



TOWN OF HENNIKER, NEW HAMPSHIRE
SELECTMEN AGENDA

Place: Henniker Community Center 57 Main Street

Henniker, NH 03242

**Tuesday, June 14, 2022
6:15 PM**

6:15 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ANNOUNCEMENTS

IV. CONSENT AGENDA

Item 1: Consent Agenda for June 14, 2022

V. CORRESPONDENCE

VI. Item 2: TA-BOS Communication

Item 3: Letter from NH the Beautiful

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

VIII. NEW BUSINESS

Item 4: Highway Bid Approvals – Main Street Storm Drain Culvert Replacement and Patterson Hill Rd Bridge.

Item 5: Update on Garaventa Lift at the Tucker Free Library

Item 6: Friends of Azalea Park Request

Item 7: Town Hall Mini Splits Bid Approval

Item 8: Authorize ARPA Grant NHDES Wastewater

Item 9: NH Fish & Game Authorization for OHRV Law Enforcement Grant Application

Item 10: Job Description Review – Building & Land Use Coordinator and Executive Secretary/Office Manager

Item 11: Human Services Director Compensation Adjustment

IX. OLD BUSINESS

Item 12: Human Services General Assistance Guidelines 3rd Reading

Item 13: Overnight Parking Ordinance 4th Reading

Item 14: Fire Pond Easement – Reaffirm prior decision

X. PAST MEETING MINUTES

Item 15: Acceptance of Board of Selectmen Public Meeting Minutes May 3, 2022, 6:15pm

Item 16: Acceptance of Board of Selectmen Public Meeting Minutes May 17, 2022, 6:15pm

XI. COMMUNICATIONS

Item 17: Department Reports

Item 18: Town Administrator Report

Item 19: Selectmen Reports

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

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

XIV. ADJOURNMENT

XV. UPCOMING DATES

June 28, 2022, 6:00 p.m. – OHRV Committee

July 6, 2022, 7:00 p.m. – Conservation Commission

July 13, 2022, 6:30 p.m. – Planning Board

July 19, 2022, 6:15 p.m. – Board of Selectmen

Visitor Orientation to the Town Selectman's Meeting

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



TOWN OF HENNIKER, NEW HAMPSHIRE
BOARD OF SELECTMEN
CONSENT AGENDA

Tuesday, June 14, 2022

Consent Agenda

- Item 1:** Intent to Cut – Map 1 Lot 625-B
- Item 2:** Intent to Cut – Map 1 Lots 755 & 759
- Item 3:** Crack Seal Bid Award
- Item 4:** Gravel Tax Levy Warrant #1
- Item 5:** Gravel Tax Levy Warrant #2
- Item 6:** Supplemental Agreement No. 3 with Secretary of the Army
- Item 7:** Check Register May 18, 2022: Payroll - \$33,336.31 & Payables - \$129,968.84
- Item 8:** Check Register May 25, 2022: Payroll - \$33,766.96 & Payables - \$251,030.30
- Item 9:** Check Register June 1, 2022: Payroll - \$33,145.89 & Payables - \$44,106.28
- Item 10:** Check Register June 8, 2022: Payroll - \$39,924.25 & Payables - \$833,116.38

Board of Selectmen Approval:

_____	_____
_____	_____

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

Telephone
603-428-3221

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

FAX
603-428-4366

INTENT TO CUT CHECKLIST

Date received 5/23/22 Office ID# 22-213-05
 Owner's name Edward Smith + Mary Ann Smith Lot # 625-B

Route to: Highway Superintendent Conservation Commission
 Items 1 - 10 Complete _____ Map information complete Not provided

- Missing items:
- | | |
|---|--|
| <ol style="list-style-type: none"> 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 | <ol style="list-style-type: none"> 1 Area(s) to be cut 2 Road to be used 3 Landing(s) 4 Point of egress onto town road |
|---|--|

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

Notes/
 Comments _____

(Assigned by Municipality)

YR TOWN OP#
22 - 213 - 05 - T

For Tax Year April 1, 22 to March 31, 22

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

1. Town/City of: HENNIKER Received by TOWN OF HENNIKER

2. Tax Map/Block/Lot or USFS Sale Name & Unit No. 11625-B MAY 23 2022

3. Intent Type: Original Supplemental SELECTMEN'S OFFICE (Original Intent Number)

4. Name of Access Road: BEAR HILL ROAD

5a. Acreage of Lot: 38 Acreage of Cut: 20

5b. Anticipated Start Date: 5/12/22

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

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER

BY MAIL OR E-MAIL

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

Attach a signature page for additional owners.
Edward C Smith 5/18/22

SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED
Edward C Smith Jr. & MaryAnn Smith
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)
MaryAnn Smith 5/18/22
SIGNATURE (in ink) OF OWNER(S) OR CORPORATE OFFICER(S) DATE SIGNED

MARY ANN + EDWARD C. SMITH JR.
PRINT CLEARLY OR TYPE NAME OF OWNER(S) OR CORPORATE OFFICER(S)

2 Holly Lane
MAILING ADDRESS

BROAD BROOK CT 06016
CITY OR TOWN STATE ZIPCODE

860 739-2913
E-MAIL ADDRESS

HOME PHONE (Enter number without dashes) CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

- All owners of record have signed the Intent;
- The land is not under the Current Use Unproductive category;
- The form is complete and accurate; and

4. Any timber tax bond required has been received.
\$ _____ Date: _____

5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.

6. This form to be forwarded to DRA within 30 days.

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	100	MBF
Hemlock		MBF
Red Pine		MBF
Spruce & Fir		MBF
Hard Maple	1	MBF
White Birch	1	MBF
Yellow Birch	1	MBF
Oak	20	MBF
Ash	4	MBF
Soft Maple	4	MBF
Beech/Pallet/Tie & Mat Logs/ Pine Box	30 Box Pine 20 Pallet	MBF
Other (Specify)		MBF
Pulpwood	Tons	
Spruce & Fir		
Hardwood & Aspen		
Pine		
Hemlock		
Biomass Chips	600	
Miscellaneous		
High Grade Spruce/Fir		Tons
Cordwood & Fuelwood	40	Cords

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

Species	Amount:
---------	---------

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

Tom Ryan for Holly Forest Products 5/18/22
SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

TOM RYAN FOR HOLLY FOREST PRODUCTS
PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

P.O. Box 187
MAILING ADDRESS

Henniker NH 03242
CITY OR TOWN STATE ZIPCODE

860 933-8645 tomryan@mccluf.com, com
PHONE NUMBER E-MAIL ADDRESS

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

PA-7
Rev 04/2019

INTENT TO CUT CHECKLIST

Date received 6/6/22

Office ID# 22-213-07-T

Owner's name Meadowsend Saw Mill LLC

Lot # 755 + 759

Route to: Highway Superintendent

Conservation Commission

Items 1 - 10 Complete _____

Map information complete No Map

Missing items:

Missing items:

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

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

Taxes current

big

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

Ingress/Egress through Hatfield Road

MSI - HATFIELD ROAD

FORM

PA-7

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

(Assigned by Municipality)

YR TOWN OP#

22 - 213 - 07 - T

For Tax Year April 1, 22 to March 31, 23

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

1. Town/City of: HENNIKER

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

MAP 1 LOT 755 & 759

3. Intent Type: Original Supplemental

SELECTED OFFICE
(Original Intent Number)

4. Name of Access Road: HATFIELD ROAD

5a. Acreage of Lot: 108 & 19 Acreage of Cut: 50

5b. Anticipated Start Date: June

6. Type of ownership (check only one):

a. Owner of Land and Stumpage (Joint Tenants)

b. Owner of Land and Stumpage (Tenants in Common)

c. Previous owner retaining deeded timber rights

d. Owner/Purchaser of stumpage & timber rights on public lands (Fed., State, municipal, etc.) or Utility Easements

REPORT OF CUT / CERTIFICATE TO BE SENT TO:

OWNER OR LOGGER / FORESTER

BY MAIL OR E-MAIL

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

Timber Tax Information is Available at www.revenue.nh.gov
Questions?? Call (603) 230-5950

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

JEREMY G. TURNER 6/1/22

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

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

MEADOWSEND SAWMILL INC

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

PO BOX 966

MAILING ADDRESS

NEW LONDON

NH

03257

CITY OR TOWN

STATE

ZIPCODE

lbryer@meadowsendco.com

E-MAIL ADDRESS

526-8686

481-1091

HOME PHONE (Enter number without dashes)

CELL PHONE (Enter number without dashes)

FOR MUNICIPAL ASSESSING OFFICIALS ONLY

The Selectmen/Municipal Assessing Officials hereby certify that:

1. All owners of record have signed the Intent;
2. The land is not under the Current Use Unproductive category;
3. The form is complete and accurate; and

4. Any timber tax bond required has been received.

\$ _____ Date: _____

5. The tax collector will be notified within 30 days of receipt pursuant to RSA 79:10.

6. This form to be forwarded to DRA within 30 days.

SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

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SIGNATURE OF MUNICIPAL ASSESSING OFFICIAL DATE

8. Description of Wood or Timber To Be Cut

Species	Estimated Amount To Be Cut	
White Pine	75	MBF
Hemlock	5	MBF
Red Pine	0	MBF
Spruce & Fir	0	MBF
Hard Maple	0	MBF
White Birch	0	MBF
Yellow Birch	0	MBF
Oak	50	MBF
Ash	5	MBF
Beech & Soft Maple	5	MBF
Pallet or Tie Logs	5	MBF
Other (Specify)	BOX PINE 20	MBF
	Pulpwood	
	Tons	Cords
Spruce & Fir	0	
Hardwood & Aspen	0	
Pine	200	
Hemlock	200	
Whole Tree Chips	0	
	Miscellaneous	
High Grade Spruce/Fir	0	Tons
Cordwood & Fuelwood	100	Cords

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

Species	Amount:

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

SIGNATURE (in ink) OF PERSON RESPONSIBLE FOR CUT DATE

JEREMY G. TURNER - MEADOWSEND CONSULTING CO.

PRINT CLEARLY OR TYPE NAME OF PERSON RESPONSIBLE FOR CUT

PO BOX 966

MAILING ADDRESS

NEW LONDON

NH

03257

CITY OR TOWN

STATE

ZIPCODE

PHONE NUMBER

jturner@meadowsendco.com

E-MAIL ADDRESS



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

Incorporated November 10,
1768

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 5/23/2022
TITLE: Crack Seal Bids
INITIATED BY: Leo Aucoin, Highway Superintendent
PREPARED BY: Leo Aucoin, Highway Superintendent
PRESENTED BY: Leo Aucoin, Highway Superintendent

AGENDA DESCRIPTION: Highway Superintendent recommends Selectboard accept the bid from H.W. Dow for crack sealing for the sum of \$20,000. See attached bid request and bids

LEGAL AUTHORITY: Per town purchasing policy

FINANCIAL DETAILS: \$20,000

TOWN ADMINISTRATOR COMMENT: supports the Superintendent's position

SUGGESTED ACTION: Approve by signature consent

kris blomback

Kris Blomback
Selectboard Chair

Peter Flynn

Peter Flynn
Selectboard Vice Chair

D Scott Osgood

D. Scott Osgood
Selectman

Tia M. Hooper

Tia Hooper
Selectman

Bill Marko
Selectman



Town of Henniker
Request for Proposal
Crack Sealing Bid 2022

The Town of Henniker NH is inviting bid pricing for crack sealing miscellaneous roads in Henniker with hot rubberized crack sealer. Bid proposals must be on company letterhead clearly stating price and specifications. Bids must be sealed and marked, "Crack Sealing 2022" and be delivered to Town of Henniker Town Hall 18 Depot Hill Road, Henniker NH 03242 by May 2, 2022, at 12:00 PM, when they will be opened publicly and read aloud. Contact person: Leo Aucoin, Highway Superintendent 603-428-7200.

Locations in their entirety:

1. Main Street
2. Fairview Ave.
3. French Pond Road from French Road to Old West Hopkinton Road
4. Western Ave. to include sidewalks that run along side
5. Ramsdell Road
6. Ruffled Road
7. Flanders Road

Certified traffic control personnel and signage to be provided by the contractor, with the understanding that emergency vehicles and school buses will not be delayed.

The Town of Henniker requests that the work be performed by the successful bidders' own personnel. Any subcontractors must be pre-approved by the Highway Superintendent.

Bid price proposals must be on company letterhead clearly stating the price per mile, per day. The bid price shall include all increases for the duration of the contract with a completion date of September 1, 2022. No request for increase in contract price shall be entertained by the Town of Henniker.

All work to be done under the direction of the Highway Superintendent. The Town of Henniker reserves the right to modify road lengths. Additional work may be added by the Town.

The contractor will be required to provide an insurance certificate confirming the following insurance coverage; worker's compensation insurance as required by the State of NH; broad-form comprehensive general liability insurance in the amount no less than \$ 1,000,000 combined single limit per occurrence; and motor vehicle insurance to include bodily injury, property damage, uninsured motorist, and employer's non-ownership coverage in the amount no less than \$1,000,000 combined single limit per occurrence. The Town of Henniker shall be named as an additional insured on all policies.

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

Bidders shall bid to specifications. However, deviation from specifications may be made but any exceptions must be noted. A bidder submitting a bid thereby certifies that the bid is made in good faith without fraud, collusion, or connection of any kind with any other bidder for the same work; and that the bidder is competing solely on his/her behalf without connection with or obligation to any undisclosed person or firm.

The minutes of the meeting at which the selection is made shall indicate the bid selected and the factors upon which the selection was made. All major bids submitted must specify time frame of bid quote amount and must guarantee bid amount for a minimum of thirty (30) days from bid opening date. This requirement must be included in all advertisements and written specifications issued by the Town of Henniker. Any increase in cost estimates following bid award or signing of a contract shall be absorbed by the bidder.

BID #: 10-2022
BID NAME: Crack Sealing Bid
DUE DATE & TIME: May 2, 202 @12:00pm
BIDS OPENED BY: Leo Aucoin, Highway Superintendent

Company	Address	Bid Amount
H.W. Dow	P.O. Box 247, Concord NH	\$20,000.00
Sealcoating, Inc.	825 Granite Street, Braintree MA	\$49,675.00

Signature: 
kris.blomnick (May 24, 2022 05:42 EDT)
Email: kris@patspeak.com

Signature: 
Peter Flynn (May 24, 2022 10:05 EDT)
Email: peter.flynn41@gmail.com

Signature: 
D Scott Osgood (May 24, 2022 14:53 EDT)
Email: scott.osgood@henniker.org

Signature: 
Email: tiamhooper@gmail.com

Signature:
Email: billmarko@comcast.net

ORIGINAL WARRANT

GRAVEL TAX LEVY

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

THE STATE OF NEW HAMPSHIRE

Merrimack

TO: COLLECTORS NAME, Collector of Taxes for TOWN OF HENNIKER, NH , in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$1,222.96** , with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at TOWN OF HENNIKER, NH

(Selectmen/Assessors)

DATE: June 14, 2022

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
David G. Foster 1778 Old Concord Road Henniker, NH 03242 0	1/615	21-213-01-E	\$91.34
David G. Foster 1778 Old Concord Road Henniker, NH 03242 0	1/605-A	21-213-02-E	\$531.12
Leo G. Aucoin Lisa M. Aucoin 619 Gulf Road Henniker, NH 03242	1/522	21-213-04-E	\$10.38
Construction Aggregates Inc. PO Box 870 Henniker, NH 03244 0	1/587-A	21-213-10-E	\$585.72
Suzanne D. Dobbins Rev. Family Trust PO Box 802 Henniker, NH 03242 0	1/678	21-213-11-E	\$4.40

DATE DUE: July 14, 2022

TOTAL DUE: \$1,222.96

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

David G. Foster
1778 Old Concord Road

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	322	\$0.02	\$6.44
1/615				
OPERATION NUMBER:	SAND	4245	\$0.02	\$84.90
21-213-01-E				
ACCOUNT NUMBER:	LOAM		\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS		\$0.02	\$0.00
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	4567	TOTAL TAX:	\$91.34

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL
RSA 72-B:9

See instructions on back of form

MAW

Received By
TOWN OF HENNIKER
MAR 16 2022
Building
Planning & Zoning

OPERATION # 21-213-01 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

DAVID G FOSTER

1778 OLD CONCORD ROAD
HENNIKER NH 03242-

- 1. Town/City of: HENNIKER, NH
- 2. Tax Map/Lot # or Road Project Name or #: 615
- 3. Total permitted area under RSA 155-E (acres): 31.99
- 4. Excavation area as of April 1: 85
- 5. Reclaimed area as of April 1: 7
- 6. Remaining cubic yards of earth to excavate: 55,000 EST.

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	300
SAND	4245
LOAM	
STONE PRODUCTS	0
OTHER:	
TOTAL	4567

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

DAVID G FOSTER
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

David G Foster 3/14/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

1778 Old Concord Road
MAILING ADDRESS

Henniker NH 03242
CITY / TOWN STATE ZIP CODE

603-746-4305 603-496-7725
PHONE # CELL #

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.
DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road

Henniker, NH 03242

(603) 428-3221

June 14, 2022

David G. Foster
1778 Old Concord Road

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	1,834	\$0.02	\$36.68
1/605-A				
OPERATION NUMBER:	SAND	22,792	\$0.02	\$455.84
21-213-02-E				
ACCOUNT NUMBER:	LOAM		\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS	1,930	\$0.02	\$38.60
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	26556	TOTAL TAX:	\$531.12

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL
RSA 72-B:9

See instructions on back of form

Received By
TOWN OF HENNIKER
MAR 16 2022
Building
Planning & Zoning

OPERATION # 21-213-02 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

DAVID G FOSTER

1778 OLD CONCORD ROAD
HENNIKER NH 03242-

- Town/City of: HENNIKER, NH
- Tax Map/Lot # or Road Project Name or #: 605-A
- Total permitted area under RSA 155-E (acres): 10
- Excavation area as of April 1: 7
- Reclaimed area as of April 1: Ø
- Remaining cubic yards of earth to excavate: 100,000 EST

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	1,834
SAND	22,792
LOAM	
STONE PRODUCTS	1,930
OTHER:	
TOTAL	26,556

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

DAVID G FOSTER
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

David G Foster 3/14/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

1778 Old Concord Road
MAILING ADDRESS

HENNIKER NH 03242
CITY / TOWN STATE ZIP CODE

PHONE #: 603-746-4305 CELL #: 603-496-7725

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Leo G. Aucoin
Lisa M. Aucoin
619 Gulf Road
Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	0	\$0.02	\$0.00
1/522				
OPERATION NUMBER:	SAND	519	\$0.02	\$10.38
21-213-04-E				
ACCOUNT NUMBER:	LOAM	0	\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS	0	\$0.02	\$0.00
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	519	TOTAL TAX:	\$10.38

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

REPORT OF EXCAVATED MATERIAL

RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-04 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

LEO G AUCOIN
LISA M AUCOIN
619 GULF ROAD
HENNIKER

NH 03242-

Received by
TOWN OF HENNIKER

APR 15 2022

SELECTMEN'S OFFICE

1. Town/City of: HENNIKER, NH

2. Tax Map/Lot # or Road Project Name or #:
M 1 L 522

3. Total permitted area under RSA 155-E (acres): 27 acres

4. Excavation area as of April 1: 30,000 sq ft

5. Reclaimed area as of April 1: 10,000 sq ft

6. Remaining cubic yards of earth to excavate:
50,000 ±

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED
SAND	519

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	
SAND	519
LOAM	
STONE PRODUCTS	
OTHER:	
TOTAL	

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Leo Aucoin
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Leo Aucoin owner 4/15/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

Lisa M. Aucoin
PRINT OWNER(S) NAME CLEARLY

Lisa M. Aucoin 4/15/22
SIGNATURE (IN INK) OF OWNER(S) DATE

619 Gulf Rd
MAILING ADDRESS

Henniker, NH 03242
CITY / TOWN STATE ZIP CODE

PHONE #: 603-428-7443 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Construction Aggregates Inc.
PO Box 870

Henniker, NH 03244

EXCAVATION TAX ASSESSMENT PER RSA 72-B**TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022**

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	8041.37	\$0.02	\$160.83
1/587-A				
OPERATION NUMBER:	SAND	21244.75	\$0.02	\$424.90
21-213-10-E				
ACCOUNT NUMBER:	LOAM		\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS		\$0.02	\$0.00
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	29286.12	TOTAL TAX:	\$585.72

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.***** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES *****

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL
RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-10 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

Received by
TOWN OF HENNIKER

APR 28 2022

SELECTMEN'S OFFICE

MICHIE CORPORATION
ALAN MICHIE

PO BOX 870
HENNIKER NH 03242-

1. Town/City of: HENNIKER, NH
2. Tax Map/Lot # or Road Project Name or #:
M1 L587A
3. Total permitted area under RSA 155-E (acres): 110.6
4. Excavation area as of April 1 : _____
5. Reclaimed area as of April 1 : ∅
6. Remaining cubic yards of earth to excavate:

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	8041.37
SAND	21244.75
LOAM	∅
STONE PRODUCTS	
OTHER:	
TOTAL	29,286.12

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Michie Corporation
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

[Signature] 4/15/21
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

[Signature] _____
SIGNATURE (IN INK) OF OWNER(S) DATE

PO Box 870
MAILING ADDRESS

Henniker NH 03242
CITY / TOWN STATE ZIP CODE

PHONE #: 603 428 3218 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Suzanne D. Dobbins Rev. Family Trust
PO Box 802

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	220	\$0.02	\$4.40
1/678				
OPERATION NUMBER:	SAND		\$0.02	\$0.00
21-213-11-E				
ACCOUNT NUMBER:	LOAM		\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS		\$0.02	\$0.00
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	220	TOTAL TAX:	\$4.40

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL

RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-11 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

**SUZANNE DOBBINS TRUST
CALEB DOBBINS**

**PO BOX 802
HENNIKER NH 03242-**

Received by
TOWN OF HENNIKER
APR 18 2022
SELECTMEN'S OFFICE

1. Town/City of: HENNIKER, NH
2. Tax Map/Lot # or Road Project Name or #:
678
3. Total permitted area under RSA 155-E (acres): 9.4
4. Excavation area as of April 1: 0.5
5. Reclaimed area as of April 1: 0
6. Remaining cubic yards of earth to excavate:
200,000

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	220
SAND	
LOAM	
STONE PRODUCTS	
OTHER:	
TOTAL	220

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

SUZANNE DOBBINS TRUST
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

[Signature] CALEB DOBBINS, TRUSTEE 4/14/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

PRINT OWNER(S) NAME CLEARLY

PO Box 802
MAILING ADDRESS

HENNIKER NH 03242
CITY / TOWN STATE ZIP CODE

PHONE #: 603 428 8015 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

ORIGINAL WARRANT

GRAVEL TAX LEVY

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

THE STATE OF NEW HAMPSHIRE

YOUR COUNTY, SS

TO: COLLECTORS NAME, Collector of Taxes for TOWN OF HENNIKER, NH , in said county:

In the name of said State you are hereby directed to collect on or before thirty (30) days from date of bill from the person(s) named herewith committed to you, the Gravel Taxes set against their name(s), amounting in all to the sum of : **\$3,845.04** , with interest at eighteen (18%) percent per annum from the due date and on all sums not paid on or before that day.

Given under our hands and seal at TOWN OF HENNIKER, NH

(Selectmen/Assessors)

DATE: June 14, 2022

NAME & ADDRESS	MAP & LOT	OPERATION #	GRAVEL TAX DUE
Mink Hills Land LLC PO Box 2040 Henniker, NH 03242 0	1/44	21-213-06-E	\$2,248.12
Patenaude Properties PO Box 2040 Henniker, NH 03242 0	1/539-C	21-213-07-E	\$332.64
Patenaude Properties PO Box 2040 Henniker, NH 03242 0	1/103-X	21-213-08-E	\$1,264.28
0 0 0 0	0	0	\$0.00
0 0 0 0		0	\$0.00

DATE DUE: July 14, 2022 TOTAL DUE: \$3,845.04

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Mink Hills Land LLC
PO Box 2040

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B**TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022**

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	28316	\$0.02	\$566.32
1/44				
OPERATION NUMBER:	SAND		\$0.02	\$0.00
21-213-06-E				
ACCOUNT NUMBER:	LOAM	876	\$0.02	\$17.52
#				
SERIAL NUMBER:	STONE PRODUCTS	83214	\$0.02	\$1,664.28
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	112406	TOTAL TAX:	\$2,248.12

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.***** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES *****

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL

RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-06 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

THOMAS PATENAUDE

PO BOX 2040
HENNIKER

NH 03242-

Received by
TOWN OF HENNIKER

APR 13 2022

SELECTMEN'S OFFICE

1. Town/City of: HENNIKER, NH
2. Tax Map/Lot # or Road Project Name or #:
44 99
3. Total permitted area under RSA 155-E (acres): 12
4. Excavation area as of April 1: 3
5. Reclaimed area as of April 1: 1
6. Remaining cubic yards of earth to excavate:

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	28,316
SAND	
LOAM	876
STONE PRODUCTS	83,214
OTHER:	
TOTAL	112,406

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Mink Hills Land LLC
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Thomas Patenaude 4/13/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

Thomas Patenaude
PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

PO Box 2040
MAILING ADDRESS

Henniker NH 03242
CITY / TOWN STATE ZIP CODE

PHONE # 603 428 7756 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Patenaude Properties
PO Box 2040

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B

TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL		\$0.02	\$0.00
1/539-C				
OPERATION NUMBER:	SAND	16632	\$0.02	\$332.64
21-213-07-E				
ACCOUNT NUMBER:	LOAM		\$0.02	\$0.00
#				
SERIAL NUMBER:	STONE PRODUCTS		\$0.02	\$0.00
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	16632	TOTAL TAX:	\$332.64

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
REPORT OF EXCAVATED MATERIAL
RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-07 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

THOMAS PATENAUDE

PO BOX 2040
HENNIKER NH 03242-

Received by
TOWN OF HENNIKER

APR 13 2022

SELECTMEN'S OFFICE

1. Town/City of: HENNIKER, NH
2. Tax Map/Lot # or Road Project Name or #:
1-539-C
3. Total permitted area under RSA 155-E (acres): 40
4. Excavation area as of April 1: 5
5. Reclaimed area as of April 1: 10
6. Remaining cubic yards of earth to excavate:

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	
SAND	<u>16,632</u>
LOAM	<u>1</u>
STONE PRODUCTS	
OTHER:	
TOTAL	<u>16,632</u>

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Patenaude Properties
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Thomas Patenaude 4/13/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

Thomas Patenaude
PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

PO Box 2040
MAILING ADDRESS

Henniker NH 03242
CITY / TOWN STATE ZIP CODE

6034287756 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.

TOWN OF HENNIKER, NH

OFFICE OF THE TAX COLLECTOR

18 Depot Hill Road
Henniker, NH 03242
(603) 428-3221

June 14, 2022

Patenaude Properties
PO Box 2040

Henniker, NH 03242

EXCAVATION TAX ASSESSMENT PER RSA 72-B**TAX YEAR: APRIL 1, 2021 - MARCH 31, 2022**

PARCEL DATA	EARTH TYPE	CUBIC YARDS EXCAVATED	TAX PER CUBIC YARD	TAX DUE
PARCEL I.D./ TAX MAP NUMBER:	GRAVEL	18430	\$0.02	\$368.60
1/103-X				
OPERATION NUMBER:	SAND		\$0.02	\$0.00
21-213-08-E				
ACCOUNT NUMBER:	LOAM	452	\$0.02	\$9.04
#				
SERIAL NUMBER:	STONE PRODUCTS	44332	\$0.02	\$886.64
#				
	OTHER		\$0.02	\$0.00
	TOTAL EARTH:	63214	TOTAL TAX:	\$1,264.28

Per RSA 72-B:4 - Interest as provided in RSA 72-B:6 shall be charged 30 days after the bills are mailed.

*** 18% APR INTEREST WILL BE CHARGED AFTER July 14, 2022 ON UNPAID TAXES ***

APPEAL: Pursuant to RSA 72-B:13, an owner may, within 90 days of notice of the tax, appeal to the assessing officials in writing for an abatement from the original assessment, but no owner shall be entitled to an abatement unless he has complied with the provisions of RSA 72-B:8, RSA 72-B:8-a and RSA 72-B:9.

TAX OFFICE HOURS: Monday, Wednesday & Friday 8-4, Tuesday 10-6 & Thursday closed

REPORT OF EXCAVATED MATERIAL

RSA 72-B:9

See instructions on back of form

OPERATION # 21-213-08 - E

For Tax Year : April 1, 2021 to March 31, 2022

Mailing Address:

THOMAS PATENAUDE

PO BOX 2040
HENNIKER

NH 03242-

Received by
TOWN OF HENNIKER

APR 13 2022

SELECTMEN'S OFFICE

1. Town/City of: HENNIKER, NH

2. Tax Map/Lot # or Road Project Name or #:
103X

3. Total permitted area under RSA 155-E (acres): 117

4. Excavation area as of April 1 : 20

5. Reclaimed area as of April 1 : 97

6. Remaining cubic yards of earth to excavate:

8. EXEMPT EARTH

Excavated earth that was used on the parcel of land, or other parcel that is contiguous and in common ownership, in the construction, reclamation, reconstruction or alteration of such parcel of land during the tax year is exempt from the excavation tax. Excavation of earth from a parcel of land which does not exceed 1,000 cubic yards during the tax year is also exempt from the excavation tax but must be reported.

The amount of exempt earth should not be included in # 7.

EXEMPT EARTH TYPE	CUBIC YARDS EXCAVATED

7. DESCRIPTION OF EARTH EXCAVATED DURING TAX YEAR:

EARTH TYPE	EXACT CUBIC YARDS EXCAVATED
GRAVEL	18,430
SAND	
LOAM	452
STONE PRODUCTS	44,332
OTHER:	
TOTAL	63,214

I / We hereby report the amount of earth excavated under penalty of perjury (If Corporation, an Officer must sign) :

Patenaude Properties
PRINT OWNER(S) NAME OR CORPORATION CLEARLY

Thomas Patenaude 4/13/22
SIGNATURE (IN INK) OF OWNER(S) OR CORPORATE OFFICER & TITLE DATE

Thomas Patenaude
PRINT OWNER(S) NAME CLEARLY

SIGNATURE (IN INK) OF OWNER(S) DATE

PO Box 2040
MAILING ADDRESS

Henniker NH 03242
CITY / TOWN STATE ZIP CODE

PHONE #: 6034287756 CELL #:

PENALTY: Any person who fails to file a Report of Excavated Material (PA-39) with the proper municipal assessing officials or fails to send copies to the Department of Revenue Administration in accordance with RSA 72-B:9 shall be guilty of a misdemeanor.

DOOMAGE: If an owner neglects to file a Report of Excavated Material (PA-39) or willfully falsifies a report, the assessing officials shall assess doamage which is two (2) times what the tax would have been if the report had been properly filed. Refer to RSA 72-B:10 for the statute on doamage.



**DEPARTMENT OF THE ARMY
US ARMY CORPS OF ENGINEERS
NEW ENGLAND DISTRICT
696 VIRGINIA ROAD
CONCORD MA 01742-2751**

May 13, 2022

Subject: Hopkinton Everett Lakes Project, Supplemental Agreement No. 3 to License No. DACW33-3-07-041 for a Vehicle Parking Lot

Kimberly T. Johnson
Town Clerk
Town of Henniker
18 Depot Hill Road
Henniker, New Hampshire 03242

Dear Ms. Johnson:

Enclosed please find a copy of Supplemental Agreement No. 3, which when fully executed will extend the term of License No. DACW33-3-07-041 to April 30, 2027.

Please sign and return to this office for Government execution in the envelope provided. The attached Certificate of Authority should be signed by an authorized official and returned with your documents. A fully executed copy of Supplemental Agreement No. 3 to License No. DACW33-3-07-041 will be returned to you for your records.

If you have any questions you may contact Keisha Hubert of this office by e-mail at Nekeisha.L.Hubert@usace.army.mil or by telephone at (978) 318-8184.

Sincerely,

Timothy W. Shugert
Chief, Real Estate Division

Enclosure



US Army Corps of Engineers

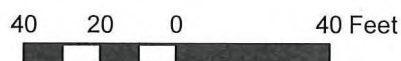
New England District

Town of Henniker Apprx. Parking Location
Tract 1929; Henniker, NH
Map is Approximations Only

MAP 1 - PAGE 1 of 1

HOPKINTON - EVERETT LAKES
 U.S. ARMY CORPS OF ENGINEERS
 NEW ENGLAND DISTRICT
 HOPKINTON, HENNIKER,
 DUNBARTON, & WEARE, NH

- Legend**
- boundry_pnts
 - RE License
 - Hop-Ev Boundary



FEBRUARY 2017



**DEPARTMENT OF THE ARMY
NEW ENGLAND DISTRICT, CORPS OF ENGINEERS
696 Virginia Road
Concord, Massachusetts 01742-2751**

**SUPPLEMENTAL AGREEMENT NO. 3
between
THE SECRETARY OF THE ARMY
and
TOWN OF HENNIKER, NEW HAMPSHIRE**

**License No. DACW33-3-07-041
Hopkinton-Everett Lake Project**

WITNESSETH:

WHEREAS, THE SECRETARY OF THE ARMY, under License No. DACW33-3-07-041, granted to the TOWN OF HENNIKER, NEW HAMPSHIRE, a license for a vehicle parking lot, over, across, in, and upon lands of the United States, known as a portion of Tract 1929, Hopkinton-Everett Lakes Project, New Hampshire, as identified in Exhibit "A"; and

WHEREAS by Supplemental Agreement No. 1 the license was extended to April 30, 2017;

WHEREAS by Supplemental Agreement No. 2 the license was amended to add additional conditions and extended the term to April 30, 2022; and

WHEREAS, it has been determined to be advantageous and in the best interest of the parties hereto to modify said license to add additional conditions and provide for a further extension of the term.

NOW THEREFORE, the parties hereto, in consideration of the premises, do mutually further agree as follows, effective April 30, 2022:

1. License No. DACW33-3-07-041 is extended to April 30, 2027.
2. License No. DACW33-3-07-041 is amended to add the following condition 20: "20. An Environmental Condition of Property may be required by the Secretary upon expiration, revocation or termination of this license to assess

and document the environmental condition of the property at that time, if the need is warranted. This report will assist in determining any environmental remediation requirements that would need to be completed by the grantee. Any such requirements will be completed by the grantee in accordance with the condition on RESTORATION.”

3. In the granting paragraph, after the words “Exhibit A”, the words “and Exhibit A-1 (shaded in dark blue)” are added. Exhibit A-1 is attached to this Supplemental Agreement No. 3 and made a part hereof.

The aforesaid license is hereby ratified and except as modified by Supplemental Agreement No. 1, Supplemental Agreement No. 2, and this Supplemental Agreement No. 3, shall remain in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand by authority of the Secretary of the Army this _____ day of _____, 2022.

UNITED STATES OF AMERICA

MAUREEN B. DAVI
Realty Specialist
Real Estate Contracting Officer

(signatures of grantee on following page)

THIS SUPPLEMENTAL AGREEMENT is also executed by the grantee
this _____ day of _____ 2022.

TOWN OF HENNIKER
Board of Selectman

Kris Blomback, Chairman

Tia Hooper

Scott Osgood

Bill Marko

Peter R. Flynn

CERTIFICATE OF AUTHORITY

I, _____, certify that I am the Clerk of the Town of
Henniker, New Hampshire; and that Kris Blomback, Tia Hooper, Scott Osgood, Bill
Marko, and Peter R. Flynn, who signed the foregoing instrument on behalf of the
grantee as members of the Board of Selectmen, were then members of the Board of
Selectmen. I further certify that the said officers were acting within the scope of powers
delegated to these officers by the governing body of the grantee in executing said
instrument.

Date _____

Town Clerk

**Town Administrator – Board of
Selectmen Communication
April 30th through May 8th**

Scott O

On Tue, Apr 26, 2022 at 4:59 PM Diane Kendall <[REDACTED]> wrote:

Hi Scott,

Thank you. The interview will be at the Town Hall Monday May 2 at 4:00pm.

Diane Kendall

Town Administrator

Town of Henniker

603-428-3221 x105

STATEMENT OF CONFIDENTIALITY

This e-mail and any attachments are intended only for use by the addressee and may contain legally privileged or confidential information. If you are not the intended recipient of this e-mail, any dissemination or copying of this e-mail or any attachments is prohibited. If you have received this e-mail in error, please notify me immediately, and permanently delete the original and any copy of the e-mail.

From: D Scott Osgood <[REDACTED]>
Sent: Tuesday, April 26, 2022 4:00 PM
To: Diane Kendall <[REDACTED]>
Subject: Re: Transfer Station Asst. Manager Candidate Interview

Hi Diane,

Scott can be available on May 2 at 4:00 for the interview for the Transfer Station and Parks and Recreation Department.

Will it be at the Community Building?

Scott O

On Tue, Apr 26, 2022 at 12:26 PM Diane Kendall <[REDACTED]> wrote:

Good morning,

I have scheduled the 2nd interview for the candidate on May 2nd at 4:00pm at the town office. Kris and Peter will attend. Bill and Tia are not available, and after speaking with both, they consent to this moving forward as I proposed. I have not heard back from Scott.

- If 3 members are meeting for the interview, I will post the meeting, otherwise it's not a meeting.
- The members that meet for the interview can present recommendations to the full board on May 3rd.

Thank you all, teamwork makes the dreamwork!

Bcc: Peter Flynn ,Scott Osgood, Tia Hooper, Bill Marko

Diane Kendall

Town Administrator

Town of Henniker

603-428-3221 x105

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From: Diane Kendall

Sent: Monday, April 25, 2022 12:07 PM

To: Kris Blomback - Pats Peak Ski Area <[REDACTED]>

Subject: Transfer Station Asst. Manager Candidate Interview

Good Selectboard,

The candidate for Transfer Station Assist. Manager is available May 2nd at 4:00pm for 2nd interview. I'm attempting to make hiring as inclusive as possible and respond to the urgency to fill the position. Since it seems scheduling might be difficult, would you be amenable to having the Chairman and any other Selectboard member that is available join me in conducting this 2nd interview. The chair, other board members in attendance, town administrator and Transfer Station manager can make recommendations on hiring at the May 5th Selectboard meeting.

Please respond to me with your thoughts.

Thanks much,

Bcc: Peter Flynn; Scott Osgood; Tia Hooper; Bill Marko

Diane Kendall

Town Administrator

Town of Henniker

603-428-3221 x105

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--

D Scott Osgood



Diane Kendall

From: D Scott Osgood <[REDACTED]>
Sent: Monday, May 2, 2022 10:05 AM
To: Diane Kendall
Cc: [REDACTED]
Subject: Re: Transfer Station Asst. Manager Candidate Interview

Hi Diane,
Hope everything is all right with you family.
Message received this morning. I will not attend the meeting regarding an applicant for the Transfer Station and Parks and Recreation. Good catch on your side for the notification.

I will be by this morning to pick up the packet for tomorrows Selectboard meeting.

Best
Scott O

On Mon, May 2, 2022 at 8:42 AM Diane Kendall <[REDACTED]> wrote:

Hi Scott,

I hope you get this message. I had a family emergency last week and I completely forgot that you said you were coming to the interview. Kris and Peter are going to do it. In dealing with my family crisis I completely forgot to post the meeting. would you be ok with skipping the interview? Otherwise, I would have to post it now and it wouldn't be in the 24-hour time frame required.

Diane Kendall

Town Administrator

Town of Henniker

603-428-3221 x105

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From: Diane Kendall
Sent: Wednesday, April 27, 2022 2:07 PM
To: D Scott Osgood <[REDACTED]>
Subject: RE: Transfer Station Asst. Manager Candidate Interview

Thank you, see you Monday

Diane Kendall

Town Administrator

Town of Henniker

603-428-3221 x105

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From: D Scott Osgood <[REDACTED]>
Sent: Wednesday, April 27, 2022 2:01 PM
To: Diane Kendall <[REDACTED]>
Subject: Re: Transfer Station Asst. Manager Candidate Interview

See you at the Town Hall Diane.

Sorry I missed the initial request.

Scott O

On Tue, Apr 26, 2022 at 4:59 PM Diane Kendall <[REDACTED]> wrote:

Hi Scott,

Thank you. The interview will be at the Town Hall Monday May 2 at 4:00pm.

Diane Kendall

Town Administrator

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Bcc: Peter Flynn ,Scott Osgood, Tia Hooper, Bill Marko

Diane Kendall

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From: Diane Kendall
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To: Kris Blomback - Pats Peak Ski Area <[REDACTED]>
Subject: Transfer Station Asst. Manager Candidate Interview

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Please respond to me with your thoughts.

Thanks much,

Bcc: Peter Flynn; Scott Osgood; Tia Hooper; Bill Marko

Diane Kendall

Town Administrator

Town of Henniker

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--

D Scott Osgood

[REDACTED]

[REDACTED]

--

Diane Kendall

From: Diane Kendall
Sent: Monday, May 2, 2022 10:40 AM
To: Kris Blomback - Pats Peak Ski Area
Cc: Wendy Baker; Peter Flynn; Scott Osgood [REDACTED] Tia Hooper; Bill Marko
Subject: OneDrive File Share with Agenda and Non-public minutes

Good morning,

Here is the link to the OneDrive It has the folder for the 05/03 meeting containing the agenda.

[REDACTED]

Please be aware there is a lot on the consent agenda. It would be great if you can come buy the office today or tomorrow when you can have time to review.

Please let me know if you have any questions.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Tuesday, May 3, 2022 4:32 PM
To: Tia Hooper
Subject: RE: Please excuse my absence at tonight's BOS Meeting

Thank you for letting me know. The Consent Agenda will be available here tomorrow.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Tia Hooper <[REDACTED]>
Sent: Tuesday, May 3, 2022 3:03 PM
To: Kris Blomback - Pats Peak Ski Area <[REDACTED]>
Cc: Diane Kendall <[REDACTED]>
Subject: Please excuse my absence at tonight's BOS Meeting

Good Afternoon Kris,

I am writing to you to let you know that I will be unable to make the Selectmen's meeting scheduled for this evening due to a professional obligation that has come up this afternoon.
Please excuse my absence this evening.

Cc'ing Diane so that she is aware as well.

Thank you
Tia Hooper
[REDACTED]

Diane Kendall

From: D Scott Osgood <[REDACTED]>
Sent: Wednesday, May 4, 2022 10:00 AM
To: Holly Green
Cc: Diane Kendall; Mitch,Mark; Nisa Marks; Robert E. Pagano; Ross Bennett; Wendy Baker; [REDACTED]
Subject: Re: Agenda for Conservation Comm meeting tomorrow, Weds, May 4

Hi Holly,

I got your message from a town person regarding invasive species in Azalea Park.

I will be at the meeting tonight, at the Grange, at 7:00. We can briefly talk about the park going forward.

Thanks Scott O

On Tue, May 3, 2022 at 10:05 AM Holly Green <[REDACTED]> wrote:

Hi Wendy - Please post agenda. Thanks! - Holly

--

D Scott Osgood
[REDACTED]

Diane Kendall

From: [REDACTED]
Sent: Thursday, May 5, 2022 1:48 PM
To: Diane Kendall; 'Peter'
Subject: Next steps regarding Zoning ordinance and Lot 539-C

Hello Diane and Peter,

I think its fair to our citizens that we work on this issue without any delays. At Tuesdays board meeting, we agreed to facilitate in some fashion a mediation between those involved. I think we should proceed and reach out to the principal parties to see if there is any buy-in from them. If so, I am volunteering to participate. Since this whole issue started with a noise complaint, maybe something could be worked out between the participants. This doesn't solve the ordinance violation but it could possibly lower the temperature so that issue could be worked on separately.

We, as a board need to make a firm decision on how to proceed. For me to be able to do this, I need answers to some questions:

1. Why hasn't the original violation order been enforced?
2. Is there more correspondence from this issue that is non-public, and since I am new to the board, I have not seen?
3. On Oct 5, 2021, Joe Devine sent an email to the board and quoted Town counsel. Can someone, maybe the Town's counsel, explain the quoted comment made in his letter? Especially, "...recreational zone..." and "...potential private nature..."
4. What are the consequences of not enforcing the violation order?
5. Does the decision to look for a resolution have any merit, given where we stand currently?

Please share or forward this as you deem appropriate.

Regards, Bill

Diane Kendall

From: Peter Flynn <[REDACTED]>
Sent: Monday, May 9, 2022 10:08 AM
To: Bill Marko
Cc: Diane Kendall
Subject: Re: Next steps regarding Zoning ordinance and Lot 539-C

I agree with you.

On Thu, May 5, 2022 at 1:48 PM <[REDACTED]> wrote:

Hello Diane and Peter,

I think its fair to our citizens that we work on this issue without any delays. At Tuesdays board meeting, we agreed to facilitate in some fashion a mediation between those involved. I think we should proceed and reach out to the principal parties to see if there is any buy-in from them. If so, I am volunteering to participate. Since this whole issue started with a noise complaint, maybe something could be worked out between the participants. This doesn't solve the ordinance violation but it could possibly lower the temperature so that issue could be worked on separately.

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4. What are the consequences of not enforcing the violation order?
5. Does the decision to look for a resolution have any merit, given where we stand currently?

Please share or forward this as you deem appropriate.

Regards, Bill

Diane Kendall

From: D Scott Osgood <[REDACTED]>
Sent: Wednesday, May 11, 2022 2:44 PM
To: Diane Kendall
Subject: Re: Conservation Committee

Congratulations on your daughters graduation!
No rush for me, let me know if I can help.
Best
Scott I

On Wed, May 11, 2022 at 12:20 PM Diane Kendall <[REDACTED]> wrote:

Hi Scott,
I've had to take some personal time this morning. I'll be in the office this afternoon. I'm out tomorrow through Monday.

Diane

Get [Outlook for iOS](#)

From: D Scott Osgood <[REDACTED]>
Sent: Wednesday, May 11, 2022 9:17:12 AM
To: Diane Kendall <[REDACTED]>
Cc: D Scott Osgood <[REDACTED]>
Subject: Conservation Committee

Hello Diane,

Would you have a few minutes today, May 11, to talk about Conservation Committee?

We had a good conservation meeting last week. Holly brought the 2015 maps of the town for committee review. I would like to ask if we can find a place to have these maps up for all to see.

I also want to see where the Con Coms files are.

No rush

Hope all is well with you and yours.

Scott O

--
D Scott Osgood

[REDACTED]

--
D Scott Osgood
Cell (603)848-8218

[REDACTED]

Diane Kendall

From: D Scott Osgood <[REDACTED]>
Sent: Wednesday, May 11, 2022 9:17 AM
To: Diane Kendall
Cc: D Scott Osgood
Subject: Conservation Committee

Hello Diane,

Would you have a few minutes today, May 11, to talk about Conservation Committee?

We had a good conservation meeting last week. Holly brought the 2015 maps of the town for committee review. I would like to ask if we can find a place to have these maps up for all to see.

I also want to see where the Con Coms files are.

No rush

Hope all is well with you and yours.

Scott O

--

D Scott Osgood
[REDACTED]

Diane Kendall

From: Kris Blomback - Pats Peak Ski Area <[REDACTED]>
Sent: Wednesday, May 11, 2022 12:20 PM
To: Diane Kendall
Subject: Automatic reply: Checking in

Thank you for your e-mail. I am currently out of the office until 5/16 and will only have sporadic access to e-mail. If you need immediate assistance please call 6 [REDACTED] or email: [REDACTED] I will promptly answer your message when I get back in the office.

Diane Kendall

From: Diane Kendall
Sent: Wednesday, May 11, 2022 12:19 PM
To: Kris Blomback - Pats Peak Ski Area; Peter Flynn; Scott Osgood ([REDACTED]) Tia Hooper; Bill Marko
Subject: Checking in

Good afternoon all,

I hope you are all enjoying this much needed spring day. I have been out of the office this morning attending to a personal matter, I will be in later this afternoon.

Just a reminder that I will be out of the office tomorrow, Friday and Monday to go to FL for our daughter's college graduation.

As you also are aware I've been taking care of a family health crisis and had to leave early yesterday to help.

I will provide my TA report at the meeting. There may be little new business on the agenda if I don't have time to do staff reports.

Carol will be in to answer questions about the new Human Services Policy.

Leo will have a bid award that can be done in the consent agenda.

I have set up a date for parking stakeholders meeting.

I've been communicating with the owners of the gravel pit that has been the subject of complaint. I will provide information next week.

We are working on getting paperwork to Underwood to proceed with the waste water project.

We completed life safety and code compliance assessments of the grange and community building. We will need to discuss this. We have ARPA funds available to do the required work.

Ryan Bumford has accepted the position of Assistant Manager of transfer station, parks and properties he starts May 31.

Our new Highway operator has started work.

Sadly, a current HPD and former Henniker PD officer died suddenly on the job yesterday and our public safety officials will be honoring him today at the overpass.

NEC graduation is this weekend. Everyone is ready. I suspect it may draw some media attention do to the high profile speaker, Lech Walesa.

Lastly, I regret to tell you that Kelly Henley our deputy finance director gave her verbal resignation yesterday. More on that later.

I will be checking and responding to email from my travels. Please do not hesitate to reach out to me if you have concerns.

All my best,
Diane Kendall

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Diane Kendall

From: Diane Kendall
Sent: Wednesday, May 11, 2022 12:20 PM
To: D Scott Osgood
Cc: D Scott Osgood
Subject: Re: Conservation Committee

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Diane

Get [Outlook for iOS](#)

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Sent: Wednesday, May 11, 2022 9:17:12 AM
To: Diane Kendall <[REDACTED]>
Cc: D Scott Osgood <[REDACTED]>
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I also want to see where the Con Coms files are.

No rush

Hope all is well with you and yours.

Scott O

--

D Scott Osgood
[REDACTED]

Diane Kendall

From: [REDACTED]
Sent: Monday, May 16, 2022 8:04 AM
To: Diane Kendall
Subject: Building Permits

Hi Diane,

Looking over the building permits assigned for April, I noticed several “roof replacements” and 1 window replacement. According to our Zoning:

“133-182 Permit Not Required Work consistent with Section 102.6 of the adopted International Building Code or Section R105.2 of the adopted International Residential Code including small accessory structures of less than 200 square feet, interior finish work, ordinary repairs, **or direct replacement with like materials**, may be performed without a Building Permit.”

Roof replacement work falls into “replacement with like materials” category and similarly, so might window replacement.

Back when the building code adoption was being discussed, it was made clear that homeowners would not have to apply for building permits for such work. Going forward, the code enforcement officer should waive permit applications for such projects and I think the owners listed in the April report should get their fees refunded.

Regards, Bill

Diane Kendall

From: Peter Flynn <[REDACTED]>
Sent: Monday, May 16, 2022 6:17 PM
To: Diane Kendall
Subject: Re: Lot 539-c decision

Bill, I think it would be safer to have at least a Board consensus. I am supportive of your idea however.

Sent from my iPhone

On May 16, 2022, at 5:51 PM, Diane Kendall <[REDACTED]> wrote:

- 1.
1. the definition of the activity: **motor/dirt bike activity**
2. the fact that town counsel hinted at it being private in nature: **personal private use/activity; not commercial in nature. Complainants can take noise maker to civil court.**
3. that the July 8th 2021 "cease and desist" letter didn't actually tell them to "cease and desist": **TRUE**
4. that the 2nd letter seems to be the 1st notice to "cease and desist": **TRUE**
5. that neither letter explained the appeal process: **TRUE**

I am traveling back from FL today. I can arrange for a conference call with Attorney to answer anything I haven't already answered. A meeting with town counsel is not a meeting under 91-A. Not sure what is left unanswered about this. We can get consensus of board at the meeting tomorrow. The meeting minutes of 5/3 pertaining to the dirt bike discussion were inaccurate. Unfortunately I didn't see them before I left for FL.

I'll be in the office most of the day tomorrow until the board meeting. I'll probably take a little time for lunch. I'm happy to speak when ever you want.

See you tomorrow.

**Cheers,
Diane**

From: [REDACTED] <[REDACTED]>
Sent: Monday, May 16, 2022 7:49:46 AM
To: 'Peter' <[REDACTED]> Diane Kendall <[REDACTED]>
Subject: Lot 539-c decision

Hello Peter and Diane,

I've had productive telephone conversations with both of you and while I have a better understanding of the history and past events, I still feel I don't have the tools needed to make a clear decision on how to proceed. The questions I have revolve around

1. the definition of the activity
2. the fact that town counsel hinted at it being private in nature
3. that the July 8th 2021 "cease and desist" letter didn't actually tell them to "cease and desist"
4. that the 2nd letter seems to be the 1st notice to "cease and desist"

5. that neither letter explained the appeal process

I think that a meeting of the board (not just a telephone call with me) with town counsel would be beneficial for the 4 of us to better understand the ramifications of any decision we make. Does such a request need a board vote or can this be done with a simple request by a board member?

Regards, Bill

Diane Kendall

From: [REDACTED]
Sent: Monday, May 16, 2022 7:50 AM
To: 'Peter'; Diane Kendall
Subject: Lot 539-c decision

Hello Peter and Diane,

I've had productive telephone conversations with both of you and while I have a better understanding of the history and past events, I still feel I don't have the tools needed to make a clear decision on how to proceed. The questions I have revolve around

1. the definition of the activity
2. the fact that town counsel hinted at it being private in nature
3. that the July 8th 2021 "cease and desist" letter didn't actually tell them to "cease and desist"
4. that the 2nd letter seems to be the 1st notice to "cease and desist"
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I think that a meeting of the board (not just a telephone call with me) with town counsel would be beneficial for the 4 of us to better understand the ramifications of any decision we make. Does such a request need a board vote or can this be done with a simple request by a board member?

Regards, Bill

Diane Kendall

From: Diane Kendall
Sent: Tuesday, May 17, 2022 11:22 AM
To: Bill Marko
Subject: FW: Windows and Roofing exemptions from Permit
Attachments: Work Exempt- roof and windows.pdf

Bill,

Please see below from our building inspector.

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

STATEMENT OF CONFIDENTIALITY

This e-mail and any attachments are intended only for use by the addressee and may contain legally privileged or confidential information. If you are not the intended recipient of this e-mail, any dissemination or copying of this e-mail or any attachments is prohibited. If you have received this e-mail in error, please notify me immediately, and permanently delete the original and any copy of the e-mail.

From: Bob Garside <[REDACTED]>
Sent: Tuesday, May 17, 2022 11:20 AM
To: Diane Kendall <[REDACTED]>
Subject: Windows and Roofing exemptions from Permit

Diane

As a follow up to our conversation, I have attached the following for review

1. International Residential Code Section R105.2- Work Exempt from permit
2. International Building Code Section 105.2- Work Exempt from permit
3. International Energy Conservation Code Section R503.1.1.1- Replacement Fenestration
4. Henniker Zoning Article XXX, Chapter 133-182-Permit Not Required

If you review Items 1 and 2 you will see no mention where that roofing and/or windows are exempt from permit, you will also see no mention of the wording "direct replacement with like materials" anywhere in these exemptions

If you further review Item 3 you will note "where some or all of existing fenestration is replaced...shall meet the applicable requirements... as provided in Table R402.1.2", this means if you replace a window it must meet the Energy Code Criteria as outlined in the Code, further case for pulling a permit.

I have included Article XXX language and the edits that should be done to fix this situation, I don't think the Town (or any Town) has the authority to make changes to the Code without some approval from the State(??)

By the way, I also checked with Queen City Roofing and they said there are multiple Towns that they must pull permits in including Manchester....I am awaiting a list from them. I am not sure about other Towns around Henniker and their practices, I can only speak to my interpretation of the Code as the Building Inspector

Hope this helps

Bob

①

IRC

tions for individual cases, provided the *building official* shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, life and fire safety or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.

R104.10.1 Flood hazard areas. The *building official* shall not grant modifications to any provisions required in flood hazard areas as established by Table R301.2(1) unless a determination has been made that:

1. There is good and sufficient cause showing that the unique characteristics of the size, configuration or topography of the site render the elevation standards of Section R322 inappropriate.
2. Failure to grant the modification would result in exceptional hardship by rendering the lot undevelopable.
3. The granting of modification will not result in increased flood heights, additional threats to public safety, extraordinary public expense, cause fraud on or victimization of the public, or conflict with existing laws or ordinances.
4. The modification is the minimum necessary to afford relief, considering the flood hazard.
5. Written notice specifying the difference between the design flood elevation and the elevation to which the building is to be built, stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation and stating that construction below the design flood elevation increases risks to life and property, has been submitted to the applicant.

R104.11 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been *approved*. An alternative material, design or method of construction shall be *approved* where the *building official* finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, not less than the equivalent of that prescribed in this code. Compliance with the specific performance-based provisions of the International Codes shall be an alternative to the specific requirements of this code. Where the alternative material, design or method of construction is not *approved*, the *building official* shall respond in writing, stating the reasons why the alternative was not *approved*.

R104.11.1 Tests. Where there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the *building official* shall

have the authority to require tests as evidence of compliance to be made at no expense to the *jurisdiction*. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the *building official* shall approve the testing procedures. Tests shall be performed by an *approved* agency. Reports of such tests shall be retained by the *building official* for the period required for retention of public records.

SECTION R105 PERMITS

R105.1 Required. Any owner or owner's authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the *building official* and obtain the required *permit*.

R105.2 Work exempt from permit. Exemption from *permit* requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this *jurisdiction*. *Permits* shall not be required for the following:

Building:

1. One-story detached *accessory structures*, provided that the floor area does not exceed 200 square feet (18.58 m²).
2. Fences not over 7 feet (2134 mm) high.
3. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.
4. Water tanks supported directly upon *grade* if the capacity does not exceed 5,000 gallons (18 927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
5. Sidewalks and driveways.
6. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
7. Prefabricated swimming pools that are less than 24 inches (610 mm) deep.
8. Swings and other playground equipment.
9. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support.
10. Decks not exceeding 200 square feet (18.58 m²) in area, that are not more than 30 inches (762 mm) above *grade* at any point, are not attached to a dwelling do not serve the exit door required by Section R311.4.

②

IBC

Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the *building official* shall approve the testing procedures. Tests shall be performed by an *approved agency*. Reports of such tests shall be retained by the *building official* for the period required for retention of public records.

* 104.12

SECTION 105 PERMITS

* [A] **105.1 Required.** Any *owner* or owner's authorized agent who intends to construct, enlarge, alter, *repair*, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, *repair*, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be performed, shall first make application to the *building official* and obtain the required *permit*.

[A] **105.1.1 Annual permit.** Instead of an individual *permit* for each *alteration* to an already *approved* electrical, gas, mechanical or plumbing installation, the *building official* is authorized to issue an annual *permit* upon application therefor to any person, firm or corporation regularly employing one or more qualified *tradespersons* in the building, structure or on the premises owned or operated by the applicant for the *permit*.

[A] **105.1.2 Annual permit records.** The person to whom an annual *permit* is issued shall keep a detailed record of *alterations* made under such annual *permit*. The *building official* shall have access to such records at all times or such records shall be filed with the *building official* as designated.

* [A] **105.2 Work exempt from permit.** Exemptions from *permit* requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. *Permits* shall not be required for the following:

Building:

- Dec 2008
1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 120 square feet (11 m²).
 2. Fences not over 7 feet (2134 mm) high.
 3. Oil derricks.
 4. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
 5. Water tanks supported directly on grade if the capacity is not greater than 5,000 gallons (18 925 L) and the ratio of height to diameter or width is not greater than 2:1.

6. Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or *story* below and are not part of an *accessible route*.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated *swimming pools* accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, are not greater than 5,000 gallons (18 925 L) and are installed entirely above ground.
10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family *dwelling*s.
12. Window awnings in Group R-3 and U occupancies, supported by an exterior wall that do not project more than 54 inches (1372 mm) from the *exterior wall* and do not require additional support.
13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

Electrical:

Repairs and maintenance: Minor repair work, including the replacement of lamps or the connection of *approved* portable electrical equipment to *approved* permanently installed receptacles.

Radio and television transmitting stations: The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.

Temporary testing systems: A *permit* shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.

Gas:

1. Portable heating appliance.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

1. Portable heating appliance.
2. Portable ventilation equipment.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any part that does not alter its approval or make it unsafe.
6. Portable evaporative cooler.

**

**SECTION R503
ALTERATIONS**

R503.1 General. Alterations to any building or structure shall comply with the requirements of the code for new construction. Alterations shall be such that the existing building or structure is no less conforming to the provisions of this code than the existing building or structure was prior to the alteration.

Alterations to an existing building, building system or portion thereof shall conform to the provisions of this code as they relate to new construction without requiring the unaltered portions of the existing building or building system to comply with this code. Alterations shall not create an unsafe or hazardous condition or overload existing building systems. Alterations shall be such that the existing building or structure uses no more energy than the existing building or structure prior to the alteration. Alterations to existing buildings shall comply with Sections R503.1.1 through R503.2.

R503.1.1 Building envelope. Building envelope assemblies that are part of the alteration shall comply with Section R402.1.2 or R402.1.4, Sections R402.2.1 through R402.2.13, R402.3.1, R402.3.2, R402.4.3 and R402.4.4.

Exception: The following alterations need not comply with the requirements for new construction provided the energy use of the building is not increased:

1. Storm windows installed over existing fenestration.
2. Existing ceiling, wall or floor cavities exposed during construction provided that these cavities are filled with insulation.
3. Construction where the existing roof, wall or floor cavity is not exposed.
4. Roof recover.
5. Roofs without insulation in the cavity and where the sheathing or insulation is exposed during reroofing shall be insulated either above or below the sheathing.
6. Surface-applied window film installed on existing single pane fenestration assemblies to reduce solar heat gain provided the code does not require the glazing or fenestration assembly to be replaced.

R503.1.1.1 Replacement fenestration. Where some or all of an existing fenestration unit is replaced with a new fenestration product, including sash and glazing, the replacement fenestration unit shall meet the applicable requirements for *U*-factor and SHGC as provided in Table R402.1.2.

R503.1.2 Heating and cooling systems. New heating, cooling and duct systems that are part of the alteration shall comply with Sections R403.1, R403.2, R403.3 and R403.6.

Exception: Where ducts from an existing heating and cooling system are extended, duct systems with less than 40 linear feet (12.19 m) in unconditioned spaces shall

not be required to be tested in accordance with Section R403.3.3.

R503.1.3 Service hot water systems. New service hot water systems that are part of the alteration shall comply with Section R403.4.

R503.1.4 Lighting. New lighting systems that are part of the alteration shall comply with Section 404.1.

Exception: Alterations that replace less than 50 percent of the luminaires in a space, provided that such alterations do not increase the installed interior lighting power.

R503.2 Change in space conditioning. Any nonconditioned or low-energy space that is altered to become *conditioned space* shall be required to be brought into full compliance with this code.

Exception: Where the simulated performance option in Section R405 is used to comply with this section, the annual energy cost of the proposed design is permitted to be 110 percent of the annual energy cost otherwise allowed by Section R405.3.

**SECTION R504
REPAIRS**

R504.1 General. Buildings, structures and parts thereof shall be repaired in compliance with Section R501.3 and this section. Work on nondamaged components necessary for the required *repair* of damaged components shall be considered part of the *repair* and shall not be subject to the requirements for *alterations* in this chapter. Routine maintenance required by Section R501.3, ordinary repairs exempt from *permit*, and abatement of wear due to normal service conditions shall not be subject to the requirements for *repairs* in this section.

R504.2 Application. For the purposes of this code, the following shall be considered repairs:

1. Glass-only replacements in an existing sash and frame.
2. Roof repairs.
3. Repairs where only the bulb and/or ballast within the existing luminaires in a space are replaced provided that the replacement does not increase the installed interior lighting power.

**SECTION R505
CHANGE OF OCCUPANCY OR USE**

R505.1 General. Spaces undergoing a change in occupancy that would result in an increase in demand for either fossil fuel or electrical energy shall comply with this code.

R505.2 General. Any space that is converted to a dwelling unit or portion thereof from another use or occupancy shall comply with this code.

Exception: Where the simulated performance option in Section R405 is used to comply with this section, the annual energy cost of the proposed design is permitted to be 110 percent of the annual energy cost otherwise allowed by Section R405.3.

4

133-177 Applicability of Building Code

“Name of jurisdiction” shall mean “Town of Henniker”. All buildings, building components, and structures constructed in the Town of Henniker shall comply with the Building Code, State Building Codes, and State Fire Codes. The construction, design, structure, maintenance, and use of all buildings or structures to be erected, and the alteration, renovation, rehabilitation, repair, removal, or demolition of all buildings and structures previously erected shall be governed by the provisions of the State building code.

133-178 Legal Status

The adoption of this ordinance shall not affect any suit or proceedings now pending in any court, nor shall it affect any legal decision reached prior to its adoption.

133-179 Separability

If any portion of this ordinance is legally judged to be invalid or unconstitutional, it will have no effect on the remainder of the ordinance

133-180 Building Permit Required

Before beginning any work, except as exempted elsewhere in this ordinance, on any building project, the owner or his authorized agent shall secure a building permit from the Building, Planning, and Zoning Department in accordance with the applicable building code. Upon approval by the Building, Planning, and Zoning Department a permit card will be issued to the owner. This card shall be posted in a conspicuous location, visible from the street, for the duration of construction. A building permit shall be valid for two (2) years. If the project is not completed within the two-year permit window, written request for one-time extension of the time of completion shall be submitted to the Building Inspector/Code Enforcement Officer for approval

133-181 Amendments to Building Permits

Any amendment to a Building Permit shall be submitted in writing to the Building, Planning & Zoning Department, with appropriate adjustments to the permit fee. An amendment is required for any changes in building location, footprint, exiting, exit ways, life safety provisions, or significant changes in plumbing, electrical, mechanical, etc. Approval shall be granted before work is commenced. For other than one and two-family dwellings, it shall be determination of the Planning and Zoning Staff whether the proposed changes merit an amendment to existing approved permit or require a new application submission.

133-182 Permit Not Required

Work consistent with Section ~~102.6~~ ^{105.2} of the adopted International Building Code or Section ~~R102.6~~ ^{R105.2} of the adopted International Residential Code including small accessory structures of less than 200 square feet, interior finish work, ordinary repairs, or ~~direct replacement with like materials~~, may be performed without a Building Permit. Other examples not requiring permits according to the code include, but are not limited to:

Handwritten notes: "105.2" with an arrow pointing to the code reference, "R105.2" with an arrow pointing to the code reference, and "NOT IN CODE!" with an arrow pointing to the phrase "direct replacement with like materials".

A. Building

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area is not greater than 200 square feet (18.58 m²).
2. Fences, other than swimming pool barriers, not over 7 feet (2134 mm) high.
3. Oil derricks.

Diane Kendall

From: [REDACTED]
Sent: Wednesday, May 18, 2022 4:13 PM
To: Diane Kendall
Subject: RE: Windows and Roofing exemptions from Permit

Diane,

The wording in the zoning is very clear and the town legislative body voted for this overwhelmingly in 2021. In addition, Section 133-176 states:

133-176 Adoption of Codes By Reference The Board of Selectmen of the Town of Henniker hereby adopts the following building codes and amendments thereto. These codes shall be known as the Henniker Building Code and are adopted to establish rules and regulations for the construction of buildings within the corporate limits of the Town of Henniker. Where any provisions of the Building Code Ordinance conflicts with State law, State law will supersede, **unless provided for within this Ordinance** or the provisions of the Adopted Codes.

We were very careful to craft the ordinance so that residents would not be required to pull permits for repairs "in kind" such as re-roofing and re-siding, to name a couple of examples. That is why 133-182 is worded the way it is.

As for other towns, I care not what they require.

Bill

From: Diane Kendall <[REDACTED]>
Sent: Tuesday, May 17, 2022 11:22 AM
To: Bill Marko <[REDACTED]>
Subject: FW: Windows and Roofing exemptions from Permit

Bill,

Please see below from our building inspector.

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Bob Garside <[REDACTED]>
Sent: Tuesday, May 17, 2022 11:20 AM
To: Diane Kendall <[REDACTED]>
Subject: Windows and Roofing exemptions from Permit

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As a follow up to our conversation, I have attached the following for review

1. International Residential Code Section R105.2- Work Exempt from permit
2. International Building Code Section 105.2- Work Exempt from permit
3. International Energy Conservation Code Section R503.1.1.1- Replacement Fenestration
4. Henniker Zoning Article XXX, Chapter 133-182-Permit Not Required

If you review Items 1 and 2 you will see no mention where that roofing and/or windows are exempt from permit, you will also see no mention of the wording "direct replacement with like materials" anywhere in these exemptions

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By the way, I also checked with Queen City Roofing and they said there are multiple Towns that they must pull permits in including Manchester....I am awaiting a list from them. I am not sure about other Towns around Henniker and their practices, I can only speak to my interpretation of the Code as the Building Inspector

Hope this helps

Bob

Diane Kendall

From: Diane Kendall
Sent: Wednesday, May 18, 2022 5:21 PM
To: billmarko@comcast.net
Cc: Bob Garside
Subject: RE: Windows and Roofing exemptions from Permit

Hi Bill,

Building Inspector Bob Garside is consulting with the NHBOA on best practices and approaches to this issue. It is true that most surrounding towns do not require permits for roof shingle replacement only, some window and siding replacement.

If the Planning Boards very careful to craft ordinance had specific intent to exempt re-roofing, re-siding and window replacement, why is it so vague and not specific as in 133-182:A-F? Intent is subjective and speculative. One could argue that the language "replacement in kind" could be exploited by contractors and homeowners. Because the language in the ordinance was not specific you simply cannot just say it pertains to roofing and windows, if you leave that language and choose not to enforce it, it applies to ALL aspects of the Code, Building, Plumbing, Gas, Fire, Electrical, Accessibility and the board should be prepared for this. Replacement of in-kind material could be carpeting. Or replacement in kind could be replacing with something that is not up to life safety codes. Think replacement in kind of sprinkler or windows that need to meet egress and energy codes.

The town recruited and hired a professional credentialed building inspector and expect that they understand and comply with the state building code and town ordinance. The building inspector is compelled by a professional code of ethics to follow what the building codes and ordinance indicate with best practices possible using professional judgement as needed and as specifically directed. If the Selectboard chooses to not enforce certain requirements of the building code, they should be explicit in directions to the Building Inspector in form of a vote and directive. They should also suggest amendment to the ordinance to be more specific.

Some speculate that zealous enforcement will lead to more work performed without permit. One could also argue that strict adherence to code, permit and inspection might discourage improvement of underperforming properties if homeowners fear it is burdensome or will have a greater financial impact than they are prepared for. If someone has a distressed property with a roof in terrible condition and they replace it themselves and potentially cut corners with ice/water shield etc. to stay within a budget, we could argue new shingles are better and more compliant than disrepair. The lack of enforcement and work without permits is usually problematic when a property owner wants to sell, and lenders want to validate that work done was permitted. It also problematic when there is a life safety issue, and the town was negligent in enforcement. We always seek to have properties improved and will work with homeowners to be on a path to safer and more compliant dwellings.

Another benefit of permit requirement is that permits trigger a pick-up assessment adjustment which helps to keep overall values fair and equitable. For example, during a pick-up the assessor could apply a factor adjustment for condition that changes from poor to good. It might not add much in value to one property, but consistent permitting helps to improve overall value of stock which helps to lower tax rates.

I hope this is helpful. Mr. Garside can also be reached at 603-748-7189 if you have more questions.

Best,

Diane Kendall

Town Administrator
Town of Henniker
603-428-3221 x105

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From: billmarko@ [REDACTED]
Sent: Wednesday, May 18, 2022 4:13 PM
To: Diane Kendall < [REDACTED] >
Subject: RE: Windows and Roofing exemptions from Permit

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We were very careful to craft the ordinance so that residents would not be required to pull permits for repairs "in kind" such as re-roofing and re-siding, to name a couple of examples. That is why 133-182 is worded the way it is.

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1. International Residential Code Section R105.2- Work Exempt from permit
2. International Building Code Section 105.2- Work Exempt from permit
3. Internation Energy Conservation Code Section R503.1.1.1- Replacement Fenestration
4. Henniker Zoning Article XXX, Chapter 133-182-Permit Not Required

If you review Items 1 and 2 you will see no mention where that roofing and/or windows are exempt from permit, you will also see no mention of the wording "direct replacement with like materials" anywhere in these exemptions

If you further review Item 3 you will note "where some or all of existing fenestration is replaced...shall meet the applicable requirements... as provided in Table R402.1.2", this means if you replace a window it must meet the Energy Code Criteria as outlined in the Code, further case for pulling a permit.

I have included Article XXX language and the edits that should be done to fix this situation, I don't think the Town (or any Town) has the authority to make changes to the Code without some approval from the State(??)

By the way, I also checked with Queen City Roofing and they said there are multiple Towns that they must pull permits in including Manchester....I am awaiting a list from them. I am not sure about other Towns around Henniker and their practices, I can only speak to my interpretation of the Code as the Building Inspector

Hope this helps

Bob

Diane Kendall

From: [REDACTED]
Sent: Wednesday, May 18, 2022 4:18 PM
To: Diane Kendall
Subject: Vacation

Diane,

FYI for you and the rest of the board, I will be on vacation from 20-MAY until 28-MAY with very limited cell or data service and will be unable to conduct town business during that time. I will be able to fully participate in the next board meeting.

Regards, Bill

Diane Kendall

From: Diane Kendall
Sent: Wednesday, May 18, 2022 5:27 PM
To: Kris Blomback - Pats Peak Ski Area
Cc: Wendy Baker; Russ Roy; Deb Aucoin; Kim Johnson; Leo Aucoin; Henniker Fire; Marc Boisvert; Chief Matthew French; Bob Garside; Greg Aucion
Subject: Diane Vacation May 26th through May 31st

Hello all,

I will be on a vacation Thursday May 26th through Tuesday May 31st. I will be checking email once or twice a day to triage anything important. Russ will be person in charge while I'm gone. I can be reached by cell phone if there is an emergency.

Thank you ,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Peter Flynn <[REDACTED]>
Sent: Wednesday, May 18, 2022 5:31 PM
To: Diane Kendall
Cc: Kris Blomback - Pats Peak Ski Area; Wendy Baker
Subject: Re: Bill Marko Vacation

Both of you enjoy your vacations. PF

Sent from my iPhone

On May 18, 2022, at 5:27 PM, Diane Kendall <[REDACTED]> wrote:

From: [REDACTED] <[REDACTED]>
Sent: Wednesday, May 18, 2022 4:18 PM
To: Diane Kendall <[REDACTED]>
Subject: Vacation

Diane,

FYI for you and the rest of the board, I will be on vacation from 20-MAY until 28-MAY with very limited cell or data service and will be unable to conduct town business during that time. I will be able to fully participate in the next board meeting.

Regards, Bill

Diane Kendall

From: Diane Kendall
Sent: Wednesday, May 18, 2022 12:25 PM
To: Tia Hooper
Subject: Gift for you

Hi Tia,

Nancy [REDACTED] stopped by with a little gift for you. I'll keep it in my office for you. [REDACTED]

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Peter Flynn <[REDACTED]>
Sent: Thursday, May 19, 2022 9:46 AM
To: Diane Kendall
Subject: BOS Meeting Calendar

Diane,

Would it be possible to send me the BOS meeting Calendar for the upcoming year.

Thanks,

Peter

Diane Kendall

From: Diane Kendall
Sent: Thursday, May 19, 2022 10:28 AM
To: Peter Flynn
Subject: RE: BOS Meeting Calendar
Attachments: SKMBT_42322051910280.pdf

Here you go

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Peter Flynn <[REDACTED]>
Sent: Thursday, May 19, 2022 9:46 AM
To: Diane Kendall <[REDACTED]>
Subject: BOS Meeting Calendar

Diane,

Would it be possible to send me the BOS meeting Calendar for the upcoming year.

Thanks,

Peter

Diane Kendall

From: D Scott Osgood <[REDACTED]>
Sent: Friday, May 20, 2022 1:19 PM
To: Diane Kendall
Subject: Re: Diane Vacation May 26th through May 31st

Have fun. (It's required)

On Wed, May 18, 2022 at 5:26 PM Diane Kendall <[REDACTED]> wrote:

Hello all,

I will be on a vacation Thursday May 26th through Tuesday May 31st. I will be checking email once or twice a day to triage anything important. Russ will be person in charge while I'm gone. I can be reached by cell phone if there is an emergency.

Thank you ,

Diane Kendall

Town Administrator

Town of Henniker

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--

D Scott Osgood
[REDACTED]

Diane Kendall

From: Diane Kendall
Sent: Monday, May 23, 2022 2:40 PM
To: Bill Marko
Subject: Selectboard Email Account Ready

Good afternoon,

Your Official Henniker Outlook email account has been set up. You can access it by going to: <https://www.outlook.com>
If you use a smartphone, you can find the outlook app wherever you get your apps. When you login for the first time you will be prompted to change your password. Please use a password that is complex and change it often. I also recommend setting up two factor authorization: [Outlook Two Step Verification Or 2-Factor Authentication \(ausadvisor.com\)](https://ausadvisor.com). Be vigilant as government accounts are easy targets for cyber criminals.

Your address is: [REDACTED] Temporary password: [REDACTED]

[REDACTED] be sending test emails to the account to make sure it is working properly. Please let me know if you have any issues.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Monday, May 23, 2022 2:42 PM
To: Kris Blomback - Pats Peak Ski Area; Kris Blomback
Subject: Official Town Email Activated

Good afternoon,

Your Official Henniker Outlook email account has been set up. You can access it by going to: <https://www.outlook.com>
If you use a smartphone, you can find the outlook app wherever you get your apps. When you login for the first time you will be prompted to change your password. Please use a password that is complex and change it often. I also recommend setting up two factor authorization: [Outlook Two Step Verification Or 2-Factor Authentication \(ausadvisor.com\)](https://ausadvisor.com). Be vigilant as government accounts are easy targets for cyber criminals.

Your address is: [REDACTED] Temporary password: [REDACTED]

I will be sending test emails to the account to make sure it is working properly. Please let me know if you have any issues.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Monday, May 23, 2022 2:44 PM
To: Peter Flynn; Peter Flynn
Subject: Official Town Email Activated

Good afternoon,

Your Official Henniker Outlook email account has been set up. You can access it by going to: <https://www.outlook.com>. If you use a smartphone, you can find the outlook app wherever you get your apps. When you login for the first time you will be prompted to change your password. Please use a password that is complex and change it often. I also recommend setting up two factor authorization: [Outlook Two Step Verification Or 2-Factor Authentication \(ausadvisor.com\)](https://ausadvisor.com). Be vigilant as government accounts are easy targets for cyber criminals.

Your address is: [REDACTED] Temporary password: [REDACTED]

[REDACTED] be sending test emails to the account to make sure it is working properly. Please let me know if you have any issues.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Monday, May 23, 2022 2:45 PM
To: Tia Hooper; Tia Hooper
Subject: Official Town Email Activated

Good afternoon,

Your Official Henniker Outlook email account has been set up. You can access it by going to: <https://www.outlook.com>
If you use a smartphone, you can find the outlook app wherever you get your apps. When you login for the first time you will be prompted to change your password. Please use a password that is complex and change it often. I also recommend setting up two factor authorization: [Outlook Two Step Verification Or 2-Factor Authentication \(ausadvisor.com\)](https://www.ausadvisor.com). Be vigilant as government accounts are easy targets for cyber criminals.

Your address is: [REDACTED] Temporary password: [REDACTED]

I will be sending test emails to the account to make sure it is working properly. Please let me know if you have any issues.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Monday, May 23, 2022 2:46 PM
To: Scott Osgood ([REDACTED]) Scott Osgood
Subject: Official Town of Henniker Email Activated

Good afternoon,

Your Official Henniker Outlook email account has been set up. You can access it by going to: <https://www.outlook.com>. If you use a smartphone, you can find the outlook app wherever you get your apps. When you login for the first time you will be prompted to change your password. Please use a password that is complex and change it often. I also recommend setting up two factor authorization: [Outlook Two Step Verification Or 2-Factor Authentication \(ausadvisor.com\)](https://ausadvisor.com). Be vigilant as government accounts are easy targets for cyber criminals.

Your address is: [REDACTED] Temporary password: [REDACTED]

I will be sending test emails to the account to make sure it is working properly. Please let me know if you have any issues.

Best,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Diane Kendall
Sent: Tuesday, May 24, 2022 9:40 AM
To: Kris Blomback - Pats Peak Ski Area
Cc: Peter Flynn; Scott Osgood ([REDACTED]); Tia Hooper; Bill Marko; Leo Aucoin
Subject: Crack Seal Bid

Good morning all,

Leo had a bid opening for Crack Seal, and we need to get the work done prior to the June 14th meeting. I just sent you the bid acceptance using our Adobe signature software. Please look out for it from Russ Roy because the software is registered in his name. Please let me know if you got it and if you had any trouble using it.

Thank you,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Kris Blomback - Pats Peak Ski Area <[REDACTED]>
Sent: Tuesday, May 31, 2022 2:03 PM
To: Diane Kendall
Subject: FW: Announcing the 2020 Post-Census Group Quarters Review Program (PCGQR)
Attachments: ATT00001.bin; 2020PCGQR-Flyer-Final.pdf

From: U.S. Census Bureau <[REDACTED]>
Sent: Tuesday, May 31, 2022 10:57 AM
To: Kris Blomback - Pats Peak Ski Area <[REDACTED]>
Subject: Announcing the 2020 Post-Census Group Quarters Review Program (PCGQR)

Henniker town
MC3301335540

5/31/2022

18 Depot Hill Rd
Henniker, NH 03242

FROM THE ASSOCIATE DIRECTOR FOR DECENNIAL CENSUS PROGRAMS

The U.S. Census Bureau is accepting cases for the 2020 Post-Census Group Quarters Review (PCGQR) beginning June 6, 2022 until June 30, 2023.

The 2020 PCGQR provides a mechanism for governmental units in the United States and Puerto Rico, or their designated representatives, to request that the Census Bureau review their population counts for group quarters they believe were not counted correctly as of April 1, 2020.

If the review process finds discrepancies in these population counts supported by sufficient documentation, approved revisions to the group quarters population will be provided to the Population Estimates Program. These updates will be incorporated into the next population base that the production schedule allows. The population estimates developed from the updated population base will also be used by the American Community Survey and the Puerto Rico Community Survey as survey controls so that the population totals from the survey conform to the updated population estimates. Governmental units include tribal, state, and local officials or their designated representatives.

Please note that the 2020 PCGQR does not constitute a recount for the 2020 Census. For example, 2020 Census data products and counts delivered to the President for apportionment, or the 2020 Census Public Law 94-171 Redistricting Data Files and Geographic Products will not be updated as a result of the 2020 PCGQR.

Please refer to the attached 2020 PCGQR flyer for more information about this voluntary program. For further details, visit the 2020 PCGQR website at <https://www.census.gov/programs-surveys/decennial-census/decade/2020/planning-management/evaluate/pcgqr.htm> as well as the Federal Register Notice, also available on the website.

If you have any questions, please contact the 2020 PCGQR by phone at 1(844) 242-1765 or by email at [REDACTED]

Sincerely,

Albert E. Fontenot, Jr.
Associate Director for
Decennial Census Programs

Enclosure

Diane Kendall

From: Diane Kendall
Sent: Tuesday, May 31, 2022 3:26 PM
To: Scott Osgood
Cc: Scott Osgood
Subject: Re: Test

Hi Scott,

I am having a wonderful vacation in South Carolina. It will be hard to leave the beach. I return to the office on Thursday June 2nd and I'll be happy to meet with you then. Remember the board is not meeting again until June 14. Please don't hesitate to reach out if it's something that needs immediate attention.

Best,
Diane Kendall

Get [Outlook for iOS](#)

From: Scott Osgood <[REDACTED]>
Sent: Tuesday, May 31, 2022 9:12:51 AM
To: Diane Kendall <[REDACTED]>
Cc: Scott Osgood <[REDACTED]>
Subject: Test

Hi Diane,
Hope you had a nice vacation.
I have a couple of items to go over.
No rush.

Please send by mail as well to confirm I am using the new email properly.

Best
Scott O

Get [Outlook for iOS](#)

Diane Kendall

From: Scott Osgood
Sent: Tuesday, May 31, 2022 9:13 AM
To: Diane Kendall
Cc: Scott Osgood
Subject: Test

Hi Diane,
Hope you had a nice vacation.
I have a couple of items to go over.
No rush.

Please send by mail as well to confirm I am using the new email properly.

Best
Scott O

Get [Outlook for iOS](#)

Diane Kendall

From: [REDACTED]
Sent: Friday, June 3, 2022 9:01 AM
To: Diane Kendall
Subject: RE: Testing the Selectboard Distribution Group email account

I received it. Bill

From: Diane Kendall <[REDACTED]>
Sent: Thursday, June 2, 2022 10:19 AM
To: Henniker Selectboard <[REDACTED]>
Subject: Testing the Selectboard Distribution Group email account

Hello all,
Please respond to this email that you have received.

Thank you,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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You're receiving this message because you're a member of the Henniker Selectboard group from Henniker Town Office. To take part in this conversation, reply all to this message.

[View group files](#) | [Leave group](#) | [Learn more about Microsoft 365 Groups](#)

Diane Kendall

From: Bruce Trivellini <[REDACTED]>
Sent: Saturday, June 4, 2022 6:26 AM
To: Kris Blomback - Pats Peak Ski Area; Tia Hooper; Bill Marko; Peter Flynn; Scott Osgood
Cc: Diane Kendall
Subject: Agenda Public Meeting June 14, 2022

Select-board's Public Meeting Agenda for June 14, 2022 not posted on town's web page...Anxiously awaiting this week's excuse.

Dr. Bruce J. Trivellini, D.D.S.

"Conformity is the jailer of freedom and the enemy of growth." (President John F. Kennedy)

Diane Kendall

From: Tia Hooper
Sent: Monday, June 6, 2022 8:09 AM
To: Diane Kendall
Subject: Re: Testing the Selectboard Distribution Group email account

Received.
Thank you
Tia

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Thursday, June 2, 2022 10:18:47 AM
To: Henniker Selectboard <[REDACTED]>
Subject: Testing the Selectboard Distribution Group email account

Hello all,
Please respond to this email that you have received.

Thank you,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Scott Osgood
Sent: Monday, June 6, 2022 9:34 AM
To: Diane Kendall
Subject: Re: Testing the Selectboard Distribution Group email account

Hi Diane,
Scott Osgood here.
This works for my phone and home computer.
Working on my tablet next.
Welcome back!

Scott O

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Thursday, June 2, 2022 10:18:47 AM
To: Henniker Selectboard <[REDACTED]>
Subject: Testing the Selectboard Distribution Group email account

Hello all,
Please respond to this email that you have received.

Thank you,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Scott Osgood
Sent: Monday, June 6, 2022 10:07 AM
To: Diane Kendall
Subject: Three items

Scott O , has the new email on all three of my devises !

I had a couple of items to discuss. Let me know when you might have 20 minutes .

No rush at all.

Scott O

Get [Outlook for iOS](#)

Diane Kendall

From: Scott Osgood
Sent: Monday, June 6, 2022 12:05 PM
To: Diane Kendall
Subject: Re: Three items

Tomorrow would work better for me.
OK?

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Monday, June 6, 2022 10:47:59 AM
To: Scott Osgood <[REDACTED]>
Subject: RE: Three items

I'm here until 4:30

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Scott Osgood <[REDACTED]>
Sent: Monday, June 6, 2022 10:07 AM
To: Diane Kendall <[REDACTED]>
Subject: Three items

Scott O , has the new email on all three of my devises !

I had a couple of items to discuss. Let me know when you might have 20 minutes .

No rush at all.

Scott O

Get [Outlook for iOS](#)

Diane Kendall

From: Scott Osgood
Sent: Tuesday, June 7, 2022 7:28 AM
To: Diane Kendall
Subject: Re: Three items

Thanks, See you at 10:00.

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Monday, June 6, 2022 12:35:37 PM
To: Scott Osgood <[REDACTED]>
Subject: RE: Three items

Sure. I'll be available from 10:00 to 4:30.

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Scott Osgood <[REDACTED]>
Sent: Monday, June 6, 2022 12:05 PM
To: Diane Kendall <[REDACTED]>
Subject: Re: Three items

Tomorrow would work better for me.
OK?

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Monday, June 6, 2022 10:47:59 AM
To: Scott Osgood <[REDACTED]>
Subject: RE: Three items

I'm here until 4:30

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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From: Scott Osgood <[REDACTED]>

Sent: Monday, June 6, 2022 10:07 AM

To: Diane Kendall <[REDACTED]>

Subject: Three items

Scott O , has the new email on all three of my devises !

I had a couple of items to discuss. Let me know when you might have 20 minutes .

No rush at all.

Scott O

Get [Outlook for iOS](#)

Diane Kendall

From: Diane Kendall
Sent: Tuesday, June 7, 2022 11:41 AM
To: Bill Marko
Subject: Work at Grange

Hi Bill,

Can you give me a call when you get a chance, I want to talk with you about some work that needs to be done at the Grange building. I'll be in a webinar from noon to 1, but you can reach me between 1-4 today or all day tomorrow.

Thanks,

Diane Kendall
Town Administrator
Town of Henniker
603-428-3221 x105

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Diane Kendall

From: Scott Osgood
Sent: Wednesday, June 1, 2022 4:44 PM
To: Diane Kendall
Subject: Re: Test

Glad yr having fun. No rush here.

Best
ScottO

Get [Outlook for iOS](#)

From: Diane Kendall <[REDACTED]>
Sent: Tuesday, May 31, 2022 3:25:51 PM
To: Scott Osgood <[REDACTED]>
Cc: Scott Osgood <[REDACTED]>
Subject: Re: Test

Hi Scott,

I am having a wonderful vacation in South Carolina. It will be hard to leave the beach. I return to the office on Thursday June 2nd and I'll be happy to meet with you then. Remember the board is not meeting again until June 14. Please don't hesitate to reach out if it's something that needs immediate attention.

Best,
Diane Kendall

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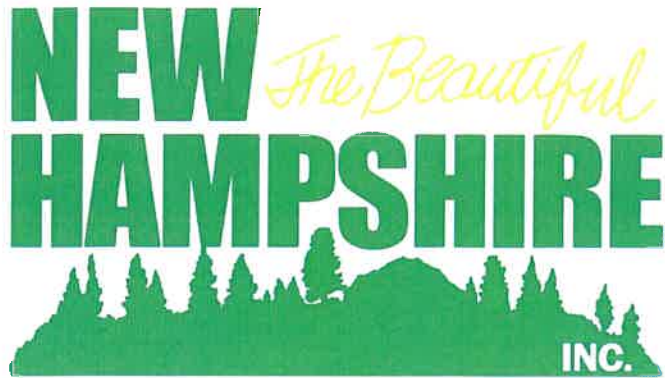
From: Scott Osgood <[REDACTED]>
Sent: Tuesday, May 31, 2022 9:12:51 AM
To: Diane Kendall <[REDACTED]>
Cc: Scott Osgood <[REDACTED]>
Subject: Test

Hi Diane,
Hope you had a nice vacation.
I have a couple of items to go over.
No rush.

Please send by mail as well to confirm I am using the new email properly.

Best
Scott O

Get [Outlook for iOS](#)



New Hampshire the Beautiful
2101 Dover Rd., Epsom, NH 03234
NHtB@nrrarecycles.org
Phone: 1-888-784-4442 | Fax: 1-603-736-4402

May 18th, 2022

Marc Boisvert
Transfer Station Manager
18 Depot Hill Road, Henniker, NH 03242

Dear Mr. Boisvert,

The New Hampshire the Beautiful Board voted on May 17, 2022 to award the town of Henniker a grant of **\$5,000.00** towards the purchase of a Kubota SSV65HFRC skid steer.

Because we have already received your proof of purchase of the skid steer and a copy of the check used to pay for it, we will begin processing your payment and provide you with your awarded grant money as soon as possible.

*As part of the grant program, the Board requests that you include information about this grant in your annual town report. We will send you a write up that you can use along with your reimbursement. **Additionally, we'd like you to take a photo of the equipment (in use, if possible) and submit it to us along with a brief note letting us know how the equipment has helped your facility and/or community recycling program.***

We would like to applaud your efforts and wish you continued success at your facility and look forward to your taking advantage of this grant.

The Board has requested that you forward this letter to each of your selectman. We thank you in advance for doing this for us.

Sincerely,


Serina Chase
Office Assistant



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 6/14/2022

TITLE: Bid Approvals

INITIATED BY: Leo Aucoin, Superintendent

PREPARED BY: Leo Aucoin, Superintendent

PRESENTED BY: Leo Aucoin, Superintendent

AGENDA DESCRIPTION: I would like the Board to act on the following bid openings:

- Main Street Storm Drain Culvert Replacement - Highway superintendent recommends Board of Selectmen to accept the sealed bid from EJ Prescott, Inc. to slip line the drains on Main Street from the intersection of Rush Road to the outlet at the riverbank below Daniels parking lot. The bid amount is \$165,000.
- Patterson Hill Road Bridge – Bid Opening June 13th

Legal Authority: Town procurement policy

Financial Details: See attached

Town Administrator Comment: Town Administrator concurs with recommendations of Superintendent Aucoin

Suggested Action/Recommendation:

1. Motion to award Main Street Storm Culvert Replacement to EJ Prescott, Inc. not to exceed \$165,000.00
2. Motion to award Patterson Hill Road Bridge to _____ not to exceed \$ _____



Slip Line Proposal

From: E. J. Prescott, Inc. Tel. #207-582-4795 **Date:** 5/19/22
P.O. Box 600 Fax. #207-582-4683
Gardiner, ME 04345 Job #24460-2218

Town of Henniker, NH
Leo Aucoin
roadagent@henniker.org
603-428-7200

Project: Re-lining of 218'x12" and 450'x18" corrugated metal drain culverts located on Main St. in Henniker, NH.

Scope: The installation of 228'x8" Threadliner HDPE solid wall liner pipe. The 8" Threadliner pipe will be shipped in 3' lay lengths and installed thru the catch basin. The 8" Threadliner will be winched into place from the receiving catch basin. The installation of 450'x14" HDPE butt fused solid wall liner pipe. The 14" liner pipe will be installed thru an insertion pit located at a catch basin that is being replaced. After the completion of the liner pipe installation grout retaining concrete bulkheads will be constructed. 2" PVC vent, fill and observation ports will be installed thru the bulkheads. Cellular grout will be pumped into the annular space between the existing corrugated metal culvert and liner pipe. Once the annular space is deemed full the 2" PVC ports will be removed from the bulkheads and faced off with hydraulic cement to achieve a uniform finished look. Any necessary catch basin rehabilitation or replacement.

Items in Complete Installation Price:

1. Mobilization to and from site.
2. 5 crewmembers to install all liner pipe quoted at 8 full days.
3. Traffic control.
4. Dewatering the site during bulkhead and grouting operations.
5. Furnish and installation 228'x8" Threaded HDPE solid wall liner pipe.
6. Furnish and installation of 450'x14" HDPE solid wall liner pipe.
7. 6-18 McElroy butt fusion machine.
8. Excavator and operator.
9. Dump truck with operator.
10. Furnish and installation of 2" PVC vent and fill tubes.
11. Furnish and installation of 12 grout retaining concrete bulkheads.
12. Furnish and pumping of 20 cubic yards annular space cellular grout.
13. Leak stopping.
14. Catch basin repair or replacement.
15. Granite curb resetting and pavement repair.

Items not in price:

1. Permits.
2. Prevailing wage rate.
3. Testing of any type.
4. Anything not specifically mentioned in "Items in Price".

Proposal Price for Additional Catch Basin Structure

Replacement: \$7,500.00- Seven thousand, Five hundred dollars and Zero cents.

Proposal Price for 12" Storm Drains Per Foot: \$245.00- Two hundred, Forty-Five dollars and Zero Cents.

Proposal Price for 18" Storm Drains Per Foot: \$245.00- Two hundred, Forty-Five dollars and Zero cents.

Proposal Price for Main Street Storm Drain Culvert

Rehabilitation Project Lump Sum: \$165,000.00- One hundred Sixty-Five thousand dollars and Zero cents.

Please Note: Annular space grout is quoted at 20 cubic yards depending on which liner option is chosen. Any additional annular space grout will be charged at a rate of \$375.00 per cu/y to the customer. No additional annular space grout will be ordered or pumped until change order/permission from the customer is obtained.

Please Note: This price does not include prevailing wage rates.

Please Note: Due to the volatility of the HDPE resin and Grout market E.J.P / PPF cannot guarantee pricing. This price is based on current pricing & availability at this time.

Please Note: This quote has been prepared with the information given by the Town of Henniker, NH. If any HDPE liner pipe diameters need to be downsized due to existing pipe conditions, the Town of Henniker will be responsible for any associated costs.

E.J. Prescott technicians will not enter excavations unless contractor has taken every precaution to ensure 100% OSHA Compliance.

GENERAL TERMS AND CONDITIONS:

I. **General Conditions:** These general conditions are incorporated by reference into the proposal and are part of the Agreement under which services are to be performed by the Contractor for the Customer.

II. **Terms: Net 30 days.** EJP Open Credit accounts are established for commercial, non-consumer use only. Unless an approved commercial Open Credit account is established, payment in good funds or approved check must be made before or at time of delivery. Commercial Credit terms are Net 30 days, no cash discounts allowed and no retainage is to be held. Service Charges commence after 30 days and are calculated on the last day of the month in which the 30th day falls. Service charge is 1 ½ % per month (18% a.p.r.) on the balance over 30 days of age. The buyer agrees to pay all costs and expenses of collection, including reasonable attorney's fees, and EJP claims a mechanic's lien under applicable state law. Interest will be charged at the rate of 1% per month – 18% per year on all balances over 30 days. The customer agrees to pay all costs and expenses of collection including attorney and court costs relating to the collection of this invoice. EJ Prescott general terms and conditions shall apply.

III. **Warranty:** The buyer's sole and exclusive warranty, if any, is that provided by the product's manufacturer. EJP makes no express or implied warranties. EJP hereby disclaims all express or implied warranties, whether implied by operation of law or otherwise, including, without limitation, all implied warranties of merchantability and fitness or fitness for a particular purpose. Under no circumstances, and in no event, will EJP be liable for personal injury or property damage or any other loss, damage, cost or repairs or incidental, punitive, special, consequential, or liquidated damages of any kind, whether based upon warranty, contract, strict liability, negligence or any other cause of action arising in connection with the design, manufacture, sale, transportation, installation, or repair of the products sold by EJP. Buyer acknowledges and agrees that under no circumstances, and in no event, shall EJP's liability, if any, exceed the net sales price of the defective product(s).

IV. **Labor:** On time plus material quotes, all labor is figured on straight time. Any overtime required will be at the expense of the customer.

V. **Site Conditions:** Unless specifically addressed above, this proposal does not include bypass, debris removal, permitting or traffic control. Access to the worksite for crew and equipment must be provided by others. Water supply must be supplied by others. Any alteration or deviation from above specification involving extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control.

VI. **Insurance:** . Owner to carry fire, tornado and other necessary insurance upon above work. Workmen's compensation and Public Liability Insurance on above work to be taken out by E. J. Prescott, Inc.

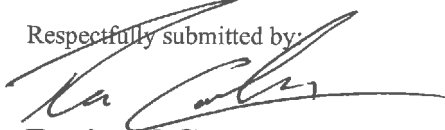
VII. **Indemnification:** The Customer and Contractor will each indemnify the other for liability, loss and expense incurred by the other party resulting from a negligent act or omission in performance of work under this Agreement. If both parties are jointly at fault, each will indemnify the other in proportion to their relative fault. The Customer will also indemnify the Contractor for liability, loss and expense resulting from the Contractor's services if the Contractor is acting at the direction or instruction of the Customer. or where the primary cause of damages is due to information provided by the Customer.

VIII. **Customer Supplied Labor:** Where the Customer supplies labor for the Contractor, the Customer will indemnify the Contractor for liability, loss or expense for work related injuries to the Customer's employees. The Customer agrees to waive all rights of subrogation against the Contractor arising out of work in this Agreement.

IX. **Preexisting Conditions:** The Contractor will not be responsible for liability, loss or expense (including damage caused by backup of sewers) where the primary cause of claim or damage is preexisting conditions including faulty, inadequate, or defective design, construction, maintenance, or repair of property, or contamination of the subsurface where the condition existed prior to the start of the Contractor's work. Customer is responsible for loss of service caused by the preexisting conditions at the jobsite.

X. **Environmental Conditions:** Any debris at the site is represented to Contractor to be non-hazardous requiring no manifesting or special permitting. The Customer will be responsible for any additional costs or claims associated with the treatment, storage, disposal of removed debris, or breach of the above representation, at any time during or after the completion of the project.

Respectfully submitted by:



Reginald Cooley

Plastic Pipe Fabrication, A Division of E.J. Prescott

Reggiec.cooley@ejprescott.com

Cell-(207)689-8616

Office-(207)582-4795

Fax-(207)582-4683

WIN# 24460-2218

Note: This proposal may be withdrawn by us if not accepted within 30 days.

ACCEPTANCE OF PROPOSAL

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Accepted: _____ Signature: _____

Date: _____ Signature: _____

ACCESSIBILITY STATUS OF THE TUCKER FREE LIBRARY

At Town Meeting in March of 2022, voters supported a warrant article totaling \$58,670.20¹ to replace the Garaventa Lift at the Tucker Free Library to ensure accessibility for all residents of Henniker. The Town also voted to establish a trust fund for future library renovation.

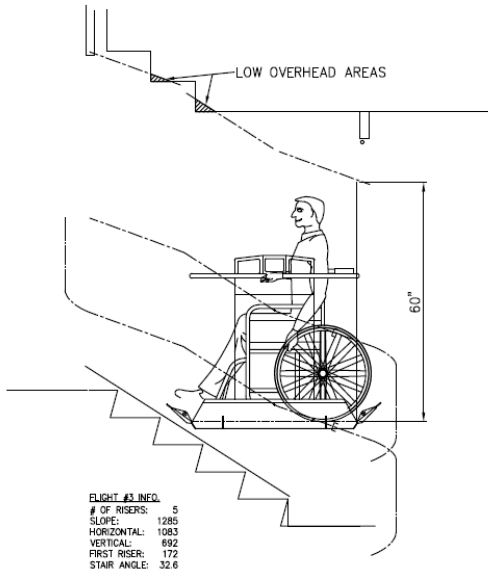
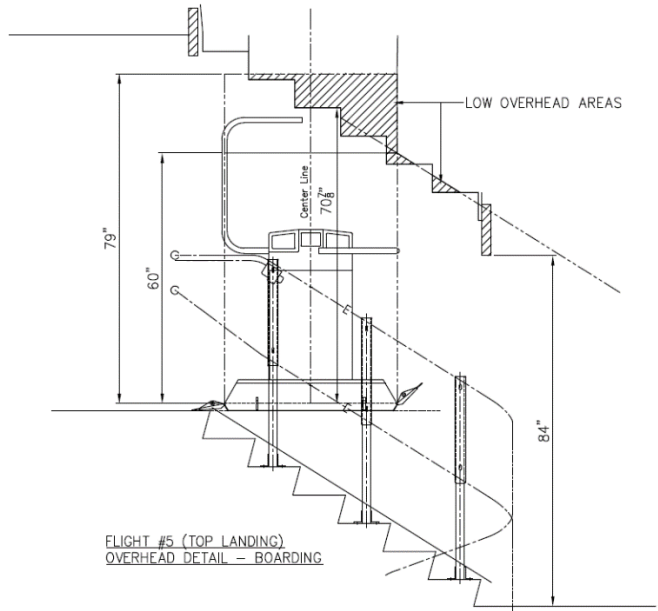
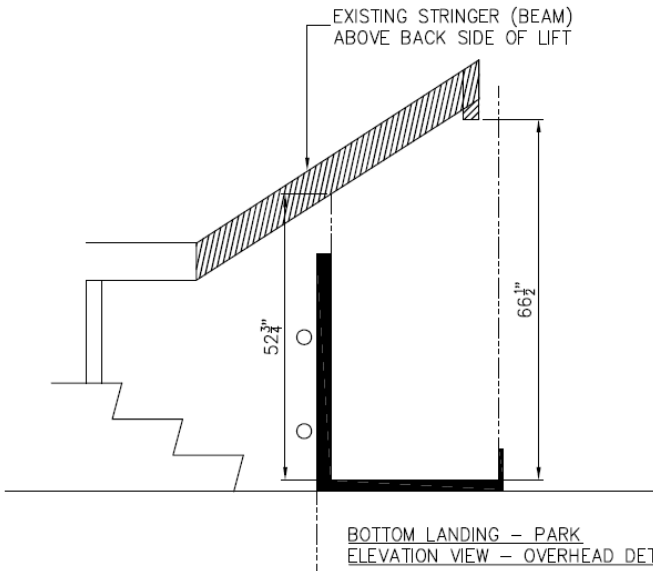
After the successful vote, trustees authorized the library director to begin the process to replace the Garaventa lift. During the preliminary design work however, Garaventa’s compliance expert identified six critical head clearance and weight capacity issues as being incompatible with current building codes (see summary table below) and because of this, re-build design efforts on the lift replacement were halted. Representatives of the Garaventa company then petitioned the New Hampshire Department of Labor’s Chief Elevator Inspector for variances that would allow installation of the new lift. On May 25, 2022 the trustees received notification from the New Hampshire Department of Labor that the variances would not be granted. The notice reads:

“It is understood that this request is seeking to permit a replacement of an existing lift that had been installed in 1987. At that time the code did not speak to headroom. It has been explained that the existing lift is no longer functioning and requires replacement. The owner is seeking to maintain the original rail and simply replace the platform. However, the request is too extreme given that the code has evolved since 1987 and now includes headroom clearance. This was done to prevent injury to passengers either sitting or standing on the lift during travel from one floor to the next as well as during boarding. A18.1.3.7.1 also has a minimum lifting capacity of 550lbs. that code change was to accommodate today’s heavier battery-operated wheelchairs and passenger. It is for all the reasons stated above that the request has to be denied.” (Brian Morris, Chief Elevator Inspector)

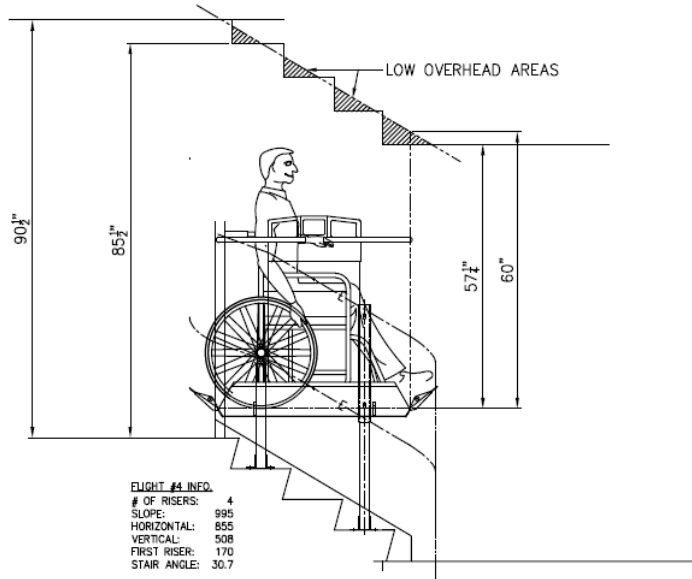
VARIANCES, CURRENT CONDITIONS, RELEVANT CODE REQUIREMENTS

ASME A18.1-2020 SECTION 3.1.2.1	CURRENT CONDITIONS	HEADROOM CLEARANCE REQUIREMENTS
Slope obstruction	53 ¾ inches	26 ¼ inches below required 79 inches*
Top Landing Clearance	57 ⅝ inches	21 ⅝ inches below required 79 inches*
Center Line of Platform	70 ⅞ inches	8 ⅞ inches below required 79 inches*
		*If permitted injury would result
ASME A18.1-2020 SECTION 3.1.2.2		HEADROOM CLEARANCE DURING TRAVEL
Flight #3	56 ⅝ inches	3 ⅝ inches below required 60 inches**
Flight #4	53 ¾ inches	6 ¼ inches below required 60 inches**
Flight #5	48 ¼ inches	11 ¾ inches below required 60 inches**
		**If permitted injury could result
ASME A18.1-2020 SECTION 3.7.1		WEIGHT LIMIT
Limitation of Capacity, Load, Speed	450 lbs. max	Weight limit is required to be 550 lbs.5

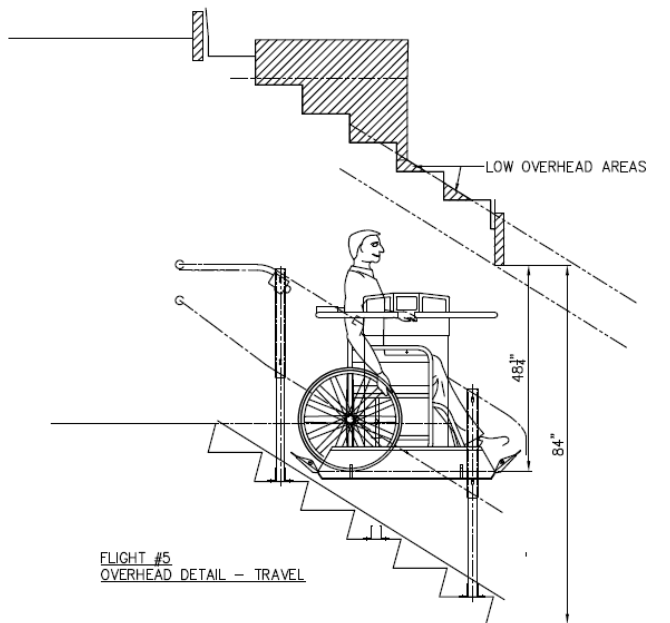
¹ 26) To see if the Town will vote to raise and appropriate the sum of Fifty-Eight Thousand Six Hundred Seventy Dollars and Twenty Cents (\$58,670.20) for replacement of the Garaventa Lift, replacement of the exterior door that provides access to the Garaventa Lift complete with handicap switch to operate said door, and repair and/or replace the ramp further to name the Tucker Free Library Board of Trustees as agents to expend.



FLIGHT #3 INFO.
OF RISERS: 5
SLOPE: 1285
HORIZONTAL: 1083
VERTICAL: 892
FIRST RISER: 172
STAIR ANGLE: 32.6



FLIGHT #4
OVERHEAD DETAIL - TRAVEL



ADDITIONAL BACKGROUND INFORMATION – PROJECT HISTORY

The trustees were notified that the existing Garaventa Lift could no longer be repaired as parts became unavailable due to the age of the Garaventa Lift. In 2018, voters supported a \$10,500.00 feasibility study to determine how to best replace the Garaventa Lift. After nine public meetings and two community events, the input was summarized and a plan was developed to replace the lift with an elevator. Working with town residents who served as building committee members, a project management firm, and SMP Architects, the trustees designed an approach that was supported by voters at the 2019 Town Meeting. The \$70,000.00 raised that year was used to further the conceptual design and included a geological survey, a structural engineering study, a mechanical engineering study, and preliminary drawings which were then used to estimate the cost of the project. In 2020, it was the goal of the working group to present a warrant at Town Meeting to complete the architectural plans and to begin the construction project in the fall of 2020. And then the COVID-19 pandemic struck.

Rather than attempt to raise the full amount all at once during such uncertain times, the trustees submitted the project to the Capital Improvement Committee for inclusion in the 2020 and 2021 Funding Program. Both years the committee deemed the proposal “V - Premature and VI – Inconsistent with Community Goals.” In late 2021, the trustees met with members of the Capital Improvement Committee to discuss the library’s accessibility requirements and maintaining compliance with the American with Disabilities Act (ADA). Given continued opposition from the CIP Committee to the elevator proposal, the trustees agreed to simply replace the Garaventa Lift, but also agreed that all parties would meet again to discuss the long range plan of adding an elevator and shaft, plus building of a handicap accessible public restroom on the library’s main floor.

ALL RELEVANT DOCUMENTS ARE AVAILABLE AT: [LIBRARY BUILDING SAFETY & ACCESSIBILITY PROJECT – Tucker Free Library](#)



State of New Hampshire

Department of Labor

Ken Merrifield
Commissioner of Labor

Rudolph W. Ogden, III
Deputy Labor Commissioner

Hugh J. Gallen
State Office Park
Spaulding Building
PO Box 2076
Concord, NH 03302-2076
603/271-3176
TDD Access: Relay NH
1-800-735-2964
FAX: 603/271-2668
<http://www.nh.gov/labor>

May 16, 2022

SENT VIA EMAIL AND REGISTERED MAIL

Garaventa Lift New England
c/o Kevin Mudgett
735 E Industrial Park DR C,
Manchester NH 03109

Re: Tucker Free Library Platform Variance to Replace NHE 3090

Dear Mr. Mudgett

On 4/28/2022 this Department received a request for a variance of the vertical platform lift (Replacing NHE 3090) located at 31 Western Ave, Henniker NH. This document is to inform you that your request for a variance of has been denied.

Garaventa Accessibility requested a variance on Headroom Clearance for boarding. Plans were submitted detailing the request for each landing as follows:

1. Garaventa requested a variance to allow a sloped obstruction at the back end of platform at 53 ¾ inches, 26 ¼ inches below the required 79 inches.
2. Garaventa requested a variance at the top landing to allow 57 3/8 inches at the back edge of the platform, 21 5/8 inches below the required 79 inches.
3. Garaventa requested a variance on the Center line of Platform to allow 70 7/8", 8 1/8" below the required 79 "

Under ASME A18.1-2020 section 3.1.2.1 headroom clearance must be 79 " and when the requested variance was reviewed (to include measurements and diagrams), it was found that if permitted, injury could result.

Garaventa Requested a variance on Headroom Clearance during travel. According to ASME A18.1-2020 Section 3.1.2.2 requires a minimum of 60" during travel.

1. Garaventa requested a variance to allow 56 5/8" of headroom at flight #3, 3 3/8" below the required 60"
2. Garaventa requested a variance to allow 53 3/4 "of headroom at flight #4, 6 1/4" below the required 60"
3. Garaventa requested a variance to allow 48 1/4" of headroom at flight #5, 11 3/4" below the required 60"

When reviewing the request to include the measurements and diagrams, it was found that injury could result if the variance was permitted.

Garaventa Requested a variance from the Limitations of Capacity, Load, Speed A18.1-2020 section 3.7.1. .

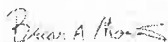
1. Garaventa requested a variance to allow a maximum of 450 lbs.

This is 100 lbs. below the required 550 lbs. See A18.1-2020 section 3.7.1.

It is understood that this request is seeking to permit a replacement of an existing lift that had been installed in 1987. At that time the code did not speak to headroom. It has been explained that the existing lift is no longer functioning and requires replacement. The owner is seeking to maintain the original rail and simply replace the platform. However, the request is too extreme given that the code has evolved since 1987 and now includes headroom clearance. This was done to prevent injury to passengers either sitting or standing on the lift during travel from one floor to the next as well as during boarding. A18.1.3.7.1 also has a minimum lifting capacity of 550lbs. that code change was to accommodate today's heavier battery-operated wheelchairs and passenger. It is for all the reasons stated above that the request had to be denied.

Should you desire to appeal this denial please respond to the Department in writing within 30 days and your request will be reviewed by the Commissioner pursuant to RSA 157-B:10.

Sincerely



Brian Morris
Chief Elevator Inspector

Important -- Please Read!

Your Lift/Elevator has not been placed into production yet...



In order for us to start production on the Lift or Elevator, the following items must be completed.

Project: Tucker Free Library Replace

Product: GSL Artira

The following items must be completed before Garaventa can release this lift to production:

- Payment per schedule of values
- Documentation of variance (Low Overhead & Lift Capacity)
- Approve submittal drawings

Please specify the anticipated date that the lift is needed for installation, and/or any completion deadline that we should be aware of. Garaventa will secure the equipment as required to meet the anticipated schedule whenever possible - provided that the necessary items have been completed as outlined above. We have very limited ability to store equipment, and as such any storage of materials needed beyond two weeks will be assessed a storage fee of \$300.00 a month.

Please call me at **1-888-624-5438** ext# 204, or 603-759-2276 (cell) with any questions you may have. My e-mail is **kevin.mudgett@garaventlift.com**.

Additionally, please contact me to arrange a site meeting when you begin framing the area so that we can review the drawings and requirements.

Kevin Mudgett
Garaventa USA
603-669-6553 xt# 204, Cell: 603-759-2276



SUBMITTAL COVER SHEET

Tucker Free Library Replace

GSL Artira

GSL Artira

Owner:

Tucker Free Library

31 Western Avenue

Henniker, NH 03242-0688

Architect:

DRAWINGS HAVE BEEN REVIEWED AND FOUND THAT THEY ARE: (CHECK/SELECT ONE)

- ACCEPTED AS DRAWN, - NO CHANGES.
- ACCEPTED AS NOTED. PLEASE MAKE LISTED CHANGES. NO RESUBMITTAL NECESSARY.
- NOT ACCEPTED. PLEASE REVISE AS NOTED AND RE-SUBMIT DRAWINGS FOR APPROVAL

SIGNED BY: _____ DATE: _____

MODERNIZATION / REBUILD PROJECT:

- ALL RAILS/TUBES AND POSTS REMAIN.
- DRIVE BOX, MOTOR, CONTROLLER, SUSPENSION ROPES, CONVEYANCE ARE ALL NEW.

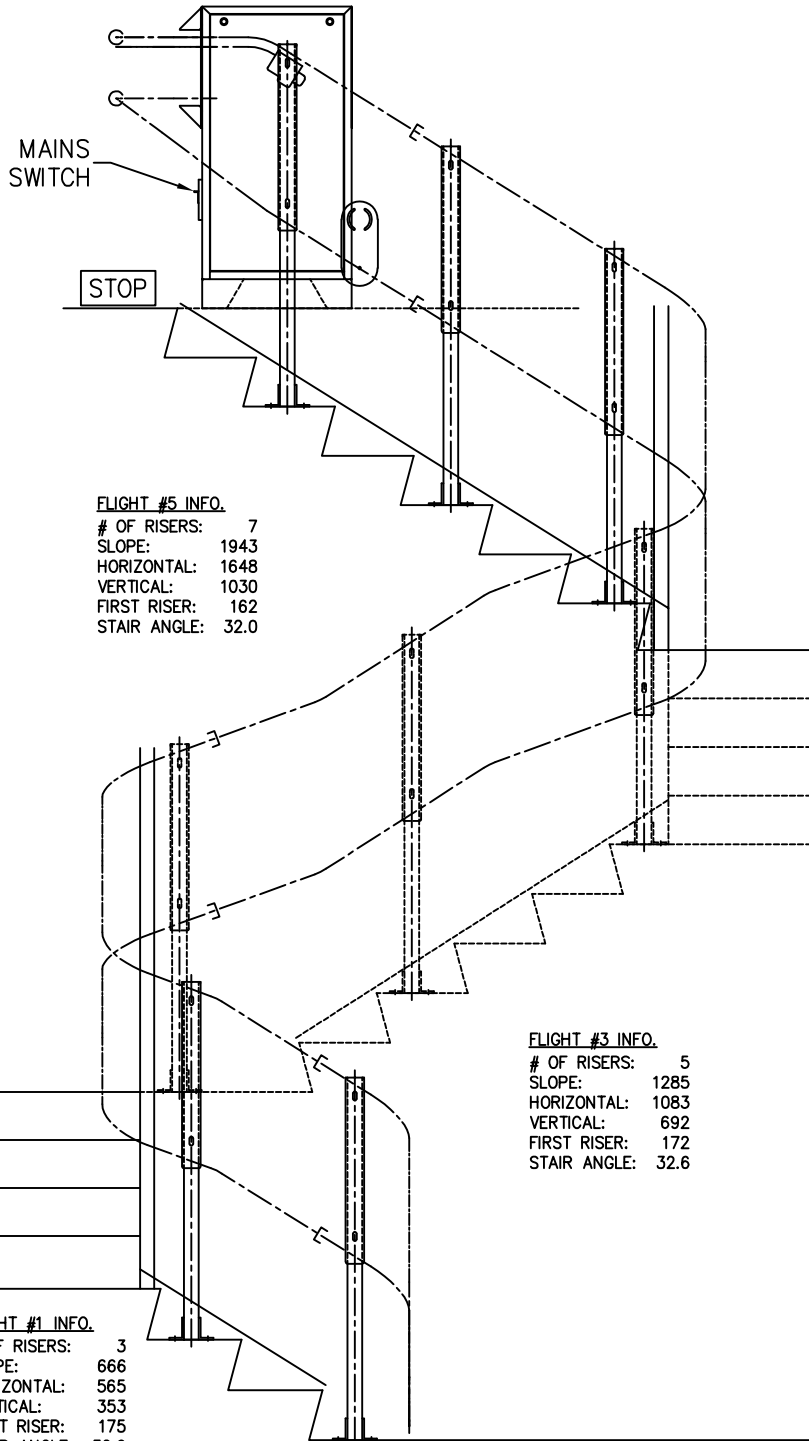
VARIANCE REQUIRED FOR THE FOLLOWING:

- LOW OVERHEAD CLEARANCE: BOARDING LIFT AT LOWER LANDING (LESS THAN 79")
- LOW OVERHEAD CLEARANCE: FLIGHT #3 - LESS THAN 60" CLEAR DURING TRAVEL
- LOW OVERHEAD CLEARANCE: FLIGHT #4 - LESS THAN 60" CLEAR DURING TRAVEL
- LOW OVERHEAD CLEARANCE: FLIGHT #5 - LESS THAN 60" CLEAR DURING TRAVEL
- LOW OVERHEAD CLEARANCE: FLIGHT #5 - LESS THAN 79" FOR BOARDING LIFT AT TOP LANDING
- LIFT CAPACITY: LESS THAN 550 LBS. (450 LBS MAXIMUM AS DESIGNED)

NOTES:

- Approval must be obtained from your local building department for lift and confirming that there is sufficient egress remaining per building code. Approval and/or any local permits are the responsibility of others.

A	INITIAL RELEASE	UNITS: INCHES	04/08/22				
REV.	SCALE: 1:20	TOLERANCES: DIMENSIONAL ±1/16	ANGULAR ±0.5°	PROJECTION: 	DATE	DRN.BY	CHK.BY
		18920 36TH AVENUE SURREY, BC, CANADA V3Z 0P6 PH: ++1 604 594 0422 FAX: ++1 604 594 9915 http://www.garaventalift.com		GSL ARTIRA APPROVAL DRAWING TUCKER FREE LIBRARY		90-0857-45	
				HENNIKER NH 03242	PAGE 1 of 1		
				Garaventa NE			



FLIGHT #5 INFO.

OF RISERS: 7
 SLOPE: 1943
 HORIZONTAL: 1648
 VERTICAL: 1030
 FIRST RISER: 162
 STAIR ANGLE: 32.0

FLIGHT #3 INFO.

OF RISERS: 5
 SLOPE: 1285
 HORIZONTAL: 1083
 VERTICAL: 692
 FIRST RISER: 172
 STAIR ANGLE: 32.6

FLIGHT #1 INFO.

OF RISERS: 3
 SLOPE: 666
 HORIZONTAL: 565
 VERTICAL: 353
 FIRST RISER: 175
 STAIR ANGLE: 32.0

A	INITIAL RELEASE	UNITS: INCHES	04/08/22	
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			DATE	DRN.BY

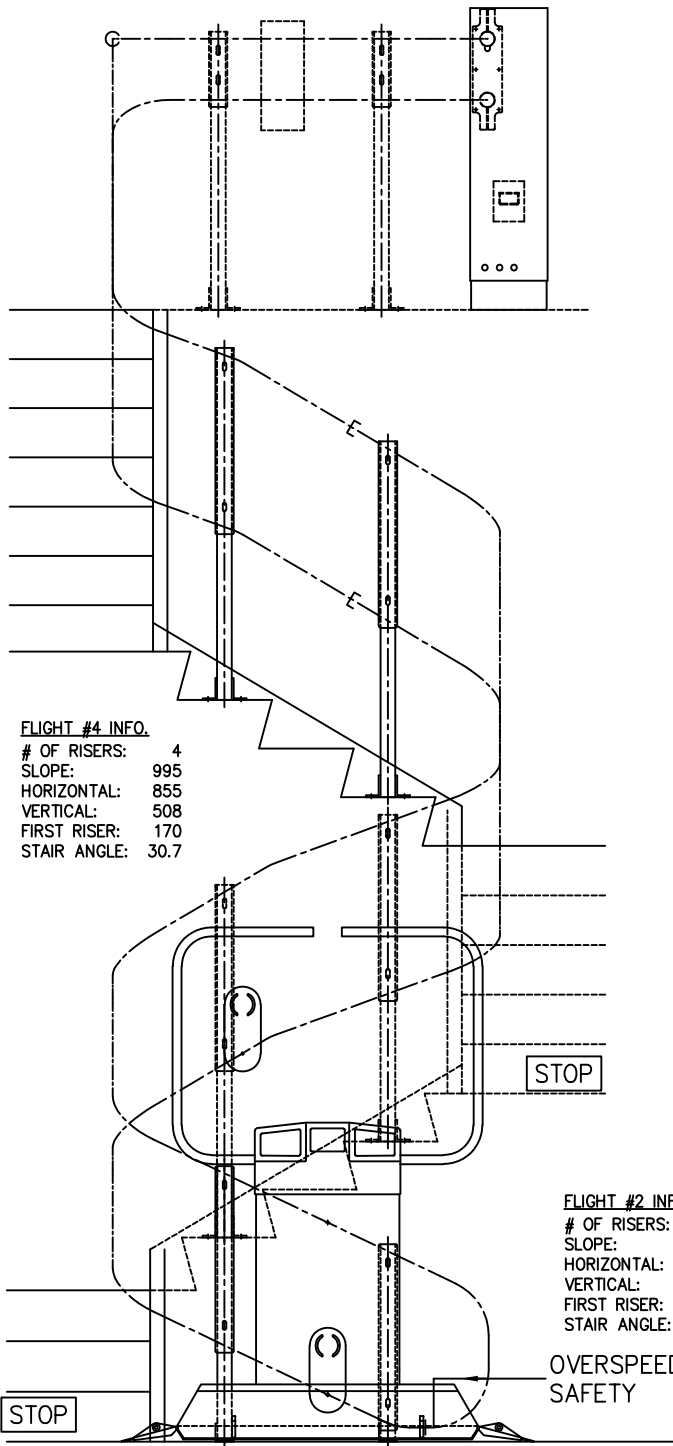


18920 36TH AVENUE
 SURREY, BC, CANADA V3Z 0P6
 PH: ++1 604 594 0422
 FAX: ++1 604 594 9915
<http://www.garaventalift.com>

GSL ARTIRA APPROVAL DRAWING
 TUCKER FREE LIBRARY

HENNIKER NH 03242


Garaventa NE



FLIGHT #4 INFO.
 # OF RISERS: 4
 SLOPE: 995
 HORIZONTAL: 855
 VERTICAL: 508
 FIRST RISER: 170
 STAIR ANGLE: 30.7

FLIGHT #2 INFO.
 # OF RISERS: 4
 SLOPE: 985
 HORIZONTAL: 847
 VERTICAL: 502
 FIRST RISER: 185
 STAIR ANGLE: 30.7

A	INITIAL RELEASE	UNITS: INCHES	04/08/22	
REV.	SCALE: 1:20	TOLERANCES: DIMENSIONAL ±1/16	ANGULAR ±0.5°	PROJECTION:
			DATE	DRN.BY

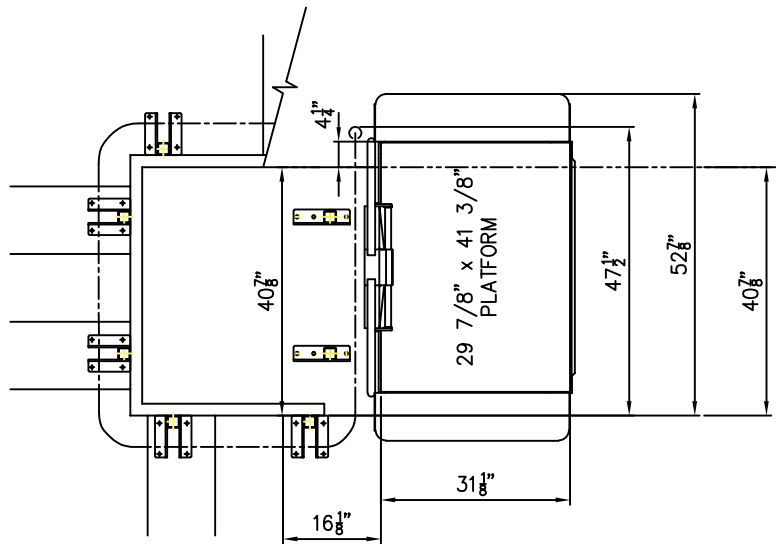
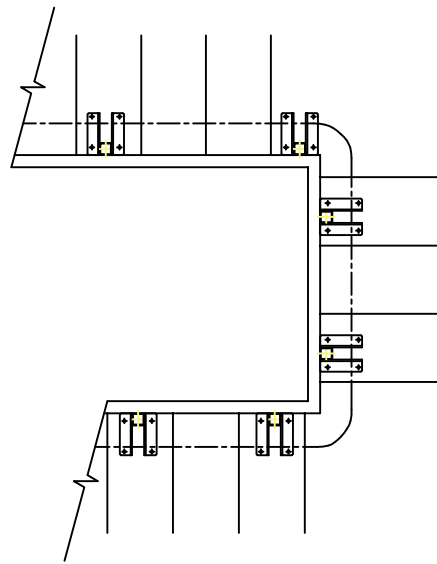
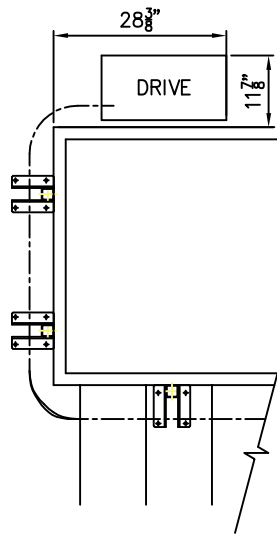


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GSL ARTIRA APPROVAL DRAWING
 TUCKER FREE LIBRARY
 HENNIKER NH 03242
 Garaventa NE

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93570-AD-A
90-0857-45



A	INITIAL RELEASE	UNITS: INCHES	04/08/22				
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GSL ARTIRA UPGRADED STAIRLIFT SPECIFICATIONS

Code Reference: – ASME A18.1 2020: Safety Standard for Platform Lifts and Stairway Chairlifts

Emergency Devices: – Emergency stop switch near platform controls

- Under platform sensing
- Ramp sensing
- Emergency manual lowering and folding
- Pedestrian safety lights on platform

Safeties: – Final upper limit

- Electrical and mechanical overspeed safety

Location: – Indoor Lift

Color: – Durable, electrostatically applied and baked Cool grey paint

Finish (EXISTING): – All Mild Steel tubes and/or towers Painted

Platform: – 16 ga. galvanized steel plate deck

- Deck finish: electrostatically applied non-slip black sandex powder coat
- Grub bars
- Curved safety arms
- Folding 5 7/8" Kickplate
- 7 7/8" Ramps
- 0 Sec. (std.) Change of Direction Delay
- Keypass Platform
- Painted Aluminum Sensing Plate

Platform Options: – 29 7/8" x 41 3/8" Platform Deck

- Platform Security Lock
- On Board Alarm with Illuminated Emergency Stop (w/ Batt. Backup)
- Folding Seat
- Under Hanger Sensing
- Side/Back Hanger Sensing
- Plug-in Attendant Remote Control and Socket
- Maximum 450 lb Operating Load

Capacity: – Maximum 450 lb Operating Load

Drive: – Painted Mild Steel Drive Box (RH)

- Drive box dimensions: 20 1/2" x 10 5/8" x 41 1/2" high
- Operates via drive cog and roped sprocket using 5/16" wire haul rope

Motor: – 2.0 HP

Power Supply: – 208–240 VAC, single phase, 50/60 Hz, on a dedicated 20 amp. circuit

Travel Speed: – 20 feet/minute, slowing prior to corners and when approaching or departing landings

Call Stations: – Upper and Lower Call Stations

- Touch-sensitive platform call buttons and platform & ramp power fold buttons with Smart-Lite technology

Call Station Options: – 0 Intermediate Stop(s) with Call Station(s)

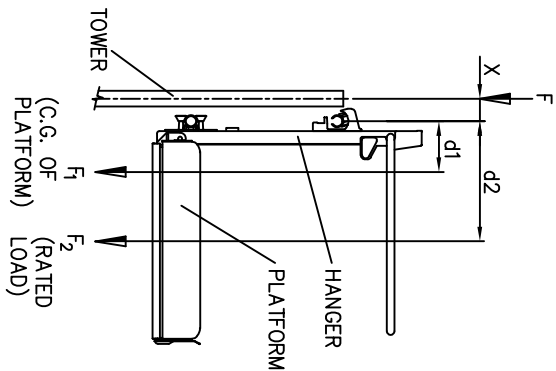
- Keypass Operation

Audio/Visual Alerts: – 1 Mild Steel A/V Alert(s)

Tubes and Towers: – 2" O.D. x 0.120" Wall Mild Steel Lift Tubes (EXISTING)

- Mild Steel Support Towers
- 2" O.D. x 0.120" Wall Mild Steel Lift Tubes
- Mild Steel Support Towers

Additional Information: – Refer to the Garaventa Design & Planning Guide or consult your local dealer



STRAIGHT LIFTS AND/OR LIFTS WITH INSIDE RADIUS BENDS:

(Loads are based on a 31 1/2" x 48" platform & 660 LB OPERATING LOAD)

- F_1 : 246 lbf
- F_2 : 661 lbf
- D_1 : 11 5/8"
- D_2 : 19 7/8"

MOMENT AT CENTER OF TOWER

$$M = F \times d \text{ (F: Force; d: Distance)}$$

$$M = F_1 \times (d_1 + X) + F_2 \times (d_2 + X)$$

TOWER MOUNT

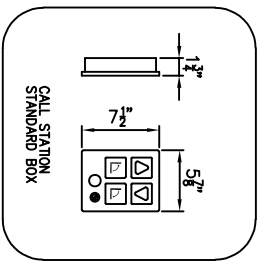
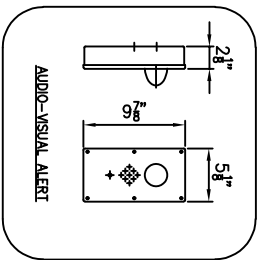
X is 3 5/8" minimum to 13" maximum

DIRECT MOUNT

X is 4.0" minimum to 5 1/2" maximum


MAXIMUM MOMENT

M = 27827 lbf in. with tower mount
M = 21041 lbf in. with direct mount



DEDICATED CIRCUIT SUPPLIED BY OTHERS:
208–240 vac / 1 PHASE – 50/60 Hz.
Conduit and devices to suit local codes and a recommended 20 amp. dedicated circuit.

A INITIAL RELEASE	TOLERANCES: DIMENSIONAL ±1/16	UNITS: INCHES	04/08/22
REV SCALE: 1:20	ANGULAR ±0.5°	PROJECTION: 1st	DRAWN: CHERRY



GARAVENTA LIFTS

18920 36TH AVENUE
SURREY, BC, CANADA V4Z 0P6
PH: +1 604 594 0622
PH: +1 604 594 5915
<http://www.garaventalifts.com>

GSL ARTIRA APPROVAL DRAWING

TUCKER FREE LIBRARY

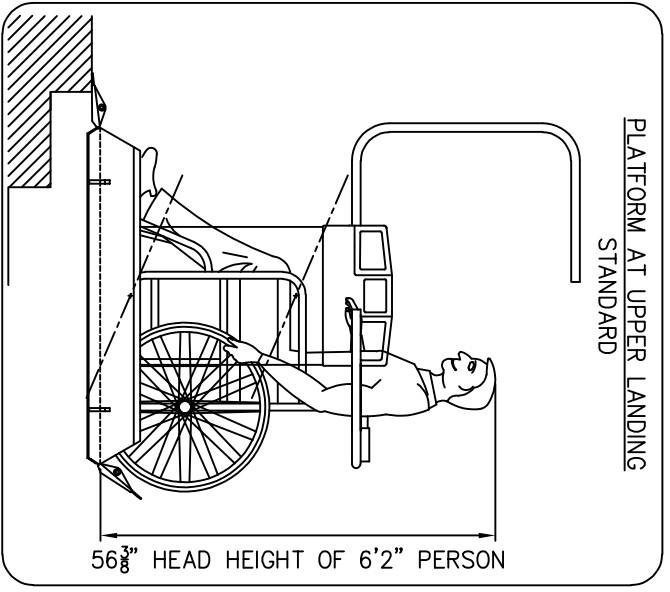
HENNIKER NH 03242

Garavento NE

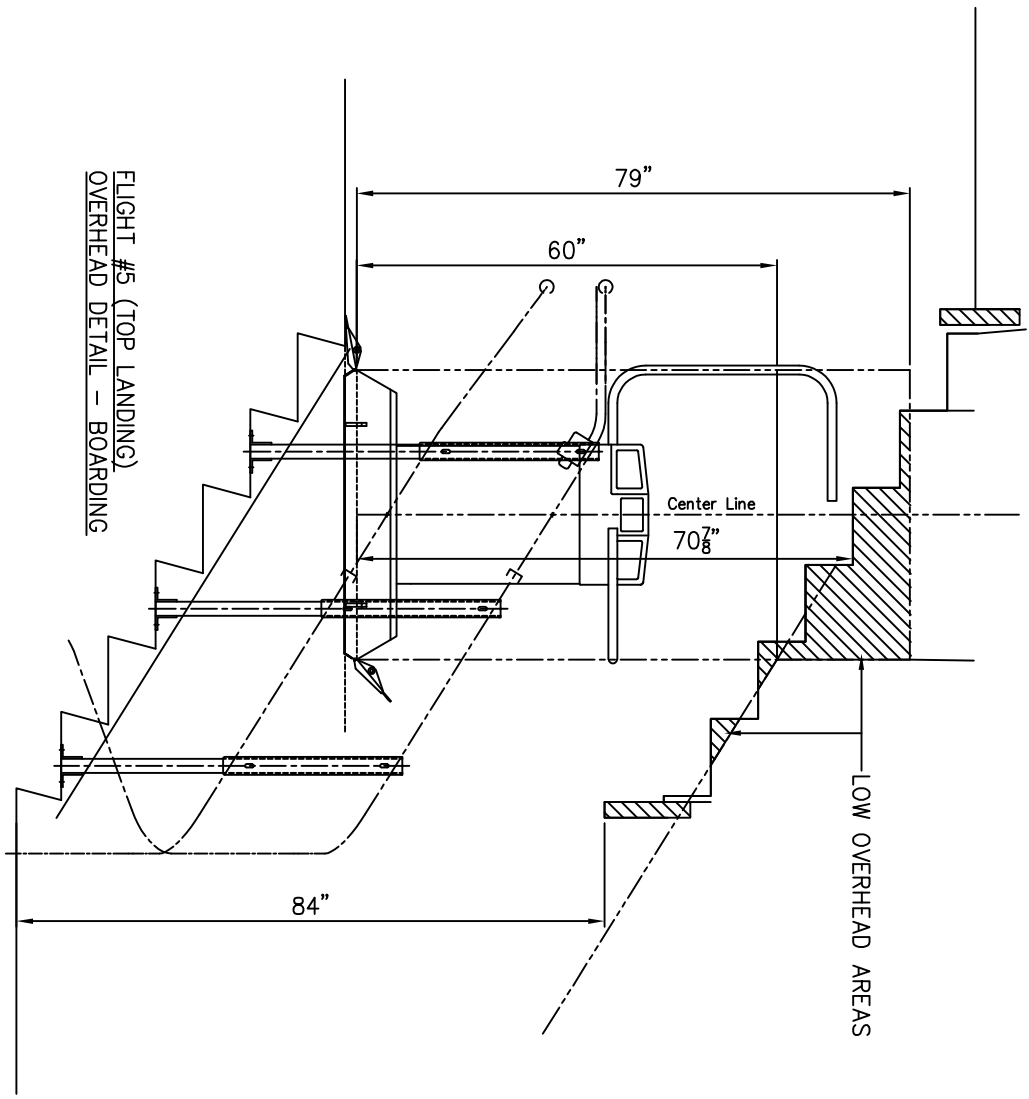
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PAGE 5 of 165



TYPICAL DETAIL - WHEELCHAIR ON PLATFORM

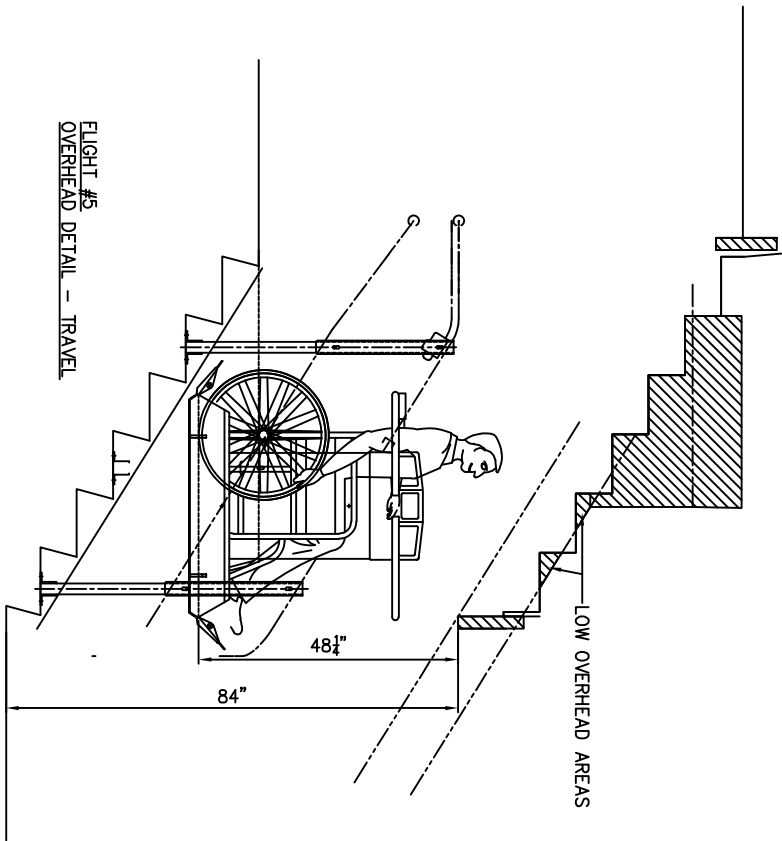
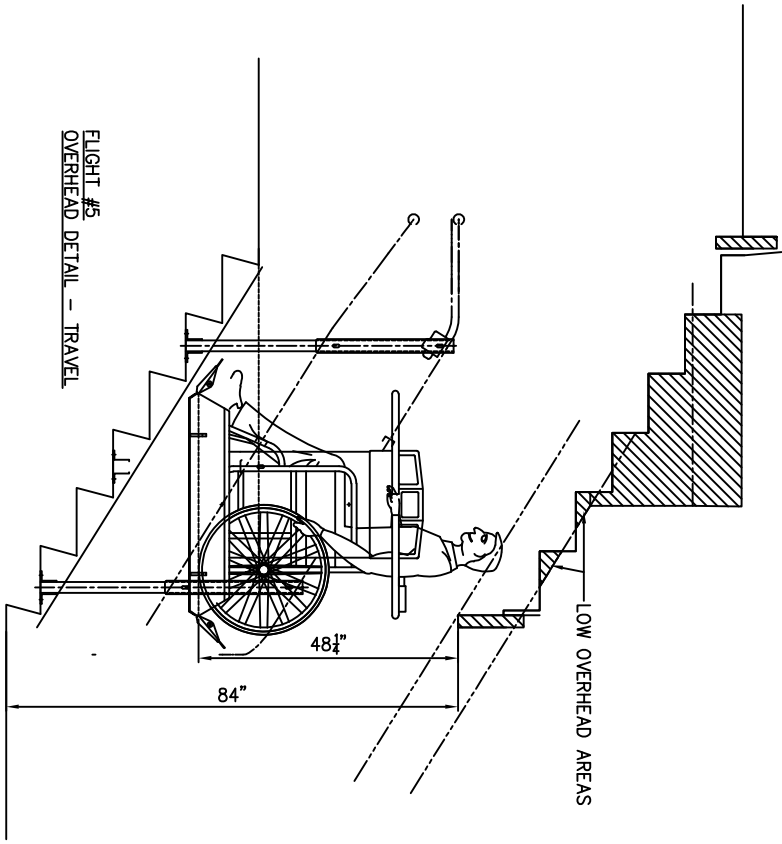


A	INITIAL RELEASE	UNITS: INCHES	04/08/22
REV.	SCALE: 1:20	TOLERANCES: DIMENSIONAL ±1/16	ANGULAR ±0.5
			PROJECTION:

GARAVENTA LIFT

18920 36TH AVENUE
SURREY, BC, CANADA V3Z 0P6
PH: ++1 604 594 0422
FAX: ++1 604 594 9915
<http://www.garventalift.com>

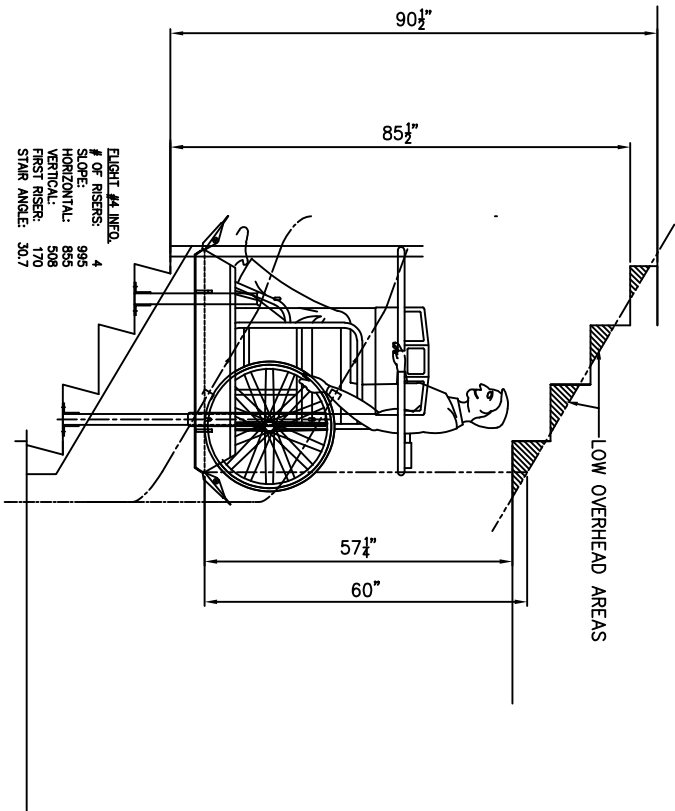
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TUCKER FREE LIBRARY
HENNIKER NH 03242
Garaventa NE



REV. SCALE: 1:20	TOLERANCES: DIMENSIONAL .1/16	ANGULAR .0.5°	UNITS: INCHES	DATE	04/08/22
INITIAL RELEASE			PROJECTION:	DATE	
GSI, ARTIRA APPROVAL DRAWING			DRN:BY	CHK:BY	
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HENNIKER NH 03242			PAGE 7 of 16		
Garaventa NE			93570-AD-A		

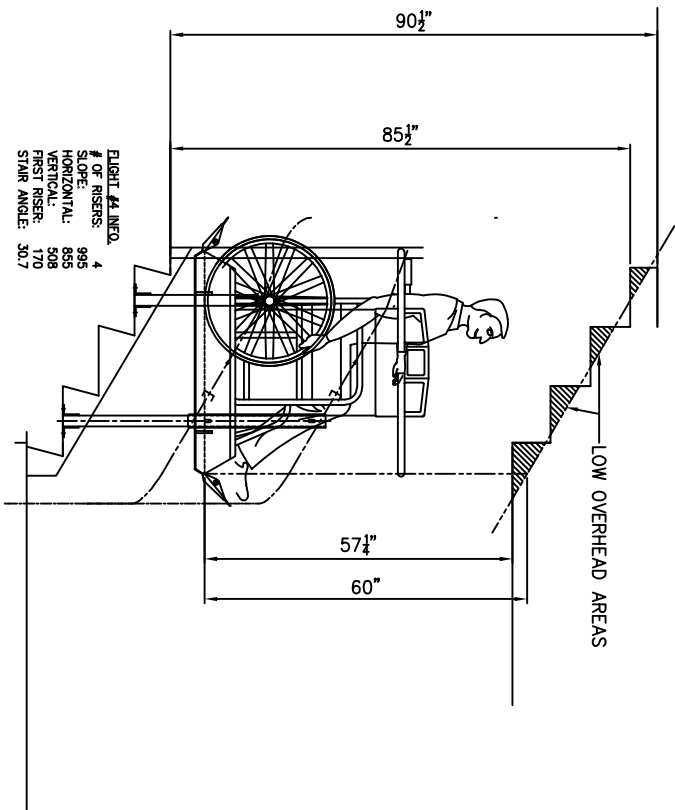


18920 36TH AVENUE
 SUITE 1000
 GARAVENTA, NH 03242
 TEL: +1 604 594 9915
 FAX: +1 604 594 9915
 http://www.garaventalift.com



FLIGHT #4 INFO.
 # OF RISERS: 4
 SLOPE: 98.9
 HORIZONTAL: 88.8
 VERTICAL: 50.8
 FIRST RISER: 17.0
 STAIR ANGLE: 30.7

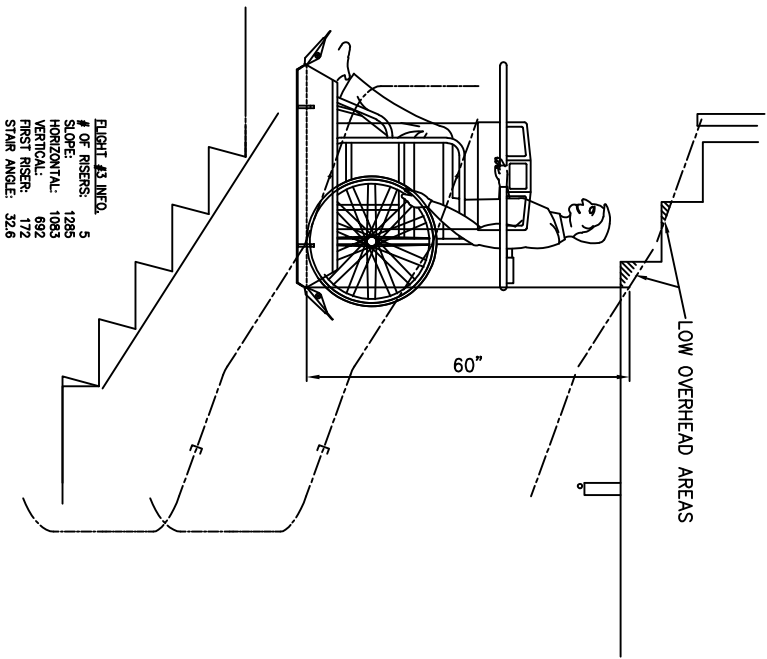
FLIGHT #4
 OVERHEAD DETAIL - TRAVEL



FLIGHT #4 INFO.
 # OF RISERS: 4
 SLOPE: 98.9
 HORIZONTAL: 88.8
 VERTICAL: 50.8
 FIRST RISER: 17.0
 STAIR ANGLE: 30.7

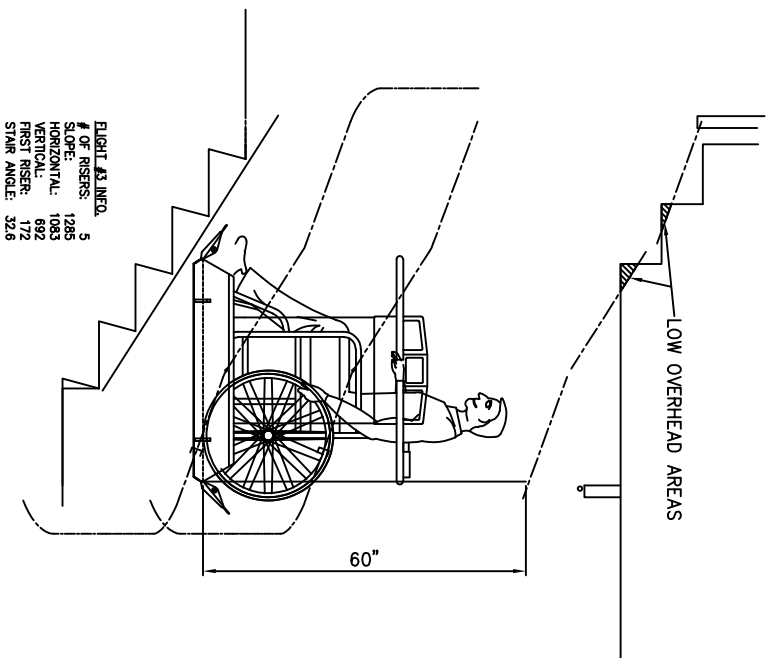
FLIGHT #4
 OVERHEAD DETAIL - TRAVEL

REV. A	INITIAL RELEASE	TOLERANCES: DIMENSIONAL .1/16	ANGULAR ±0.5°	UNITS: INCHES	DATE	04/08/22
REV. SCALE: 1:20				PROJECTION:	DATE	
			18920 36TH AVENUE SUITE 100 BOX 504 OZARK MO 64871 FAX: +1 604 594 9815 http://www.garventialift.com			
GSI, ARTIRA APPROVAL DRAWING TUCKER FREE LIBRARY HENNIKER NH 03242 Concordia NE			DRAWN BY CHECKED BY 90-0857-65 93570-AD-1A PAGE 8 of 16			



FLIGHT #3, INFO.
 # OF RISERS: 5
 SLOPE: 1285
 HORIZONTAL: 1083
 VERTICAL: 892
 FIRST RISER: 172
 STAIR ANGLE: 32.6

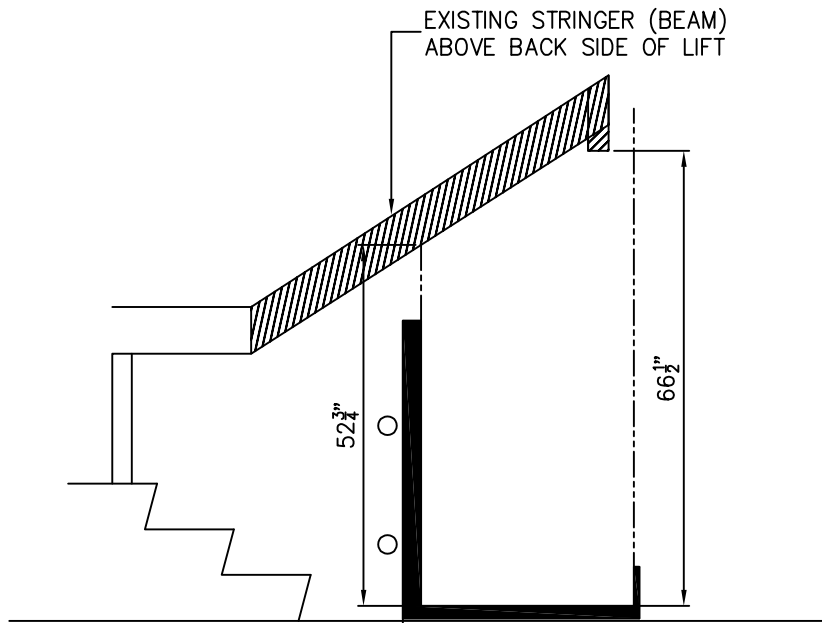
FLIGHT #3
 OVERHEAD DETAIL - TRAVEL



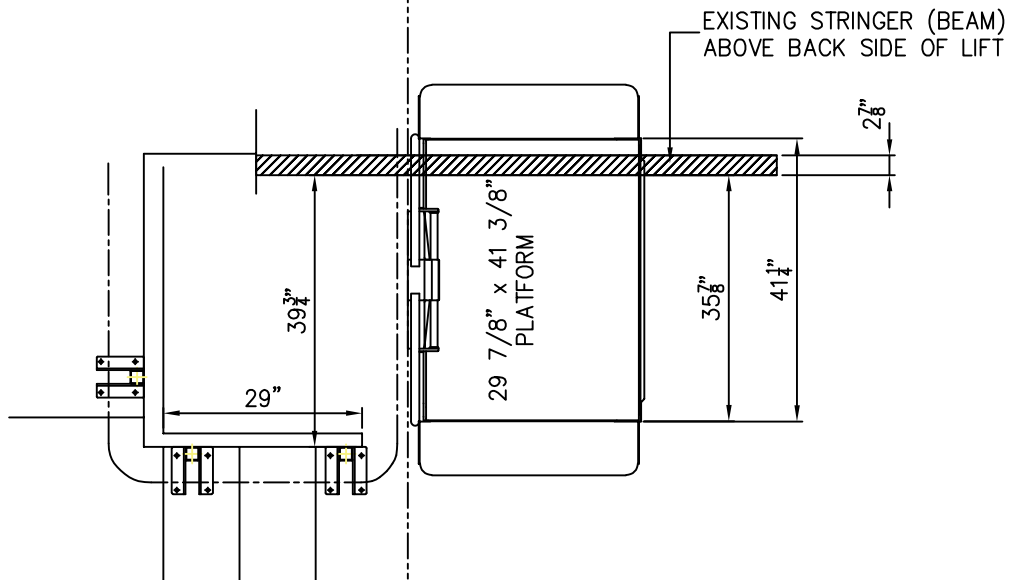
FLIGHT #3, INFO.
 # OF RISERS: 5
 SLOPE: 1285
 HORIZONTAL: 1083
 VERTICAL: 892
 FIRST RISER: 172
 STAIR ANGLE: 32.6

FLIGHT #3
 OVERHEAD DETAIL - TRAVEL

REV. A	INITIAL RELEASE	DIMS. INCHES	04/08/22
REV. SCALE: 1:20	TOLERANCES: DIMENSIONAL ±1/16 ANGLULAR ±0.5°	PROJECTION:	DATE
 GARAVENTA LIFT 18920 36TH AVENUE SUITE 100 BOSTON MA 02124 TEL: +1 604 294 9915 FAX: +1 604 294 9815 http://www.garaventalift.com		GSI, ARTIRA APPROVAL DRAWING TUCKER FREE LIBRARY HENNIKER NH 03242 Concordia NE	
93570-AD-A		90-087-65	
PAGE 9 OF 16		CHK BY	



BOTTOM LANDING – PARK
ELEVATION VIEW – OVERHEAD DETAIL



BOTTOM LANDING – PARK
PLAN VIEW – OVERHEAD DETAIL

A	INITIAL RELEASE	UNITS: INCHES	04/08/22		
REV.	SCALE: 1:20	TOLERANCES: DIMENSIONAL ±1/16	ANGULAR ±0.5°	PROJECTION:	DATE DRN.BY CHK.BY
		18920 36TH AVENUE SURREY, BC, CANADA V3Z 0P6 PH: ++1 604 594 0422 FAX: ++1 604 594 9915 http://www.garaventalift.com		GSL ARTIRA APPROVAL DRAWING TUCKER FREE LIBRARY HENNIKER NH 03242 Garaventa NE	
				PAGE 10 of 12	93570-AD-A 90-0857-48



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022
TITLE: Friends of Azalea Park Requests
INITIATED BY: Susan Adams and Friends of Azalea Park
PREPARED BY: Diane Kendall, Town Administrator
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Azalea Park have requested acceptance of donations of a bench and railings along granite steps and authorization to treat poison ivy overtaking the entrance of the park. In addition, they are requesting action from the town to address conditions of the trail along the river near the rope swing.

LEGAL AUTHORITY:

FINANCIAL DETAILS: unknown

BACKGROUND: Leander A. Cogswell bequeathed in his will to the Town of Henniker a lot of land to be known as Azalea Park to be forever owned, held, and controlled by the Town of Henniker as a public park. An unofficial group of volunteers known as Friends of Azalea Park has been maintaining the park in 2022.

TOWN ADMINISTRATOR COMMENT: (See attached report from Friends of Azalea Park) TA Recommends acceptance of donations of bench, and railings and volunteer efforts to place items and treat poison ivy. TA recommends the Selectboard observe the conditions of the park as described in item 3. TA recommends the board work with appropriate town departments and community stake holders to develop a strategy, plan, costs and explore funding opportunities to improve conditions.

SUGGESTED MOTION:

Motion to accept the donation of a bench and wrought iron railings from the Brown Family.

Motion to authorize the Friends of Azalea Park to treat poison ivy with horticultural vinegar.

**REPORT FROM THE FRIENDS OF AZALEA PARK
MEETING OF THE BOARD OF SELECTMEN
JUNE 14, 2022**

- 1. REQUEST FOR A NEW BENCH:** The Brown Family would like to purchase another bench. (there is currently one for Dr. Robert Brown) Azalea Park was an important part of the family's younger days in Henniker. We have all agreed on a particular location near the first picnic table.

- 2. REQUEST FOR RAILINGS ALONG BOTH SIDES OF THE GRANITE STEPS:** The Brown Family would also like to purchase wrought iron railings for both sides of the granite steps leading through the park entrance. We are awaiting a design from Eric Buck of Terrain Planning, who created the design for the entrance and who would be current on required safety features.

- 3. DANGEROUS CONDITION OF THE RIVERFRONT:** The Friends of Azalea Park have observed first hand the dangerous conditions near the rope swing. The concrete steps, riverbank and pathway are all deteriorating. In addition, there are ladder steps dangerously high on the rope swing tree. Immediate action needs to be taken to insure the safety of the young and not so young people using that area.

- 4. POISON IVY CONTROL:** Poison ivy is overtaking the entrance to the park. We recommend the use of a horticultural vinegar that can be purchased at The Henniker Farm Store. It is organically friendly.

We are asking the action of the Board of Selectmen for these requests.

Thank you,

Friends of Azalea Park

trust, however, as a public park, to be used particularly as a playground and for sports and games, under such rules, regulations and orders as may be prescribed from time to time by the trustees of said town elected to hold trust funds for such purposes; and I also give and bequeath to said town of Henniker the sum of Five Thousand Dollars (\$5000.00), but in trust, however, to be forever held, invested and reinvested by it through its legally constituted trustees, and to use and expend the net annual income therefrom, through its proper agents, trustees or officers, for the suitable repair, upkeep and improvement of the above described lot of land, so that the object of this gift may be fully enjoyed.

THIRTIETH: I give, devise and bequeath to said town of Henniker a certain lot of land owned by me in the village of said Henniker and located between said Western Avenue and said Contoocook River, just east of said Athletic Field, not otherwise hereinbefore disposed of; said lot of land is to be known as Azalea Park, shall be forever owned, held and controlled by said town of Henniker, but in trust, however, as a public park, under such rules, regulations and orders as may be prescribed from time to time by the trustees of said town elected to hold trust funds for such purposes; and I also give and bequeath to said town of Henniker the sum of Five Thousand Dollars (\$5000.00), but in trust, however, to be forever held, invested and reinvested by it through its legally constituted trustees, and to use and expend the net annual income therefrom, through its proper agents, trustees or officers, for the suitable repair, upkeep, improvement and embellishment of the above described lot of land, so that the object of this gift may be fully enjoyed.

THIRTY-FIRST: All the rest, residue and remainder of my property, real, personal or mixed, and wheresoever situated which I may own or in which I may have any interest at the time of my decease, I give as a trust fund, to be known as the "Cogswell Benevolent Trust," and I appoint Edward M. Cogswell of Henniker, and Arthur M. Heard of Manchester, and Frank L. Clarke of Manchester, as trustees of said fund with full power to sell, assign, transfer, invest, reinvest, and otherwise manage said property in such manner as said trustees may decide for the best interest of said trust fund. Said property shall be handled and all business relating thereto done through and in the name of said Cogswell Benevolent Trust.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022
TITLE: Town Hall Mini-Splits Bid Approval
INITIATED BY: Diane Kendall, Town Administrator
PREPARED BY: Diane Kendall, Town Administrator
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Bid consideration and approval for the installation of mini-splits at the Town Hall.

LEGAL AUTHORITY:

FINANCIAL DETAILS: \$47,075.45

BACKGROUND: Selectboard approved using ARPA funds to install a ductless mini-split heat/air conditioning system at the Town Hall. At that time board only had an estimate and the project had not been bid according to town procurement policies. On May 24, 2022 the town administrator issued a Request for Bid for the purchase and installation of 9 mini split air conditioning heat pump systems. Bid opening was conducted as specified at 9:00am on June 9, 2022 at the Town Hall. Ms. Baker and Mr. Blomback were in attendance.

The town received two sealed bids and one estimate via email. Since the email estimate did not meet the requirements of the sealed bid process the estimate was rejected.

TOWN ADMINISTRATOR COMMENT: See attached bid list.

SUGGESTED MOTION:

Motion to award the bid to Fitzpatrick Heating and Cooling for total of \$47,075.45 with funds to be appropriated from \$525,333 ARPA funds awarded.

**PROPOSAL SHEET
TOWN OF HENNIKER, NEW HAMPSHIRE**

**Ductless Mini Split Heating and Cooling
Systems**

The undersigned hereby offers, in accordance with the terms, conditions and specifications the request, to furnish all labor and equipment as follows:

Quantity	Unit	Description of interior Wall Mounted Units	Delivered & Installed	Extended Price
1	EA	GL-024 Series Wall Evaporator		
5	EA	GL-12 Series Wall Evaporator		
2	EA	GL-09 Series Wall Evaporator		
1	EA	GL-06 Series Wall Evaporator		

*Quantity on Interior Wall Mounted Units Shall Equal 9

Quantity	Unit	Description	Delivered & Installed	Extended Price
1	EA	Exterior Unit(s) SIZE 24,000 BTU		
5	EA	Exterior Unit(s) SIZE 12,000 BTU		
2	EA	Exterior Unit(s) SIZE 9,000 BTU		
1		Exterior Unit(s) SIZE 6,000 BTU		
		Exterior Unit(s) SIZE BTU		
LUMP SUM		Electrical, Wire, Conduit, Disconnect, Piping & Miscellaneous Materials		\$55,684.00
LUMP SUM		Training 2 hour training		included
1	EA	5 Year Minimum Equipment Warranty		
1	EA	1 Year Installation Warranty		
Delivery & Installation Completion Date Expectation			Pending equipment availability, 4-5 weeks from start date	

THE UNDERSIGNED ACKNOWLEDGES:

- A. That he/she is an authorized agent of the firm submitting this proposal.
- B. The firm submitting this proposal has never defaulted on any municipal or federal government contract.

Company: Blouin Service LLC

Signed By: 

Printed or Typed Name: Todd Lavery, Estimator

Address: 203 New Zealand Road, Seabrook, NH

Phone: 603-474-4444

Email: TLavery@BlouinService.com

Primary Contact Name: Todd Lavery

Primary Contact Phone: Same

Email: Same

Please Return this Form with Bid Proposal to:

**Henniker Town Hall
18 Depot Hill Road
Henniker, NH 03242.**



June 9, 2022

Proposal# 0622TL-035

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

RE: Town of Henniker- Ductless Mini Split heating and Cooling systems.

Dear Diane Kendall, Town Administrator,

I would like to thank you for the opportunity to submit for your consideration Blouin Services proposal to furnish and install the requested ductless hp mini-split systems.

Per your request, we have proposed the following specified equipment and materials.

The scope of work being proposed is as follows:

- Furnish and install (2) Mitsubishi MXZ-SM60 series heat pump condensers 208,230v 1 ph. 208/230v 1-ph.
- Furnish and install (2) Mitsubishi 5-zone distribution boxes- with refrigeration isolation valves, 208/230v 1-ph.
- Furnish and install (1) Mitsubishi MSZ-GL24 Series wall mount evaporator, 208/230v 1-ph.
- Furnish and install (5) Mitsubishi MSZ-GL12 Series wall mount evaporator, 208/230v 1-ph.
- Furnish and install (2) Mitsubishi MSZ-GL09 Series wall mount evaporator, 208/230v 1-ph.
- Furnish and install (1) Mitsubishi MSZ-GL06 Series wall mount evaporator, 208/230v 1-ph.
- Furnish and install (9) Aspen mini-pumps, 208/230v 1-ph.
- Furnish and install (2) Mitsubishi Condenser wind baffle kits.
- Furnish and install plastic condenser pads with 18" sling stands.
- Temperature controllers to be hand- held remotes.
- Furnish and install new refrigeration line-set and condensate to the new outdoor equipment.
- All exposed outdoor refrigeration lines shall be encased in plastic line-hide material.
- Furnish and install the related communication wiring to interconnect the indoor and outdoor equipment.
- Furnish licensed electrician to provide new electrical, permit and inspections.
- All labor is included at straight time
- Startup of equipment and check for proper operation.
- 1 year workmanship warranty plus the manufacturer's warranties.
 - *Mitsubishi- Standard manufacturer's warranty is 5-year parts/ 7-year compressor- no labor.*
 - *Register your equipment online and the warranty extends to 10-year parts/compressor- no labor.*



Exclusions

- Any work not listed on this proposal.
- Prime time labor.
- Removal of and/or abatement of hazardous materials.
- Temporary heating or cooling.
- BACNET/Controls and control wiring.
- Structural Engineering.
- Engineered stamped prints/drawings.
- Temperature guarantees.
- Concrete work.
- Painting, patching, and repair of floors/ceilings/ walls.
- Equipment tags.
- Impact fees.
- Davis-Bacon.
- Bond.

****** Due to the market volatility, this proposal will expire in 20 days if not accepted. ******

The above scope of work has been based on all work being accomplished between the hours of 7:00 a.m. to 3:30 p.m., Monday through Friday.

The price to provide this work is: \$55,684.00

Payment terms are as follows:


- Progress billing based on the value of the work completed every 30 days.
- Balance due upon completion.

Blouin Service submits this proposal with intended work scope attached. If the proposal meets with your needs and approval, please sign, retain one copy for your records and return the other copy to Blouin Service, LLC. Upon receipt of the signed proposal, we will be in contact to schedule the work.

Sincerely,

Todd Lavery, Estimator
Blouin Service, LLC
P.O. Box 2690
203 New Zealand Road
Seabrook, NH 03874
TLavery@blouinservice.com

Diane Kendall, Town Administrator
Town of Henniker
18 Depot Road
Henniker, NH 03242
603-428-3221

Signature  Date 6/09/2022 Signature _____ Date _____

Room	Area ft ²	volume/@9ft	Btu/400ft ² *	Btu s/5kbtu/ft@9ft	Recomended head
Administration	291	2,769	10,383	12,113	12kbtu
Meeting Room	553	5,251	19,692	22,974	24kbtu
TA's Office	191	1,814	6,803	7,936	9kbtu
Kitchen	0	0	0	0	0
Common Area	299	2,845	10,669	12,448	12kbtu
Lobby Area & Hall	604	5,736	21,508	25,093	2x12kbtu
Town Clerk/Tax Collector	293	2,786	10,448	12,190	12kbtu
Assessing	135	1,286	4,822	5,626	6kbtu
Vault	0	0	0	0	0
Finance	173	1,646	6,172	7,201	9kbtu
			90,498	105,580	

2x 45248.75 Systems 2x 52790.05 Systems

4 zone 60kbtu

57kbtu load Based on head size
 *Min cooling load 47546.8btu
 **Min Heating load 55471.1btu

5 zone 60 kbtu

51kbtu load Based on head size
 *Min cooling load 42950.7btu
 **Min Heating load 50109btu



FITZPATRICK HEATING COOLING LLC

Henniker town hall
\$47,07545

Furnish and install (4) Mitsubishi ductless Heat pumps systems in your town hall

All Material must be paid before start of job. Labor will be paid when project is complete

This is a quote to install (9) evaporators, (4) Condensers

NH saves is offering rebates up \$250 per ton. 5 ton Max per home.

Quote is only good for one month with COVID-19. Material pricing is constantly changing.

It's a pleasure to work with you on this project, Please feel free to ask any questions.

%4 additional Charge if paid with Credit Card

Material cost is **\$36,875.45**

Thank you for this opportunity,
Connor Fitzpatrick
603 260 7519
25 Elm AVE Antrim NH 03440
Cfitzpatrick89@gmail.com

Henniker Town Hall

I will be install multiple units throughout the first floor of the building.

There will be a Cassette in the following areas,

Main Lobby 12,000BTU

End of lobby hall 12,000BTU

Clerks office 9,000BTU

Assessing Department 9,000BTU

Conference Room 12,000BTU

Select/ Plannging office 12,000BTU

There will be standard wall mounted units going in,

Finance 6,000BTU

Town Administrator Office 6,000BTU

Dinet 12,000BTU

We will be running these units off of 4 Condensers outside. There will be two on the south side of the build and two on the north side of the building. This is quoted to be installed during regular bussiness hours, there could be a seperate quote to have the work done during off hours. The unit going in the conference room and selectmanspace can hold off until after construction of wall inbetween the space is completed.

Fitzpatrick Heating and Cooling LLC will provide the electrician for the work.

Fitzpatrick Heating and Cooling LLC will start on project as soon material is available.

**PROPOSAL SHEET
TOWN OF HENNIKER, NEW HAMPSHIRE**

**Ductless Mini Split Heating and Cooling
Systems**

The undersigned hereby offers, in accordance with the terms, conditions and specifications the request, to furnish all labor and equipment as follows:

Quantity	Unit	Description of interior Wall Mounted Units	Delivered & Installed	Extended Price
5	EA	Mitsu - SLZ-KP12NA	9-16-22	\$4,615.87
1	EA	Mitsu - MSZ-GL12NA	9-16-22	\$744.68
2	EA	Mitsu - MSZ-GL06NA	9-16-22	\$1,142.65
1	EA	Mitsu - MLZ-KP12NA	9-16-22	\$1,037.61

*Quantity on Interior Wall Mounted Units Shall Equal 9

Quantity	Unit	Description	Delivered & Installed	Extended Price
2	EA	Exterior Unit(s) SIZE 20,000 BTU	9-16-22	\$4,158.98
1	EA	Exterior Unit(s) SIZE 24,000 BTU	9-16-22	\$2,857.48
1	EA	Exterior Unit(s) SIZE 30,000 BTU	9-16-22	\$3,213.60
		Exterior Unit(s) SIZE BTU		
		Exterior Unit(s) SIZE BTU		
LUMP SUM		Electrical, Wire, Conduit, Disconnect, Piping & Miscellaneous Materials	9-16-22	\$17,404.58
LUMP SUM		Training		
1	EA	5 Year Minimum Equipment Warranty	9-16-22	—
1	EA	1 Year Installation Warranty	9-16-22	—
Delivery & Installation Completion Date Expectation				

THE UNDERSIGNED ACKNOWLEDGES:

- A. That he/she is an authorized agent of the firm submitting this proposal.
- B. The firm submitting this proposal has never defaulted on any municipal or federal government contract.

Company: Fitzpatrick Heating Cooling LLC

Signed By: 

Printed or Typed Name: Connor Fitzpatrick

Address: 25 ELM Ave Antrim NH 03440

Phone: 603-260-7519

Email: CFitzpatrick89@gmail.com

Primary Contact Name: Connor Fitzpatrick

Primary Contact Phone:

Email:

Please Return this Form with Bid Proposal to:

Henniker Town Hall
18 Depot Hill Road
Henniker, NH 03242.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022

TITLE: Authorize ARPA Grant NHDES Wastewater & NH Water Pollution Control Revolving Fund Loan

INITIATED BY: Diane Kendall, Town Administrator

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Authorizations grant and loan agreement and Town Administrator authorized representative

LEGAL AUTHORITY: RSA Chapter 32

FINANCIAL DETAILS: \$960,000 Grant; \$2,140,000 State Loan Fund Program

BACKGROUND: Town Meeting 2022 authorized \$3,200,000 for purpose of performing Wastewater Upgrades and authorized town to apply for \$960,000 State ARPA funds administrated through NHDES and participate in the State Revolving Fund loan program.

The Grant Agreement has been prepared by NHDES for \$960,000

TOWN ADMINISTRATOR COMMENT: See suggested motion below

SUGGESTED MOTION:

Motion to enter into grant agreement with New Hampshire Department of Environmental Services to fund a wastewater improvement project and to authorize Town Administrator Diane Kendall to execute any documents which may be necessary to effectuate this agreement.

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name Department of Environmental Services		1.2. State Agency Address 29 Hazen Drive, P.O. Box 95 Concord, NH 03302-0095	
1.3. Grantee Name Town of Henniker		1.4. Grantee Address 18 Depot Hill Road Henniker NH 03242	
1.5. Grantee Phone # 603-428-3221	1.6. Account Number 03-44-44-440010-2476-072	1.7. Completion Date June 1, 2025	1.8. Grant Limitation \$ 960,000.00
1.9. Grant Officer for State Agency Sarah Ridyard, Environmental Program Manager		1.10. State Agency Telephone Number (603) 271-8484	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1		1.12. Name & Title of Grantee Signor 1 Diane Kendall, Town Administrator	
Grantee Signature 2 N/A		Name & Title of Grantee Signor 2 N/A	
Grantee Signature 3 N/A		Name & Title of Grantee Signor 3 N/A	
1.13. State Agency Signature(s)		1.14. Name & Title of State Agency Signor(s) Robert R. Scott, Commissioner Department of Environmental Services	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Assistant Attorney General, On: / /			
1.16. Approval by Governor and Council (if applicable) By: On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 (“the Effective Date”).
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as “the Completion Date”).
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee’s normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, “Grantee” includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
- 8.
- 8.1. PERSONNEL.
The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
- 9.
- 9.1. DATA; RETENTION OF DATA; ACCESS.
As used in this Agreement, the word “data” shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,
- computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as “Events of Default”):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
- 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the “Termination Report”) describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee’s breach of its obligations hereunder.
- 12.3. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
- 12.4. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or
- 13.

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- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. **GRANTEE'S RELATION TO THE STATE.** In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. **ASSIGNMENT AND SUBCONTRACTS.** The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
 16. **INDEMNIFICATION.** The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
 17. **INSURANCE.**
 - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
 - 17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy.
 18. **WAIVER OF BREACH.** No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
 19. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
 20. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
 21. **CONSTRUCTION OF AGREEMENT AND TERMS.** This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
 23. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
 24. **SPECIAL PROVISIONS.** The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

EXHIBIT A **SPECIAL PROVISIONS**

I. NEW HAMPSHIRE STATE AND LOCAL FISCAL RECOVERY FUNDS FEDERAL REQUIREMENTS

This Agreement is funded under a grant to the State of New Hampshire (State) and subsequently through the Governor's Office for Emergency Relief and Recovery (GOFERR) and New Hampshire Department of Environmental Services (NHDES) as approved by the Governor and Executive Council from the federal government through the Department of Treasury (Treasury) through the American Rescue Plan Act of 2021 (ARPA), with the source of funds being the State and Local Fiscal Recovery Funds (SLFRF) identified under the Catalog of Federal Domestic Assistance (CFDA) number #21.027. The Federal Award Identification Number (FAIN) for this award is SLFRP0145. This grant award is a subaward of SLFRF funds and any and all compliance requirements, as updated by Treasury, for use of SLFRF funds are applicable to the Subrecipient, without further notice. Treasury requirements are published and updated at <https://home.treasury.gov/policy-issues/coronavirus/assistance-for-state-local-and-tribal-governments/state-and-local-fiscal-recovery-funds>.

FEDERAL FUNDING ACCOUNTABILITY and TRANSPARENCY ACT (FFATA). The Subrecipient shall comply with the terms of the FFATA by providing NHDES with their Unique Entity Identifier (Unique Entity ID), and all applicable Executive Compensation Data information as required under the FFATA. A Unique Entity ID may be obtained by visiting <https://www.sam.gov>.

SAM REGISTRATION: The Subrecipient must have an active registration with the System for Award Management (SAM) (<https://www.sam.gov>).

GENERALLY ACCEPTED ACCOUNTING PROCEDURES: The Subrecipient, if a governmental entity, shall maintain project accounts in accordance with the Generally Accepted Accounting Principles (GAAP), including standards relating to the reporting of infrastructure assets as issued by the Governmental Accounting Standards Board (GASB). The full text of Governmental Accounting Reporting Standards is available through the GASB website at: <http://www.gasb.org>

RECORDKEEPING REQUIREMENTS: The Subrecipient must maintain records and financial documents for five years after all funds have been expended or returned to the State and/or Treasury. Treasury may request transfer of records of long-term value at the end of such period. Wherever practicable, such records should be collected, transmitted, and stored in open and machine-readable formats.

Subrecipient must agree to provide or make available such records to the State and Treasury upon request, and to the Government Accountability Office ("GAO"), Treasury's Office of Inspector General ("OIG"), and their authorized representative in order to conduct audits or other investigations.

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SINGLE AUDIT REQUIREMENTS: Recipients and subrecipients that expend more than \$750,000 in Federal awards during their fiscal year will be subject to an audit under the Single Audit Act and its implementing regulation at 2 CFR Part 200, Subpart F regarding audit requirements. Recipients and subrecipients may also refer to the Office of Management and Budget (OMB) Compliance Supplements for audits of federal funds and related guidance and the Federal Audit Clearinghouse to see examples and single audit submissions.

CIVIL RIGHTS COMPLIANCE: The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply, and shall include in every contract or agreement funded with these funds this same requirement to comply, with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury’s Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with “Limited English Proficiency” in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury’s Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

In order to carry out its enforcement responsibilities under Title VI of the Civil Rights Act, NHDES may collect and review information from subrecipients to ascertain their compliance with the applicable requirements before and after providing financial assistance. Treasury’s implementing regulations, 31 CFR part 22, and the Department of Justice (DOJ) regulations, Coordination of Non-discrimination in Federally Assisted Programs, 28 CFR part 42, provide for the collection of data and information from recipients and subrecipients (see 28 CFR 42.406).

PERIOD OF PERFORMANCE: All funds are subject to statutory requirements that they must be used for costs incurred by the recipient during the period that begins on March 3, 2021, and ends on December 31, 2024, and that award funds for the financial obligations incurred by December 31, 2024 must be expended by December 31, 2026.

PROCUREMENT, SUSPENSION AND DEBARMENT: Recipients are responsible for ensuring that any procurement using SLFRF funds, or payments under procurement contracts using such funds are consistent with the procurement standards set forth in the Uniform Guidance at 2 CFR 200.317 through 2 CFR 200.327, as applicable. The Uniform Guidance establishes in 2 CFR 200.319 that all procurement transactions for property or services must be conducted in a manner providing full and open competition, consistent with standards outlined in 2 CFR 200.320, which allows for non-competitive procurements only in circumstances where at least one of the conditions below is true: the item is below the micro-purchase threshold; the item is only available from a single source; the public exigency or emergency will not permit a delay from publicizing a competitive solicitation; or after solicitation of a number of sources, competition is determined inadequate. Subrecipients must have and use documented procurement procedures that are consistent with the standards outlined in 2 CFR 200.317

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through 2 CFR 200.320.

Subrecipient shall fully comply with Subpart C of 2 C.F.R. Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business With Other Persons," as implemented and supplemented by 2 C.F.R. Part 1532. subrecipient is responsible for ensuring that any lower tier covered transaction, as described in Subpart B of 2 C.F.R. Part 180, entitled "Covered Transactions," and 2 C.F.R. § 1532.220, includes a term or condition requiring compliance with 2 C.F.R. Part 180, Subpart C. subrecipient is responsible for further requiring the inclusion of a similar term and condition in any subsequent lower tier covered transactions. subrecipient acknowledges that failing to disclose the information required under 2 C.F.R. § 180.335 to NHDES may result in the delay or negation of this assistance agreement, or pursuance of administrative remedies, including suspension and debarment. Subrecipients may access the System for Award Management (SAM) exclusion list at <https://sam.gov/SAM/> to determine whether an entity or individual is presently excluded or disqualified.

By entering into this agreement, the subrecipient certifies that the subrecipient is not debarred or suspended. Furthermore, the subrecipient certifies that no part of this contract will be subcontracted to a debarred or suspended person or firm.

DOMESTIC PREFERENCES FOR PROCUREMENTS (2 C.F.R. § 200.322) As appropriate and to the extent consistent with law, to the greatest extent practicable, there is a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

For purposes of this section:

- (1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
- (2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

As required by 2 CFR 200.216, subrecipients, are prohibited from obligating or expending loan or grant funds to procure or obtain; extend or renew a contract to procure or obtain; or enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment or services as a substantial or essential component of any system, or as

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critical technology as part of any system. As described in Public Law 115-232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities). Recipients, Subrecipients, and borrowers also may not use federal funds to purchase:

- a. For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).
- b. Telecommunications or video surveillance services provided by such entities or using such equipment.
- c. Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Consistent with 2 CFR 200.471, costs incurred for telecommunications and video surveillance services or equipment such as phones, internet, video surveillance, and cloud servers are allowable except for the following circumstances:

- a. Obligating or expending funds for covered telecommunications and video surveillance services or equipment or services as described in 2 CFR 200.216 to:
 - (1) Procure or obtain, extend or renew a contract to procure or obtain;
 - (2) Enter into a contract (or extend or renew a contract) to procure; or
 - (3) Obtain the equipment, services, or systems. Certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the System for Award Management exclusion list which can be found at <https://www.sam.gov/SAM/pages/public/index.jsf>

REPORTING REQUIREMENTS: For all projects listed under the Water and Sewer Expenditure Categories (see Table below), detailed project-level information is required.

5: Infrastructure	
5.1	Clean Water: Centralized Wastewater Treatment
5.2	Clean Water: Centralized Wastewater Collection and Conveyance
5.3	Clean Water: Decentralized Wastewater
5.4	Clean Water: Combined Sewer Overflows
5.5	Clean Water: Other Sewer Infrastructure

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5.6	Clean Water: Stormwater
5.7	Clean Water: Energy Conservation
5.8	Clean Water: Water Conservation
5.9	Clean Water: Nonpoint Source
5.10	Drinking water: Treatment
5.11	Drinking water: Transmission & Distribution
5.12	Drinking water: Transmission & Distribution: Lead Remediation
5.13	Drinking water: Source
5.14	Drinking water: Storage
5.15	Drinking water: Other water infrastructure

Definitions for water and sewer Expenditure Categories can be found in the EPA’s handbooks. For “clean water” expenditure category definitions, please see: <https://www.epa.gov/sites/production/files/2018-03/documents/cwdefinitions.pdf>. For “drinking water” expenditure category definitions, please see: <https://www.epa.gov/dwsrf/drinking-water-state-revolving-fund-national-information-management-system-reports>.

All Clean Water and Drinking Water infrastructure projects:

- Projected/actual construction start date (month/year)
- Projected/actual initiation of operations date (month/year)
- Location (for broadband, geospatial location data)

For water and sewer projects:

- National Pollutant Discharge Elimination System (NPDES) Permit Number (if applicable; for projects aligned with the Clean Water State Revolving Fund)
- Public Water System (PWS) ID number (if applicable; for projects aligned with the Drinking Water State Revolving Fund)

II. FEDERAL REQUIREMENTS APPLICABLE TO ARPA INFRASTRUCTURE PROJECTS OVER \$10M

For projects over \$10 million (based on expected total cost) a recipient shall provide a certification that, for the relevant project, all laborers and mechanics employed by contractors and subcontractors in the performance of such project are paid wages at rates not less than those prevailing, as determined by the U.S. Secretary of Labor in accordance with subchapter IV of chapter 31 of title 40, United States Code (commonly known as the “Davis-Bacon Act”), for the corresponding classes of laborers and mechanics employed on projects of a character similar to the contract work in the civil subdivision of the State (or the District of Columbia) in which the work is to be performed. All contracts and subcontracts for the construction of treatment works shall insert in full in any contract the standard Davis-Bacon contract clause as specified by 29 CFR §5.5(a).

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III. OTHER SPECIAL PROVISIONS

- A. In addition to the above special provisions, the following provisions as required by federal regulations apply to this Agreement:
1. **Financial management.** *The Contractor shall comply with 2 CFR part 200 Subpart D and the specific standards regarding financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management outlined therein.*
 2. **Allowable costs.** *All costs charged to this Agreement shall be eligible, necessary, and reasonable for performing the tasks outlined in the approved project scope of services. The costs, including match, shall be incurred during the period of performance of the project, and shall be allowable, meaning that the costs must conform to specific federal requirements detailed in 2 CFR part 200 Subpart E.*
 3. **Property Management.** *The Contractor shall comply with the property management and procedures detailed in 2 CFR Part 200 Subpart D.*
 4. **Restrictions on Lobbying.** *The Contractor shall comply with the terms of 15 CFR part 28 and 2 CFR Part 200 Subpart E which prohibit the use of federal Contract funds to influence (or attempt to influence) a federal employee, and requires the submission of Standard Form LLL ("Disclosure of Lobbying Activities") if nonfederal funds have been used to influence (or attempt to influence) a federal employee.*
 5. **Drug-Free Workplace.** *The Contractor shall comply with the terms of 2 CFR part 1329 which require that as a condition of the Agreement, certification that they maintain a drug-free workplace. By signing and submitting the Agreement, the Contractor certifies that he or she will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity associated with the Agreement.*
 6. **Protection for Whistleblowers.** *The Contractor shall comply with the terms of 41 U.S.C. §471 regarding Whistleblower protections. As described in 41 USC §471 "an employee of a contractor, subcontractor, grantee, or subgrantee or personal services contractor may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in paragraph (2) information that the employee reasonably believes is evidence of gross mismanagement of a Federal contract or grant, a gross waste of Federal funds, an abuse of authority relating to a Federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant."*

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EXHIBIT B
SCOPE OF SERVICES

The Town of Henniker will use the American Rescue Plan Act (ARPA) grant funds to make improvements to the wastewater treatment facility and collection system in the Town. The project scope includes rehabilitation and/or replacement of key elements of the 45-year-old wastewater treatment facility, and failing components within the wastewater collection, pumping and conveyance systems.

Grant funds may be used to pay for engineering design work, preparation of contract documents for public bidding, construction, and engineering services during construction.

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EXHIBIT C
METHOD OF PAYMENT

The NHDES shall pay to the Grantee the total reimbursable program costs not to exceed the Grant Limitation of \$960,000.00 in accordance with the following requirements:

Disbursement requests for program costs shall be made no more than once per calendar month by the Grantee using the American Rescue Plan Act (ARPA) Disbursement form as supplied by the NHDES, which shall be completed and signed by the Grantee. The disbursement form shall be accompanied by proper supporting documentation based upon direct costs. The Grantee will maintain adequate documentation to substantiate all Program related costs. All work shall be performed to the satisfaction of the NHDES before payment is made.

This ARPA grant is in concert with a \$2,140,000.00 Clean Water State Revolving Fund (CWSRF) loan. Each, disbursement request will be paid 100% of eligible expenses as ARPA grant funds not to exceed \$960,000.00 by CWSRF loan funds.

Changes to the Scope of Services require NHDES approval in advance. All work must be completed prior to the completion date (section 1.7) in this Grant Agreement to be eligible for reimbursement.

Grantee Initials _____
Date _____



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022

TITLE: NH Fish & Game OHRV Enforcement Grant

INITIATED BY: Matthew French, Police Chief

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: To accept NH Fish & Game OHRV Law Enforcement Grant and authorize Police Chief Matthew French to enter into a contract with NH Fish & Game

LEGAL AUTHORITY: RSA 31:95

FINANCIAL DETAILS: \$2,520 to be used by June 15, 2023

BACKGROUND: NH Fish & Game has approved a grant application in the amount of \$2,520 to be used for OHRV wheeled vehicle enforcement purposes only.

TOWN ADMINISTRATOR COMMENT: Town Administrator supports this action

POLICE CHIEF COMMENT: This is a yearly, usual, and typical activity

SUGGESTED MOTION: Motion to accept NH Fish & Game OHRV Law Enforcement Grant in the amount of \$2,520 and to authorize Police Chief Matthew French to execute and enter into the contract agreement with NH Fish & Game to into the grant contract on behalf of the town.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022

TITLE: Administration New Position and Existing Job Description Revision

INITIATED BY: Diane Kendall, Town Administrator

PREPARED BY: Wendy Baker, Executive Secretary and Diane Kendall, TA

PRESENTED BY: Diane Kendall, TA

AGENDA DESCRIPTION: Request consideration of administrative job description revision and new part-time position approved in 2022 budget.

Background: The Assessing Technician position was vacated in 2021 and the Selectboard approved the 2022 budget to include a 30 hour per week part-time administrative position for the Town Office. In that time the Executive Secretary/Office Manager has skillfully assumed the responsibilities of Assessing Assistant along with coordinating and assisting with all building, code, and land use administration. There are many other administrative tasks mandated and essential to providing service for a local government of this complexity. We have a sense of urgency to fill the new position in order to provide the level of service necessary to meet our general and statutory obligations, as well as public and organizational expectations.

Town Administrator Comment: The duties, job descriptions and talents for administrative support of the departments of Assessing, Building, Planning, Zoning and Administration (Executive Secretary) have been reviewed. We also took into consideration the skills, talents, qualifications, and goals of our current staff and have come up with a plan that is economical, efficient, and productive.

We have renamed and revised the existing full-time position of Executive Secretary/Office Manager to Executive Assistant/Assessing & Land Use Coordinator. This position more accurately describes the role, knowledge, skills, and responsibilities of the current placement. This position will be supervisory.

We have created a new job description for the part-time position approved in the budget that supports the functions of Administration, Assessing, Building, Planning and Zoning: Land Use and General Administrative Assistant. This position reports to and receives guidance from Executive Assistant/Assessing & Land Use Coordinator under the general direction of the Town Administrator. Priorities for the position will include website proficiency to provide accurate, timely and comprehensive information and statutory updates; customer service; and accurate timely minutes for the Selectmen, Planning & Zoning Boards.

The new position will provide risk management by building competency, shared knowledge, and responsibility. It will also eliminate the individual position of minute taker for Board of Selectmen, Planning and Zoning Boards and return much needed staffing hours to the Clerk/Tax office.

Legal Authority: N/A

Financial Details: We recommend the Executive Assistant/Assessing & Land Use Coordinator as a Grade 21 consistent with the Tax Collector/Town Clerk classification. The roles and responsibilities are compatible. The hourly rate range for the Grade 21 is \$22.37 to \$31.38.

We recommend the new position as a Grade 13 consistent with the current Deputy Tax Collector / Clerk classification. The hourly rate range for Grade 13 is \$16.26 to \$22.37.

The position rates are competitive in the marketplace and should yield positive recruitment results. The grade adjustments to the positions and successful recruitment will be within the current budgeted amounts for 01-4150-110 and 01-4150-113 for the budget year.

Suggested Action/Recommendation: Motion to accept the job descriptions and classification of Executive Assistant/Assessing & Land Use Coordinator labor grade 21, currently staffed by Wendy Baker.

Motion to adjust the compensation of Wendy Baker to labor grade 21 step 2 \$23.27 per hour effective July 19, 2022.

Motion to accept the job description of Land Use and General Administrative Assistant Grade 13 step range \$16.26 to \$22.37.

Motion to authorize the Town Administrator to begin recruitment for the position of Land Use and General Administrative Assistant.



TOWN OF HENNIKER ~ JOB DESCRIPTION

TITLE:	Executive Assistant/Assessing & Land Use Coordinator
DEPT.:	Town of Henniker

JOB DESCRIPTION: The Executive Assistant/Assessing & Land Use Coordinator reports directly to and assists the Town Administrator in all clerical, administrative, and secretarial tasks relating to the operation and supervision of the Selectmen's Office and town departments, as well as overseeing activities and projects of the two land use boards and Building Department, other department heads and various committees, and maintains and develops the website. Responsible for complex duties in the preparation and maintenance of assessing records. Ensure compliance with all local policies and procedures, laws, and regulations. Provide clerical support to the Assessor, including processing exemptions, abatements, deed changes, intents to cut and excavate and current use applications. Requires up to 40-hour workweek.

ACCOUNTABILITY: Reports directly to and assists the Town Administrator.

KNOWLEDGE, SKILLS AND RESPONSIBILITIES: The duties include, but are not limited to, the following:

Executive Duties

1. Provide administrative assistance, including writing and editing email, drafting memos and preparing communications.
2. Typing and distributing weekly agenda for selectmen's meetings; maintaining selectmen's meeting binders and agenda folders.
3. Serves as the central point of contact for municipal operations.
4. Updating town website, social media, and create content for web-based programs.
5. Managing the production of the annual Town Report including scheduling deadlines; notifying the various departments and committees involved; gathering materials; setup and layout.
6. Maintaining and keeping current and accurate membership records of all town committees, boards and commissions; typing and distributing appointment documents for new members and new committees.
7. Creation and ordering of all creative material including business cards, brochures, stationary, etc.
8. Preparing municipal legal documents, including deeds, liens and warrants; ensuring the recording of necessary legal documents with the Registry of Deeds.
9. Preparation, advertisement and distribution of bid documents for various town projects.
10. Assisting Town Administrator with preparation and set-up of meetings.
11. Ensure annual assembly permits, as well as various other town permits are renewed and signed by the Board of Selectmen and issued to the appropriate organizations.
12. Coordination of facility rental and meeting calendar.

Assessing Duties

1. Retrieves deeds each month and changes ownership in assessing system. Makes changes of address in assessing system. Files deeds and change of address requests.
2. Prepares assessment cards/maps for Assessor for annual pick-ups.

3. Processes all intents to cut and intents to excavate from application through billing, including preparation of warrants, works closely with state forester from DRED and timber tax personnel from DRA, and excavation personnel from DRA; maintains records of all intents yearly; sends reminders to loggers, landowners, and excavation pit owners when Reports are not filed on time.
4. Responsible for the process of current use assessments from initial application to yearly reviews; review current use application for Board of Selectmen approval; maintains current use records and work closely with landowners to be sure all information is correct and up to date.
5. Reviews exemption and credit (elderly, disabled, blind, veteran, solar, wood heating) applications and updates elderly birthday information yearly, sends out A-9 & A-12 forms. Sends out letters to review the exemptions every 5 years (all done on a staggered basis).
6. Processes incoming abatement requests for Assessor's review; notifies applicants of Board of Selectmen decisions and processes abatement/refund information for Tax Collector and Finance Director.
7. Works closely with cartographer in researching properties; providing copies of deeds, subdivisions, lot line adjustments etc. Maintains maps for public and older versions.
8. Assists residents and the public with tax map information, assessments, questions about individual properties, etc.
9. Acts as E911 liaison. Processes new address assignments based on driveway permits and updates street book accordingly. Addresses address discrepancies as necessary.
10. Makes semi-annual adjustments for water and sewer billing (new accounts, etc.)

EQUIPMENT USED: Desktop computer and general equipment used in an office setting (Copier, postage meter, etc.)

ENVIRONMENT: Small office

PHYSICAL EXERTION AND OTHER CONDITIONS: Lift 25 lbs

MINIMUM QUALIFICATIONS:

Education and/or Experience

Bachelor's Degree, 5 years of experience in administrative support functions, Working knowledge of State laws and regulations governing taxes, exemptions and assessments on real property. Strong communication skills are required, plus the ability to work well with others and serve the public; OR any equivalent combination of education and experience which demonstrates possession of the necessary knowledge, skills and abilities.

Knowledge, Skills, and Abilities Required

Strong organizational skills and ability to prioritize multiple tasks seamlessly with a strong attention to detail. Proficient in Microsoft Office (Outlook, Word, Excel, and Power Point) Adobe Pro, and social media web platforms. Knowledge of assessment practices, maps, deeds, town layout and laws. Ability to establish an effective working relationship with town officials, town departments, employees, outside businesses and organizations and the general public. Municipal secretarial background preferred but not required. Customer service attitude and professional demeanor is a must.

LICENSE AND CERTIFICATION REQUIREMENTS: None



TOWN OF HENNIKER ~ JOB DESCRIPTION

TITLE:	Land Use & General Administrative Assistant
DEPT.:	Town of Henniker

JOB DESCRIPTION: Land Use & General Administrative Assistant reports to and assists the Executive Assistant/Assessing & Land Use Coordinator as well as coordinates activities and projects of the two land use boards, the building department and, when necessary, other department heads and various committees, and helps to maintain and develop the website. Requires up to 30-hour workweek.

ACCOUNTABILITY: Reports to the Executive Assistant/Assessing & Land Use Coordinator under the direction of the Town Administrator.

KNOWLEDGE, SKILLS AND RESPONSIBILITIES: The duties include, but are not limited to, the following:

1. Screen all incoming phone calls, inquiries, visitors and correspondence.
2. Sort and distribute town mail; maintain postage account.
3. Order office supplies.
4. Receives, files, posts and distributes meeting agendas and minutes for various town boards and committees.
5. Provide support to town boards, ensuring proper meeting and statutory requirements are met. Works closely with the Town Planner in preparing for planning and zoning meetings and follow-up on decisions and requests of these boards.
6. Work closely with the Building Inspector/Code Enforcement Officer on processing all permits, to include logging in Avatar, creating permits and assisting with scheduling inspections. Compile a monthly Building Department Report for the Selectmen.
7. Maintain files for Building, Planning and Zoning.
8. Record necessary municipal legal documents with the Registry of Deeds.
9. Prepares and submits announcements, advertisements and public notices to local newspapers.
10. Provides support for assessing office by way of assisting general public with obtaining information for assessing information.
11. Coordinate with the Assessing Office on all Building Permits, Notice of Decisions, Variances, Subdivisions and Lot Line Adjustments
12. Backfill Executive Secretary in their duties as required.
13. Provides support to town boards, ensuring proper meeting and public hearing statutory requirements are met and appropriately posted.
14. Prepare & post Select Board, Planning Board & Zoning Board minutes from the recording.

EQUIPMENT USED: Desktop computer and general equipment used in an office setting (Copier, postage meter, etc.)

ENVIRONMENT: Small office

PHYSICAL EXERTION AND OTHER CONDITIONS: Lift 10 lbs

LICENSE AND CERTIFICATION REQUIREMENTS: None

OTHER TRAINING, SKILLS AND EXPERIENCE REQUIREMENTS: Excellent knowledge of computer software programs including Microsoft Office Products, Internet, e-mail, knowledge of general office equipment and procedures, including fax machine, multi-line telephone system, copier, and mailing machines; ability to work independently, as well as in a team environment; ability to manage multiple, long-term projects; ability to maintain absolute confidentiality regarding sensitive personnel and legal issues; excellent written communication skills; municipal secretarial background preferred but not required. Customer service attitude and professional demeanor is a must.

QUALIFICATIONS: Minimum high school diploma or equivalent required. Some higher education preferred.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022
TITLE: Human Services Compensation Adjustment
INITIATED BY: Diane Kendall, Town Administrator
PREPARED BY: Diane Kendall, TA
PRESENTED BY: Diane Kendall, TA

AGENDA DESCRIPTION: Request consideration of adjustment to Human Services compensation

Background: The current Human Services Director was hired as a caseworker in 2014 at \$15 per hour and promoted to Human Services Director in 2017 and \$20.00 per hour for a maximum of 15 hours per week. In 2021 the position maximum hours per week were reduced to 10.

Town Administrator Comment: Recommend compensation adjustment of \$1.00 per hour to \$21.00 per hour retroactive to the first pay period in January 2022. The position has been overlooked for yearly COLA adjustment and the town should consider this adjustment fair and equitable. In addition, the position should be eligible for yearly COLA, market, and merit adjustments.

Legal Authority: Town Policies

Financial Details: The total estimated fiscal impact of the adjustment is \$552.24 for 2022. To date the bottom-line budget of the Human Services department is targeted to be under budget.

Suggested Action/Recommendation: Motion to approve a compensation adjustment for the position of Human Services Director from \$20.00 per hour \$21.00 per hour.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022
TITLE: 2022 General Assistance Guidelines
INITIATED BY: Carol Conforti-Adams, Human Services Director
PREPARED BY: Diane Kendall, Town Administrator and Carol Conforti-Adams
PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Update to General Assistance Guidelines 3rd Reading

LEGAL AUTHORITY: RSA Chapter 165 provides for recovery of general assistance payments from various parties under certain conditions: Legally liable relatives, RSA 165:19 – :20; Municipality of residence, RSA 165:20; Recipient, RSA 165:20-b; State of New Hampshire, RSA 165:20-c; Estate of recipient, RSA 165:27; Liens on real property owned by recipient, RSA 165:28; Liens on inheritances, property settlements or civil judgments for personal injuries, RSA 165:28-a

FINANCIAL DETAILS: 2022 Budget 01-4442-907 to 01-4442-914 Welfare Assistance \$68,154

BACKGROUND: The basic premise of municipal welfare is that the municipality must provide for those who are unable to provide for themselves: "Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there." [RSA 165:1](#). The Town of Henniker last update to the Assistance Guidelines was September 2004. The Guidelines have been updated to be consistent with the NHMA and NH Welfare Association 2021 Model Local Welfare Guidelines and NH Housing Finance Authority 2021 Rental Survey. [NH-Housing-Rental-Survey-Report-2021.pdf \(nhhfa.org\)](#)

TOWN ADMINISTRATOR COMMENT: This is the third reading of the policy update. Ms. Conforti-Adams will be present to answer questions.

SUGGESTED ACTION/MOTION:



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 6/14/2022

TITLE: Overnight Parking Ban Main St – 4th Reading

INITIATED BY: Leo Aucoin, Superintendent

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: 4th Reading Main St. Overnight Parking Ban

Legal Authority: Town Ordinance Chapter 120 Article III Motor Vehicle Parking: Town of Henniker Selectmen's Policies Section I.1 Policy Adoption.

Financial Details: New signs to promote the ban are \$25 each and I would need 10

Town Administrator Comment: Proposed policy change is to Code of Town of Henniker Chapter 120 Article III Motor Vehicle Parking amended 5-5-2018 Section 12 Winter Overnight Parking Ban. Move existing subsection 120-12: B to 120-12:C. Add a **new sub-section 120-12:B. No person shall park or leave standing any motor vehicle on Main Street between the hours of 11:00 p.m. and 7:00 a.m.** See attached

Highway Superintendent/Road Agent Comment: Every year from November 1, thru April 15, the town imposes a Winter parking ban on all town roads and right of ways. This action results in the police department having to put out warnings on cars throughout town and eventually ticketing cars that don't heed the warnings. The worst area is Main Street, this is due to the Tenants of #8, #20, #48, #58 use town owned street side parking rather than their assigned spaces in the rear of their buildings or in the Water Street parking lot. It's my belief that it would be better for safety, fire and ambulance service, business, free up more spaces for patrons to use, and highway, for street maintenance and repair, if we maintained a year around overnight parking ban on Main Street.

Police Chief Comment: See attached

Suggested Action/Recommendation: According to Henniker Selectmen's Policies Section I.1 Policy Adoption hear public input and amendments

CHAPTER 120 VEHICLES AND TRAFFIC

Chapter 120

VEHICLES AND TRAFFIC

[HISTORY: Adopted by the Town of Henniker as indicated in article histories. Amendments noted where applicable.]

GENERAL REFERENCES

Driveways -- See Ch. 41.
Signs in Proctor Square -- See Ch. 92, Art. I.
People-powered vehicles -- See Ch. 124.

Riverfront parking areas -- See Ch. 77, Art. I.
Snow on roads -- See Ch. 97, Art. I, and Ch. 106, Art. II.

ARTICLE I

One-Way Streets

[Adopted 9-26-1978; amended 11-28-1989; 5-21-1991; 5-15-2018]

~120-1. One-way streets enumerated.

Vehicular traffic shall move only in the indicated direction on those streets and parts of streets described below, when signs indicating the direction of traffic are erected by the town and maintained at any intersection where movement in the opposite direction is prohibited and shall conform to all other regulations as set forth below when signs are erected and maintained indicating said regulations:

Name of Street	Direction of Travel	Location
Crescent Street	East	From Rush Road to Main Street
Cressey Street	South	From Pearl Street to Bridge Street (Route 114)
Circle Street	West	From Bridge Street (S/Route 114) to Depot Hill Road
Depot Hill Road	South	From the intersection of Circle Street Street, Bridge Street (Route 114) and Depot Hill Road to the intersection of Circle Street and Depot Hill Road
Pearl Street	East	From Bridge Street (Route 114) to Cressey Street
17 Bridge Street	Out	At the south side of the 8 Main Street

~120-2. Statutory authority.

This article is authorized under powers granted to the Selectmen in RSA 41:11.

~120-3. Violations and penalties.

Violation of this article will result in a fine of not less than \$20 and not to exceed \$100.

**ARTICLE II
Town Speed Limits**

[Adopted 5-20-1997; amended 5-15-2018]

~120-4. Speed limits established.

- A. The speed limit for all gravel roads within the Town of Henniker is 25mph. [added 5-15-18]
- B. After careful consideration of the roadways within the Town of Henniker, the Board of Selectmen deems that the prima facie speed permitted on the following roads is reasonable and safe under the conditions found to exist upon such ways, and the Board of Selectmen have determined and declare a reasonable and safe prima facie speed limit thereon, as follows:

Name of Street	Speed limit (mph)	Location
Checkerberry Lane	25	Entire Length
Crescent Street	25	Entire Length
Cressey Street	25	Entire Length
Deer Run	25	Entire Length
Diamond Drive	25	Entire Length
Evergreen Circle	25	Entire Length
Fairview Ave	25	Entire Length
Goss Drive	25	Entire Length
Hall Avenue	25	Entire Length
Highland Drive	25	Entire Length
Hillside Drive	25	Entire Length
Juniper Ridge	25	Entire Length
Longview Drive	25	Entire Length
Morse Circle	25	Entire Length
Old Mill Pond Road	25	Entire Length
Pine Hill Road	25	Entire Length
Plummer Hill Road	25	Entire Length
Prospect Street	25	Entire Length
Ramsdell Road	25	Entire Length
Shore Drive	25	Entire Length
Snowshoe Road	25	Entire Length

CHAPTER 120 VEHICLES AND TRAFFIC

Stonehenge Drive	25	Entire Length
Tanglewood Drive	25	Entire Length
The Oaks	25	Entire Length
Union Street	25	Entire Length
Village Green	25	Entire Length
Water Street	25	Entire Length
[Residential roads 25mph added 5-15-2018]		
Old Concord Road	30	East from intersection of Ramsdell Road and Main Street
[Added 12-2-1997]		
Old Concord Road	35	From a point 100 feet beyond the easternmost property line of the town recreational field east to the entrance to the hop spur (entrance to Rte 202/9)
[Added 12-2-1997] [Amended 5-15-2007]		
Old Concord Road	30	From a point 100 feet prior to the easternmost property line of the town recreational field west to the intersection of Ramsdell Road and Main Street
[Added 12-2-1997]		
Old Concord Road	35	From the hop spur (entrance to Rte 202/9) west on Old Concord Road
[Added 12-2-1997]		
Rush Road	30	From Main Street to the 202/9 overpass.
[Added 5-15-2018]		

~120-5. Modification of speed limits.

Notwithstanding, the Board of Selectmen shall modify the speed limits on town roads authorized herein so that said speed limits shall not be greater or lesser than the temporary prima facie speed limits established for the state highway system.

~120-6. Statutory authority.

This article is authorized under the powers granted to the Board of Selectmen under RSA 41:11 (amended).

ARTICLE III

Motor Vehicle Parking

[Adopted 9-26-1978; Amended 11-3-1987, 11-28-1989
Amended 1-27-1998, 8-4-1998, 9-6-2011, 11-03-2015, 9- 19-2017; 5-15-2018]

~120-7. Parallel parking.

No person shall stand or park a vehicle in a roadway other than in a place where said parking or standing is permitted and other than parallel with the edge of the roadway headed in the direction of the traffic flow except upon those streets which have been so designated; in which case, vehicles

shall be parked in the manner prescribed.

~120-8. Angle parking.

Vehicles parking on the south side of Main Street from the intersection of Route 114 to the east side of the handicapped parking space located near Daniel's Restaurant shall be at sixty-degree angles from the flow of traffic.

~120-9. Time limit parking.

When signs have been properly erected by the Town of Henniker, which give notice thereof, no person shall park a vehicle Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., on the following streets and roadways for longer than indicated:

Name of Street	Side	Time Limit	Location
Bridge Street	East	1 hr.	From Proctor Bridge north to the intersection of Route 114 and Main Street
Bridge Street	West	1 hr.	From Proctor Bridge north to the parking lot entrance of 15 Western Avenue
Library Parking	West	2 hrs.	Behind the Tucker Free Library Lot (7 spaces)
Main Street	North	2 hrs.	In front of the New England College Administration Building
Main Street	South	2 hrs.	Entire length
Western Avenue	South	1 hr.	In front of the Tucker Free Library from the entrance to the Grange west to the easterly most parking lot entrance leading to the front of the Henniker Community School, during posted library hours.

~120-10. Name of Street and Municipal Parking Lot(s)

- A. Community Center parking lot – Crescent Street behind the Community Center
 - 1. Time limit – Parking from 7:00 a.m. until 12:00 midnight. (Two designated spaces for 20 Crescent Street reserved 24 hours daily for residents)
- B. Town municipal parking area behind the Grange Building and Library on Western Avenue

~120-11. Parking Restrictions.

- A. The following shall apply to parking in the Town of Henniker:
 - 1. No commercial delivery vehicles shall park on the westerly side of Bridge

CHAPTER 120 VEHICLES AND TRAFFIC

Street (Route 114) from the intersection of Western Avenue to the Proctor Bridge.

2. There shall be no parking except by permit in two parking spaces designated "Library Staff Only" which are located on the westerly side of the parking lot behind the Tucker Free Library, adjacent to the Henniker Community School building.
 3. There shall be no parking except as permitted by state law in any parking space located on any public street or in any public parking lot which is designated for handicapped parking only.
 4. There shall be no parking at any time on the property of the Community Park, except designated handicapped spaces.
 - a. Parking space in front of the Teen Center entrance at the Community Center and Community Park.
 - b. Parking space at the rear entrance to the upper level of the Community Center
 5. On any public sidewalk.
 6. From the intersection of Circle Street and Route 114 Southerly, the West side of Depot Hill Road, shall be designated parking for town hall patrons and during Town approved events. [Added 9-19-2006] [Amended 9-9-2017]
 7. There shall be no parking on Circle Street, entire length from Bridge Street (Route 114) to Bridge Street (114) except during Town approved events. Parking during approved events is limited to the interior Ballfield side of Circle St. [Added 11-3-2015][Amended 9-19-2017]
 8. Pursuant to RSA 47:17, VII, VIII and XVIII, the Board of Selectmen may ban all on-street parking on any street with advance notice for special events and may require all vehicles in violation of this ordinance be towed. All towing fees will be the responsibility of the owner of said vehicle in violation. (Adopted 9-6-2011. Effective this date.)
- B. There shall be no parking allowed at anytime on the following streets and roadways:

CHAPTER 120 VEHICLES AND TRAFFIC

Name of Street	Side	Location
Bridge Street	Both	From the north end of the Proctor Bridge to Ramsdell Road
Crescent Street	Both	Entire length
Depot Hill Road	Both	From Circle Street to Gulf Road
Fairview Avenue	Both	Entire length
Gould Street	Both	Entire length
Hall Avenue	Both	Entire length
Main Street	North	From the driveway entrance to the college administration building to the easterly most entrance to the State Shed Road
Maple Street	Both	From Western Avenue to Davison Road
Newton Road	Both	No parking first 80 feet from the pavement edge of Western Avenue
Old Concord Road	Both	From the State Shed Road the entire length of the 30mph speed zone to a point just east of the soccer fields where the speed limit increases to 35mph
Park Street	Both	Entire length
Pearl Street	Both	Entire length
Post Office Place	Both	Entire length
Prospect Street	Both	Entire length
Ramsdell Road	East	From Main Street to the entrance of the highway sheds
Rush Road	South	From Main Street to the Route 202 and 9 overpass
Water Street	Both	Entire length
Western Avenue	North	From Main Street to The Oaks
Western Avenue	South	From the easterly most parking lot entrance to the front of the Henniker Community School to the first river

parking area located just west of the police station

Union Street Both Entire length

~120-12. ~~Winter~~ Overnight parking ban.

A. No person shall park or leave standing any motor vehicle on any public street or highway from November 1 to April 15 of each year, between the hours 11:00 p.m. and 7:00 a.m.

~~A.B.~~ No person shall park or leave standing any motor vehicle on Main Street between the hours of 11:00 p.m. and 7:00 a.m.

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~~BC.~~ Nothing in this article shall prohibit legal parking at public dances, athletic events or any other public function where such activities continue past 11:00 p.m., provided that such vehicles are moved within a reasonable time after such activities cease.

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~120-13. Violations and penalties. (Amended 11-3-1987; 12-15-1987; 11-26-1989; 4-3-1990; 5-21-1991; 9-10-1991; 10-1-1991; 5-19-2015)

- A. Any persons violating the Town of Henniker parking regulations (see handicapped parking violation below), as defined within this article, upon the receipt of a parking ticket citation citing said violation as issued by authorized police officials or their duly appointed representatives may waive their right to appear in the court upon payment of a twenty (\$20) dollar fine. If the parking ticket is not paid within seven days, inclusive of the date of issue, the fine shall be \$30. If not paid within 14 calendar days, inclusive of the date of issue, then the fine shall be \$50. Any person who receives three parking violations within one calendar year may be fined \$30 for each subsequent violation. All fines shall be paid to the Town of Henniker.
- B. Any persons violating the Town of Henniker handicapped parking regulations, as defined within this article, upon the receipt of a parking ticket citation citing said violation as issued by authorized police officials or their duly appointed representatives may waive their right to appear in the court upon payment of a two hundred and fifty (\$250)-dollar fine. If the handicapped parking ticket is not paid within seven days, inclusive of the date of issue, then the fine shall be \$270. If not paid within 14 calendar days, inclusive of the date of issue, the fine shall be \$290.
- C. Any vehicle parked in violation of this article may be ordered towed by the Police Department at the expense of the owner or custodian of the vehicle.
- D. Any persons violating the provisions of this article who have not paid the fine(s) for which they are liable may be summoned to appear in court and, if found guilty, shall be fined not more than \$100 for each offense except for handicapped parking violations.

ARTICLE IV

Parking of Commercial Vehicles

[Adopted 9-26-1978; Amended 11-28-1989; 5-15-2018]

~120-14. Commercial Vehicles

All commercial vehicles are prohibited from stopping, standing or parking on the Westerly side of Bridge Street from Western Avenue to the driveway on the South side of 15 Western Avenue.

~120-15. Violation

Violation of this ordinance will result in a fine of not less than twenty dollars (\$20.00) and not to exceed one hundred dollars (\$100.00).

~120-16. Statutory authority.

This article is authorized under the powers granted to the Selectmen in RSA 41:11.

ARTICLE V

Operation of Off Highway Road Vehicles

CHAPTER 120 VEHICLES AND TRAFFIC

[Adopted 3-4-2014; *Sunsets on November 5, 2014 – See 120-20.C* Amended 5-19-15 Sunsets November 4, 2015
Amended 4-19-2016 Sunsets 11-2-2016, Amended 3-7-2017, Amended 11-7-2017]

~120-17. Purpose

The Town of Henniker, NH is a community that supports and welcomes four season outdoor recreation. The community realizes that there are wheeled Off Highway Recreational Vehicle, herein after, OHRV, trails on the north and south side of town being divided by the Contoocook River and U.S. Army Corps of Engineers land and whereas there are only 3 river crossings available, one of these is necessary to connect these trail sections. Along with this connector trail, the town offers access to downtown Main Street businesses. This ordinance is intended to identify lawful operation, permitted access, and approved travel routes in our community in order to connect these trail sections.

~120-18. Authority

NH RSA 41:11 Regulation of Use of Highways. Etc.
NH RSA 215-A:15 Regulations of Political Subdivisions
NH RSA 31:39-d Local Ordinance Citations; Pleas by Mail

~120-19. Definitions

- A. "Off highway recreational vehicle or OHRV" means any mechanically propelled vehicle used for pleasure or recreational purposes running on rubber tires, tracks, or cushion of air and dependent on the ground or surface for travel, or other unimproved terrain whether covered by ice or snow or not, where the operator sits in or on the vehicle. All legally registered motorized vehicles when used for off highway recreational purposes shall fall within the meaning of this definition; provided that, when said motor vehicle is being used for transportation purposes only, it shall be deemed that said motor vehicle is not being used for recreational purposes. For purposes of this chapter "off highway recreational vehicle" shall be abbreviated as OHRV. OHRVs shall not include snowmobiles as defined in RSA 215-C.
- B. "Utility Terrain Vehicle (UTV)" means a vehicle, including an off highway recreational vehicle, with 4 or 6 wheels, an internal combustion engine or electric motor, or both, but excluding a tractor, equipped in accordance with the provisions of RSA 261:41-a, III, that is capable of carrying not more than six (6) occupants and has a load capacity of 1,500 pounds or less. Utility vehicles shall be equipped with headlamps, stop lamps, turn signal lamps, tail lamps, reflex reflectors, a parking brake, a rearview mirror, a windshield with wiper, brakes, seat belts, a vehicle identification number and such other equipment as is required by federal regulations.
- C. "Street" means the entire width between boundary lines of every way or place, of whatever nature, used by the members of the public for the operation of vehicular traffic.
- D. "Trail Bike" means any motor-driven wheeled vehicle on which there is a saddle or seat for the operator and/or passenger designed to travel off maintained roads.

- E. “All Terrain Vehicle (ATV)” means any motor-driven vehicle which is designed or adapted for travel over surfaces other than maintained roads with one or more non-highway tires, having capacity for passengers or other payloads, not to exceed unladen dry weigh of 1,000 pounds, and not to exceed 50 inches in width. For the purposes of this chapter the definition of an ATV specifically excludes non-plated trail bikes.

~120-20. Permitted Travel Routes

- A. ATVs are permitted to operate on following town streets and roads:
1. The entire length of Ramsdell Road.
 2. Flanders Road from Craney Pond Road to the northern intersection with NH Route 114 across from the intersection of Ramsdell Road and NH Route 114.
 3. Main Street from the intersection of Route 114 east until it becomes Old Concord Road with the section ending approximately 900 feet east of the eastern boundary of the cemetery, also known as the athletic fields driveway.
 4. Quaker Street.
 5. Baker Road.
 6. Butter Road.
 7. Mount Hunger Road.
 8. Peasley Road.
 9. Patterson Hill Road.
 10. Cote Hill Road
 11. Western Ave from the Hillsboro town line to 21 Western Ave (The Grange).
 12. Bear Hill Road from the Intersection of Peasley Road to the Hillsboro town line.
 13. Liberty Hill Road –restricting the Class V portion from its intersection of Colby Hill Road to the Class VI portion of Liberty Hill to Henniker residents only.
 14. Colby Hill Road.
 15. Line Hill Road to Lone Pine Road.
 16. Dodge Hill Road from Lone Pine to the intersection with Hemlock Corner Loop.
 17. Hemlock Corner Loop from the Intersection with Dodge Hill Road (gravel section) to Colleague Pond Road.
 18. Browns Way.
 19. Bacon Road.
 20. Old Hillsboro Road from Western Ave to Bacon Road.
 21. Hall Avenue from Western Ave to 20 Hall Ave (Ayer & Goss Inc).
 22. Davison Road from Liberty Hill Road to Lot 96-X (behind Mobil Station not 114).
 23. Gulf Rd.
 24. Emery Hill Rd.
- B. ATVs shall operate on the traveled portion of the street, in single file, and follow normal traffic patterns.

- C. Utility Terrain Vehicles (UTVs) are permitted on any town street with a posted speed limit of 40 miles per hour or less.
- D. These streets and roads must be posted and have postings maintained by the Contoocook Valley ATV Riders or as appointed by the Select Board in accordance with RSA 215-A:6, IX
- E. OHRVs used by the Henniker Police Department, Henniker Fire Department and NH Fish and Game are permitted on all Class V and VI roads in Henniker, as needed to perform their jobs.

~120-21. Prohibitions

- A. No person shall operate an ATV upon a town street unless properly licensed in accordance with NH RSA 263:1.
- B. No person shall operate an ATV upon a town street without displaying a valid NH OHRV registration decal affixed to the OHRV in accordance with RSA 215-A:21.
- C. No person shall operate an ATV upon a town street without a headlight in working order, rear taillight in working and adequate brakes in accordance with RSA 215-A:14.
- D. No person shall operate an ATV on town streets at a speed greater than is reasonable and prudent under the existing conditions and without regard for actual and potential hazards. In all cases speed shall be controlled so that the operator will be able to avoid colliding with any person, vehicle, or object.
- E. Where no hazards exist which would require a lower speed to comply with paragraph D, the speed of any ATV shall be in accordance with RSA 215-A:6 III (b) (2).
- F. The driver of every ATV shall, consistent with the requirements of paragraph D, drive at an appropriate reduced speed when approaching and crossing an intersection or rail way grade crossing, when approaching and going around a curve, when approaching a hillcrest, when traveling upon any narrow or winding trail/street, and when a special hazard exists with respect to pedestrians or other traffic by reason of weather or trail/street conditions.
- G. No person shall operate any ATV on town streets so as to endanger any person or damage any property.
- H. No person shall operate any ATV on town streets during the period from sunset to sunrise.
- I. No person shall operate an ATV on town streets from November 4 to May 23 of every year.
- J. No person shall operate an ATV on town streets unless it is equipped with mufflers and an exhaust system which comply with the requirements of RSA 215-A:12.

CHAPTER 120 VEHICLES AND TRAFFIC

- K. No person under the age of 18 shall operate or ride upon an ATV on town streets without protective headgear. The headgear must be equipped with a neck or chin strap in accordance with RSA 265-122.
- L. No person shall operate an ATV on town streets without eyeglasses, goggles, or a protective face shield unless the ATV is equipped with a windshield that protects the driver's eyes and face when sitting erect.
- M. No person shall operate a Trail Bike on any part of the Henniker road system that doesn't have a DMV registration in accordance with RSA 259:63.

~120-22. Penalties/ Enforcement

- A. Any person who violates the provisions of this ordinance shall be guilty of a violation and shall be fined:
 - First Offense \$100 fine
 - Second Offense \$250 fine
 - Third Offense \$500 fine and 6 month revocation of the Public Access Decal.
 - Subsequent offenses will be based on a 12 month period.
- B. Enforcement of this ordinance shall be in accordance with NH RSA 31:39-c.



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 6/14/2022

TITLE: Fire Pond Easement Consideration

INITIATED BY: Jim Morse, Fire Chief and Mark Fougere, Town Planner

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Authorize the expenditure of \$500.00 from fire department budget for consideration to be paid to GRANITE HOLDINGS OF DEERING, LLC, with a mailing address of 426 Hedgehog Mountain Road, Deering, NH 03244 for a fire pond easement on, over and under a portion of the property identified in the Town of Henniker tax records as Tax Map 1, Lot 549 FX, containing 6.79 acres and further identified as 1105 Old Concord Road, in the Town of Henniker.

LEGAL AUTHORITY:

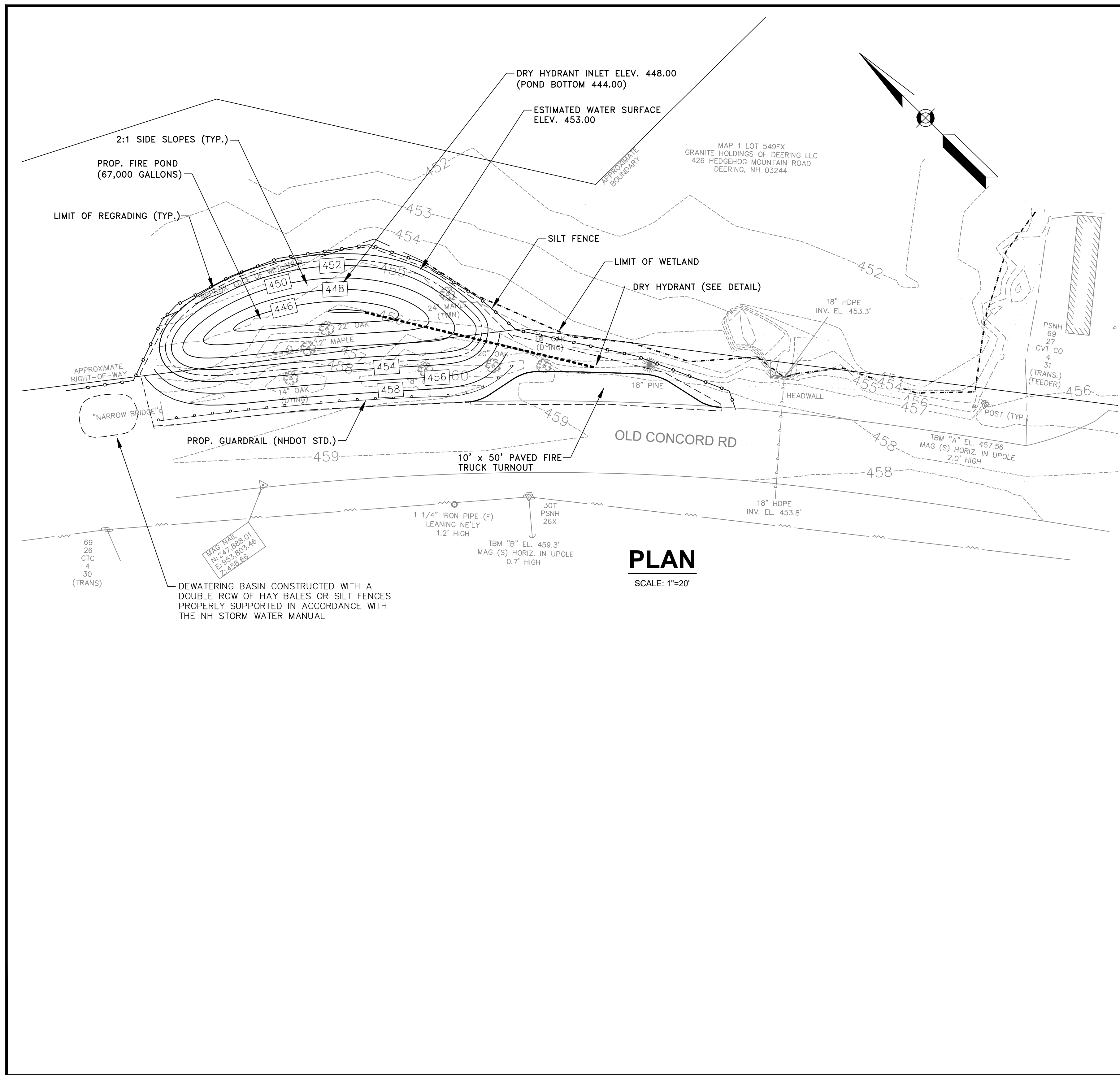
FINANCIAL DETAILS: \$500.00

BACKGROUND: On December 10, 2020, Selectmen approved an expenditure from the 2020 Fire Department budget of \$6850.00 for a field survey to put in a fire pond on old Concord Road, to include permitting. KV Partners completed the design, and the Fire Department is prepared to move forward with permitting for the project and present the easement agreement to Granit Holdings of Deering, LLC. The fire pond will be essential to extinguish and prevent the spread of fires to this region of the town which includes timber and fuel businesses.

TOWN ADMINISTRATOR COMMENT: It is necessary for the Selectboard to reaffirm their intention support the project and authorize \$500.00 as consideration for the fire pond easement.

SUGGESTED MOTION:

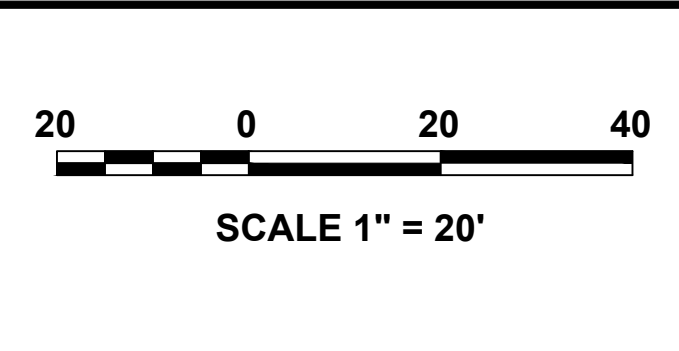
Motion to authorize the expenditure of \$500.00 as consideration to be paid to Granite State Holdings of Deering, LLC for a fire pond easement on, over and under a portion of the property identified in the Town of Henniker tax records as Tax Map 1, Lot 549 FX, containing 6.79 acres and further identified as 1105 Old Concord Road, in the Town of Henniker.



Locus Map
Not to Scale

REVISIONS				
NUMBER	DATE	BY	DESCRIPTION	

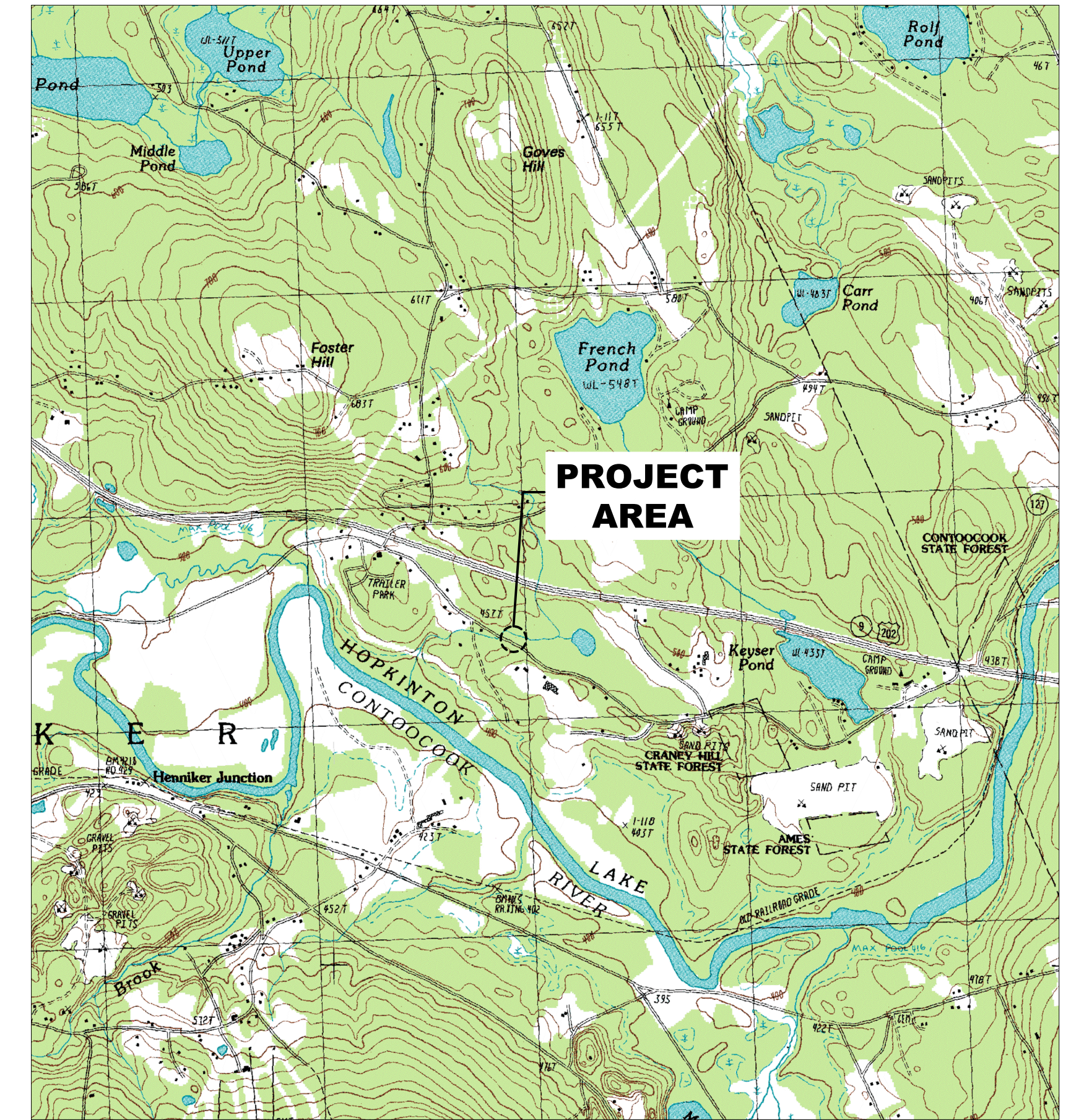
KVPPartners **LLC**
P.O. Box 432
New Boston, NH 03070
(603) 413-6650



OLD CONCORD ROAD
FIRE POND PROJECT
HENNIKER, NEW HAMPSHIRE

CONSTRUCTION PLAN

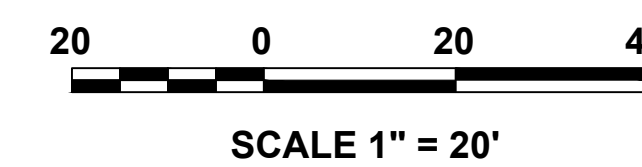
SHEET NO.
1
MARCH 2021



Locus Map
Not to Scale

REVISIONS			
NUMBER	DATE	BY	DESCRIPTION

KVPPartners **LLC**
P.O. Box 432
New Boston, NH 03070
(603) 413-6650



OLD CONCORD ROAD
FIRE POND PROJECT
HENNIKER, NEW HAMPSHIRE

CONSTRUCTION PLAN

SHEET NO.

1A

MARCH 2021



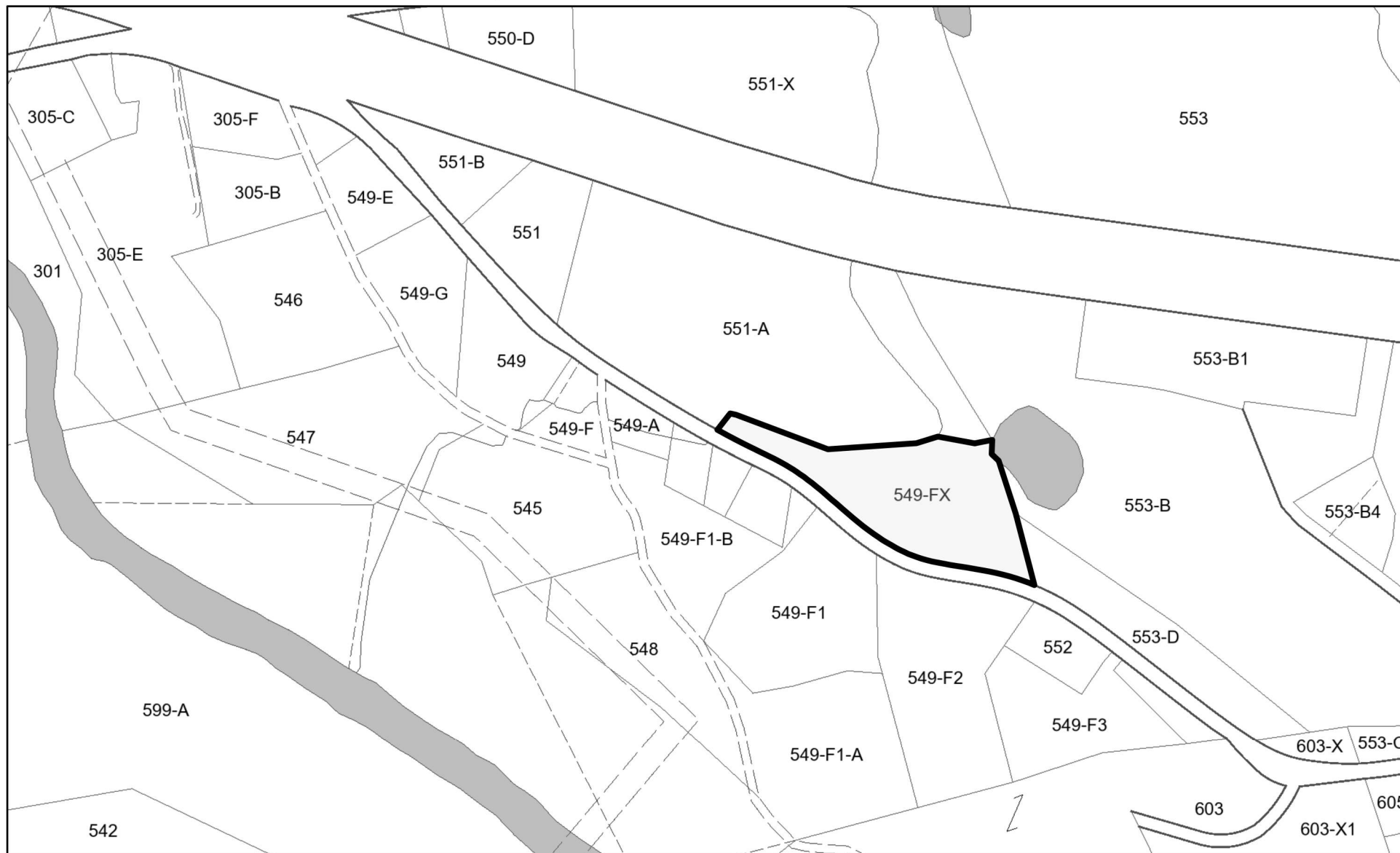
Henniker, NH

1 inch = 549 Feet



June 8, 2022

www.cai-tech.com



The data on this map has been compiled from a variety of sources granted voluntarily by private owners and official sources and is not to be considered legal location of property boundary lines. The Town of Henniker assumes no responsibility for the accuracy of individual parcels.

Prepared by:
Upton & Hatfield, LLP
10 Centre St., Box 1090
Concord, NH 03302-1090

FIRE POND EASEMENT DEED

GRANITE HOLDINGS OF DEERING, LLC, with a mailing address of 426 Hedgehog Mountain Road, Deering, NH 03244 (hereinafter “Grantor”), for consideration paid, grants to the **TOWN OF HENNIKER**, a municipal corporation, with a mailing address of 18 Depot Hill Road, Henniker, NH 03242 (hereinafter “Grantee”), with **WARRANTY COVENANTS**, a fire pond easement on, over and under a portion of the property identified in the Town of Henniker tax records as Tax Map 1, Lot 549 FX, containing 6.79 acres and further identified as 1105 Old Concord Road, in the Town of Henniker, County of Merrimack, described in a deed recorded in the Merrimack County Registry of Deeds at Book 3448, Page 2058, and depicted on Merrimack County Registry of Deeds Plan Number 3839, said easement area being particularly described as follows:

Beginning at a point, said point being S 62°05'31" E for a distance of 242.10' from a 1/2" Iron Pipe (f) with elbow, leaning westerly, 3.1' high; further, said point of easement line being along northeasterly Right-of-Way line of Old Concord Road and subject lot, Map 1 Lot 549-FX;

thence N 61°18'56" E for a distance of 48.32' within Map 1 Lot 549-FX to a point;

thence S 78°00'38" E for a distance of 49.08' within Map 1 Lot 549-FX to a point;

thence S 62°47'13" E for a distance of 50.23' within Map 1 Lot 549-FX to a point;

thence S 20°43'58" E for a distance of 99.06' within Map 1 Lot 549-FX to a point at the northeasterly Right-of-Way line of said Old Concord Road;

thence northwesterly along the Right-of-Way line of Old Concord Road and Map 1 Lot 549-FX for a distance of 199.75' to the point of beginning.

All as shown on a plan entitled "Old Concord Road Fire Pond Project, Henniker, New Hampshire, Construction Plan, Sheet 1, dated March 20, 2021," by KV Partners, LLC, which is recorded in the Merrimack County Registry of Deeds at Book____, Page _____.

Within the easement area, the Grantee has the right to enter with personnel and machinery to remove vegetation, excavate, construct, reconstruct, repair and maintain at its sole expense, a fire pond, including a guardrail along the right-of-way of Old Concord Road, pipes, a dry hydrant, a headwall, slopes, drainage and other facilities necessary for the proper operation of the fire pond. Grantee shall be responsible at Grantee's expense to maintain the easement area and easement improvements. Upon the disruption of the easement area caused by the Grantee's use, Grantee shall regrade and reseed the disrupted area beyond the perimeter of the fire pond. Grantor shall not install any structure, fence, sign, improvement or landscaping within the easement area.

The Grantee shall indemnify, defend and hold the Grantor harmless from any and all loss, costs, claims, liabilities, mechanics' liens, actions, expenses, damages, including legal costs and reasonable attorney's fees arising from the use of the easement area, except as arising from the negligence of Grantor.

WHEREFORE, _____ has executed this Fire Pond Easement Deed this
____ day of January, 2022.

GRANITE HOLDINGS OF DEERING, LLC

By: _____
Name
Its _____

STATE OF NEW HAMPSHIRE
COUNT OF MERRIMACK, ss

This instrument was acknowledged before me on this ____ day of January, 2022 by
_____, in his/her capacity as _____ of
Granite Holdings of Deering, LLC.

Before me,

Justice of the Peace/Notary Public
My Commission Expires:

Seal:

**THIS TRANSFER IS EXEMPT FROM THE REAL ESTATE TRANSFER TAX
PURSUANT TO RSA 78-B:2, I**



Town Hall
18 Depot Hill Road
Henniker, NH 03242

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

Incorporated November 10, 1768
"Only Henniker on Earth"

TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 12/10/2020
TITLE: Old Concord Road Fire Pond
INITIATED BY: Jim Morse, Fire Chief and Mark Fougere, Town Planner
PREPARED BY: Jim Morse, Fire Chief
PRESENTED BY: Jim Morse, Fire Chief

AGENDA DESCRIPTION:

To see if the Selectmen will approve an expenditure from the 2020 Fire Department budget of \$6850.00 for a field survey to put in a fire pond on old Concord Road, this will include permitting. Once this project is surveyed and permitted, we then would approach the existing and new businesses and other grant resources to help fund the digging and piping of this pond.

Legal Authority: N/A
Financial Details: \$6850.00

Town Administrator Comment:

I have spoken with the Finance Director and we do have the funds for this expenditure. In speaking with Chief Morse this will help with the additional businesses locating on Old Concord Road and the need for water sources in the area.

Suggested Action/Recommendation:

Suggested Motion:

Motion: Authorize the Town Administrator to sign a contract with KV Partners for design and permitting for a fire pond on Old Concord Road in the amount of \$6,850

November 19, 2020

Mr. Mark Fougere
Consulting Town Planner
Town of Henniker
18 Depot Hill Road
Henniker, NH 03242

Re: Task Order - Old Concord Road Fire Pond – Survey, Design and Permitting

Dear Mr. Fougere:

KV Partners is pleased to submit this Task Order to provide professional engineering services for the design and permitting of this project. We understand that this project will include a new fire pond near 1105 Old Concord Road and an associated parking area for pump trucks. We are currently under contract to provide professional engineering services with the Town and conditions specified in the Agreement apply to this Task Order.

1. Scope of Services

Field Survey and Base Plans

The purpose of this task is to complete an existing conditions survey and prepare base plans to complete the design and permitting (see attached aerial photo for limits). Specific tasks include;

- Project research for ROW, owners of record, utility information, etc.
- GPS Survey to tie project to NAD'83/NAVD'88.
- Topographic survey within ROW and extending off roadway in areas identified in exhibit provided.
- Wetland delineation and flag locations.
- Existing drainage features and culverts.
- One-foot contour intervals (tied to NAVD'88).
- Identify road centerline and edge of pavement as fault lines.
- ROW limits defined per plans of record and existing recovered monumentation.
- Utility poles, mailboxes, large trees, property markers, and any other identifiable feature/s within ROW.
- Identify property owners with map and lot and addresses.
- Prepare base plans (1"=20') of the project site based on data and information obtained. Add locations of all known utilities (water, sewer, gas, electric, telephone, cable, drainage) from available record plans and based on the survey data collected above.
- Field edit the base plans once completed to include all required elements needed for design.

Coordination Meetings

During this phase of work, the project team will meet with Town officials without limitation to develop project goals, design objectives and to refine concepts for further conceptual design.

Preliminary Plans

The Preliminary Plans will include grading concepts, pond and parking area layout, private property impacts (if any) and any other elements to be included in the project.

Final Design Plans

The purpose of this task is to advance the project from preliminary design to final design and prepare final plans suitable for permitting and construction. Specific tasks include;

- It is anticipated that the following plan sheets will be required:
 - Cover Sheet (1)
 - General Notes and Legend (1)
 - Construction Details (2 sheets)
 - Construction Plan (1 sheet)

Permits

The purpose of this task is to coordinate the design with regulatory officials and prepare and submit permits. All permit fees will be paid by the Town.

- Prepare and submit a Minimum Impact Wetlands Application (narrative, photos, forms, required research, etc.) and required plans
- Respond to comments/questions from DES representatives and revise the design accordingly

2. Assumptions

- Easement plans suitable for recording are not included.
- Bid Phase and Construction Phase services are not included in this agreement.

3. Schedule

With the acceptance of this Task Order by the Town, the project will be completed within 12 weeks of the authorization to proceed (weather permitting for survey).

4. Compensation

The total lump sum fee for all professional services and expenses to complete the scope of services described above as shown in the table below and as shown for information purposes in the attached fee breakdown. Invoices will be submitted monthly on a percent complete basis for each task and are payable within 30 calendar days from the date of the invoice.

Task	Fee Amount
Professional Services	
Design and Permitting	\$3,720
Total Professional Services:	\$3,720
Expenses	
Field Survey	\$2,500
Mileage	\$200
Wetland Flagging	\$400
Reproduction	\$180
Total Expenses:	\$3,130
TOTAL PROJECT FEE	\$6,850

5. Acceptance

If this Task Order meets with your approval, please have an authorized representative of the Town sign and date as indicated below. Please return one copy of this Task Order to my attention at P.O. Box 432, New Boston, NH 03070.

If you have any questions or require additional information, please feel free to contact me at 413-6650 or at mvignale@kvpllc.com. Thanks!

Sincerely,

KVPartners LLC



Michael S. Vignale, P.E.
Principal Engineer

TOWN OF HENNIKER, NEW HAMPSHIRE

Date

**Drainage Improvement Project - Depot Hill Road/Circle Street
Henniker, NH**

FEE PROPOSAL

Preliminary and Final Design

	Principal Engineer	Senior Engineer	Engineer	Total	Fee
Field Survey and Base Plans	2		2	4	
Coordination Meetings	4			4	
Preliminary Plans	4			4	
Final Design Plans					
Cover Sheets, General Notes and Legends	1	2		3	
Construction Details	1	2		3	
Construction Plan	4	8		12	
Permits	2	8		10	
TOTAL HOURS	18	20	2	40	
HOURLY RATE	\$99	\$89	\$79		
TOTAL LABOR	\$1,782	\$1,780	\$158	\$3,720.00	\$3,720
EXPENSES					
Field Survey				\$2,500	
Wetland Flagging				\$400	
Mileage				\$50	
Printing and Miscellaneous				\$180	
TOTAL EXPENSES				\$3,130	\$3,130
Total Design Fee					\$6,850

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, May 3, 2022
Henniker Community Center**

- Members Present:** Chairman Kris Blomback, Vice Chair Peter Flynn, Selectman Bill Marko, Selectman Scott Osgood
- Member's Excused:** Selectwoman Tia Hooper
- Town Administrator:** Diane Kendall
- Recording Secretary:** Nadine Scholes, absent
- Guests:** Doreen Connor, Kim Jackson, Ross Bennett, Patrick Paterson, Bill Sullivan, Tim McComish, Leo Aucoin, Heidi Aucoin, Danny Aucoin, Bruce Trivellini, Lori Marko, Kevin Daniels, Leon Parker

Call to order/Pledge of Allegiance

Chairman Kris Blomback called the meeting to order at 6:15pm and noted that Selectwoman Tia Hooper has been excused from attendance.

Consent Agenda

Item 1: Consent Agenda for May 3, 2022

Selectman Flynn moved to approve the consent agenda for May 3, 2022. Selectman Osgood seconded. Motion carried, 4-0.

Correspondence

Item 2: TA-BOS Communication

The Town Administrator and Board of Selectman communications were included in the agenda.

Public Comment #1

Doreen Connor asked if the public should address agenda item 9 now or would the Board rather wait to take public comments during the discussion scheduled later on the agenda.

The Board allowed public comment to be heard.

Chairman Blomback recused himself for discussions regarding this item.

DRAFT

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Doreen Connor noted she was presenting on the behalf of Patrick and Melanie Connor, on Temple Road and had comments regarding **Item 9: Tax Map 1 Lot 59-C Notice of Ordinance Violation September 15, 2021 – Status**. Doreen asked the Select Board to enforce the September 2021, town issued cease and desist order with regards to the motorcycle track at the Patenaude’s property, grandfathered gravel pit, located on Tax Map 1 Lot 59-C.

She explained the letter sent ordered to cease all unpermitted dirt bike activities within 14 days of receipt of the notice, the letter was dated September 15, 2021. Following the notice, the town was notified on multiple occasions that the activity continued at the track. The activity did temporarily stop after snow fall and started back up again in April 2022.

Ms. Connor stated, there has been a representation by counsel on behalf of the Patenaude’s, and they are only supposed to have a maximum of 7 bikes in the pit and last week there were 12 bikes counted in the pit. She went on to say that nothing has changed to mitigate the noise or the use of this lot since you (the Selectboard) authorized the cease-and-desist letter. Ms. Connor noted the meeting occasions that Selectmen observed the noise conditions.

Ms. Connor said town counsel has advised that the track is not a approved use for this lot and it violates section 133-7, which prohibits injurious or obnoxious noise.. She said those in attendance at Town Meeting made clear that this an issue for town enforcement under the zoning ordinance. She went on to explain Selectmen’s duty. She then said on behalf of neighbors of the lot, she’s asking the board to enforce the order in court.

Following Ms. Connor, Mr. Ross Bennett asked to make public comment and introduced himself to the board. Mr. Bennet and said the level of noise from OHRV use in the pit had increased over last few years and its impact. Mr. Bennet presented a recording of the OHRV use with a sound level meter taken from his property. He asked the Board to enforce the ordinance.

Bruce Trivellini asked why the Chairman had been copied on an email back on or around October 5, 2021, regarding legal options for this topic. Mr. Flynn requested the Mr. Trivellini stop his interrogation. Kris Blomback responded to Bruce’s question as part of public comment and noted that he had deleted the email because he knew it was sent to him in error.

Patrick Paterson asked to speak to the topic. He stated he lives closest to the pit and not only the noise but also the dust that comes off the pit makes his property unlivable. He has his own off-road vehicles and has common courtesy when close to homes. The activity effects many of the neighbors but he is in the process of selling his house because of the nuisance caused by the track at the Patenaude’s.

The Board would discuss the topic during the scheduled agenda item.

Ms. Kim Jackson noted that there was a group of people that had gone to the Henniker Cemetery and took it upon themselves to clean up and throw away items off the gravestones

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that family and friends had placed. She explained the Henniker Cemetery is privately owned, and her husband is buried in the cemetery. She expressed that this has been personally painful for her and was not sure who in town she would be able express her grave concerns.

Ms. Jackson noted that she went to the cemetery after seeing a post on social media to find that every personal item that was placed on the headstone had been removed. There were some items that were saved but she only found one of her items salvaged. There was a candle that had been lite every year until it melted down into just wax on the gravestone, that was even scrapped off and she could not understand why this was done, as the items that were placed by herself, family and friends were not violating the restrictions. Other grave sites in the cemetery that did not have any items removed and some of those items are violating the cemetery rules and restrictions. She said she spoke to Tim McComish, he was empathetic and upset to hear what had happened, he genuinely seemed to feel terrible about what happened. Ms. Jackson presented handouts including photos and documents to show the items that were removed. She explained that she had done some research into who had cleaned the items from the cemetery and when she discovered who it was, all she can say it is horrific and out of line. Ms. Jackson said she was never notified of cemetery policy changes. She continued to read the Cemetery Association policy. Ms. Jackson explained, since the personal items that were removed had been thrown away, there is no way to rectify the situation. She thought the people impacted at least deserve an explanation and an apology to acknowledge the pain caused to families and friends of the loved ones buried in the cemetery.

Chairman Blomback apologized on behalf of the Select Board and said the board would investigate what had occurred.

Mike McManus first stated that he appreciated Chairman Blomback's constant position to protect town employees, he currently works part-time but had been working full-time for the town previously and he sees how much Chairman Blomback protected and appreciated the town employees.

Second, and the main reason Mr. McManus attended the meeting was because his son is also buried in the Henniker Cemetery and also had items removed from his son's headstone. He would echo Kim Jackson's statements and he said who he heard had done the cleanup, he was beyond disturbed. There was someone in the audience who was involved and a member of the Select Board that was not sitting at the table tonight. He would appreciate an explanation and if there is no good reason for it, that member should resign. Mike noted he also would question the potential for legal actions since the plots are privately owned, maybe could be considered theft. He would need to reach out to the Police Department on that question, which he had not done yet.

Tim McComish, Chair of the Cemetery Committee, and a town employee, expressed how terrible he felt for everyone that was impacted by the activities that took place at the Henniker Cemetery. The committee would have a discussion at the next upcoming meeting regarding this matter.

DRAFT

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Mr. Flynn commented that it might not be the Selectboard role to investigate the matter as it's a private cemetery, but they would be willing to follow up with the association. The Board asked Tim McComish to come back to the Board on the agenda for a follow up. Tim McComish agreed.

New Business

Item 3: Highway bid awards: roadside mowing, chip seal Flanders Rd, paving, Liberty Hill Rd. culvert

Roadside mowing. Leo Aucoin noted that only one bid was received, and he recommended awarding the job to Field Works of NH.

Selectman Flynn moved to award roadside mowing bid to Field Works of NH, not to exceed \$24,575.00. Selectman Marko seconded. Motion carried, 4-0.

Chip Seal of Flanders Road. Leo noted that only one bid again was received, and he would recommend the Board award All States Construction the job.

Selectman Flynn moved to award Chip Seal of Flanders Road bid to All States Construction not to exceed \$73,150.95. Selectman Marko seconded. Motion carried, 4-0.

Paving bid. Leo noted that based on unit pricing and experience, he would recommend awarding the job to Buggy Construction.

Leo Aucoin noted the proposed 2022 paving projects, as follows:

- Shim & Overlay on Davison Road
- Total reclaim on Liberty Hill Road, in the event the culvert is installed
- Old Hillsboro Road to Browns Way
- Echo Lane reclaimed and paved
- Baker Road reclaimed and put back to gravel
- Main Street shim, mill & fill

Selectman Flynn moved to award Paving and Reclaiming bid to Busby Construction based on current pricing as presented in bid. Selectman Marko seconded. Motion carried, 4-0.

Liberty Hill Road culvert construction, recommended to be awarded Hall's Excavation.

Selectman Osgood questioned why the bid would not be awarded to the lowest bid. LA explained that contractor has two projects in town that need to be completed before they would be awarded any new projects.

Selectman Marko moved to award Liberty Hill Rd Culvert Construction bid to Hall's Excavation, not to exceed \$242,015. Selectman Flynn seconded.

Discussion: Chairman Blomback asked if there were any grants or ARPA funds available for the culvert. Leo Aucoin was not sure. The TA would get with the Finance Director regarding grants or other funding that would be available for road projects.

Motion carried, 4-0.

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Item 4: Document Shred at Highway - Bill Sullivan, Henniker Chamber of Commerce

Bill Sullivan noted the Henniker Chamber of Commerce is looking to host a town wide paper shredding event. The Chamber would like to do the event on a Saturday to encourage maximum participation. The Chamber identified the Highway Department as the best location to have the event on a Saturday. The Chamber requests permission to hold the event at the Highway Department facility on Saturday, July 16th or 24th, from 9am to 12pm. The only assistance that may be needed would be a traffic cop.

Selectman Osgood asked if there would be a fee to bring paper to shred. Bill Sullivan noted that there were discussions about charging a small fee but that would be only to pay for the rental of the truck, the Chamber was not doing this to make a profit. If there were to be a profit at the end of the event, the extra would be donated to a committee in town.

Selectman Flynn moved to authorize Document Shredding Event at the Highway Department to be scheduled and coordinated by the Chamber of Commerce with the Town Administrator and Highway Superintendent. Selectman Marko seconded. Motion carried, 4-0.

Item 5: Tim McComish donation time and materials to restore Veteran's Memorial before Memorial Day

Tim McComish first explained that NH DOT was contacted regarding the curb damage caused by plows, and they were in town today to repair those curbs.

Tim McComish offered to revitalize the WWII Veteran's memorial in Woodman Park and a donation of kind in the amount of \$3,800. He would restore landscaping, have stone cleaned and plaque repaired; and trimming of bushes in appropriate season. Most of the work would be completed in time for Memorial Day this year but some things may need to wait for seasons and or an outside service.

Selectman Osgood moved to authorize work and accept donation from Tim McComish to revitalize WWII Veteran's memorial in Woodman Park. Selectman Marko seconded. Motion carried, 4-0.

Item 6: Stantec Consulting Landfill Post-Closure Water Monitoring Agreement

Authorize work scope and cost proposal agreement to conduct 2022 groundwater monitoring, landfill post-closure monitoring, and reporting tasks associated with the Henniker Landfill.

Legal Authority: The landfill post-closure monitoring tasks are required by Solid Waste Permit (SWP) No. DES-SW-TP-96-023, which was issued for the Site on March 10, 1998, as modified by letters from the New Hampshire Department of Environmental Services (DES) dated October 21, 2013, and March 1, 2018

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Financial Details: \$14,700 (Budgeted in 01-4324-905 Solid Waste – Monitoring Wells)

Selectman Osgood moved to authorize Town Administrator to execute Stantec Consulting Services Inc work scope and cost proposal agreement to conduct 2022 groundwater monitoring. Selectman Marko seconded. Motion carried, 4-0.

Item 7: Human Services General Assistance Guidelines 1st Reading

The Town Administrator noted that the last update to these guidelines was in September 2004.

The basic premise of municipal welfare is that the municipality must provide for those who are unable to provide for themselves: "Whenever a person in any town is poor and unable to support himself, he shall be relieved and maintained by the overseers of public welfare of such town, whether or not he has a residence there." RSA 165:1. The Town of Henniker last update to the Assistance Guidelines was September 2004. The Guidelines have been updated to be consistent with the NHMA and NH Welfare Association 2021 Model Local Welfare Guidelines and NH Housing Finance Authority 2021 Rental Survey. [NHHousing-Rental-Survey-Report-2021.pdf \(nhhfa.org\)](#)

Diane Kendall noted this would be the first reading of the policy update and Carol Conforti-Adams will be present on May 17th to answer questions.

She recommended the Board to read and review updated policy over next two weeks and have a second reading on May 17, 2022, to discuss and take public comment.

The Board asked for a summary of the changes made from the 2004 version for the next meeting, so there is an understanding what would be updated.

Selectman Flynn moved the updated Human Services General Assistance Guidelines to a 2nd reading. Selectman Osgood seconded. Motion carried, 4-0.

Item 8: Rental of Community Center Grange Policy Review

Diane Kendall noted that periodic review of existing policies are recommended to ensure up to date, adequate and contains appropriate risk management.

The Select Board has expressed concerns about balancing the need to protect new audio-visual equipment at the Community Center used for official meetings with existing Rental policy for the public to rent the same space for public and private events. All usage beyond official meetings requires a level of service from staff to set up, control temperature, monitor for loss risk, clean and refill restroom supplies. As an example: A request to use the room for an event will require a Parks and Properties staff member to set the room up, set thermostats, refill

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supplies, remove trash, clean bathrooms pre and post event. If damage is found the staff member should alert the Town Administrator as soon as possible to document and recover loss. This topic should be brought forward to the Safety & Loss Prevention Committee meeting on May 5th for input and recommendations.

The Board consensus would be to review the policy after the Safety & Loss Prevention Committee reviewed the policy and advised recommendations. A cost analysis would evaluate effectiveness of fees.

Item 9: Tax Map 1 Lot 59-C Notice of Ordinance Violation September 15, 2021 - Status

Chairman Blomback recused himself.

Selectman Flynn reminded that this was not a public hearing on the topic, the Board will discuss and will need to decide on an action move forward on the Notice of Violation that was issued on September 15, 2021.

Selectman Flynn noted that on September 15, 2021, Town issued Second Notice of Ordinance Violation Section 133-31 and 133- 7 to owners of Tax Map 1 Lot 59-C. The property owners did not appeal the administrative decision of the Selectboard. Property owners responded in a letter dated September 30, 2021, via attorney asserting the recreational use is permitted. Per recommendation of town council in an email dated September 30, 2021, Code Enforcement Official Robert Garside has reached out via phone during the week of April 17, 2022, to the property owner to explore a resolution. To date there has been no response.

Diane Kendall noted that there is an update on a subsequent response that she will go over with the Board.

Selectman Flynn continued that on April 15, 2022, the Town received a complaint via email “about repeated use of loud dirt bikes in the gravel pit near my house. The noise and dust from the dirt bikes is unreasonable and interferes with my right to enjoy my property. During high winds, dust from the gravel pit blows onto the adjacent properties. Although my house is nearly 500 feet from the pit, I routinely measure decibel readings from the dirt bikes near 80 db on my doorstep.” On April 18, 2022, the same person sent another complaint via email “about the use of loud dirt bikes in the gravel pit near my house (tax map 1 lot 539-C). They're out there on Lot 539-C again tonight, Monday 4/18/22. I was vacuuming my car, and the OHRV use on the property 500 feet away from my house was far louder than a vacuum just a couple feet away,” which Selectman noted these complaints were heard earlier in Public Comment. The complainant also attached a video. On April 22, Code Enforcement Officer Robert Garside responded to the complaint via email: “The Town is in receipt of your emails regarding the noise/dirt bikes in the gravel pit. The Selectboard, Town Administrator, Code Enforcement, and Town Planner are working with town counsel to resolve the matter. The current recommended action is to reach an amicable solution between property owners, and we are currently working toward that remedy. We will advise you of the town’s next steps in this process. Thank you for your concerns and contact us if you have any questions. Bob Garside”

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Selectman Flynn noted that the board would need to discuss the options as noted, recommended by the Town Administrator and make a decision on how to proceed.

The Board's options would be as follows:

- Enforce as stated on September 15, 2021, Notice of Violation;
- Rescind Notice of Violation;
- Revise Notice of Violation and reissue;
- Delay action while pursuing amicable solution between property owners.

Diane Kendall noted that Bob Garside had gone to the property to discuss the situation. The property owner stated that he was closing the gate to prevent uninvited visitors, and the track would be changed to remove a turn to help reduce the noise. They are serving their position that the use was recreational, which is a permitted use. Diane mentioned that mediation was offered to the owner with other parties, and they were not willing to do that.

Selectman Marko noted that after viewing the history, he found there to be some missing and conflicting information throughout the timeline. He would question why the first notice was not followed up on. He believed the use was private in nature and not an organization. Legal response suggests that the Town work out a solution with the property owner instead of court action. There seems to be a gray area of if the use was an actual violation. This appears to be more of a civil matter because the town may not have purview over enforcement if the use is not in violation of zoning. He noted he believes the cease-and-desist order be rescinded and if there is an actual violation, another order could be issued.

Selectman Osgood mentioned that although zoning may allow the use, there is clear evidence that there is a nuisance with the activities because of the noise and dust and a violation. This impacted the abutters, and they cannot enjoy their own properties.

Selectman Flynn noted that he personally had experienced the noise firsthand from the track when the Board first got complaints a few years back, agreeing it was loud. He also would be concerned with the town enforcement as Selectman Marko stated because the use may not be found in fact a violation.

The Selectmen consensus would be to delay action on the notice of violation at this time and assist with pursuing amicable solution between property owners. The Board all agreed that pursuing a solution with property owners should be handled quickly.

Old Business

Item 10: Overnight Parking Ordinance 3rd Reading

Leo Aucoin noted the changes proposed to the parking on Main Street. He had sent out notice to the four property owners that would be affected with the changes as requested at the 2nd reading. There were two that he had heard from that had no issues and two that did not respond.

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Kevin Daniels complimented Leo Aucoin as the Highway Superintendent, this was a difficult position and he appreciated the efforts from Leo, he was great for the town. He continued to question how the policy update process worked. He only received notice after the 2nd reading and he would request that the Board postpone approval because there are many parking issues in this area that need to be included in the policy updates.

The Board further discussed the parking issues with Leo Aucoin and Kevin Daniels and agreed to postpone the approval of the revised Parking Ordinance and allow a group to discuss issues and options on how to enforce the parking.

Chairman Blomback moved to all the creation of a group of interested parties to discuss parking, the group will include the Chief of Police, Highway Superintendent and property owners that have issues with parking.

Selectman Flynn additionally moved to a 4th reading, with the date to be determined but shall be back on the agenda before August 2022, before the college students return. Selectman Marko seconded. Motion carried, 4-0.

Past Meeting Minutes

Item 11: Motion to amend the of Board of Selectmen Public Meeting Minutes April 5, 2022, 6:15pm to include comment from Ms. Labonte italicized in paragraph

Selectman Marko moved to amend the Board of Selectmen Public Meeting Minutes of April 5, 2022, 6:15pm. Selectman Flynn seconded. Motion carried, 4-0.

Item 12: Motion to approve the Selectmen Public Meeting Minutes April 5, 2022, 6:15pm as amended

Selectman Marko moved to approve the Board of Selectmen Public Meeting Minutes of April 5, 2022, 6:15pm, as amended. Selectman Flynn seconded. Motion carried, 4-0.

Item 13: Acceptance of Board of Selectmen Non-public Meeting Minutes April 19, 2022, 6:00pm

Selectman Marko moved to approve the Board of Selectmen Non-Public Meeting Minutes of April 19, 2022, 6:00pm, as presented. Selectman Flynn seconded. Motion carried, 4-0.

Item 14: Acceptance of Board of Selectmen Public Meeting Minutes April 19, 2022, 6:15pm

Selectman Flynn moved to approve the Board of Selectmen Public Meeting Minutes of April 19, 2022, 6:15pm, as edited. Selectman Marko seconded. Motion carried, 4-0.

Item 15: Acceptance of Board of Selectmen Non-Public Meeting Minutes April 19, 2022, 8:30pm

Selectman Osgood moved to approve the Board of Selectmen Non-Public Meeting Minutes of April 19, 2022, 8:30pm, as presented. Selectman Marko seconded. Motion carried, 4-0.

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Communications

Item 16: Town Administrator Report

The Town Administrator went over some updates of her report presented on the agenda.

Item 17: Selectmen Reports

Selectman Marko would like to recognized and congratulated Keaton Gagne. He noted that the Road Management Committee met, and the proposed road projects were discussed.

Selectman Flynn had nothing to report.

Selectman Osgood had nothing to report.

Chairman Blomback had nothing to report.

Public Comment #2

Item 18: NON-PUBLIC – If Necessary Non-public Session 91-A:3 II (b) the hiring of any person as a public employee

Selectman Flynn moved to go into Non-Public Session, at 8:57 p.m., under RSA 91-A:3, II (b) personnel. Selectman Marko seconded. Roll call vote to go into Non-Public: Chairman Blomback (yes), Vice Chair Flynn (yes), Selectman Bill Marko (yes), Selectman Scott Osgood (yes).

Selectman Marko moved to exit Non-Public Session at 9:18 p.m. Vice Chair Flynn seconded. Motion carried, 4-0.

Vice Chair Flynn moved to adjourn the meeting at 9:20 p.m. Selectman Osgood seconded. Motion carried, 4-0.

Respectfully submitted,
Nadine Scholes

Minutes Approved: xx.xx.xx

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, May 17, 2022
Henniker Community Center**

- Members Present:** Chairman Kris Blomback, Selectwoman Tia Hooper, Selectman Bill Marko, Selectman Scott Osgood
- Member's Excused:** Vice Chair Peter Flynn
- Town Administrator:** Diane Kendall
- Recording Secretary:** Nadine Scholes, absent
- Guests:** Kim Jackson, Andrew Jackson, Tim McComish, Leo Aucoin, Heidi Aucoin, Danny Aucoin, Keith DeMoura

Call to order/Pledge of Allegiance

Chairman Kris Blomback called the meeting to order at 6:15pm and noted that Vice Chair Peter Flynn has been excused from attendance.

Consent Agenda

Item 1: Consent Agenda for May 17, 2022

Selectman Osgood moved to approve the consent agenda for May 17, 2022. Selectwoman Hooper seconded. Motion carried, 4-0.

Correspondence

Item 2: Resignation letter – Kelly Henley

Item 3: Memo from Chief French – River Lot Parking

Public Comment #1

Chairman Blomback briefed that at the May 3, 2022, meeting, during Public Comment #1, residents approached the Board to discuss a difficult issue that occurred at the Henniker Cemetery located near the Town Hall and ball fields. He explained that dealing with situations as such would understandably bring emotions. A public apology was published in the May 6, 2022, Messenger. The Board appreciated that the matter was brought to their attention. The Board is confident there was no malicious intent.

The cemetery being privately owned does not fall under the Select Board's purview but comforted that the Cemetery Association is willing to work with those families feeling

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aggrieved. The Cemetery Association contact information can be obtained from the Town Administrator.

Kim Jackson thanked Mr. McComish for the apology published in the Messenger but she does not feel they should be the ones that apologize. She requested that her son, Andrew Jackson, be allowed speak on her behalf, she was still too emotionally charged to speak on the matter.

Andrew Jackson noted that an apology should come from the appropriate parties involved with the events at the cemetery. He reiterated that the McComish family have been great, but they were not the ones responsible for what happened at the cemetery and those parties need to come forward and offer an apology.

Heidi Aucoin suggested an exit interview be conducted with Kelly Henley, referring to **Item 2:** Resignation letter – Kelly Henley, under correspondence. Heidi opined Kelly Henley was a valuable employee for the town, more needs to be done to keep valuable town employees.

New Business

Old Business

Item 4: Human Services General Assistance Guidelines 2nd Reading

Chairman Blomback noted that the 2nd reading presented to the Board was for an update to General Assistance Guidelines, the RSA Chapter 165 provides for recovery of general assistance payments from various parties under certain conditions.

Carol Conforti-Adams, Human Resources Director, presented the Henniker Assistance Guidelines update consistent with the NHMA and NH Welfare Association 2021 Model Local Welfare Guidelines and NH Housing Finance Authority 2021 Rental Survey. She has been in her position at the town since 2016 and had worked hard on getting the update together and hoped the Board had time to review and she could answer any questions the Board may have regarding the update presented. She worked closely with NHMA and their Human Resources Department to assist with the update. It would be important to update the guidelines as she used the document when processing applications.

Chairman Blomback asked Ms. Conforti-Adams to highlight the major changes. Ms. Conforti-Adams noted that RSAs were updated and how to implement Notice of Decisions, and these guidelines assist with applications and what criteria is necessary for services offered by the town. She explained for example, requests for rental assistance, if they do not provide the required documents and evidence, she would have to deny the application. She noted that all applicants are provided with the list of documents and contacts for services that are required as part of application, the notice of decision guidelines outlines required items in order to approve an application for benefits, if the applicant does not complete those items, the application is denied.

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The Board discussed changes in demographics for recent applicants, and the number of families that are considered critical are down and that could change but there has been less over the past few years.

Chairman Blomback opened for public comment. There were no comments.

Selectwoman Hooper moved to accept the update to the Henniker Assistance Guidelines, as presented, and move to a 3rd reading. Selectman Marko seconded. Motion carried, 4-0.

Item 5: Update on the Community Center & the Grange and Policy Review

The Town Administrator noted that Safety Committee otherwise known as the Joint Loss Management Committee had assessed the Grange Building for safety compliance. She also noted that the Fire Chief, Building and Code Enforcement Officer, and herself also had inspected the Grange building for ADA, Fire Code, and Building Code. A plan would be created with cost and scope of items that were found out of compliance and would need to be addressed. The funding for this work would come from the approved and available ARPA funds.

Selectman Marko asked for examples of some of the items found during inspection of the Grange.

Furnace room needs to be fire proofed;
Restrooms and doors are not ADA compliant;
Existing rugs have tears and rips, creating a tripping hazard and need to be replaced;
Current location of the food pantry is crowded, and access is poor; and
Front door handicap access needs 18" pull area.

The Fire Chief would be reviewing the current food pantry location and if that should be moved to another location in the building.

The total cost is estimated +/- \$10k for the work needed at the Grange.

The Town Administrator noted that in the Community Center the front doors need to be replaced, they do not have crash bars and excessive gapping creates unnecessary increases in additional resources to heat or cool the entrance to the building. The doors located behind the stage and at the exit could be removed, they are not needed. Some electrical work is needed. Parking designation and installation of signage for handicap parking is needed in the Community Center parking lot. The sound panels need to be returned because they are not fire rated.

The Town Administrator explained that downstairs had passed inspections and looked good.

The total cost estimated +/- \$12k for the work needed at the Community Center. All costs will need to be confirmed with vendors.

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Selectman Osgood asked how often these inspections of the building were conducted. The Town Administrator noted that all town buildings need an Assembly Permit and the Building Inspector found that neither of these buildings have a current valid permit. The Fire Chief and the Building Inspector issued Assembly Permits, they are responsible for the inspections of compliance with safety and current codes.

The Policy review would be tabled until the buildings pass inspection and obtain an assembly permit. The Town Administrator noted that no rental applications for either building had been received since she started in the TA position. She noted that the assembly permit should be obtained prior to allowing public rental based on items required to be current on compliance and obtain a valid permit.

Keith DeMoura opined that the estimated costs discussed would not be enough based on costs present day. He would offer volunteer time and he could see if others would be interested to help cut costs. The Board noted that would be appreciated.

Item 6: Update on downtown overnight parking

The Town Administrator noted that a meeting was scheduled for May 25, 2022, at 9 a.m., with the property owners, the Police Chief, the Highway Superintendent, a Representative from New England College, and herself. They would discuss the current parking issues and try to come up with some solutions.

The Board agreed to have the final reading of the Ordinance before the students return in the early fall.

The Police Chief, Matt French approached the Board to ask if he should address his memo he submitted to the Board. The Board agreed the memo should be addressed with the Police Chief.

The Police Chief noted that Mr. Daniels had recently presented some statements at the May 3, 2022, meeting and misinformed the Board, he would like to clarify. He noted that his memo detailed the information, but he highlighted on the list that Mr. Daniels had presented incorrectly showed numbers for the parking lot, the number of permits that were issued that he presented were for the entire parking lot and not just tenant permits. Another statement Mr. Daniels had made was the Police do not enforce parking permits, and he presented the details of tickets the police had previously issued. The information he provided included timeline data and reports back from January 2022, and clearly shows the police have ticketed for parking violations often.

Leo Aucoin, Highway Superintendent noted that he does not see the changes to overnight parking on Main Street would impact the parking lots with permitted parking. The town would be able to issue tickets to violators in those lots.

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The Board decided to discuss after receiving the results of the meeting scheduled for May 25, 2022.

Item 7: Update on Tax Map 1 Lot 539-C

Chris Blomback recused himself.

The Board would have a quorum with the 3 sitting members.

The Town Administrator noted that at the May 3, 2022, meeting the Board consensus was to pursue an amical resolution for the complaint of dirt bike riding in the gravel pit. She explained that in her discussions with the property owners, she was told they do not allow riding on the weekends, and they keep a time log of when they are using the track. In April they logged the track being used a total of 15.75 hours for the entire month. As a follow up discussion, the property owner called to go over who he found out was using the track on a recent Sunday and he went to let them know they are not allowed to use the track and that they had cause issues for him with the town.

The Board requested that the Town Administrator follow up with the complainants to see if they are willing to negotiate. Selectman Osgood questioned if the complainants were aware of the changes and limits the property owner had made to regulate the use of the track. The Town Administrator would be sure to detail that out in her discussions when following up.

Past Meeting Minutes

Item 8: Acceptance of Board of Selectmen Public Meeting Minutes May 3, 2022, 6:15pm

Selectman Marko moved to table the Board of Selectmen Public Meeting Minutes of May 3, 2022, 6:15pm, until complete. Chairman Blomback seconded. Motion carried, 3-0, 1-abstained, Selectwoman Hooper.

Non-Public Meeting Minutes May 3, 2022 were complete and the Board could make a motion.

Selectman Marko moved to approve the Board of Selectmen Non-Public Meeting Minutes of May 3, 2022, as presented. Selectman Osgood seconded. Motion carried, Motion carried, 3-0, 1-abstained, Selectwoman Hooper.

Communications

Item 9: Department Reports

Building, Fire, Highway, Police, Town Clerk/Tax Collector, and Wastewater submitted reports for the month of April 2022 and included in agenda.

Item 10: Town Administrator Report

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The Town Administrator went over some updates of her report presented on the agenda.

Item 11: Selectmen Reports

Selectman Marko noted that at the last Planning Board meeting, the Board appointed Scott Dias for Chairman and Heidi Aucoin for Vice Chair.

Selectwoman Hooper had nothing to report.

Selectman Osgood had nothing to report.

Chairman Blomback had nothing to report.

The Board reviewed and agreed on the following meeting dates for summer schedule:

June 14, 2022 – July 19, 2022 – August 9, 2022 – September 20, 2022

The meetings will return to the regularly schedule, with meeting twice a month in October.

Public Comment #2

Item 12: NON-PUBLIC – If Necessary Non-public Session 91-A:3 II a, c, d e, or e
Non-Public was not necessary.

Selectwoman Hooper moved to adjourn the meeting at 7:19 p.m. Selectman Osgood seconded. Motion carried, 4-0.

Respectfully submitted,
Nadine Scholes

Minutes Approved: xx.xx.xx

**The following are department reports for the month of
May 2022**

Building

Code Enforcement

Finance

Fire

Highway

Human Services

Police

Town Clerk /Tax Collector

Transfer Station/Parks

Wastewater



Monthly Building Department Report
May 2022

TO: Diane Kendall, Town Administrator

FROM: Wendy Baker, Land Use Coordinator

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

Permits /COs/Inspections	Quantity	Revenue
Building Permits - Residential	10	\$2,399.75
Building Permits - Commercial	2	\$7,875.00
Electrical Permits	3	\$150.00
Plumbing Permits	2	\$100.00
Mechanical Permits	3	\$200.00
Demolition Permits	2	\$100.00
Driveway Permits	2	\$150.00
Trench Permits	0	
Sign Permits	0	
Assembly Permits	1	
Tent Permits	3	\$225.00
Hawk & Peddler	0	
Certificates of Occupancy	0	
Inspections Performed	27	
Total		\$11,199.75

Town building rental/use:

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

Respectfully submitted,
Wendy Baker

Town of Henniker, NH

Permits Issued May 2022

Date in	Owner	Address	Map/Lot	Type	Description	Contractor	Fee	Issued
5/2/2022	Daniel & Denise Beaudet	127 Old Mill Pond Road	1/110-E7	Building	Siding	Newpro Operating LLC	\$50.00	5/3/2022
5/2/2022	Mark Perreault	388 Western Ave Unit A3	2/397-A3	Building	Replace Windows and Door	Granite State Glass	\$50.00	5/3/2022
5/2/2022	Karen Schoch	592 Tanglewood Drive	1/110-D	Electrical	Wiring for hot tub	Irish Electric Corp.	\$50.00	5/2/2022
5/2/2022	Tyler Dawson	82 Diamond Drive	1/102-X2	Driveway	Construct new driveway	Northeast Builders	\$75.00	5/3/2022
5/3/2022	Robert Thomas McCourt Rev Tr	42 Ezekiel Smoth Road	1/134	Demolition	Demo 30x50 pole barn	Owner	\$50.00	5/3/2022
5/5/2022	Robert Huettiner	127 Shore Drive	1/110-C12	Building	8' x 12' Deck	Twin Bridge Construction	\$74.00	5/6/2022
5/6/2022	Daniel & Denise Beaudet	127 Old Mill Pond Road	1/110-E7	Building	19 replacement windows	Newpro Operating LLC	\$50.00	5/10/2022
5/6/2022	Norman & Mary McFall	138 Elm Street	1/540-X3	Mechanical	Propane piping for new construction	Wheeler Plumbing & Heating	\$50.00	5/6/2022
5/6/2022	Norman & Mary McFall	138 Elm Street	1/540-X3	Plumbing	Plumbing for new construction	Wheeler Plumbing & Heating	\$50.00	5/6/2022
5/9/2022	Robert Thomas McCourt Rev Tr	42 Ezekiel Smoth Road	1/134	Building	2,300 sf pole barn	Bill Marko Builder	\$625.00	5/10/2022
5/10/2022	Pat's Peak	686 Flanders Road	1/588-A	Mechanical	Install gas piping for boiler and fireplace/vent	LDG Corp.	\$100.00	5/10/2022
5/10/2022	Curtis Parker	594 Foster Hill Road	1/306-D	Plumbing	Install plumbing for 2 ful baths & one 1/5 bath	Steve St. Cyr	\$50.00	5/10/2022
5/11/2022	Anron Grossman	294 Foster Hill Road	1/278-X1	Building	Construct a single family home	Daystar Builders	\$1,042.75	5/13/2022
5/11/2022	MAC Milford Realty	872 Old Concord Road	1/549-E	Building	Construct 30,300sf of storage facilities	Owner	\$7,675.00	5/13/2022
5/11/2022	MAC Milford Realty	872 Old Concord Road	1/549-E	Driveway	Modify existing driveway	Dale White	\$75.00	5/13/2022
5/12/2022	James & Laura Roberts	270 Browns Way	1/347-X	Demolition	Demolish 24x26 carriage shed	Frank Arsenault	\$50.00	5/13/2022
5/12/2022	James & Laura Roberts	270 Browns Way	1/347-X	Building	Construct 24x26 carriage shed	Frank Arsenault	\$206.00	5/13/2022
5/12/2022	Robert Dow	186 French Pond Road	1/310	Building	Construct a 12 x 14 deck with 5 x 8 ext,	Ralph Dobson	\$102.00	5/17/2022
5/18/2022	Albert Heinrich	133 Snowshoe Drive	1/583-F	Driveway	Pave existing driveway	Young's Excavating & Paving	\$75.00	5/18/2022
5/18/2022	Jeff Hines	647 Foster Hill Road	1/279	Building	Roof replacement	Queen City Roofing	\$50.00	5/20/2022
5/23/2022	David Maloney	268 Mt. Hunger Road	1/645-X4	Electrical	New 200amp service & complete home wiring	Budget Electric LLC	\$50.00	5/23/2022
5/26/2022	Rod Pimentel	171 Ray Road	1/119-N	Electrical	Upgrade to 200 amp	Marc Aucoin Electric	\$50.00	5/26/2022
5/27/2022	Pat's Peak	686 Flanders Road	1/588-A	Building	Interior wall demo	Conneston Construction	\$200.00	5/27/2022
5/27/2022	Troy & Patricia Power	1223 Weare Road	1/349-G	Building	25' x 16' addition	Scott Dias	\$150.00	5/31/2022

Code Enforcement Report

Summary of Complaints and Actions

March 1- May 31,2022

Maple Ave” Air BnB”- Complaint received about someone using a Cabin as Air BnB, after consultation with State DES as well as Zoning by Laws, the party is allowed to have a “Bed and Breakfast” by right in the Zoning and no violations of Building or State DES are present. Air Bnb pays use taxes so it technically is considered a B&B **STATUS-CLOSED**

Hemlock Corner Loop Cabin by Water- Complaint received regarding a cabin that was located by the water in a wetlands Zone and being occupied full time. Owner was contacted and Building Inspector was allowed a site visit. Cabin was existing Shed and no building violations were present. Full time occupancy was not noticeable. Applicant was advised to seek a Wetlands Permit from DES, however, this shed is not technically a permanent building so does not require one per our Zoning By laws **STATUS-CLOSED**

Temp RVs on Parcels- Received several complaints about RV’s being parked on empty parcels and being occupied. Based on my interpretation of Zoning Chap 133-17, the lots must be occupied by a principal building (not RV). After discussion with Mark Fougere, he noted that this has been allowed in the past for Seasonal camping. Based on Planning Dept, Building Dept is issuing no charge Temporary permits to track this activity and ensure the RV’s are gone at the end of season **STATUS-ONGOING**

Spacious Skies Year-round camping- Complaint received about people living year-round at above campground,. The Campgrounds website offers two seasons of camping and there is a two week break in between so it complies with “camping” definition. Contacted new Manager at Campground and have been told (in writing) that they will no longer be offering winter season camping which should mitigate the issue in the future. I will be following up after they close in the fall to make sure no one is there for the winter **STATUS-ONGOING**

Rush Square – Received complaint from Rod Pimental (NH House) regarding failure of management company to inspect and fix issues from residents. I reviewed the two issues they cited (hole in ramp and refrigerator stored improperly), contacted the management company and received a response and issue corrected within 48 hours. Since then, the management company has contacted the complaining resident and outlined the procedure for how to get issues addressed directly with Management Company. They also are re-starting yearly HUD and STATE inspections (hadn’t been done due to pandemic). I also met with Rod and Management company on site regarding issues. Most issues were complaints that have nothing to do with Building and/or Health. The Management Company has been quick to respond and fix issues of building and/or health. **STATUS-CLOSED.**

Patenaude Sand Pit- Received several complaints from nearby residents regarding noise levels from dirt bikes at Sand Pit. I reviewed previous correspondence regarding matter and also made contact with Land Owner. Land Owner was cooperative regarding the issue but has stated that it is private property. The Landowners also contacted Diane- TA and together they are working together to come up with a suitable solution short of attempting to control what happens on private property. **STATUS-ONGOING**

177 Tanglewood- Complaints received regarding abandoned house falling in and general clutter and debris on lot. I visited lot and confirmed issues. I contacted Eversource to disconnect Service Entrance cables into building as this was a safety hazard. In conjunction with Health & Fire Depts I served a letter to Owner requesting immediate clean up and removal of hazard (the structure). Owner received letter early May and has responded that they intend to clean up lot and sell but need 90 days (8/9/22) for which I granted them the extension. I will keep date on my radar to follow up to ensure this gets done.

STATUS-ONGOING

Bob Garside

Building Inspector/Code Enforcement Officer

TOWN OF HENNIKER
 Budget Summary for the 2022 Approved Budget + 2021 encumbrances
1/1/2022-5/31/2022

2022

	BUDGET	EXPENDED	AVAILABLE	% Avail
EXECUTIVE	31,663.00	7,234.58	24,428.42	77%
TOWN CLERK	85,243.00	31,620.53	53,622.47	63%
ELECTION	6,300.00	2,930.06	3,369.94	53%
TAX MAPS	4,800.00	3,475.00	1,325.00	28%
TOWN OFFICE	727,710.00	246,122.49	481,587.51	66%
TAX COLLECTOR	83,241.00	29,110.87	54,130.13	65%
LEGAL	20,000.00	5,578.50	14,421.50	72%
PLANNING BOARD	30,679.00	13,436.04	17,242.96	56%
ZONING BOARD	5,521.00	715.25	4,805.75	87%
CEMETERIES	16,280.00	11,780.00	4,500.00	28%
GENERAL INSURANCE	152,350.00	49,315.00	103,035.00	68%
DUES & MEMBERSHIP	4,157.00	4,108.00	49.00	1%
POLICE	1,454,759.00	485,630.43	969,128.57	67%
FIRE/RESCUE	878,294.00	343,351.31	534,942.69	61%
CODE ENFORCEMENT	27,853.00	10,370.16	17,482.84	63%
EMERGENCY MGT	1,292.00	0.00	1,292.00	100%
HIGHWAY	826,294.00	302,236.38	524,057.62	63%
HIGHWAY/STREETS	731,500.00	135,128.01	596,371.99	82%
SOLID WASTE	534,985.00	122,368.85	412,616.15	77%
ANIMAL CONTROL	9,408.00	904.26	8,503.74	90%
WELFARE	80,000.00	15,097.54	64,902.46	81%
ATHLETIC	40,145.00	9,555.09	30,589.91	76%
LIBRARY	236,621.00	90,877.12	145,743.88	62%
PATRIOTIC	2,600.00	2,091.46	508.54	20%
BAND	7,195.00	1,559.65	5,635.35	78%
CONSERVATION	2,515.00	870.00	1,645.00	65%
COMMUNITY SERVICES	79,000.00	16,249.98	62,750.02	79%
DEBT SERVICE	224,756.00	61,305.24	163,450.76	73%
Subtotal	6,305,161.00	2,003,021.80	4,302,139.20	68%
WARRANT ARTICLE	4,061,601.00	213,583.61	3,848,017.39	95%
CAPITAL RESERVE	1,327,211.00	0.00	1,327,211.00	100%
TOTAL TOWN (FUND 1)	11,693,973.00	2,216,605.41	9,477,367.59	81%
COGSWELL SPRING (FUND 2)	516,828.00	88,203.39	428,624.61	83%
CSWW CAPITAL IMPROVE (FUND 2)	11,377.00	0.00	11,377.00	100%
CSWW Well Repair	0.00	26,854.00	(26,854.00)	-100%
WASTE WATER (FUND 3)	644,838.00	206,067.38	438,770.62	68%
WWTP	0.00	0.00	0.00	0%
WWTP	0.00	0.00	0.00	0%
TOTALS (ALL FUNDS)	12,367,016.00	2,537,730.18	10,329,285.82	80%

Town of Henniker
 2022 Proposed Budget + 2021 Encumbrances
 For the period 1/1/2022 - 05/31/2022
 Not Final

<u>Acct #</u>	<u>Description</u>	<u>Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>EXECUTIVE</u>					
4130-110	Executive-Wages Health Officer	\$ 5,000.00	\$ 1,308.25	3,691.75	0.74
4130-111	Executive-Wages BOS Clerk	1,200.00	4,294.50	(3,094.50)	(2.58)
4130-130	Executive-Salaries BOS	7,500.00	375.00	7,125.00	0.95
4130-131	Executive-Salaries Treasurer	1,500.00	0.00	1,500.00	1.00
4130-132	Executive-Salaries Dep Treas.	100.00	0.00	100.00	1.00
4130-133	Executive-Trustees Wages	900.00	0.00	900.00	1.00
4130-220	Executive-Fica/Medicare	1,163.00	450.83	712.17	0.61
4130-330	Executive-Tuituin Reimburse	7,500.00	0.00	7,500.00	1.00
4130-350	Executive-Drug/Alcohol Testing	3,000.00	806.00	2,194.00	0.73
4130-610	Executive-Selectmen Expense	1,500.00	0.00	1,500.00	1.00
4130-613	Executive-Health Officer Exp	500.00	0.00	500.00	1.00
4130-614	Executive-Loss Prevention	300.00	0.00	300.00	1.00
4130-615	Executive-Historic District	1,250.00	0.00	1,250.00	1.00
4130-616	Executive-Craney Tower Site	250.00	0.00	250.00	1.00
	TOTAL EXECUTIVE	31,663.00	7,234.58	24,428.42	0.77
<u>TOWN CLERK</u>					
4140-111	Town Clerk-Wages Deputy	17,805.00	5,949.03	11,855.97	0.67
4140-130	Town Clerk-Wages	33,262.00	13,180.23	20,081.77	0.60
4140-140	Town Clerk-Overtime	1,000.00	0.00	1,000.00	1.00
4140-211	Town Clerk-Benefit Insurance	11,081.00	4,699.30	6,381.70	0.58
4140-220	Town Clerk-Fica/Medicare	3,892.00	1,430.74	2,461.26	0.63
4140-230	Town Clerk-Retirement	7,321.00	2,839.00	4,482.00	0.61
4140-240	Town Clerk-Training/Seminars	1,300.00	100.00	1,200.00	0.92
4140-560	Town Clerk-Dues/Memberships	75.00	75.00	0.00	0.00
4140-570	Town Clerk-Advertising	200.00	0.00	200.00	1.00
4140-620	Town Clerk-Office Supplies	1,400.00	402.49	997.51	0.71
4140-625	Town Clerk-Postage	2,000.00	18.30	1,981.70	0.99
4140-637	Town Clerk-Mileage	550.00	39.44	510.56	0.93
4140-805	Town Clerk-Equip Maint/Repair	4,487.00	2,887.00	1,600.00	0.36
4140-814	Town Clerk-Photocopy Expense	490.00	0.00	490.00	1.00
4140-832	Town Clerk-Animal Licenses	380.00	0.00	380.00	1.00
	TOTAL TOWN CLERK	85,243.00	31,620.53	53,622.47	0.63

Town of Henniker
2022 Proposed Budget + 2021 Encumberances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Not Final Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>ELECTION</u>					
4141-120	Election-Wages	3,600.00	253.75	3,346.25	0.93
4141-570	Election-Advertising	250.00	275.00	(25.00)	(0.10)
4141-620	Election-Office Supplies	100.00	69.99	30.01	0.30
4141-625	Election-Postge	20.00	0.00	20.00	1.00
4141-690	Election-Election Expense	500.00	521.92	(21.92)	(0.04)
4141-740	Election - Equipment Purchase	100.00	0.00	100.00	1.00
4141-802	Election-Ballots	1,630.00	1,809.40	(179.40)	(0.11)
4141-803	Election-Voting Booth Maint.	100.00	0.00	100.00	1.00
	TOTAL ELECTION	6,300.00	2,930.06	3,369.94	0.53
<u>TAX MAP</u>					
4142-312	Tax Map-Cartographer	2,400.00	2,400.00	0.00	0.00
4142-400	Tax Map-Digital Mapping	2,150.00	1,075.00	1,075.00	0.50
4142-550	Tax Map-Printing	250.00	0.00	250.00	1.00
	TOTAL TAX MAP	4,800.00	3,475.00	1,325.00	0.28

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Budget</u>	<u>YTD Expenses</u>	<u>Available</u> <u>(Overspent)</u>	<u>% Avail</u>
<u>TOWN OFFICE</u>					
4150-110	Town Office-Wages FT	330,465.00	123,846.11	206,618.89	0.63
4150-112	Town Office-Wages PT	32,473.00	0.00	32,473.00	1.00
4150-140	Town Office-Wages OT	0.00	945.77	(945.77)	0.00
4150-210	Town Office-Payroll Service	3,300.00	2,715.68	584.32	0.18
4150-211	Town Office-Benefit Insurances	57,784.00	17,017.56	40,766.44	0.71
4150-220	Town Office-Fica/Medicare	27,530.00	9,398.66	18,131.34	0.66
4150-230	Town Office-Retirement	47,670.00	13,211.05	34,458.95	0.72
4150-240	Town Office-Training/Seminars	1,225.00	0.00	1,225.00	1.00
4150-301	Town Office-Consult/Auditors	16,000.00	5,800.00	10,200.00	0.64
4150-312	Town Office-Consult/Assessor	40,000.00	9,236.10	30,763.90	0.77
4150-341	Town Office-Telephone Chgs	6,500.00	2,335.29	4,164.71	0.64
4150-409	Town Office-Custodial Service	16,860.00	6,810.92	10,049.08	0.60
4150-410	Town Office-Electricity	3,000.00	695.77	2,304.23	0.77
4150-411	Town Office-Heat	5,997.00	1,558.87	4,438.13	0.74
4150-412	Town Office-Water/Sewer	1,136.00	567.60	568.40	0.50
4150-414	Town Office-Alarm Monitor	1,775.00	375.00	1,400.00	0.79
4150-429	Town Office-Medical Supplies	200.00	0.00	200.00	1.00
4150-430	Town Office-Bld Repair/Maint	2,900.00	510.20	2,389.80	0.82
4150-433	Town Office-Heating Repairs	0.00	250.00	(250.00)	0.00
4150-434	Town Office-Custodial Supplies	1,600.00	168.40	1,431.60	0.89
4150-450	Town Office-Grange Electric	1,500.00	485.02	1,014.98	0.68
4150-451	Town Office-Community Ctr Elec	4,200.00	3,058.80	1,141.20	0.27
4150-452	Town Office-Grange Water/Sewer	808.00	420.58	387.42	0.48
4150-453	Town Office-Comm Ctr Wtr/Sewer	808.00	403.80	404.20	0.50
4150-454	Town Office-Grange Alarm	400.00	187.50	212.50	0.53
4150-455	Town Office-Comm Ctr Alarm	575.00	187.50	387.50	0.67
4150-456	Town Office-Grange Heat	2,888.00	627.10	2,260.90	0.78
4150-457	Town Office-Comm Ctr-Heat	2,888.00	0.00	2,888.00	1.00
4150-458	Town Office-Grange Maintenance	854.00	2,814.72	(1,960.72)	(2.30)
4150-459	Town Office-Comm Ctr Maintenance	1,500.00	(848.86)	2,348.86	1.57
4150-460	Town Office-Grange Telephone	1,320.00	517.81	802.19	0.61
4150-461	Town Office-Comm Ctr Telephone	1,080.00	604.88	475.12	0.44
4150-550	Town Office-Printing	1,500.00	0.00	1,500.00	1.00
4150-552	Town Office-Town Report	2,500.00	2,680.00	(180.00)	(0.07)
4150-560	Town Office-Dues/Membership	1,200.00	55.00	1,145.00	0.95
4150-570	Town Office-Advertising	1,800.00	120.00	1,680.00	0.93
4150-620	Town Office-Office Supplies	5,500.00	2,866.01	2,633.99	0.48
4150-625	Town Office-Postage	7,200.00	4,872.18	2,327.82	0.32
4150-637	Town Office-Mileage	2,000.00	100.03	1,899.97	0.95
4150-670	Town Office-Books	1,500.00	275.60	1,224.40	0.82
4150-740	Town Office-Equipment Purchase	1,000.00	0.00	1,000.00	1.00
4150-810	TownOffice-Cmptr License Maint	76,842.00	30,606.00	46,236.00	0.60
4150-815	Town Office-Copier Lease	1,545.00	552.68	992.32	0.64
4150-820	Town Office-Copier Maintenance	700.00	0.00	700.00	1.00
4150-825	Town Office-County Registry	4,300.00	93.16	4,206.84	0.98
4150-827	Town Office-Lein Research	4,887.00	0.00	4,887.00	1.00
TOTAL TOWN OFFICE		727,710.00	246,122.49	481,587.51	0.66

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>TAX COLLECTOR</u>					
4151-111	Tax Collector-Wages Deputy	17,805.00	6,838.65	10,966.35	0.62
4151-130	Tax Collector-Wages	33,262.00	13,180.23	20,081.77	0.60
4151-140	Tax Collector-Overtime	1,000.00	0.00	1,000.00	1.00
4151-211	Tax Collector-Benefit Ins	11,081.00	4,699.30	6,381.70	0.58
4151-220	Tax Collector-Fica/Medicare	3,892.00	1,496.11	2,395.89	0.62
4151-230	Tax Collector-Retirement	7,321.00	2,839.00	4,482.00	0.61
4151-240	Tax Collector-Training/Seminar	1,200.00	0.00	1,200.00	1.00
4151-560	Tax Collector-Dues/Membership	40.00	0.00	40.00	1.00
4151-570	Tax Collector-Advertising	200.00	0.00	200.00	1.00
4151-620	Tax Collector-Office Supplies	1,300.00	0.00	1,300.00	1.00
4151-625	Tax Collector-Postage	4,500.00	0.00	4,500.00	1.00
4151-637	Tax Collector-Mileage	450.00	0.00	450.00	1.00
4151-814	Tax Collector-Photocopy Exp	490.00	0.00	490.00	1.00
4151-825	Tax Collector-County Registry	700.00	57.58	642.42	0.92
	TOTAL TAX COLLECTOR	83,241.00	29,110.87	54,130.13	0.65
 <u>LEGAL</u>					
4153-320	Legal-Legal Fees	20,000.00	5,578.50	14,421.50	0.72
	TOTAL LEGAL	20,000.00	5,578.50	14,421.50	0.72
 <u>PLANNING</u>					
4191-110	Planning-Wages	1,500.00	724.50	775.50	0.52
4191-220	Planning-Fica/Medicare	115.00	0.00	115.00	1.00
4191-240	Planning-Training/Semiars	250.00	0.00	250.00	1.00
4191-390	Planning-Consulting Fees	21,450.00	6,736.25	14,713.75	0.69
4191-560	Planning-Dues/Memberships	5,964.00	5,920.00	44.00	0.01
4191-570	Planning-Advertising	1,000.00	0.00	1,000.00	1.00
4191-620	Planning-Office Supplies	300.00	55.29	244.71	0.82
4191-625	Planning-Postage	100.00	0.00	100.00	1.00
4191-900	Planning-Escrow Offset Revenue	0.00	(237.00)	237.00	0.00
4191-901	Planning-Escrow Acct Expenses	0.00	237.00	(237.00)	0.00
	TOTAL PLANNING	30,679.00	13,436.04	17,242.96	0.56

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Not Final Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>ZONING</u>					
4192-110	Zoning-Wages	600.00	189.00	411.00	0.69
4192-220	Zoning-Fica/Medicare	46.00	0.00	46.00	1.00
4192-390	Zoning-Consultant	3,000.00	446.25	2,553.75	0.85
4192-391	Zoning - Legal	800.00	0.00	800.00	1.00
4192-570	Zoning-Advertising	300.00	80.00	220.00	0.73
4192-620	Zoning-Office Supplies	225.00	0.00	225.00	1.00
4192-625	Zoning-Postage	300.00	0.00	300.00	1.00
4192-814	Zoning-Photocopy	250.00	0.00	250.00	1.00
	Total ZONING	5,521.00	715.25	4,805.75	0.87
<u>CEMETERIES</u>					
4195-650	Cemeteries-Ground Maint	11,780.00	11,780.00	0.00	0.00
4195-655	Cemeteries-Stone Repair	2,400.00	0.00	2,400.00	1.00
4195-660	Cemetery - Repairs	2,100.00	0.00	2,100.00	1.00
	TOTAL CEMETERIES	16,280.00	11,780.00	4,500.00	0.28
<u>GENERAL INSURANCE</u>					
4196-520	Insurance-Workers Compensation	49,812.00	49,315.00	497.00	0.01
4196-522	Insurance-General Liability	99,434.00	0.00	99,434.00	1.00
4196-523	Insurance-Unemployment Ins	1,104.00	0.00	1,104.00	1.00
4196-524	Insurance-Deductible	2,000.00	0.00	2,000.00	1.00
	TOTAL GENERAL INSURANCE	152,350.00	49,315.00	103,035.00	0.68
<u>MUNICIPAL DUES</u>					
4197-560	Municipal Dues/Membership	4,157.00	4,108.00	49.00	0.01
	TOTAL MUNICIPAL DUES	4,157.00	4,108.00	49.00	0.01

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Not Final Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>POLICE</u>					
4210-109	Police-Wages Clerical	70,117.00	28,069.76	42,047.24	0.60
4210-110	Police-Wages FT	677,071.00	220,174.81	456,896.19	0.67
4210-111	Police-Wages Special Officers	40,000.00	152.60	39,847.40	1.00
4210-112	Police-Detail Wages (Revenue)	1.00	0.00	1.00	1.00
4210-120	Police-Parking Enforcement	9,709.00	0.00	9,709.00	1.00
4210-121	Police-Crossing Guards	7,920.00	3,674.00	4,246.00	0.54
4210-140	Police-Wages OT	25,000.00	21,219.11	3,780.89	0.15
4210-211	Police-Benefit Insurance	191,368.00	63,151.15	128,216.85	0.67
4210-220	Police-Fica/Medicare	20,635.00	5,868.14	14,766.86	0.72
4210-230	Police-Retirement	243,039.00	84,871.12	158,167.88	0.65
4210-240	Police-Training/License	5,000.00	3,000.67	1,999.33	0.40
4210-241	Police-Training/Ammunition	4,000.00	0.00	4,000.00	1.00
4210-291	Police-Uniforms	8,000.00	1,291.19	6,708.81	0.84
4210-320	Police-Prosecuting Attny	12,023.00	0.00	12,023.00	1.00
4210-341	Police-Telephone	10,500.00	4,373.63	6,126.37	0.58
4210-342	Police-Dispatch Telephone	700.00	538.35	161.65	0.23
4210-391	Police-Towing	500.00	0.00	500.00	1.00
4210-392	Police-Assessment Center	0.00	350.00	(350.00)	0.00
4210-393	Police-Special Investigation	300.00	0.00	300.00	1.00
4210-394	Police-Merr County Dispatch	42,136.00	21,068.40	21,067.60	0.50
4210-410	Police-Electricity	4,800.00	2,870.57	1,929.43	0.40
4210-411	Police-Heat	4,300.00	1,175.64	3,124.36	0.73
4210-412	Police-Water/Sewer	900.00	413.23	486.77	0.54
4210-430	Police-Bldg Repair/Maint.	4,000.00	839.87	3,160.13	0.79
4210-431	Police-Custodian	8,640.00	3,600.00	5,040.00	0.58
4210-550	Police-Printing	500.00	208.94	291.06	0.58
4210-560	Police-Dues/Memberships	3,500.00	100.00	3,400.00	0.97
4210-620	Police-Office Supplies	4,000.00	1,148.48	2,851.52	0.71
4210-625	Police-Postage	500.00	0.00	500.00	1.00
4210-635	Police-Vehicle Fuel	14,400.00	3,718.53	10,681.47	0.74
4210-637	Police-Blood Test Mileage	1,250.00	100.00	1,150.00	0.92
4210-660	Police-Vehicle Repair/Maint	7,500.00	2,016.94	5,483.06	0.73
4210-661	Police-Vehicle Tires	2,500.00	0.00	2,500.00	1.00
4210-662	Police-Vehicie Parts/Access	2,500.00	287.30	2,212.70	0.89
4210-670	Police-Books/Periodicals	350.00	0.00	350.00	1.00
4210-805	Police-Equipment Maintenance	24,600.00	11,200.00	13,400.00	0.54
4210-814	Police-Photocopy Expense	1,000.00	148.00	852.00	0.85
4210-840	Police-Communication Repair	1,500.00	0.00	1,500.00	1.00
	TOTAL POLICE	1,454,759.00	485,630.43	969,128.57	0.67

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<u>Acct #</u>	<u>Description</u>	<u>Not Final Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
<u>FIRE/RESCUE</u>					
4214-110	Fire/Rescue-Full Time Wages	120,695.00	52,808.54	67,886.46	0.56
4214-111	Fire/Rescue-Part Time Wages	310,303.00	115,989.40	194,313.60	0.63
4214-140	Fire/Rescue-Over Time Wages	10,000.00	2,603.52	7,396.48	0.74
4214-211	Fire/Rescue-Benefit Insurance	14,038.00	4,768.30	9,269.70	0.66
4214-220	Fire/Rescue Fica	25,597.00	10,624.25	14,972.75	0.58
4214-230	Fire/Rescue-Retirement	43,116.00	16,428.54	26,687.46	0.62
4214-341	Fire/Rescue-Telephone	9,075.00	3,142.96	5,932.04	0.65
4214-350	Fire/Rescue-Medical/Hep B	500.00	0.00	500.00	1.00
4214-394	Fire/Rescue-Dispatch Fees	53,078.00	53,068.00	10.00	0.00
4214-410	Fire/Rescue-Electricity	10,500.00	2,514.41	7,985.59	0.76
4214-411	Fire/Rescue-Heat	6,000.00	1,626.79	4,373.21	0.73
4214-412	Fire/Rescue-Water	1,600.00	602.83	997.17	0.62
4214-430	Fire/Rescue-Bldg Maintenance	10,500.00	4,608.63	5,891.37	0.56
4214-610	Fire/Rescue-Office Supplies	5,800.00	885.49	4,914.51	0.85
4214-690	Fire/Rescue-Supplies Other	2,800.00	381.95	2,418.05	0.86
4215-111	Rescue-Wages	26,500.00	5,238.09	21,261.91	0.80
4215-220	Rescue-Fica/Medicare	2,027.00	112.28	1,914.72	0.94
4215-240	Rescue-Training/License	8,150.00	90.00	8,060.00	0.99
4215-635	Rescue-Vehicle Fuel	6,000.00	2,709.47	3,290.53	0.55
4215-660	Rescue-Vehicle Repair/Maint	10,000.00	2,407.26	7,592.74	0.76
4215-680	Rescue-Medical Supplies	7,200.00	7,102.55	97.45	0.01
4215-740	Rescue-Equipment Purchase	17,082.00	2,055.49	15,026.51	0.88
4215-750	Rescue-Communication Equip	6,230.00	9.99	6,220.01	1.00
4215-887	Rescue-Interceptor Fees	2,000.00	0.00	2,000.00	1.00
4215-888	Rescue-CRHSC Billing Fees	20,000.00	5,314.15	14,685.85	0.73
4220-111	Fire-Wages	68,727.00	24,114.29	44,612.71	0.65
4220-220	Fire-Fica/Medicare	5,258.00	1,475.15	3,782.85	0.72
4220-240	Fire-Training/Seminars	6,502.00	1,670.00	4,832.00	0.74
4220-635	Fire-Vehicle Fuel	5,380.00	1,624.18	3,755.82	0.70
4220-660	Fire-Vehicle Repair/Maint.	12,500.00	10,649.79	1,850.21	0.15
4220-690	Fire-Supplies Other	2,125.00	229.06	1,895.94	0.89
4220-740	Fire-Equipment Purchases	23,017.00	3,803.49	19,213.51	0.83
4220-750	Fire-Communication Equipment	7,774.00	2,985.89	4,788.11	0.62
4220-805	Fire-Equipment Repair/Maint.	14,270.00	1,706.57	12,563.43	0.88
4220-900	Fire-CSWW Hydrant Rental	3,950.00	0.00	3,950.00	1.00
	TOTAL FIRE/RESCUE	878,294.00	343,351.31	534,942.69	0.61

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<u>CODE ENFORCEMENT</u>					
4240-110	Code-Wages	23,040.00	8,810.00	14,230.00	0.62
4240-220	Code-Fica/Medicare	1,763.00	673.97	1,089.03	0.62
4240-341	Code-Telephone	500.00	495.74	4.26	0.01
4240-411	Code-Consulting Fees/Forester	600.00	0.00	600.00	1.00
4240-560	Code-Dues/Memberships	200.00	125.00	75.00	0.38
4240-635	Code-Vehicle Fuel/Mileage	550.00	200.00	350.00	0.64
4240-670	Code-Books/Periodical	1,200.00	65.45	1,134.55	0.95
	TOTAL CODE ENFORCEMENT	<u>27,853.00</u>	<u>10,370.16</u>	<u>17,482.84</u>	<u>0.63</u>
<u>EMERGENCY MANAGEMENT</u>					
4290-110	Emergency Mgt - Wages	1,200.00	0.00	1,200.00	1.00
4290-220	Emergency Mgt - Fica	92.00	0.00	92.00	1.00
	TOTAL EMERGENCY MGT	<u>1,292.00</u>	<u>0.00</u>	<u>1,292.00</u>	<u>1.00</u>

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<u>HIGHWAY DEPARTMENT</u>					
4311-110	Highway-Wages FT	338,338.00	110,257.55	228,080.45	0.67
4311-120	Highway-Wages PT	25,000.00	11,050.00	13,950.00	0.56
4311-140	Highway-Wages OT	56,160.00	30,358.68	25,801.32	0.46
4311-211	Highway-Benefit Insurances	107,514.00	42,211.16	65,302.84	0.61
4311-220	Highway-Fica/Medicare	31,023.00	11,096.96	19,926.04	0.64
4311-230	Highway-Retirement	54,859.00	19,534.67	35,324.33	0.64
4311-235	Highway-Advertising	500.00	0.00	500.00	1.00
4311-240	Highway-Training/License	250.00	170.00	80.00	0.32
4311-291	Highway-Uniforms	7,500.00	1,800.26	5,699.74	0.76
4311-341	Highway-Telephone	3,400.00	1,512.49	1,887.51	0.56
4311-410	Highway-Electricity	3,750.00	691.64	3,058.36	0.82
4311-411	Highway-Heat	8,000.00	1,960.21	6,039.79	0.75
4311-412	Highway-Water/Sewer	4,000.00	841.57	3,158.43	0.79
4311-414	Highway-Alarm	1,500.00	1,816.00	(316.00)	(0.21)
4311-430	Highway-Building Maintenance	10,000.00	7,623.70	2,376.30	0.24
4311-560	Highway-Dues/Membership	100.00	0.00	100.00	1.00
4311-620	Highway-Office Supplies	1,200.00	300.78	899.22	0.75
4311-635	Highway-Fuel Gasoline	7,500.00	2,337.60	5,162.40	0.69
4311-636	Highway-Fuel Diesel	50,000.00	25,828.85	24,171.15	0.48
4311-637	Highway-Mileage	4,200.00	1,530.15	2,669.85	0.64
4311-660	Highway-Vehicle Repair/Maint	24,000.00	4,621.09	19,378.91	0.81
4311-661	Highway-Vehicle Tires	10,000.00	878.00	9,122.00	0.91
4311-662	Highway-Vehicle Parts/Access	20,000.00	12,330.17	7,669.83	0.38
4311-689	Highway-Supplies Other	2,000.00	517.89	1,482.11	0.74
4311-740	Highway-Equipment	3,500.00	78.24	3,421.76	0.98
4311-805	Highway-Equip Maint/Repair	50,000.00	7,782.77	42,217.23	0.84
4311-840	Highway-Comm Equip Maint.	2,000.00	5,105.95	(3,105.95)	(1.55)
	TOTAL HIGHWAY DEPT	826,294.00	302,236.38	524,057.62	0.63
<u>HIGHWAYS/STREETS</u>					
4312-711	Highway/Street-Gravel	24,000.00	0.00	24,000.00	1.00
4312-712	Highway/Street-Sand	9,000.00	2,900.00	6,100.00	0.68
4312-713	Highway/Street-Salt	130,000.00	94,158.03	35,841.97	0.28
4312-806	Highway/Street-Bridge Repair	3,000.00	0.00	3,000.00	1.00
4312-884	Highway/Street-Roadside Maint.	25,000.00	2,030.44	22,969.56	0.92
4312-885	Highway/Street-Road Repairs	80,000.00	13,747.96	66,252.04	0.83
4312-886	Highway/Street-Signs/Guardrail	43,000.00	7,760.25	35,239.75	0.82
4312-887	Highway/Street-Stripe/Sweep	8,000.00	1,120.00	6,880.00	0.86
4312-888	Highway/Street-Culverts/Drains	24,000.00	3,321.60	20,678.40	0.86
4312-889	Highway/Streets-Trees	15,000.00	0.00	15,000.00	1.00
4312-904	Highway-Chip Seal/Crack Seal	95,000.00	0.00	95,000.00	1.00
4312-905	Highway/Street-Engineer&Design	10,000.00	6,247.00	3,753.00	0.38
4312-906	Streets/Highways Road Constrct	250,000.00	0.00	250,000.00	1.00
4316-410	Street Lights-Electricity	15,500.00	3,842.73	11,657.27	0.75
	TOTAL HIGHWAY/STREETS	731,500.00	135,128.01	596,371.99	0.82

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<u>SOLID WASTE</u>					
4324-110	Solid Waste-Wages FT	135,022.00	41,432.11	93,589.89	0.69
4324-111	Solid waste-Wages PT	22,464.00	8,677.09	13,786.91	0.61
4324-140	Solid Waste-OT	7,000.00	2,997.28	4,002.72	0.57
4324-211	Solid Waste-Benefit Insurances	14,075.00	3,850.00	10,225.00	0.73
4324-220	Solid Waste-Fica/Medicare	12,512.00	3,903.09	8,608.91	0.69
4324-230	Solid Waste-Retirement	12,434.00	2,513.46	9,920.54	0.80
4324-240	Solid Waste-Training/License	900.00	100.00	800.00	0.89
4324-291	Solid Waste-Uniforms	1,950.00	109.40	1,840.60	0.94
4324-341	Solid Waste-Telephone	2,440.00	561.33	1,878.67	0.77
4324-355	Solid Waste-House Haz Waste	14,500.00	0.00	14,500.00	1.00
4324-410	Solid Waste-Electricity	8,500.00	3,737.95	4,762.05	0.56
4324-414	Solid Waste-Alarm	1,000.00	160.00	840.00	0.84
4324-430	Solid Waste-Bld Repair	38,798.00	484.34	38,313.66	0.99
4324-434	Solid Waste-Recycling Blding	3,500.00	1,642.97	1,857.03	0.53
4324-560	Solid Waste-Dues/Memberships	350.00	424.54	(74.54)	(0.21)
4324-620	Solid Waste-Office Supplies	300.00	112.76	187.24	0.62
4324-635	Solid Waste-Vehicle Fuel	5,000.00	923.23	4,076.77	0.82
4324-637	Solid Waste-Mileage	650.00	0.00	650.00	1.00
4324-660	Solid Waste-Vehicle Repair	23,260.00	691.92	22,568.08	0.97
4324-689	Solid Waste-Supplies Other	300.00	378.96	(78.96)	(0.26)
4324-805	Solid Waste-Equip Maint/Repair	21,100.00	2,555.18	18,544.82	0.88
4324-855	Solid Waste-Safety Supplies	1,000.00	980.70	19.30	0.02
4324-901	Solid Waste-Freon,Glass,Cmptr	7,500.00	1,385.00	6,115.00	0.82
4324-902	Solid Waste-Transportation	42,322.00	4,925.00	37,397.00	0.88
4324-903	Solid Waste-Tipping Fee	112,320.00	29,422.40	82,897.60	0.74
4324-904	Solid Waste - Landscaping	6,800.00	1,161.74	5,638.26	0.83
4324-905	Solid Waste-Monitoring Wells	15,000.00	0.00	15,000.00	1.00
4324-906	Solid Waste-Demolition Dispose	23,988.00	9,238.40	14,749.60	0.61
	TOTAL SOLID WASTE	534,985.00	122,368.85	412,616.15	0.77

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<u>ANIMAL CONTROL</u>					
4414-111	Animal Control-Wages	5,860.00	840.00	5,020.00	0.86
4414-220	Animal Control-Fica/Medicare	448.00	64.26	383.74	0.86
4414-240	Animal Control-Training	350.00	0.00	350.00	1.00
4414-291	Animal Control-Uniforms	150.00	0.00	150.00	1.00
4414-343	Animal Control-Animal Rescue	700.00	0.00	700.00	1.00
4414-637	Animal Control-Mileage	1,200.00	0.00	1,200.00	1.00
4414-740	Animal Control - Equipment	100.00	0.00	100.00	1.00
4414-840	Animal Control-Radio Pager	600.00	0.00	600.00	1.00
	TOTAL ANIMAL CONTROL	9,408.00	904.26	8,503.74	0.90
<u>WELFARE</u>					
4442-111	Welfare-Director Wages	10,400.00	4,200.00	6,200.00	0.60
4442-220	Welfare-Director Fica/Medicare	796.00	321.30	474.70	0.60
4442-620	Welfare-Office Supplies	500.00	0.00	500.00	1.00
4442-689	Welfare-Director Expenses	150.00	(15.00)	165.00	1.10
4442-907	Welfare-General Assistance	2,500.00	650.00	1,850.00	0.74
4442-910	Welfare-Assist Electricity	3,000.00	0.00	3,000.00	1.00
4442-911	Welfare-Assist Heat	10,000.00	2,381.24	7,618.76	0.76
4442-912	Welfare-Assist Food	2,500.00	35.00	2,465.00	0.99
4442-913	Welfare-Assist Rent	47,154.00	7,525.00	39,629.00	0.84
4442-914	Welfare-Medical	3,000.00	0.00	3,000.00	1.00
	TOTAL WELFARE	80,000.00	15,097.54	64,902.46	0.81

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<u>ATHLETIC</u>					
4520-240	Athletic-Minute Taker/Website	1,225.00	408.00	817.00	0.67
4520-521	Athletic-Swimming	2,450.00	0.00	2,450.00	1.00
4520-605	Athletic-Softball	4,050.00	741.50	3,308.50	0.82
4520-740	Athletic - Medical	620.00	0.00	620.00	1.00
4520-741	Athletic-Baseball Exp	9,750.00	3,808.57	5,941.43	0.61
4520-742	Athletic-Soccer	13,800.00	627.02	13,172.98	0.95
4520-743	Athletic-Basketball	8,250.00	3,970.00	4,280.00	0.52
	TOTAL ATHLETIC	40,145.00	9,555.09	30,589.91	0.76
<u>LIBRARY</u>					
4550-110	Library-Wages	0.00	71,034.51	(71,034.51)	0.00
4550-211	Library-Benefit Insurance	0.00	7,610.60	(7,610.60)	0.00
4550-220	Library-Fica/Medicare	0.00	5,331.09	(5,331.09)	0.00
4550-230	Library-Retirement	0.00	4,729.23	(4,729.23)	0.00
4550-413	Library-Heat Fuel	0.00	1,865.69	(1,865.69)	0.00
4550-523	Library-Workers/Unemp Ins	0.00	306.00	(306.00)	0.00
4550-956	Library-Appropriation	236,621.00	0.00	236,621.00	1.00
	TOTAL LIBRARY	236,621.00	90,877.12	145,743.88	0.62
<u>PATRIOTIC PURPOSES</u>					
4583-610	Patriotic Purposes	2,600.00	2,091.46	508.54	0.20
	TOTAL PATRIOTIC PURPOSES	2,600.00	2,091.46	508.54	0.20

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<u>BAND</u>					
4589-111	Band-Concert Series	5,395.00	0.00	5,395.00	1.00
4589-115	Band-Concert Advertising	925.00	1,146.00	(221.00)	(0.24)
4589-120	Band-Concert Music License's	725.00	390.00	335.00	0.46
4589-689	Concerts-Supplies Other	150.00	23.65	126.35	0.84
	TOTAL BAND	7,195.00	1,559.65	5,635.35	0.78
<u>CONSERVATION COMMISSION</u>					
4611-112	Conservation-Minute Taker	465.00	0.00	465.00	1.00
4611-240	Conservation-Training	420.00	250.00	170.00	0.40
4611-560	Conservation-Dues/Membership	345.00	0.00	345.00	1.00
4611-620	Conservation-Office Supplies	50.00	0.00	50.00	1.00
4611-951	Conservation-Public Awareness	235.00	0.00	235.00	1.00
4611-952	Conservation-Lake Monitor	1,000.00	620.00	380.00	0.38
	TOTAL CONSERVATION	2,515.00	870.00	1,645.00	0.65
<u>COMMUNITY</u>					
4652-610	Community-CAP Program	14,000.00	0.00	14,000.00	1.00
4659-612	Community-White Birch Center	65,000.00	16,249.98	48,750.02	0.75
	TOTAL COMMUNITY	79,000.00	16,249.98	62,750.02	0.79
<u>DEBT SERVICE</u>					
4711-940	Debt Service-Principal	187,720.00	59,289.95	128,430.05	0.68
4721-940	Debt Service-Interest	23,536.00	783.00	22,753.00	0.97
4723-940	Debt Service-TAN Interest	13,500.00	1,232.29	12,267.71	0.91
	TOTAL DEBT SERVICE	224,756.00	61,305.24	163,450.76	0.73

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<u>WARRANT ARTICLES</u>					
4901-005	Warrant-Road Improvements	100,000.00	0.00	100,000.00	1.00
4902-005	2020 Warrant-Parks Mower	5,066.00	0.00	5,066.00	1.00
4902-015	Warrant-2022 WWTP Upgrade	3,200,000.00	253.69	3,199,746.31	1.00
4902-025	2021 Warrant-Azalea Park	2,528.00	0.00	2,528.00	1.00
4902-036	Warrant Art -Transfer Skidster	50,000.00	42,542.00	7,458.00	0.15
4902-038	2022 Warrant-Highway Trk Plow	127,947.00	62,812.00	65,135.00	0.51
4902-039	2021 Warrant-Dump Truck	225,000.00	0.00	225,000.00	1.00
4902-040	Warrant-2022 Stat Reval	62,400.00	20,800.00	41,600.00	0.67
4902-047	Warrant 2022 Bridge Repairs	85,000.00	0.00	85,000.00	1.00
4902-048	Warrant 2022-Highway Chipper	60,000.00	59,651.00	349.00	0.01
4902-050	2020 Warrant-Cons Comm Testing	75,000.00	0.00	75,000.00	1.00
4903-020	Warrant Art-Lib Masonry	9,990.00	0.00	9,990.00	1.00
4903-032	Warrant 2022 -Tucker Nu Lift	58,670.00	0.00	58,670.00	1.00
4903-040	Road Expendable Trust	0.00	441.92	(441.92)	0.00
4903-041	ARPA Money Spent	0.00	27,083.00	(27,083.00)	0.00
	TOTAL WARRANT ARTICLES	4,061,601.00	213,583.61	3,848,017.39	0.95
<u>CAPITAL RESERVE</u>					
4915-003	ETF - Town Owned Building	10,000.00	0.00	10,000.00	1.00
4915-890	Capital Reserve-Ambulance	80,000.00	0.00	80,000.00	1.00
4915-892	Capital Reserve-Police Blding	205,210.00	0.00	205,210.00	1.00
4915-893	ETF - Fire/Resq Building	25,000.00	0.00	25,000.00	1.00
4915-894	Capital Reserve-Transfer Sta.	30,000.00	0.00	30,000.00	1.00
4915-895	Capital Reserve-Fire Equip/Trk	100,000.00	0.00	100,000.00	1.00
4915-896	Capital Reserve- Revaluation	37,000.00	0.00	37,000.00	1.00
4915-897	Capital Reserve-Highway Equip	150,000.00	0.00	150,000.00	1.00
4915-899	Capital Reserve-Library Maint	1.00	0.00	1.00	1.00
4915-901	ETF - Road Maintenance	650,000.00	0.00	650,000.00	1.00
4915-902	ETF - Town Technology	2,500.00	0.00	2,500.00	1.00
4915-903	ETF - Parks Equipment	2,500.00	0.00	2,500.00	1.00
4915-904	ETF - Police Equipment	10,000.00	0.00	10,000.00	1.00
4915-990	Capital Reserve-Bridge Repairs	25,000.00	0.00	25,000.00	1.00
	TOTAL CAPITAL RESERVE	1,327,211.00	0.00	1,327,211.00	1.00
<u>OTHER GOVERNMENTS</u>					
	TOTAL OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
	TOTAL FUND 1 (TOWN OF)	11,693,973.00	2,216,605.41	9,477,367.59	0.81

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Not Final Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
FUND 2: COGSWELL SPRING WATERWORKS					
4331-110	CSWW-Wages FT	122,377.00	24,775.22	97,601.78	0.80
4331-120	CSWW-Wages PT	1,000.00	310.25	689.75	0.69
4331-140	CSWW-Wages OT	15,000.00	3,160.26	11,839.74	0.79
4331-210	CSWW-Benefit Insurances	26,257.00	3,947.45	22,309.55	0.85
4331-220	CSWW-Fica/Medicare	10,421.00	1,946.01	8,474.99	0.81
4331-230	CSWW-Retirement	19,315.00	3,216.96	16,098.04	0.83
4331-240	CSWW-Training/License	500.00	321.49	178.51	0.36
4331-291	CSWW-Uniforms	1,000.00	121.99	878.01	0.88
4331-320	CSWW-Legal Fees	2,500.00	0.00	2,500.00	1.00
4331-341	CSWW-Telephone	5,000.00	3,006.29	1,993.71	0.40
4331-390	CSWW-Consulting Fees	5,000.00	0.00	5,000.00	1.00
4331-397	CSWW-Contractor Services	50,000.00	23,035.77	26,964.23	0.54
4331-399	CSWW-Traffic Control	2,500.00	0.00	2,500.00	1.00
4331-410	CSWW-Electricity	20,397.00	7,257.17	13,139.83	0.64
4331-411	CSWW-Heat	3,500.00	2,873.18	626.82	0.18
4331-430	CSWW-Building Repair	0.00	1,260.00	(1,260.00)	0.00
4331-431	CSWW-Alarm Monitoring	0.00	1,778.00	(1,778.00)	0.00
4331-520	CSWW-Workers Comp Ins	2,500.00	2,691.00	(191.00)	(0.08)
4331-521	CSWW-General Liability Ins	7,700.00	0.00	7,700.00	1.00
4331-550	CSWW-Printing	500.00	0.00	500.00	1.00
4331-560	CSWW-Dues/Memberships	200.00	500.00	(300.00)	(1.50)
4331-620	CSWW-Office Supplies	2,000.00	2,601.49	(601.49)	(0.30)
4331-625	CSWW-Postage	650.00	0.00	650.00	1.00
4331-635	CSWW-Vehicle Fuel	2,000.00	507.99	1,492.01	0.75
4331-660	CSWW-Repair/Maintenance	425.00	827.71	(402.71)	(0.95)
4331-689	CSWW-Supplies Other	1,000.00	152.06	847.94	0.85
4331-690	CSWW-Dig Safe Fees	200.00	14.00	186.00	0.93
4331-740	CSWW-Equipment Purchase	66,234.00	0.00	66,234.00	1.00
4331-741	CSWW-Meters	2,500.00	0.00	2,500.00	1.00
4331-855	CSWW-Safety Supplies	1,000.00	0.00	1,000.00	1.00
4331-862	CSWW-In House Lab	200.00	137.34	62.66	0.31
4331-864	CSWW-Outside Lab	3,500.00	277.00	3,223.00	0.92
4331-878	CSWW-Chemicals	11,000.00	3,192.70	7,807.30	0.71
4331-885	CSWW-Street Repair	5,000.00	292.06	4,707.94	0.94
4331-890	CSWW-Distribution Supply	5,000.00	0.00	5,000.00	1.00
4331-940	CSWW-Debt Service	101,702.00	0.00	101,702.00	1.00
4331-990	CSWW-Capital Reserve	18,750.00	0.00	18,750.00	1.00
	TOTAL CSWW Operations	516,828.00	88,203.39	428,624.61	0.83
CSWW CAPITAL IMPROVEMENTS					
4331-882	CSWW - Liberty Hill Main	11,377.00	0.00	11,377.00	1.00
4331-884	CSWW-Well Repairs	0.00	26,854.00	(26,854.00)	0.00
	TOTAL CSWW Capital	11,377.00	26,854.00	(15,477.00)	(1.36)
	GRAND TOTAL CSWW	528,205.00	115,057.39	413,147.61	0.78

Town of Henniker
2022 Proposed Budget + 2021 Encumbrances
For the period 1/1/2022 - 05/31/2022

<u>Acct #</u>	<u>Description</u>	<u>Budget</u>	<u>YTD Expenses</u>	<u>Available (Overspent)</u>	<u>% Avail</u>
FUND 3: WASTEWATER TREATMENT FACILITY					
4326-110	WWTP-Wages FT	171,126.00	68,649.41	102,476.59	0.60
4326-130	WWTP-Comm/Treas/Acctng	2,435.00	0.00	2,435.00	1.00
4326-140	WWTP-Wages OT	7,249.00	5,406.87	1,842.13	0.25
4326-210	WWTP-Benefit Insurances	47,027.00	21,829.70	25,197.30	0.54
4326-220	WWTP-Fica/Medicare	13,413.00	5,576.18	7,836.82	0.58
4326-230	WWTP-Retirement	25,080.00	10,558.65	14,521.35	0.58
4326-240	WWTP-Training/License	1,200.00	355.00	845.00	0.70
4326-291	WWTP-Uniforms	1,071.00	346.50	724.50	0.68
4326-301	WWTP-Accounting	770.00	0.00	770.00	1.00
4326-341	WWTP-Telephone	4,536.00	1,631.19	2,904.81	0.64
4326-408	WWTP-Electricity Pump Station	3,600.00	1,499.11	2,100.89	0.58
4326-409	WWTP-Electricity	48,492.00	19,700.20	28,791.80	0.59
4326-410	WWTP-Elec Maple Street	1,178.00	846.20	331.80	0.28
4326-411	WWTP-Heat Belt Press Bldg	4,318.00	1,861.15	2,456.85	0.57
4326-412	WWTP-Water	24,170.00	9,022.97	15,147.03	0.63
4326-413	WWTP-Heat Plant	7,078.00	7,059.09	18.91	0.00
4326-414	WWTP-Alarm Service	812.00	0.00	812.00	1.00
4326-415	WWTP - Propane	1,699.00	875.66	823.34	0.48
4326-430	WWTP-Building Repair/Maint	2,040.00	326.98	1,713.02	0.84
4326-520	WWTP-Workers Comp Insurance	2,900.00	2,900.00	0.00	0.00
4326-521	WWTP-General Liab Ins.	8,500.00	100.00	8,400.00	0.99
4326-550	WWTP-Printing	200.00	0.00	200.00	1.00
4326-560	WWTP-Dues/Memberships	215.00	110.00	105.00	0.49
4326-620	WWTP-Office Supplies	885.00	57.45	827.55	0.94
4326-625	WWTP-Postage	585.00	0.00	585.00	1.00
4326-635	WWTP-Vehicle Fuel	1,000.00	598.69	401.31	0.40
4326-650	WWTP-Lawn Tractor Repair	600.00	0.00	600.00	1.00
4326-660	WWTP-Vehicle Repair	200.00	0.00	200.00	1.00
4326-662	WWTP-Vehicle Parts/Accessories	200.00	55.63	144.37	0.72
4326-689	WWTP-Supplies Other	2,780.00	451.34	2,328.66	0.84
4326-741	WWTP-Tool Purchases	400.00	0.00	400.00	1.00
4326-805	WWTP-Equipment Repair/Maint.	41,786.00	2,774.66	39,011.34	0.93
4326-810	WWTP-Computer Repair/Maint.	300.00	0.00	300.00	1.00
4326-855	WWTP-Safety Supplies	2,046.00	1,290.70	755.30	0.37
4326-860	WWTP-Lab Repair/Maintenance	3,955.00	2,366.73	1,588.27	0.40
4326-862	WWTP-In House Lab	6,764.00	820.61	5,943.39	0.88
4326-864	WWTP-Outside Lab	5,328.00	2,447.50	2,880.50	0.54
4326-869	WWTP-Sludge Processing	10,192.00	3,339.00	6,853.00	0.67
4326-870	WWTP-Sludge Disposal Expense	36,420.00	16,660.71	19,759.29	0.54
4326-871	WWTP-Grit Disposal	2,700.00	0.00	2,700.00	1.00
4326-875	WWTP-Collection System	28,864.00	1,500.00	27,364.00	0.95
4326-940	WWTP-Debt Service	40,100.00	1,174.50	38,925.50	0.97
4326-988	WWTP-PH Adjustment	30,624.00	13,875.00	16,749.00	0.55
4326-990	WWTP-Capital Reserve	50,000.00	0.00	50,000.00	1.00
	TOTAL WWTP	644,838.00	206,067.38	438,770.62	0.68

Town of Henniker
2022 Proposed Budget + 2021 Encumberances
For the period 1/1/2022 - 05/31/2022
Not Final

WWTP CAPITAL

TOTAL WWTP CAPITAL	0.00	0.00	0.00	0.00
GRAND TOTAL WWTP	644,838.00	206,067.38	438,770.62	0.68

GROSS TOTAL (ALL FUNDS)	12,867,016.00	2,537,730.18	10,329,285.82	0.80
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Proposed Budget	12,559,422.00
Encumber from 2021	307,594.00
Total Available	12,867,016.00



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

- 9 fire alarm activations
- 3 EMS assists
- 2 motor vehicle accidents
- 1 structure fires
- 1 smoke investigation (illegal burns)
- 3 Brush fire
- 2 smoke in building
- 1 Elevator rescue

Training for this month was cancelled due to weather, Boat training was scheduled.

Fire permits have been reinstated.

Thank you,

Chief Morse



6/8/2022

To Town Administrator Diane Kendall and the Henniker Select Board,

Set out on the May with a road improvement project on Warner Road. Maine Drilling and Blasting provided a Komatsu PC 360 equipped with a 7500-hundred-pound hydraulic hammer and worked up and down the breaking boulders and ledge that was either in the road or alongside. This work enables Highway to improve ditch line and drainage and the surface of the road. Highway also replaced 6 culverts that were rotted out. We than graveled a couple stretches of the road and seeded the ditches we disturbed. Jake Martin joined our team as a new hire and has fit in and working out well. Around the middle of the month Highway started the second round of grading and behind the grader we were spreading calcium chloride for dust control and road compaction. This month we have been putting in some time and effort in replacing missing and worn-out road and street signs. A few heavy rain events have put us on patrol for road damage but so far just minor erosion. By the end of the month, Henry Dow the crack seal contractor was in working and Line Striping by Tim Roberts, American Striping was freshening crosswalks, parking spaces and lot, and stop lines.

Leo Aucoin
Superintendent
Henniker Highway

Henniker Human Service Department – May 2022 - Summary Report

- 2 clients with eviction notices - working with clients on emergency rental assistance program ERAP applications and providing other resources. Ongoing
- 1 town application approved
- Administrative work, guidelines, selectman meeting and continuously working with other public/private agencies to assist Henniker residents.
- 6 Vouchers – (1 rent 1 fuel) 4 salvation army;
- 14 Clients inquiring information and resources
- 2 clients for redetermination for NH DHHS (NH easy clients)
- 1 enrollment into Medicaid/food stamp
- 1 budgeting; 1 resume assistance
- 1 family check-in using weekly gas vouchers from salvation army

Month client encounters 26

Submitted Carol Conforti-adams

HENNIKER POLICE DEPARTMENT

Memo

To: Diane Kendall

From: Chief Matthew French

Date: June 9, 2022

May 2022 summary.

There were 15 arrests which include, simple assault, receiving stolen property, criminal mischief/destruction of property, 4 DUI arrests, open container.

We have a single candidate in the background process, the same week we had an interview scheduled with another applicant who didn't show, no call, no e-mail, no nothing. It is a real struggle to find applicants. As we work on the background for this candidate one of our officers is in the background process for another agency. He is being lured away for a promotional opportunity and work in the town he lives in, with gas prices continuing to climb this is a huge savings for him and his family and an obvious career advancement.

This will leave us with 3 Full time openings and no working part time officers. The officers are doing everything they can to work their schedules around the needs of the department, working overtime, swapping shifts amongst themselves to make things work.

We had 605 Calls for Service (991 in 2021, in 954 2220) which include

5 MV Crashes	5 Welfare Check
25 Motor vehicle complaints	3 Psychological problem
129 MV stops.	4 Suicidal Person
25 Directed Patrols	2 Unattended death
7 Disabled MV/Assist Motorist	9 Animal Complaints
3 Domestic Disturbance	17 Alarm Calls/911 Hangup
10 Noise complaint/Disturbance	19 Walk and Talk
2 Harassment	15 Parking Complaints/tickets
4 Serve Paperwork/Subpoena	135 Building/Business checks
18 Follow ups	9 Vacant/Vacation House Checks
9 Return phone call	5 OHRV Complaint
7 Assist Citizen	1 OHRV stop
12 Assist Other agencies	
33 Assist Rescue/Fire	
19 Suspicious person/vehicles	
2 Unwanted subject	

MEMORANDUM

To: Diane Kendall, Town Administrator
From: Kimberly I. Johnson – Town Clerk/Tax Collector
Date: June 8, 2022
Subject: Town Clerk/Tax Collector Report as of 05/31/2022

PROPERTY TAXES

Total Committed 2022	\$7,811,957.00
Uncollected	\$ 7,550,478.91

TAX LIENS

	<u>2021 LIENS</u>	<u>2020 LIENS</u>	<u>2019/PRIOR LIENS</u>
Liened Amount	\$208,703.03	\$190,769.84	
Uncollected	\$201,013.31	\$106,036.97	\$203,057.48

WATER & SEWER -

2022

Water Billed	\$262,471.63
Sewer Billed	\$290,873.40
Uncollected	\$ 75,085.94

TOWN CLERK REVENUE

	<u>2022</u>	<u>2021</u>
MV	\$430,843.62	\$426,518.91
non-MV	\$6,953.95	\$6,319.50

TRANSFER STATION & PARKS DEPARTMENT MAY 2022 REPORT

5/10/22: Mowed areas around town hall also had garbage to pick up I called Santec for well inspections we also had Norton bring the red trash trailer to JW FLEET FOR SANDBLAST PRIME AND PAINT BLACK, the color change due to high cost of the red paint, also being black it picks up the heat from the sun in the winter months and the trash does not stick to the sides.

5/12/22: The crew went around town checking trash cans, I went to Historical Society with the back hoe and dug two holes for new trees after I was done there I back dragged the parking lot at the police dept we also moved furniture at town hall.

5/14/22: I mowed the soccer fields and the little league field and came back to dump for the rest of the day.

5/17/22: Henniker PD called us to pick up trash on Flanders Road, was across from pancake house apartment building we got a truck load, we also used the backhoe to pick up two gas grills that were down over the banking. Took down the Xmas lights from town hall, we picked up some branches from around town hall, after that the benches at community center have been removed, the benches were broken, the metal legs were cracked and some of the wooden slats were broken. The chairs that were mentioned to disregard were removed for fire safety.

5/18/22: Zak went out to help Heidi remove old mulch from areas around community center as he was doing that I finished mowing around town.

5/20/22: I came in to mow soccer fields for the weekend.

5/21/22: Zak and Chaz finished up more of the mulching.

5/24/22: We did our trash run we cleaned more around town and put the air conditioners in the offices.

5/26/22: I spent the day mowing the soccer fields and all the town for the holiday.

5/28/22: There was some piles of old mulch on Ramsdell Road that Zak had picked up.

5/31/22: We have a new team player today Matt Bumford I took him around town this morning, he already started moving trash trailer and cleaning under hopper.

Marc Boisvert
Transfer Station Superintendent

Wastewater Department Report May, 2022

- 5/02/22 –Blower #2 in the Blower Building is leaking oil (alot). I shut it down and locked it out, will remove from service and send it out for rebuild as soon as we can.
Pump #2 at West Henniker Pump Station not pumping and the seal is leaking.
Called AAA Pump service to come to check it out, they will be here Wednesday 5/4/22
- 5/03/22 –Rich in late today, will use vacation time.
Ken doing daily labs.
Rich is here at 9:15.
Chazz is running the Belt Press.
Ken is working on removing Blower #2 from it's enclosure.
- 5/04/22 –Ken working on EPA, DMR-QA Study 42 paperwork
AAA Pump Service removing Pump #2 at West Henniker Pump Station to take to their shop
For seal replacement, etc.
Ken picked up sludge sample bottles at Eastern Analytical and dropped off lab water samples at the State Lab(NHDES).
Chazz and Rich cleaning clarifier #2.
- 5/05/22 –Ken working on MOR/DMR and scheduled a rolloff pickup for 5/9/2022.
Ken at Safety Committee meeting at the Grange.
Chazz and Ken cleaned the floor at West Henniker dry well after pump removal, then we marked a Dig Safe on Western Ave.
Rich hosing aeration tank foam.
Ken working on EPA, DMR-QA Study 42 paper work.
- 5/06/22 –Sent timecards to Town Hall.
Ken checking on a Dig safe on Western Ave.
Rich and Ken completed and submitted the Monthly Discharge Monitoring Report to the US-EPA & NHDES.
Rich cleaning the Effluent Channel.
Chazz made a dump run.
Cleaning day.
- 5/09/22 –Started the Effluent Sampler at 0755 for semi-annual effluent sample.
Waste Management did not show up for our rolloff, I called and cancelled, Merrimack stops taking loads at 2:00 pm. Rescheduled for Wednesday 5/11/2022, called Merrimack to let them know.
- 5/10/22 –Chazz started the Belt Press just long enough for Ken to take a sample for quarterly sludge Sampling. Collected Effluent composite sample for semi annual Effluent sampling.
Ken brought sludge and effluent samples to Concord , State lab and Eastern Analytical.
- 5/11/22 –Waste Management here at 0840 to take our rolloff to Merrimack.
Ken checked a Dig Safe on Liberty Hill Rd., No Town sewer in the area.
- 5/12/22- Switched Clarifiers from #1 to #2 to clean #1.
- 5/13/22- Switching back to #1 then clean #2.
Bobcat employee here to do a software update to our skid steer.
- 5/16/22- Chazz starting the Belt Press
Ken cleaned the caustic drum.
Chazz mowing lawns.
Rich cleaned RAS #2.
Ken disconnected Blower #2.
Chazz weed wacking and killing bee's.

5/17/22-Received 3 pallets 50% caustic returned 15 M.T. drums.
Chazz doing yard work.
Ken leaving 45 min. early, appt. truck service.
All of us worked on replacing 1 wheel in clarifier #1.

5/18/22-Powers Generator here to service both of our generators.
Mark Kondelis, NHDES Operations Section here for informal plant tour.

5/19/22-Ken working on MOR paperwork.
Rich & Chazz brought 3 barrels of grease and rags from Ramsdell Rd. P.S. to WWTP.
Chazz made a dump run.

5/20/22-All of us at NHWPCA Trade Fair in Nashua today.

5/23/22-Chazz called in yesterday for high level alarm during thunder storm, everything was OK.
Ken ordered coupling parts for West Henniker pumps.
Chazz changed blades on mower deck.
Rich doing EPA Study 42 lab work.

5/24/22-Chazz started the Belt Press today.
Ken preparing paperwork to ship Aeration Tank blower #2 out for rebuild.
Ken pumped caustic. Reduced caustic flow from 80/80 to 75/75.

5/25/22-Sent 2nd quarter sludge analysis results to Merrimack compost.
All of us strapped Blower #2 to a pallet to ship out for rebuild.
Rich & Chazz cleaning Grit Room and Selector Mixer.

5/26/22-Ken cleaned up oil in Blower #2 housing, vacuumed floor and door mats in Blower Bldg.
Chazz is mowing lawns.

5/27/22-Sent timecards to Town Hall.
Chazz made a dump run.
Rich cleaning effluent channel
Powers Generator here replacing a fuel pump at plant generator then going to West Henniker to change the oil filter on that generator.
Cleaning Day.

5/31/22-AAA Pump will be here on Friday 6/3/22 to install the repaired #2 pump @ West Henniker P.S.
Pulled paperwork to mark a Dig Safe on Hall Ave.
Ken cleaned air filters in Office/Lab air conditioner.

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

State of New Hampshire
 Water Supply & Pollution Control Comm.
 PO Box 95
 Concord, New Hampshire 03301

Facility Henniker Wastewater Treatment

Chief Operator Richard Slager

Month May Year 2022

Date and Day of Week	Rain or Snow (in.)	Wastewater Flow In (MGD)(1)				Chlorine Residual (mg/L)		Lbs. of Cl.	Settleable Solids (ml/L)		pH		D.O. mg/L	Turb. NTU	Total Suspended Solids (mg/L)		Coliform (#/100 ml)				
		INF.	EFF.(2)		EFF.	A.M.	P.M.		Lbs.	INF.	EFF.	INF.			EFF.	EFF(3)		EFF(3)	INF.	EFF.	EFF.
			TOTAL	MIN.																	
1	S	0.158	0.060	0.210	0.140						6.9										
2	M	0.151	0.050	0.230	0.135						7.5	6.9		0.7			1.0				
3	T	.5r	0.167	0.070	0.290	0.169					7.5	6.7		1.0	179.0	3.0	1.0				
4	W	.25r	0.148	0.040	0.290	0.152					7.5	6.8		1.0	193.0	3.0	1.0				
5	TH		0.150	0.050	0.210	0.135					7.5	6.8		1.1							
6	F		0.153	0.040	0.210	0.129					7.5	6.8		1.0							
7	S		0.149	0.040	0.210	0.126						6.7									
8	S		0.135	0.030	0.180	0.112						6.7									
9	M		0.130	0.030	0.190	0.109					7.4	6.9		1.2			1.0				
10	T		0.136	0.030	0.200	0.117					7.6	6.9		1.2		3.0	1.0				
11	W		0.131	0.020	0.180	0.112					7.5	6.9		1.2		4.0	1.0				
12	TH		0.134	0.020	0.200	0.110					7.4	6.9		1.2							
13	F		0.131	0.000	0.210	0.091					7.3	6.9		1.5							
14	S		0.120	0.000	0.250	0.084						6.9									
15	S		0.116	0.030	0.200	0.097						6.9									
16	M		0.112	0.030	0.190	0.103					7.4	7.0		1.1			1.0				
17	T	2.25r	0.118	0.040	0.240	0.141					7.3	7.0		1.3		3.0	1.0				
18	W		0.122	0.030	0.180	0.099					7.3	7.0		1.3		4.0	1.0				
19	TH		0.116	0.020	0.230	0.116					6.5	7.0		1.2							
20	F		0.110	0.030	0.170	0.093					7.3	7.0		1.1							
21	S	.25r	0.121	0.040	0.170	0.111						7.0									
22	S		0.111	0.040	0.180	0.100						7.0									
23	M		0.098	0.030	0.160	0.089					7.5	7.0		1.2			1.0				
24	T		0.104	0.010	0.130	0.084					7.5	7.1		1.0		4.0	1.0				
25	W		0.102	0.010	0.250	0.113					7.4	7.0		1.1		5.0	1.0				
26	TH		0.101	0.020	0.180	0.085					7.4	7.0		1.3							
27	F		0.099	0.030	0.140	0.083					7.4	7.0		1.6							
28	S	.5r	0.100	0.030	0.055	0.085						7.0									
29	S	.2r	0.096	0.020	0.060	0.088						7.0									
30	M		0.090	0.020	0.130	0.076						7.0					1.0				
31	T		0.098	0.030	0.150	0.081					7.4	7.1		1.1			1.0				
				Max	0.290	0.169					min	6.7									
Totals			3.807	---	---	3.365	---	---		---	---	max	7.1	---	---	---	---	---			
Averages			0.123	---	---	0.109					---	---	ERR	1.2	186.0	3.6	1.0				

(1) Show Units (MGD or GPD)

% Removal: 98%

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

(3) Before Chlorination

Date and Day of Week	B.O.D. (mg/L)		Septage gal	BOD (lbs/day)		TSS (lbs/day)	
	INF.	EFF(3)		INF.	EFF(3)	INF.	EFF(3)
1 S							
2 M							
3 T	126.0	3.4		175.5	4.8	249.3	4.2
4 W	130.0	3.5		160.5	4.4	238.2	3.8
5 TH							
6 F							
7 S							
8 S							
9 M							
10 T		3.1			3.0		2.9
11 W		3.2			3.0		3.7
12 TH							
13 F							
14 S							
15 S							
16 M							
17 T		3.2			3.8		3.5
18 W		3.2			2.6		3.3
19 TH							
20 F							
21 S							
22 S							
23 M							
24 T		3.2			2.2		2.8
25 W		2.8			2.6		4.7
26 TH							
27 F							
28 S							
29 S							
30 M							
31 T							
Totals	---	---	---	336.0	26.5	487.5	29.0
Avg.	128.0	3.2		168.0	3.3	243.8	3.6

% Removal: 98%

Signature: _____

Additional Information:

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

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

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

"The only Henniker on Earth."



Office of the Town Administrator

Diane Kendall

To: Board of Selectmen
From: Diane Kendall, Town Administrator
Date: June 14, 2022
Ref: **Town Administrator's Report**

This report encompasses updates, activities, projects, and meetings May 18th to June 13th.

Administrative:

- Deputy Finance Director/Human Resources Coordinator and Wastewater Superintendent positions posted
- Resignations: Executive Assistant/Office Manager Wendy Baker
- Selectboard members have been assigned Microsoft Outlook town email addresses @henniker.org
 - Group email is HennikerSelectboard@
 - Kris.Blomback@; Peter.Flynn@; Scott.Osgood@; Tia.Hooper@; Bill.Marko@
- Collecting documents and consulting with legal for Right to Know case

Outreach:

- Met with Superintendent Jacqueline Coe

Assessing/Clerk/Tax Collector:

- Tax bills have been mailed with a July 6th due date
- Website updated for Assessing revaluation information see the Assessing Department page of the website and tab on left hand side 2022 Assessing Pick-ups and 2022 Town Wide Revaluation
- Attended virtual meeting with George Sansoucy regarding utility assessment contract renewal and ongoing court cases over values
- Avitar processing Land Use Change assessments for 7 parcels with an estimated LUCT revenue impact of \$56,600; other assessing activity is verification of season camper registration status; verification of exemption/credit status; property owner questions.

Planning/Zoning/Code Enforcement/Health/Economic Development:

- Facilitation of Amicable Resolution Dirt Bike Riding Noise Complaint
 - Facilitation of communication between parties. Gravel pit property owners reported May riding took place on 8 occasions, including one Sunday and Memorial Day. Total Logged attendance was 17.75 hours. Riding occurs for 10–15-minute intervals with 15–20-minute breaks. Chief French is notified by gravel pit owners when riding will occur.
 - Complainants have requested (without waiver of the Abutter's rights under Ordinance 133-7):
 - ❖ Request that the Town enforce the Owner's the representation that only 7 riders have permission to use the course. A list of the 7 authorized riders will be provided to the Town and the abutters so enforcement action can be taken if unauthorized riders are using the track.
 - ❖ Request that the Town enforce the Owner's 6 month usage representation. Use of the track began in mid-March 2022 and thus would conclude by September 30, 2022.
 - ❖ Request that the Town enforce the Owner's representation of 15.75 hours of monthly use.

- ❖ Because the use results in violations of the noise ordinance, the Abutters request that the violations be limited to the hours of 4:00 to 6:00 PM eastern time on two designated weekdays, i.e. Tuesdays and Thursdays.
- ❖ • Request that the Town propose a method for enforcement of this agreement, and designate the Henniker Police Department or a member of the Select Board to promptly investigate violations that occur outside of the conditions of this agreement.
- ❖ • Apply penalties in the Town's cease and desist order of \$275 for the first offense and \$550 for subsequent offences.
- Seeking legal advice regarding request

Transfer Station/Buildings and Grounds:

- Transfer Station driveway resurfaced
- Fire Alarm system has been malfunctioning and needs to be replaced; Electronic Security Protection has quoted replacement. Staff report to approve project at next BoS meeting
- Household Hazardous Waste Day scheduled for October 22
- Brush pile is still relatively small; method of disposal still under consideration
- Summer landscape maintenance underway
- Town trees are suffering foliage loss from Spongy Moth Caterpillars [Spongy moth caterpillars descend on New Hampshire – New Hampshire Bulletin](https://extension.unh.edu/resource/gypsy-moth-fact-sheet); <https://extension.unh.edu/resource/gypsy-moth-fact-sheet>
- Fire and life safety upgrades to Grange and Community Building underway
- Friends of Azalea Park seeking acceptance of donated bench and handrails installed. Also seeking project management to fix eroded portion of trail.
- Consulting with Primex and legal regarding ADA accessibility for town buildings.

Overnight Parking Ban and Riverfront Parking Resolution:

- Stakeholders met on May 25th to discuss ideas for landowner parking permits; Town proposes to have permit stickers printed and issue the permits directly to property owners/managers (HCA) for distribution to tenants and visitors. Enforcement will continue as it has in the past.

Other:

- NHMA Legislative Bulletin: [2022 NHMA Legislative Bulletin 23 | New Hampshire Municipal Association \(nhmunicipal.org\)](https://nhmunicipal.org)
- **Grant Opportunity:** The Community Development Finance Authority (CDFA) administers the Statewide Community Development Block Grant program in New Hampshire and is seeking applications from for approximately \$3.5 million in federal CARES Act funds.
CDBG-CV funding will support eligible public facilities projects that prevent, prepare, or respond to COVID-19 including those that:
 - Improve air quality and/or ventilation;
 - Improve energy efficiency of increased space where greater distancing is needed;
 - Improve the health, safety, and comfort of public facilities

The upcoming application round, with applications due July 25th would be a great opportunity for up to \$750,000 in grant funds for projects