00	732,465.00	295,870.66	0.00	436,594.34	59.61
Total Dept 4215 - RESCUE		124,159.00	125,562.69	32,686.61	1,403.69	91,472.39	73.97
Total Dept 4220 - FIRE		166,347.00	166,347.00	38,523.97	16,803.00	111,020.03	76.84
Total Dept 4240 - CODE		29,993.00	29,993.00	11,406.32	0.00	18,586.68	61.97
Total Dept 4290 - EMERGENCY MANAGEMENT		1,292.00	1,292.00	0.00	0.00	1,292.00	100.00
Total Dept 4311 - HIGHWAY		861,750.00	861,750.00	351,073.44	0.00	510,676.56	59.26
Total Dept 4312 - HIGHWAY & STREETS		697,500.00	697,500.00	139,142.06	0.00	558,357.94	80.05
Total Dept 4316 - STREET LIGHTS		13,500.00	13,500.00	3,764.35	0.00	9,735.65	72.12
Total Dept 4414 - ANIMAL CONTROL		9,408.00	9,408.00	387.54	0.00	9,020.46	95.88
Total Dept 4442 - WELFARE		80,000.00	80,000.00	26,548.31	0.00	53,451.69	66.81
Total Dept 4520 - ATHLETIC		32,645.00	32,645.00	11,191.80	0.00	21,453.20	65.72
Total Dept 4550 - LIBRARY		242,210.00	242,210.00	98,901.51	0.00	143,308.49	59.17
Total Dept 4583 - PATRIOTIC PURPOSES		3,173.00	3,173.00	3,412.18	0.00	(239.18)	(7.54)
Total Dept 4589 - BAND		7,195.00	7,195.00	2,646.47	0.00	4,548.53	63.22
Total Dept 4611 - CONSERVATION		2,890.00	2,890.00	185.92	0.00	2,704.08	93.57
Total Dept 4652 - COMMUNITY CAP PROGRAM		14,000.00	14,000.00	0.00	0.00	14,000.00	100.00
Total Dept 4659 - WHITE BIRCH CENTER		65,000.00	65,000.00	16,249.98	0.00	48,750.02	75.00
Total Dept 4711 - DEBT SERICE PRINCIPAL		130,163.00	130,163.00	0.00	0.00	130,163.00	100.00
Total Dept 4721 - DEBT SERVICE INTEREST		19,039.00	19,039.00	525.00	0.00	18,514.00	97.24
Total Dept 4723 - DEBT SERVICE TAN		13,500.00	13,500.00	1,789.23	0.00	11,710.77	86.75
Fund 01 - GENERAL FUND:							
TOTAL EXPENDITURES		5,941,888.00	6,070,879.69	1,967,715.22	146,429.26	3,956,735.21	

EXPENDITURE BUDGET VS ACTUAL REPORT FOR TOWN OF HENNIKER

Balance As of 05/31/2023

GL Number	Description	2023 Original Budget	2023 Amended Budget	YTD ACTIVITY	Encumbrance 05/31/2023	Available Balance 05/31/2023	% Bdgt Remain
Fund: 03 WASTEWATER TREATMENT PLANT							
03-4326-4110-000	WAGES FT	218,360.00	218,360.00	55,244.31	0.00	163,115.69	74.70
03-4326-4130-000	COMM/TREAS/ACCTNG	2,435.00	2,435.00	0.00	0.00	2,435.00	100.00
03-4326-4140-000	WAGES OT	7,249.00	7,249.00	4,851.39	0.00	2,397.61	33.08
03-4326-4210-000	BENEFIT INSURANCES	60,073.00	60,073.00	22,078.64	0.00	37,994.36	63.25
03-4326-4220-000	FICA/MEDICARE	16,920.00	16,920.00	4,460.58	0.00	12,459.42	73.64
03-4326-4230-000	RETIREMENT	31,484.00	31,484.00	6,096.74	0.00	25,387.26	80.64
03-4326-4240-000	TRAINING/LICENSE	1,200.00	1,200.00	165.00	0.00	1,035.00	86.25
03-4326-4291-000	UNIFORMS	1,071.00	1,071.00	0.00	0.00	1,071.00	100.00
03-4326-4301-000	ACCOUNTING	990.00	990.00	0.00	0.00	990.00	100.00
03-4326-4341-000	TELEPHONE	4,536.00	4,536.00	1,234.90	0.00	3,301.10	72.78
03-4326-4408-000	ELECTRICITY PUMP STATION	3,640.00	3,640.00	1,837.27	0.00	1,802.73	49.53
03-4326-4409-000	ELECTRICITY	51,674.00	51,674.00	20,840.12	0.00	30,833.88	59.67
03-4326-4410-000	ELEC MAPLE STREET	1,357.00	1,357.00	940.43	0.00	416.57	30.70
03-4326-4411-000	HEAT BELT PRESS BLDING	6,910.00	6,910.00	2,076.52	0.00	4,833.48	69.95
03-4326-4412-000	WATER	24,170.00	24,170.00	12,344.70	0.00	11,825.30	48.93
03-4326-4413-000	HEAT PLANT	10,056.00	10,056.00	4,502.92	0.00	5,553.08	55.22
03-4326-4414-000	ALARM SERVICE	812.00	812.00	250.00	0.00	562.00	69.21
03-4326-4415-000	PROPANE	1,699.00	1,699.00	630.83	0.00	1,068.17	62.87
03-4326-4430-000	BUILDING REPAIR/MAINT	2,040.00	2,040.00	410.00	0.00	1,630.00	79.90
03-4326-4520-000	WORKERS COMP INSURANCE	2,869.00	2,869.00	0.00	0.00	2,869.00	100.00
03-4326-4521-000	GENERAL LIAB INS.	11,610.00	11,610.00	100.00	0.00	11,510.00	99.14
03-4326-4550-000	PRINTING	200.00	200.00	343.62	0.00	(143.62)	(71.81)
03-4326-4560-000	DUES/MEMBERSHIPS	215.00	215.00	0.00	0.00	215.00	100.00
03-4326-4620-000	OFFICE SUPPLIES	885.00	885.00	301.96	0.00	583.04	65.88
03-4326-4625-000	POSTAGE	585.00	585.00	0.00	0.00	585.00	100.00
03-4326-4635-000	VEHICLE FUEL	1,300.00	1,300.00	557.92	0.00	742.08	57.08
03-4326-4650-000	LAWN TRACTOR REPAIR	600.00	600.00	0.00	0.00	600.00	100.00
03-4326-4660-000	VEHICLE REPAIR	200.00	200.00	133.03	0.00	66.97	33.49
03-4326-4662-000	VEHICLE PARTS/ACCESSORIES	200.00	200.00	0.00	0.00	200.00	100.00
03-4326-4689-000	SUPPLIES OTHER	2,780.00	2,780.00	190.21	0.00	2,589.79	93.16
03-4326-4741-000	TOOL PURCHASES	400.00	400.00	137.37	0.00	262.63	65.66
03-4326-4805-000	EQUIPMENT REPAIR/MAINT.	34,390.00	34,390.00	11,858.22	0.00	22,531.78	65.52
03-4326-4810-000	COMPUTER REPAIR/MAINT.	300.00	300.00	0.00	0.00	300.00	100.00
03-4326-4855-000	SAFETY SUPPLIES	2,046.00	2,046.00	900.76	0.00	1,145.24	55.97
03-4326-4860-000	LAB REPAIR/MAINTENANCE	4,055.00	4,055.00	1,903.00	0.00	2,152.00	53.07
03-4326-4862-000	IN HOUSE LAB	6,764.00	6,764.00	4,107.09	0.00	2,656.91	39.28
03-4326-4864-000	OUTSIDE LAB	5,328.00	5,328.00	2,551.61	0.00	2,776.39	52.11
03-4326-4869-000	SLUDGE PROCESSING	11,167.00	11,167.00	0.00	0.00	11,167.00	100.00
03-4326-4870-000	SLUDGE DISPOSAL EXPENSE	40,060.00	40,060.00	18,065.02	0.00	21,994.98	54.91
03-4326-4871-000	GRIT DISPOSAL	2,700.00	2,700.00	0.00	0.00	2,700.00	100.00
03-4326-4875-000	COLLECTION SYSTEM	28,864.00	28,864.00	14.00	0.00	28,850.00	99.95
03-4326-4940-000	DEBT SERVICE	38,240.00	38,240.00	787.50	0.00	37,452.50	97.94
03-4326-4988-000	PH ADJUSTMENT	30,624.00	30,624.00	24,642.00	0.00	5,982.00	19.53
03-4326-4990-000	CAPITAL RESERVE	50,000.00	50,000.00	0.00	0.00	50,000.00	100.00
Fund 03 - WASTEWATER TREATMENT PLANT:							
TOTAL EXPENDITURES		723,058.00	723,058.00	204,557.66	0.00	518,500.34	

TOWN ADMINISTRATOR REPORT

CORRESPONDENCE