



Board of Selectmen
Meeting Agenda
Tuesday, November 05, 2019
6:15 PM

Call to Order

Pledge of Allegiance

Consent Agenda

[Item1:](#) Consent Agenda

Public Forum #1

New Business

[Item2:](#) Concert Committee

[Item3:](#) Highway Superintendent Leo Aucoin

- Fairview Ave. Culvert Repair

- Road Construction Update

[Item4:](#) NHMA Conference

[Item5:](#) Merrimack County DOC Work Program

Old Business

Other Business

[Item6:](#) Review of public minutes of October 15, 2019

Item7: Review of non-public minutes of October 15, 2019

[Item8:](#) Town Administrator Report

Public Forum #2

Telephone
603-428-3221

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

FAX
603-428-4366

Non-Public

Item9: Non-public RSA 91-A:3, II(e)

Adjourn

Notice posted on: 11-01-19

Next Routine Meeting: 11-19-19

Items for the next agenda, with completed backup, must be in the
Selectmen's Office no later than 12:00 noon on 11-14-19



Board of Selectmen
Consent Agenda
November 5, 2019

Consent Agenda

1. Sewer Warrant
2. Henniker Trustees of the Trust Fund
 - a. Reimbursement to the Town of Henniker - \$161,717
 - b. Reimbursement to the Town of Henniker - \$32,662
3. Petition and Pole License
 - a. PSNH#: 12-0797
 - b. PSNH#: 12-0800
 - c. PSNH#: 12-0801
 - d. PSNH#: 12-0803
4. 2019 PA-28 Penalty Abatement – Lot 1-102-X1, Lot 1-320
5. Abatements – Lots 1-619-048, 1-619-087, 1-305-E20, 1-619-022, 1-318-105
6. Intent to Cut
 - a. Lot 1-559
 - b. Lot 1-559-A
 - c. Lot 1-729-B
 - d. Lot 1-054-B
 - e. Lot 767-E
7. Motor Vehicle Refund
8. Land Use Change Tax & Warrant
 - a. Lot 1-57
 - b. Lot 1-293-F
9. Sewer Commissioners administrative abatements
10. Re-appointment:

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- a. Martha Taylor – Fair Hearings Authority
- b. Martha Taylor – Municipal Records Committee
- c. Lance Rickenberg – Highway Safety Committee
- d. Erich A. Adler – Athletics for Youth
- e. James Eilenberger – Spirit of Henniker Team
- f. Susan S. Adams – Azalea Park/Riverwalk Committee

11. New appointments:

- a. Lance Rickenberg – Road Management Committee
- b. Karol Dermon – Concert Committee
- c. Justin S. Umlah – Conservation Committee
- d. Justin S. Umlah - Trails Committee
- e. Taylor Carroll – Concert Committee

Board of Selectmen Approval:

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



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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Fax: (603) 428-4366

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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: October 23, 2019

TITLE: Request from Concert Committee

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

I would recommend approving the Concert Committee's request.

BACKGROUND:

In 2019 the Concert Committee held a successful Blues and Brews Fest at the Community Bandstand. They are requesting permission from the Board to again serve alcohol in the town park.

DISCUSSION:

Comments from the Concert Committee Chair Ruth Zax

FISCAL IMPACT:

None

RECOMMENDATION:

I recommend approving this request.

ATTACHMENTS:

Description

Upload Date

Type

[Type here]



PROPOSAL – Fairview Culvert Extension

October 24, 2019

Recorded 02/19/19

Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

Attn: Leo Aucoin Ph: 603-428-7200 Fax: 603-428-7200 E-mail: henroadagent@tds.net

We hereby propose to furnish the materials and perform the labor necessary for the completion of:
Project – Fairview Culvert Extension - Town of Henniker

Scope of Work: – Extend Culvert on Each Side of Road by Approximately 4' & Set Headwalls):

- Excavate and set owner supplied headwalls
- Install (extend) 36" RCP pipe culvert (each side), approximately 4'
- Set slopes to grade
- Clean-up & demobilize

For Lump Sum Total of: \$9,850.00

Exclusions & Qualifications:

- **Traffic control by others (if needed)**
- **Headwalls and culvert pipe supplied by others**
- **Loaming and seeding by others**
- **This proposal does not include road work or patching (if needed)**

**Jeff Perry
Project Manager/Estimator
GMI Asphalt**



















From: NH Municipal Association <governmentaffairs@nhmunicipal.org>
Sent: Friday, October 25, 2019 10:57 AM
To: townadministrator@henniker.org
Subject: NHMA Notice of Annual Meeting - November 14, 2019



Notice of Annual Meeting New Hampshire Municipal Association

TO: NHMA Municipal Member Officials

FROM: Margaret M.L. Byrnes, NHMA Executive Director

DATE: October 25, 2019

The **2019 NHMA Annual Meeting** will be held in conjunction with the NHMA Annual Conference on **Thursday, November 14, at 10:15 a.m., in the Webster Room at the Doubletree by Hilton Manchester Downtown Hotel (formerly Radisson) in Manchester.** You do not need to register for the NHMA Annual Conference to attend this meeting (but we hope you will!).

At the Annual Meeting, each member municipality will have an opportunity to vote for new and returning members of the NHMA Board of Directors. In addition, we will preview the 2020 legislative session and the 2020 programming NHMA is planning for members.

Each member municipality has one vote at the Annual Meeting. Voting delegates need not be determined ahead of time, but should more than one person from a municipality attend the meeting, the voting card will be issued in the following priority as determined by the NHMA Directory:

Mayor/Chair of Board of Selectmen/Council Chair

OR

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

OR

Selectman/Alderman/Councilor

OR

City or Town Manager/Administrative Assistant.

Please see below for the meeting agenda and the slate of candidates for the board of directors.

Please contact NHMA Staff at NHMAinfo@nhmunicipal.org or (603) 224-7447 if you have any questions.

Note that this notice has also been sent by U.S. mail to each member municipality.

NHMA Annual Meeting

Thursday, November 14, 2019, 10:15 a.m.

**Doubletree by HiltonManchester Downtown Hotel
(formerly Radisson Hotel)
Webster Room**

Agenda

1. Overview of NHMA activities in 2019
2. Vote: Members of Board of Directors (slate of nominees below)
3. 2020 activities
 - Legislative forecast
 - Preview of member programming
4. Other business

NHMA BOARD OF DIRECTORS NOMINEES

The NHMA Executive/Nominating Committee nominates the following individuals to the Board of Directors for the terms noted. (* Denotes incumbents.)

Name	Position	Municipality	Appointed or Elected	Term Expires
Conner MacIver	Town Administrator	Barrington	Appointed	2022
Pamela LaFlamme	Community Dev. Dir.	Berlin	Appointed	2022
Judie Milner	City Manager	Franklin	Appointed	2022
Cheryl Lindner	Chief of Staff	Nashua	Appointed	2022
Meredith Hatfield	City Councilor	Concord	Elected	2022
*David Caron	Town Administrator	Derry	Appointed	2022
*Jim Maggiore	Select Board Member	North Hampton	Elected	2022
*Stephen Fournier	Town Administrator	Newmarket	Appointed	2022

2020 Schedule of Board of Directors Meeting Dates (subject to change):

January 17	February 21	March 20	April 17
May 15	June 19	July 17	August 21
September 18	October 16	November 20	December 18

[Forward email](#)



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New Hampshire Municipal Association | NH Municipal Association | 25 Triangle Park Drive | Concord | NH | 03301





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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: October 28, 2019

TITLE: Merrimack County Work Program

PREPARED BY: Joseph Devine, Town Administrator

TOWN ADMINISTRATOR'S COMMENTS - RECOMMENDATION:

I recommend you approve the use of the Work Program

BACKGROUND:

Merrimack County Department of Corrections provides free labor of inmates, work release, and community service individuals looking to give back to the community. They would provide free work to any town/city/non-profit in Merrimack County.

DISCUSSION:

I have spoken with Cpl. Jonathan Sciuto of the Merrimack County DOC who runs the program. The program offers supervised inmate labor. The County provides food, water, suntan lotion, bugspray. We are required to provide any tools or equipment necessary. They are booking 3-4 months out currently but have some dates available. The participants are required to sign a liability waiver prior working with the work program.

FISCAL IMPACT:

None

RECOMMENDATION:

I recommend the use of Merrimack County Work Program.

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, October 15, 2019
Henniker Town Hall**

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

Town Administrator: Russ Roy

Recording Secretary: Kelly McCutcheon

Guests: Jesse Colby, Rocky, Warren Mattiello, Bonnie Mattiello, Jennifer Lopez, Dominic Lopez-Finet, Joshua R Finet, Marc McMurphy, Kevin Daniel, Susan Adams, Sandy Johnson, Bill Marko, Lori Marko, Matt French, Lisa Hustis

Item 1: Correspondence

Item 2: Consent Agenda

Selectman Parker moved to approve the Consent Agenda. Vice Chair Hooper seconded. Motion carried 5-0.

Public Forum #1:

Warren Mattiello is a part of the Historic Commission and Community Park and wanted to express his strong disapproval regarding an Eversource pole in front the of the park.

Item 3: Police Chief Matthew French- Pinning Ceremony of Officer Jake Bois

Police Chief French introduced Officer Jake Bois to the Board and explained how his marine core and military police experience made him a top candidate and the department is thrilled to have him. Office Jake Bois is pinned by his wife and child and officially a member of the Henniker Police Department and warmly welcomed.

Item 4: Highway Superintendent Leo Aucoin
-Eversource (Main Street Ice Cream Shop)

Leo met with Eversource and the feedback is the equipment for the ice cream shop has already been purchased and is all 3-phase equipment. The pole does not have to go in front of the part as initially proposed at the last meeting. The second placement option is between Selectmen Flynn's house and his neighbor's house where there would be a single pole and 1 guide wire.

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Selectman Flynn was under the impression the pole could not be moved. Leo stated the pole will be next to the walkway just outside the flower bed and that the pole would house all 3 transformers. Leo stated he is looking for the Board's vote on the new pole location.

Sandy Johnson (Selectman Flynn's Neighbor) asked why the transfers could not go on the pole already there. There is not enough room on the current pole to hold all 3 transformers. Sandy asked if there was another option besides in front of her and Selectman Flynn's houses. Chair Blomback stated option A was in front of Community Park and option B in between Sandy Johnson's and Selectman Flynn's homes.

Warren Mattiello asked why this was coming up now when it could have been done this summer and the electrical could have been buried and paved. Leo stated burring is not an option because power needs to come down from a pole. It is also stated that installing a pole with 3 phase power has not cost to the town.

Josh Finet introduced himself as the owner of the ice cream shop and new resident in town. He understands and acknowledge that this was not how he wanted to be introduced to the town, but in order to open he needs the 3 phase power to run his equipment and stated the 3 phase equipment is the most economical way to bring power to the ice cream parlor and operates at the most efficient level, in addition to giving him the ability to produce ice cream in the shop bringing a unique ability and adding economic power to the town where he also now resides. He wished he had the power to mitigate these issues but was unable to effect change with Eversource and apologized for this obstacle. He stated he hopes to stay in town and hopes the business thrives and for Henniker to have this ice cream parlor for the next 30 years and more.

Dominic Lopez-Finet introduced himself as Josh's son and admitted the pole may seem like an inconvenience, but mentioned how good it will feel to add a new staple to Henniker small business, that will bring people to Henniker and let Henniker shine. He stated Henniker has already taken a space in his heart and to have a reprieve in a small historical town after coming from a city is really what he needed and with the pole people will be able to enjoy ice cream in the only ice cream parlor in the only Henniker on earth and it would be a great opportunity. Chair Blomback welcomed him to town.

Josh Finet stated he expects to hire locally and to source supplies locally as well as he believes in small town America and family run businesses. He apologized again for the issue at hand and stated he would be available after the meeting to answer questions and can also be contacted via the website and Facebook.

Selectman Osgood stated 3 phase power would be a benefit to other future businesses. Kevin Daniel stated he has 3 phase power at his restaurant, but it would be expensive to bring it down to the ice cream shop. Josh Finet stated he already invested in 3 phase equipment. Kevin stated there are historical reasons, and that when the power was put in everything from Selectmen Flynn's house down needed to be underground and all the businesses but the present ice cream shop location, paid to have the wires buried. Kevin stated there are not suppose to be any wiring past Selectman Flynn's house and down the rest of Main St. and

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stated that single phase machines of converters for 3 phase to single phase. He mentioned the deed for Community Park does not allow for poles or wires. Josh asked Kevin how many pieces of 3 phase equipment he ran, Kevin responded 10.

Mark McMurphy lives downtown and is neither for or against the pole, but asked the Board keep the beatification in mind and the presentation of the town. Bill Marko stated there have been countless conversation regarding economic development in town and how there needs to be support to encourage businesses to come to Henniker, and this is a prime example of economic development. It is a family business trying to do the most economical thing and to make them buy new equipment is unfair and essentially saying they can do business here but they will need to jump through hoops, continuing the reputation of Henniker being a difficult place to do business. It is a power pole; one more is not going to ruin the beauty of the town. The pole wont being going in the park and the new location will impact a couple people but the benefit of bring 3 phase power could be the seed that encourages other businesses to come here, not just this one ice cream shop.

Rocky agreed with Bill and stated it is no different than changing the front of Town Hall, and stated the Town Hall has looked the same for decades. Lisa Hustis stated as a business owner who operated s shop on Main St and served on the revitalization committee mentioned the effort and money that had been dedicated to bury the electrical wires and the benefit of burring the electrical wires and lack of power disruptions from snow/ice/wind storms and wanting to main the esthetics of downtown Henniker.

Selectman Parker moved to approve the new location of the 3 phase pole. Vice Chair Hooper seconded. Motion carried 4-0-1 (Flynn)

- Purchase of trackless double trip plow

Looking for plow tool to mount to sidewalk tractor. On some slushie storms the blower doesn't work well, the power angle plow, coming from operating budget at \$6680. Leo preferred to sole source through HP Fairfield.

Selectman Parker moved to approve the purchase of a trackless double trip for \$6680 from Fairfield. Vice Chair Hooper seconded. Motion carried 5-0.

- Road construction update

Western Ave has the base down, Rush Road has the base down and was dug up. Crescent Street received a shim and overlay. Curbing starts Monday then will set sidewalks on Western Ave and Rush Road.

Item 5: Lisa Hustis – Henniker Historic District Commission

Lisa is on the Historic District Commission for the last 3 years and is currently serving as the Chair and has some recommendations for improving Town Hall. Over the last several months of research and it was determined the trash barrel, cigarette barrel, and flower barrels are distracting from the front of the building. Warren Mattiello's research showed there are very

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few town halls built like ours and encourages removing the barrels to emphasize the natural beauty and history of the Town Hall. He also spoke to Jerry Gilbert regarding lighting and found some way to run lights that are unobtrusive and suggested adding lamps on the outside of the building that are historically accurate in increase the outside lighting making it safer, and is looking for the board to consider the Historic District Committee recommendations and allow for a hearing to be had in the future regarding the proposed changes.

Vice Chair Hooper stated there is a tentative budget schedule meeting beginning in November and all proposals need to be submitted to Russ before October 25th.

Susan Adams, also on the Historic District Commission, discussed in more detail the proposed changes. Vice Chair Hooper clarified that no work should be done on the proposed project until the budget has gone through and the Board has had time to review. Selectman Flynn stated he believed it was just conceptual designs and Susan confirm no work has been done but estimates have been received and conceptual design work has started. Selectman Parker's concern with removing the cigarette barrel is people just throwing their cigarettes on the ground. Lisa stated many municipal buildings do not allow smoking within a certain amount of feet from the building. Vice Chair Hooper asked the Commission to gather the materials they have and to submit them to Russ asap to be added to the budget material.

Item 6: Review of public minutes of October 1, 2019

Vice Chair Hooper moved to approve as amended. Selectman Parker seconded. Motion carried 5-0.

Item 7: Review of non-public minutes of October 15, 2019

Vice Chair Hooper moved to approve as presented. Selectman Parker seconded. Motion carried 5-0.

Item 8: Select Board Reports

Selectman Osgood attended the New Hampshire Housing Authority meeting.

Vice Chair Hooper stated the Planning Board approved a sub division on Old Concord Road for commercial.

Chair Blomback stated the Economic Development Committee met and is investigating tax incentive programs for local downtown development and for outskirts development.

Selectman Flynn stated he met with the Historic District Commission last week and had given them advice on how to present tonight. The Energy Committee will meet tomorrow.

Selectman Parker stated the Road Management Committee did have enough member to make any decisions at the last meeting, but they are keeping track of current road projects and working on next years budget figures and projects. He stated the Zoning Board Authority hearing was contentious and dealt with a trailer park in a commercial area where the trailer had burned down over 2 years ago and it was an interesting discussion.

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Item 9: interim Town Administrator report

Updated tax rate with money from the state brings the rate down from 10.41 to 10.20. last year was 9.20 an increase of 1.80

Public forum #2

No public comment.

Chair Blomback moved to enter into non-public. Vice Chair Hooper seconded. Motion carried 5-0.

Item 10: Non-public RSA 91-A:3 II (e)

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

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

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

Adjourn at 8pm.



TOWN OF HENNIKER, NEW HAMPSHIRE
OFFICE of the TOWN ADMINISTRATOR

REPORT OF THE TOWN ADMINISTRATOR
November 5, 2019

- Department of Revenue and Administration has set our 2019 tax rate. To quickly break it down for everyone, we had an increase of \$1.65 from 2018 (\$33.69) to 2019 (\$35.34). The town portion of the \$1.66 increase is \$1.08, which is less than the town only estimate of \$1.86 discussed at town meeting. The breakdown of the \$35.34 is as followed:

Jurisdiction	Tax Rate	Difference from 2018
Municipal	\$10.28	Increase \$1.08
County	\$3.16	Increase \$0.15
Local Education	\$19.59	Increase \$0.43
State Education	\$2.31	Decrease \$0.01
Total	\$35.34	Increase \$1.66

- All selectman received a copy of the Wastewater System Asset Management Program prepared by Underwood Engineers. This report is also available on the town's website. Underwood Engineers will be presenting at the November 19th Board of Selectman's meeting.
- We had a pump for the Belt Filter Press break this past week as well at the Wastewater Treatment Plant. We were able to get the pump fixed rather than looking at a new pump which would cost around \$8,000 not including the installation.
- We are in the process of preparing an RFP for the MSW Hauling and Disposal. Our current contractor is Casella Waste Systems. We do have an opportunity to extend for an addition 5-year term. Transfer Station Superintendent Bergeron and I have reached out to the point of contact with Casella but have not received a call back. We will be moving forward with an RFP.
- To try to make it easier for the citizens of Henniker viewing at home we have updated the website. Before when you would click on "Town Hall Streams" it would take you to that homepage. We have updated the link, so it now directs you right to the Henniker portion. Hopefully it will make it streamline it for everyone.

- Update from Concord: Governor Sununu is going to be presenting two bills to the next session to address a housing shortage in New Hampshire. These are both important bills to watch for Henniker. The plan falls into three key areas:

1. **Enhance local control**
2. **Improve process predictability for everyone**
3. **Accelerate investment in housing**

If the bills are passed in Concord what it truly means for Henniker is the following. This is just a gist of some of the changes being proposed. Provide free training materials for appointed and elected members of the zoning boards and planning boards. Creating a planning toolbox that will be made available to municipal planners and zoning officials. Next they are looking to set timelines for final decision of both the planning board and zoning board. If the boards fail to meet the deadlines the project in question would be approved no matter what. Transparent costs and fees should be readily and easily calculated by the applicant. This includes all application fees for land use, building permits, impact fees, and sewer and water connection fees.

To aid in accelerating the investment in housing the State is looking to amend RSA 162:K (TIF Districts) to allow them to be used for residential development. Next they are looking to amend the length of tax relief set forth in RSA 79-E:5. Finally a new voluntary program is being proposed which gives municipalities the opportunity to be certified as “housing champions”, which gives them access to special treatment for state resources. The incentives should include opportunities to share in business profit tax revenue derived from new housing development and access to a new state bonding program for economic development project.

- Just a reminder our winter overnight parking ban is in effect from November 1st to April 15th between the hours of 11:00 pm and 7:00 am. This is to keep the streets clear and open during the winter season for overnight snow removal and emergency vehicle response. If you need more information, please review the Henniker Town Regulations/Ordinance section 120-12 Winter Overnight Parking Ban.
- Firstnet cell phone services gave a presentation to the Fire, Police, Rescue, DPW and school. For those not familiar Firstnet is owned and operated by AT&T. They are looking for us to switch our cell phone service for first responders to Firstnet. In the event of an emergency Firstnet subscribers get priority service over commercial lines. So, the responding agencies would be able to communicate over cell phones without fear of not being able to connect. Several town departments are going to be demoing the phones to compare the service to Verizon our current cell provider.
- Finally, I would like to thank the residents, Board of Selectmen, and especially the staff who all made me feel extremely welcomed during these first two weeks.

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

Ongoing Projects

- RFP for 2020 Revaluation of all Henniker properties. *(10% complete)*

Meetings

- I attended the Economic Development Committee meeting. Discussion on RSA 72 and 79-E
- I attended the Historic District and we discussed the budget and upgrades to the exterior of Town Hall.
- I had the opportunity to attend the RFP site visits for the PV Systems. We visited all town properties as possible locations.
- I had the opportunity to attend the TAP meeting for the road project on Western Ave. Just a reminder Western Ave will be closed starting Monday 11/4 and running through Friday 11/8, assuming we don't have any surprises.

Useful Information

- Henniker Town Hall went through its annual sprinkler inspection on Wednesday October 30, 2019.
- Planner Mark Fougere completed the 2019 Annual Municipal Land Use Regulation Survey.
- On Saturday October 26, 2019 the transfer station held its Hazardous Waste Day. The day went great and we didn't have to turn any residents away.
- Also, on Saturday October 26, 2019 the Police Department took part in the Nationally sponsored Drug Take Back day.

Upcoming Dates

- **Budget Meeting - Saturday November 16, 2019 @8:30am – Town Hall Chambers**
- **Board of Selectmen – Tuesday November 19, 2019 @6:15pm – Town Hall Chambers**

Respectfully Submitted,



Joseph R. Devine, Jr.
Town Administrator