



TOWN OF HENNIKER, NEW HAMPSHIRE
SELECTMEN AGENDA

**Tuesday, October 19, 2021
6:15 PM**

6:15 p.m.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ANNOUNCEMENTS

IV. CORRESPONDENCE

V. CONSENT AGENDA

Item 1: Consent Agenda for October 19, 2021

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

VII. NEW BUSINESS

Item 2: Volunteer Appointment, Jack Bopp for Concert Committee

Item 3: Moose Plate Grant for – Library

Item 4: ADA Ramp – Henniker Community School

Item 5: ARPA Funding Proposal for Wastewater Upgrades

Item 6: National Collaborative for Digital Equity (NCDE) Broadband Partnership

Item 7: Primex Goal Setting

VIII. OLD BUSINESS

IX. PAST MEETING MINUTES

Item 8: Acceptance of Board of Selectmen Minutes October 4, 2021

X. COMMUNICATIONS

Item 9: September Department Reports

Item 10: Town Administrator's Report

Item 11: Selectmen Reports

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

XII. NON-PUBLIC – If Necessary

Item 12: Non-public Session 91-A:3 II a, c, d e, or e Personnel/Reputation/Legal/Land

XIII. ADJOURNMENT

XIV. UPCOMING DATES

November 2, 2021, 6:15 p.m. – Board of Selectmen Meeting
November 10, 2021, 6:30 p.m. – Planning Board Meeting
November 16, 2021, 6:15 p.m. – Board of Selectmen Meeting

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, October 19, 2021

Consent Agenda

- Item 1:** MS-535
- Item 2:** Tax Refund – Map 1 Lot 110-E8
- Item 3:** Sewer Abatement – 134 Maple Street
- Item 4:** Sewer Warrant
- Item 5:** Volunteer Application – Jack Bopp – Concert Committee

Board of Selectmen Approval:

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

Telephone
603-428-3221

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

FAX
603-428-4366



Financial Report of the Budget

Account	Purpose	Voted Appropriations	Actual Expenditures
General Government			
4130-4139	Executive	\$27,223	\$21,506
4140-4149	Election, Registration, and Vital Statistics	\$110,252	\$108,058
4150-4151	Financial Administration	\$663,923	\$691,400
4152	Revaluation of Property	\$54,300	\$4,550
4153	Legal Expense	\$20,000	\$33,119
4155-4159	Personnel Administration	\$0	\$0
4191-4193	Planning and Zoning	\$54,200	\$24,775
4194	General Government Buildings	\$0	\$0
4195	Cemeteries	\$13,950	\$13,550
4196	Insurance	\$143,445	\$136,908
4197	Advertising and Regional Association	\$4,157	\$4,157
4199	Other General Government	\$0	\$0
General Government Subtotal		\$1,091,450	\$1,038,023
Public Safety			
4210-4214	Police	\$1,380,904	\$1,419,861
4215-4219	Ambulance	\$0	\$0
4220-4229	Fire	\$773,789	\$773,472
4240-4249	Building Inspection	\$6,883	\$1,865
4290-4298	Emergency Management	\$1,292	\$1,292
4299	Other (Including Communications)	\$0	\$0
Public Safety Subtotal		\$2,162,868	\$2,196,490
Airport/Aviation Center			
4301-4309	Airport Operations	\$0	\$0
Airport/Aviation Center Subtotal		\$0	\$0
Highways and Streets			
4311	Administration	\$776,676	\$606,407
4312	Highways and Streets	\$629,700	\$571,322
4313	Bridges	\$0	\$0
4316	Street Lighting	\$20,000	\$15,232
4319	Other	\$0	\$0
Highways and Streets Subtotal		\$1,426,376	\$1,192,961
Sanitation			
4321	Administration	\$452,912	\$442,212
4323	Solid Waste Collection	\$0	\$0
4324	Solid Waste Disposal	\$0	\$0
4325	Solid Waste Cleanup	\$0	\$0
4326-4328	Sewage Collection and Disposal	\$0	\$0
4329	Other Sanitation	\$0	\$0



Financial Report of the Budget

		Sanitation Subtotal	\$452,912	\$442,212
Water Distribution and Treatment				
4331	Administration		\$0	\$0
4332	Water Services		\$0	\$0
4335	Water Treatment		\$0	\$0
4338-4339	Water Conservation and Other		\$0	\$0
Water Distribution and Treatment Subtotal			\$0	\$0
Electric				
4351-4352	Administration and Generation		\$0	\$0
4353	Purchase Costs		\$0	\$0
4354	Electric Equipment Maintenance		\$0	\$0
4359	Other Electric Costs		\$0	\$0
Electric Subtotal			\$0	\$0
Health				
4411	Administration		\$0	\$0
4414	Pest Control		\$9,408	\$3,173
4415-4419	Health Agencies, Hospitals, and Other		\$79,000	\$68,583
Health Subtotal			\$88,408	\$71,756
Welfare				
4441-4442	Administration and Direct Assistance		\$80,000	\$69,522
4444	Intergovernmental Welfare Payments		\$0	\$0
4445-4449	Vendor Payments and Other		\$0	\$0
Welfare Subtotal			\$80,000	\$69,522
Culture and Recreation				
4520-4529	Parks and Recreation		\$47,340	\$14,063
4550-4559	Library		\$229,379	\$227,985
4583	Patriotic Purposes		\$2,000	\$6,918
4589	Other Culture and Recreation		\$0	\$0
Culture and Recreation Subtotal			\$278,719	\$248,966
Conservation and Development				
4611-4612	Administration and Purchasing of Natural Resources		\$3,500	\$2,166
4619	Other Conservation		\$0	\$0
4631-4632	Redevelopment and Housing		\$0	\$0
4651-4659	Economic Development		\$0	\$0
Conservation and Development Subtotal			\$3,500	\$2,166
Debt Service				
4711	Long Term Bonds and Notes - Principal		\$270,190	\$270,190



Financial Report of the Budget

Explanation: Includes capital lease payments not on Long Term Debt schedule.

4721	Long Term Bonds and Notes - Interest	\$43,984	\$43,555
4723	Tax Anticipation Notes - Interest	\$13,500	\$11,178
4790-4799	Other Debt Service	\$0	\$0
Debt Service Subtotal		\$327,674	\$324,923

Capital Outlay

4901	Land	\$0	\$0
4902	Machinery, Vehicles, and Equipment	\$293,500	\$175,034
4903	Buildings	\$0	\$0
4909	Improvements Other than Buildings	\$598,376	\$197,272
Capital Outlay Subtotal		\$891,876	\$372,306

Operating Transfers Out

4912	To Special Revenue Fund	\$0	\$0
4913	To Capital Projects Fund	\$0	\$0
4914A	To Proprietary Fund - Airport	\$0	\$0
4914E	To Proprietary Fund - Electric	\$0	\$0
4914O	To Proprietary Fund - Other	\$0	\$0
4914S	To Proprietary Fund - Sewer	\$632,609	\$575,270
4914W	To Proprietary Fund - Water	\$515,003	\$509,838
4915	To Capital Reserve Fund	\$180,001	\$180,000
4916	To Expendable Trusts/Fiduciary Funds	\$847,500	\$847,500
4917	To Health Maintenance Trust Funds	\$0	\$0
4918	To Non-Expendable Trust Funds	\$0	\$0
4919	To Fiduciary Funds	\$0	\$0
Operating Transfers Out Subtotal		\$2,175,113	\$2,112,608

Payments to Other Governments

4931	Taxes Assessed for County	\$0	\$1,210,106
4932	Taxes Assessed for Village District	\$0	\$0
4933	Taxes Assessed for Local Education	\$0	\$7,904,609
4934	Taxes Assessed for State Education	\$0	\$911,023
4939	Payments to Other Governments	\$0	\$0
Payments to Other Governments Subtotal			\$10,025,738

Total Before Payments to Other Governments		\$8,978,896	\$8,071,933
Plus Payments to Other Governments			\$10,025,738
Plus Commitments to Other Governments from Tax Rate		\$10,025,738	
Less Proprietary/Special Funds		\$1,147,612	\$1,085,108
Total General Fund Expenditures		\$17,857,022	\$17,012,563



Financial Report of the Budget

Account	Source of Revenues	Estimated Revenues	Actual Revenues
Taxes			
3110	Property Taxes	\$0	\$14,659,646
3120	Land Use Change Tax - General Fund	\$7,020	\$7,020
3121	Land Use Change Taxes (Conservation)	\$0	\$0
3180	Resident Tax	\$0	\$0
3185	Yield Tax	\$14,322	\$20,290
3186	Payment in Lieu of Taxes	\$5,148	\$10,170
3187	Excavation Tax	\$5,100	\$5,121
3189	Other Taxes	\$0	\$0
3190	Interest and Penalties on Delinquent Taxes	\$87,000	\$138,632
9991	Inventory Penalties	\$0	\$0
Taxes Subtotal		\$118,590	\$14,840,879
Licenses, Permits, and Fees			
3210	Business Licenses and Permits	\$1,000	\$2,340
3220	Motor Vehicle Permit Fees	\$950,000	\$974,839
3230	Building Permits	\$16,000	\$19,041
3290	Other Licenses, Permits, and Fees	\$3,500	\$8,977
3311-3319	From Federal Government	\$0	\$0
Licenses, Permits, and Fees Subtotal		\$970,500	\$1,005,197
State Sources			
3351	Municipal Aid/Shared Revenues	\$57,119	\$220,127
3352	Meals and Rooms Tax Distribution	\$249,067	\$249,067
3353	Highway Block Grant	\$173,376	\$173,356
3354	Water Pollution Grant	\$7,289	\$0
3355	Housing and Community Development	\$0	\$0
3356	State and Federal Forest Land Reimbursement	\$104	\$104
3357	Flood Control Reimbursement	\$98,310	\$98,310
3359	Other (Including Railroad Tax)	\$0	\$0
3379	From Other Governments	\$51,800	\$32,069
State Sources Subtotal		\$637,065	\$773,033
Charges for Services			
3401-3406	Income from Departments	\$450,000	\$566,060
3409	Other Charges	\$0	\$0
Charges for Services Subtotal		\$450,000	\$566,060
Miscellaneous Revenues			
3501	Sale of Municipal Property	\$2,600	\$12,158
3502	Interest on Investments	\$5,000	\$4,554
3503-3509	Other	\$16,951	\$34,992
Miscellaneous Revenues Subtotal		\$24,551	\$51,704



Financial Report of the Budget

Interfund Operating Transfers In

3912	From Special Revenue Funds	\$0	\$0
3913	From Capital Projects Funds	\$0	\$0
3914A	From Enterprise Funds: Airport (Offset)	\$0	\$0
3914E	From Enterprise Funds: Electric (Offset)	\$0	\$0
3914O	From Enterprise Funds: Other (Offset)	\$0	\$0
3914S	From Enterprise Funds: Sewer (Offset)	\$625,320	\$640,579
3914W	From Enterprise Funds: Water (Offset)	\$515,003	\$592,763
3915	From Capital Reserve Funds	\$329,300	\$208,543
3916	From Trust and Fiduciary Funds	\$33,000	\$21,507
3917	From Conservation Funds	\$0	\$0
Interfund Operating Transfers In Subtotal		\$1,502,623	\$1,463,392

Other Financing Sources

3934	Proceeds from Long Term Bonds and Notes	\$425,000	\$0
Other Financing Sources Subtotal		\$425,000	\$0

Less Proprietary/Special Funds		\$1,140,323	\$1,233,342
Plus Property Tax Commitment from Tax Rate		\$14,712,899	
Total General Fund Revenues		\$17,700,905	\$17,466,923



Financial Report of the Budget

Account	Description	Starting Balance	Ending Balance
Current Assets			
1010	Cash and Equivalents	\$3,751,591	\$4,851,250
1030	Investments	\$0	\$0
1080	Tax Receivable	\$671,338	\$755,912
1110	Tax Liens Receivable	\$466,235	\$394,377
1150	Accounts Receivable	\$540,918	\$833,175
1260	Due from Other Governments	\$380,091	\$9,772
1310	Due from Other Funds	\$213,310	\$9,508
1400	Other Current Assets	\$33,650	\$22,454
1670	Tax Deeded Property (Subject to Resale)	\$102,784	\$102,784
Current Assets Subtotal		\$6,159,917	\$6,979,232
Current Liabilities			
2020	Warrants and Accounts Payable	\$295,868	\$524,468
2030	Compensated Absences Payable	\$0	\$0
2050	Contracts Payable	\$0	\$0
2070	Due to Other Governments	\$0	\$0
2075	Due to School Districts	\$4,390,549	\$4,490,632
2080	Due to Other Funds	\$57,795	\$75,621
2220	Deferred Revenue	\$0	\$0
2230	Notes Payable - Current	\$0	\$0
2270	Other Payable	\$12,790	\$31,236
Current Liabilities Subtotal		\$4,757,002	\$5,121,957
Fund Equity			
2440	Non-spendable Fund Balance	\$33,650	\$22,454
2450	Restricted Fund Balance	\$0	\$0
2460	Committed Fund Balance	\$0	\$175,000
2490	Assigned Fund Balance	\$31,055	\$200,657
2530	Unassigned Fund Balance	\$1,338,210	\$1,459,164
Fund Equity Subtotal		\$1,402,915	\$1,857,275



Financial Report of the Budget

Description (Purpose)	Original Obligation	Annual Installment	Rate	Final Payment	Start of Year	Issued	Retired	End of Year
Sewer Project (wwtpplant upgrade)	\$611,580	\$30,000	VAR	2024	\$150,000	\$0	\$30,000	\$120,000
Sewer UV System (upgrade uv system at wwtp)	\$223,000	\$14,867	3.625	2029	\$148,665	\$0	\$14,867	\$133,798
Water Meters (Install Water Meter billing system)	\$400,000	\$26,667	3.625	2029	\$266,665	\$0	\$26,667	\$239,998
Water Storage (Water Storage Tank Davison Rd)	\$575,000	\$30,000	VAR	2021	\$50,000	\$0	\$25,000	\$25,000
Water Storage Tank (Restoration of Depot Hill Water Tank)	\$350,000	\$23,333	2.44	2027	\$186,668	\$0	\$23,333	\$163,335
Western Ave Bridge Replacement (town share of double span bridge)	\$1,208,940	\$80,596	2.79	2030	\$886,556	\$0	\$80,596	\$805,960
	\$3,368,520				\$1,688,554	\$0	\$200,463	\$1,488,091



TOWN OF HENNIKER, NEW HAMPSHIRE

October 6, 2021

REFUND

To the Collector of Taxes.

Sir/Madame:

By vote of the Board of Selectmen/Sewer Commissioners upon the application of:

Regina Carideo

Residence: 132 OLD MILL POND ROAD, LOT #1-110-E8

We are refunding the amount of: **\$ 3797.00**

Cause of refund: See attached letter, July 2021 taxes paid by bank and home owner. Make check payable to Regina Carideo, 132 Old Mill Pond Road, Henniker, NH 03242

Per Order:

Board of Selectmen

Selectmen's Office
Administration, Finance,
Assessing, Planning,
Zoning & Building Permits
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3221
Fx (603) 428-4366

Town Clerk / Tax Collector
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3240
Fx (603) 428-4366

Transfer / Recycling Center
Parks and Properties
18 Depot Hill Rd.
Henniker NH 03242
Physical: 1393 Weare Rd.
Ph (603) 428-7604

Cogswell Spring Water Works
146 Davison Rd.
Henniker NH 03242
Ph (603) 428-3237
Fx (603) 428-3362

Wastewater Treatment Plant
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-7215
Fx (603) 428-8312
Physical: 199 Ramsdell Rd.

Highway
18 Depot Hill Rd.
Henniker NH 03242
Physical: 209 Ramsdell Rd.
Ph (603) 428-7200
Fx (603) 428-7200

Police
340 Western Ave.
Henniker NH 03242
Ph (603) 428-3213
(Dial 911 for an Emergency)
Fx (603) 428-7509

Fire & Rescue
216 Maple St.
Henniker NH 03242
Ph (603) 428-7552
(Dial 911 for an Emergency)
Fx (603) 428-7628

To Whom It May Concern:

I live at 132 Old Mill Pond Rd, Henniker NH. I paid my property tax in June, total amount \$3797. However, you also received a check from my mortgage company for the same amount, therefore I double paid. I am writing this letter to request a check back in the amount of \$3797, the amount I overpaid.

Thank you,
Regina Carideo
617-378-8029

RECEIVED

TWN CLK/TAX COLLECTOR
HENNIKER, NH

History

Real Estate Billing

03-4003
 132 OLD MILL POND ROAD
 1-110-E8
 CARIDEO REGINA
 10/6/2021

TOTALS

Desc.	Tax	Interest	Per Diem	Fees
Real Estate	(\$3,797.00)	\$0.00	\$0.00	\$0.00

TOTAL OWED

(\$3,797.00)

Date	Type	Batch	Cashier	Total	Receivable	Interest	Fees	Comments
6/7/2021	Payment	06072021dca	debbie	\$3,797.00	\$3,797.00	\$0.00	\$0.00	CK CARIDEO
6/27/2021	Payment	corelogic	russ	\$3,797.00	\$3,797.00	\$0.00	\$0.00	Electronic Payment



10/14/2021

SEWER ABATEMENT

To the Collector of Taxes.

By vote of the Board of Selectmen upon the application of:

Lindsley & Greg Tompkins

Residence: **134 Maple Street**

We have abated the amount of: **\$84.62**

Cause of abatement: Utilized 4232 gallons of water for their pool which was not sent to the Wastewater Treatment plant.

Per Order:

Sewer Commissioners

Lindsey and Greg Tompkins
ACCT # 02-10465
134 Maple Street
Henniker, NH 03242
603.496.2846

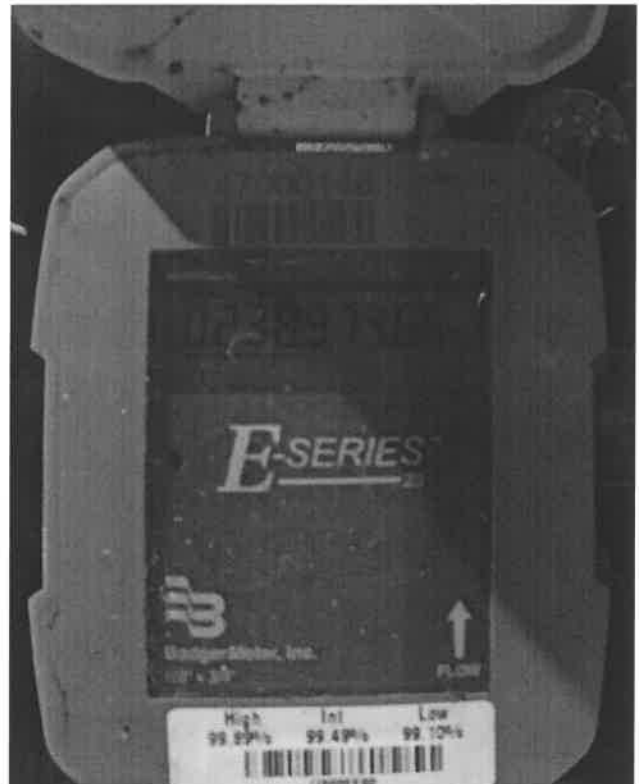
Hi Russ,

We are in need of another sewer abatement as we opened our pool for the summer and filled it up using our town water. Below are the photos I took from before we started hose then after it was filled. We turned it off Saturday night 5/15/21 and turned it back on in the morning of 5/16/21. It works out to 4231.44 gallons. Can you please deduct this from our upcoming sewer bill if you remember. If not I can send you an email like last time and simply verify the amount I should short pay the invoice. Either is fine by me I just wanted to send this over when we used the water so we have an email trail.

Thanks so much!
Lindsey



5/15/2021 at 12:04 PM
234748.22 Gallons



5/16/2021 at 11:41 AM
238979.66 Gallons

TOTAL GALLONS: 4231.44
To be removed from sewer bill.



TOWN OF HENNIKER, NEW HAMPSHIRE

STATE OF NEW HAMPSHIRE SEWER ASSESSMENTS COLLECTOR'S WARRANT

To Kimberly I. Johnson, Collector of Taxes, for the Town of Henniker, County of Merrimack and State of New Hampshire:

In the name of said State, and in accordance with Revised Statutes Annotated, you are directed to collect the Sewer Assessments in the list herewith committed to you, amounting in all to the sum of **\$298,275.84 (Two hundred ninety eight thousand two hundred seventy five and eighty four cents)** with interest at the rate of eight percent (8%) per annum, from 5/26/2021 next on all sums not paid on or before that date. (Warrant 299127.35+720 manual bills-1571.51 deduct meters)

And we further order you to pay all monies collected to the treasurer or to the town treasurer's designee as provided by RSA 41:29, VI at least on a weekly basis or daily, whenever tax receipts total \$1500 or more.

The list on the following pages is a correct list of the assessments of the Sewer Department for the first billing of 2021. With a usage period of 3/31/2021 thru 10/1/2021 on the ratable estates in the Town of Henniker and of all persons and corporations and residents therein as made by the Sewer Commissioners of said Town.

SEWER COMMISSIONERS OF THE TOWN OF HENNIKER, NEW HAMPSHIRE

Kris Blomback, Sewer Commissioner

Tia Hooper, Sewer Commissioner

Peter Flynn, Sewer Commissioner

Scott Osgood, Sewer Commissioner

Leon Parker, Sewer Commissioner

The Sewer Commissioners authorize the Tax Collector to waive any interest on taxes that is Three Dollars (\$3.00) or less, if in the Tax Collector's judgment, the administrative and collection costs involved do not warrant collection of the amount due.

Selectmen's Office
*Administration, Finance,
Assessing, Planning,
Zoning & Building Permits*
18 Depot Hill Rd.
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TOWN OF HENNIKER APPOINTMENT

To **Jack Bopp**, of Henniker, NH, in the County of Merrimack:

Town of Henniker Board of Selectmen:

Motion: To accept the Volunteer Application of Jack Bopp, appointing him as a Volunteer Member of the Concert Committee until September 1, 2024.

BOARD OF SELECTMEN:

_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____
_____	Date: _____



Town of Henniker

18 Depot Hill Road
Henniker, NH 03242
Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Received by
TOWN OF HENNIKER
New Hampshire

OCT 08 2021

Selectmen's Office

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: Concert Series/Music Committee

NAME (as it should appear on Appointment Form): Jack Bopp

FULL NAME: John Francis Bopp

PHONE: 340-4266

PHYSICAL ADDRESS: 72 Village Green Henniker New Hampshire

MAILING ADDRESS: same

EMAIL ADDRESS: Jack Bopp73@Gmail.com

Why are you seeking this appointment?:

I feel that my knowledge and experience in the musical field will help to identify and recruit popular and well received musicians and musical groups for the towns concerts

What experience would you bring to this position?:

I am a performing musician myself. I have organized small-scale concerts for several decades. I have attended many of the summer concerts in town

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

not yet. I would first want to see how I could best fit in and what I could best offer to the committee

SIGNATURE:

DATE:

10/6/21

Wendy Baker

From: rbzax <rbzax@comcast.net>
Sent: Friday, October 8, 2021 5:07 PM
To: Wendy Baker
Subject: RE: New Concert Committee Application

Yes. The committee wants this application considered. Please tell me when that will happen.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Wendy Baker <wendy.baker@henniker.org>
Date: 10/8/21 1:14 PM (GMT-05:00)
To: Ruth Zax <rbzax@comcast.net>
Subject: New Concert Committee Application

Hi Ruth,

I got a new application for the Concert Committee today. Please review and let me know if you would like me to send this to the Selectmen to accept.

Thank you,

Wendy Baker

TOWN OF HENNIKER

Executive Secretary

18 Depot Hill Road

Henniker, NH 03242

(phone) 603-428-3221 ext. 101 (fax) 603-428-4366



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: 10/19/2021
TITLE: Volunteer Appointment
INITIATED BY: Wendy Baker - Executive Assistant
PREPARED BY: Wendy Baker - Executive Assistant
PRESENTED BY: Joseph R. Devine, Jr. – Town Administrator

AGENDA DESCRIPTION:

Jack Bopp has submitted an Application for Volunteer Position on the Concert Committee.

Legal Authority: N/A

Financial Details: N/A

Town Administrator Comment:

Concur.

Suggested Action/Recommendation:

Suggested Motion: move to accept the Volunteer Application of Jack Bopp, appointing him as a Volunteer Member of the Concert Committee until September 1, 2024.



Town of Henniker
18 Depot Hill Road
Henniker, NH 03242
Phone (603) 428-3221 / Fax (603) 428-4366
www.henniker.org

Received by
TOWN OF HENNIKER
New Hampshire

OCT 08 2021

Selectmen's Office

APPLICATION FOR VOLUNTEER POSITION

COMMITTEE / BOARD: Concert Series/Music Committee

NAME (as it should appear on Appointment Form): Jack Bopp

FULL NAME: John Francis Bopp

PHONE: 340-4266

PHYSICAL ADDRESS: 72 Village Green Henniker New Hampshire

MAILING ADDRESS: same

EMAIL ADDRESS: Jack Bopp73@Gmail.com

Why are you seeking this appointment?:

I feel that my knowledge and experience in the musical field will help to identify and recruit popular and well received musicians and musical groups for the towns concerts

What experience would you bring to this position?:

I am a performing musician myself. I have organized small-scale concerts for several decades. I have attended many of the summer concerts in town

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:

not yet. I would first want to see how I could best fit in and what I could best offer to the committee

SIGNATURE:

DATE:

10/6/21

Wendy Baker

From: rbzax <rbzax@comcast.net>
Sent: Friday, October 8, 2021 5:07 PM
To: Wendy Baker
Subject: RE: New Concert Committee Application

Yes. The committee wants this application considered. Please tell me when that will happen.

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Wendy Baker <wendy.baker@henniker.org>
Date: 10/8/21 1:14 PM (GMT-05:00)
To: Ruth Zax <rbzax@comcast.net>
Subject: New Concert Committee Application

Hi Ruth,

I got a new application for the Concert Committee today. Please review and let me know if you would like me to send this to the Selectmen to accept.

Thank you,

Wendy Baker

TOWN OF HENNIKER

Executive Secretary

18 Depot Hill Road

Henniker, NH 03242

(phone) 603-428-3221 ext. 101 (fax) 603-428-4366



Town Hall
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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 10/14/2021
TITLE: SR – Moose Plate Grant - Library
INITIATED BY: Lynn Piotrowicz, Library Director
PREPARED BY: Joseph Devine, Town Administrator
PRESENTED BY: Lynn Piotrowicz, Library Director

AGENDA DESCRIPTION:

Library Director Lynn M. Piotrowicz will be appearing before the board for the acceptance of a Moose Plate Grant in the amount of \$9,500 for the library. According to RSA 31:95-b a public hearing is not required because the amount is less than \$10,000.

Legal Authority: N/A

Financial Details: N/A

Town Administrator Comment: Concur.

Suggested Action/Recommendation:

Suggested Motion:

Authorize to accept the Moose Plate Grant in the amount of \$9,500 for the library, in accordance with RSA 31:95-b.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 10/14/2021
TITLE: ADA Ramp – Henniker Community School
INITIATED BY: Matt Colby, Principal
PREPARED BY: Joseph Devine, Town Administrator
PRESENTED BY: Matt Colby, Principal

AGENDA DESCRIPTION:

Principal Colby will be appearing before the Board to speak about an ADA ramp from the parking lot down to the field behind the school.

Legal Authority: N/A

Financial Details: N/A

Town Administrator Comment: I agree with the project being presented.

Suggested Action/Recommendation:

Suggested Motion:

Authorize the Henniker Community School to move forward with installation of an ADA ramp to access the field behind the school.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 10/14/2021

TITLE: ARPA Funding Proposal for Wastewater Upgrades

INITIATED BY: Joseph Devine, Town Administrator

PREPARED BY: Joseph Devine, Town Administrator

PRESENTED BY: Joseph Devine, Town Administrator

AGENDA DESCRIPTION:

The Town of Henniker recently commissioned the preparation of a Wastewater Facilities Asset Management Plan (AMP) report and development of an electronic AM program. Based on the results of that work, \$3.6M in critical wastewater upgrades were identified as being needed in the short term. Fortunately, the Town has planned for several of the needed equipment replacements in their 10-Yr Capital Improvements Plan (CIP), leaving \$3.2M of work requiring funding.

This request is for \$100K of local ARPA funds to allow the wastewater department through our engineer to apply for funding from the NHDES SRF loan program and the USDA Rural Development program and to advance the design of the upgrades to the 30% preliminary design phase of development to be close to “shovel ready”.

This project is intended to rehabilitate and or replace key elements of the 45-year-old wastewater treatment facility, as well as replace failing components within the wastewater collection, pumping and conveyance systems. The work will result in a more robust and reliable wastewater collection and treatment system to serve the needs of the Town for the next 20 years.

Without significant funding assistance, this \$3.2M project will be a considerable burden to both the sewer users and the taxpayers of the Town. Despite recognition by all that this project is critical and must be completed, voters in March 2021 did not approve the warrant article for this work due to the significant cost. By leveraging \$100K of local ARPA funds to apply for larger funding packages and advance the upgrades design to 30%, the Town will better position themselves to receive a significant funding package and voter approval.

Implementation of this project will:

1. Protect surface water quality in the Contoocook River by bolstering existing systems to make them more reliable for long term service and performance.
2. Reduce energy usage at the WWTF and pump stations by replacing aged electrical and heating/ventilation systems with new high efficiency motors, variable frequency drives, LED lighting, and heat pumps
3. Rehabilitate aging infrastructure that has the potential to result in significant emergency repair costs and environmental impacts if not addressed in the near term

Legal Authority: N/A

Financial Details: \$100,000

Town Administrator Comment: Concur.

Suggested Action/Recommendation:

Suggested Motion:

Authorize the Town Administrator to expend \$100,000 of American Rescue Plan Act funding to go towards the SRF and RD funding assistance and 30% preliminary design scope. We further authorize the Town Administrator to sign all necessary paperwork with Underwood Engineering.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 9/28/2021

TITLE: National Collaborative for Digital Equity (NCDE) Broadband Partnership

INITIATED BY: Joseph Devine, Town Administrator

PREPARED BY: Joseph Devine, Town Administrator

PRESENTED BY: Joseph Devine, Town Administrator

AGENDA DESCRIPTION:

The New Hampshire Municipal Association has partnered with the NCDE to help communities advocate and secure improved broadband (fiber to home). The cost will be \$7,500 and it will be an eligible use of ARPA funds.

The goal of the partnership would be to become 'fiber ready'. This involves research, data collection, and data analysis to understand the current environment and areas for improvement. This information is necessary in order to pursue and secure broadband grant funds which are becoming increasingly available.

I feel it is important for Henniker to take an active role in improving broadband connectivity in Henniker. Step one of that process is becoming 'broadband ready'. In order to achieve this a partnership with NCDE is a valuable investment towards that goal.

Legal Authority: N/A

Financial Details: \$7,500

Town Administrator Comment: If the Board wants to move forward with Broadband, I recommend we move forward with this partnership and look to possibly create a Broadband Committee or give this charge to an existing committee.

Suggested Action/Recommendation:

Suggested Motion:

Authorize the Town Administrator to sign any agreements and utilize \$7,500 for Henniker's ARPA funds to partner with NCDE on preparing for broadband improvements in Henniker.



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TOWN OF HENNIKER, NEW HAMPSHIRE

STAFF REPORT

DATE: 10/14/2021
TITLE: Primex Goal Setting
INITIATED BY: Joseph Devine, Town Administrator
PREPARED BY: Joseph Devine, Town Administrator
PRESENTED BY: Joseph Devine, Town Administrator

AGENDA DESCRIPTION:

At the September 21st meeting the Board held a workshop with representatives from PRIMEX. The idea was to establish goals for the Town to help guide both the Board and staff moving forward. Attached you will find a copy of the report Primex has put together.

Legal Authority: N/A

Financial Details: N/A

Town Administrator Comment: Concur.

Suggested Action/Recommendation:

Suggested Motion:

We move to adopt the Primex goal setting report for the 2022 calendar year as a document to help guide and shape Henniker.



Henniker Goal Setting Summary





Participants

Board of Selectmen

Kris Blomback, Chair

Peter Flynn

Tia Hooper, Vice Chair

Scott Osgood

Leon Parker

Joe Devine, Town Administrator

The session was facilitated by:

Carl Weber, Director, Member Services, Primex³

Sally Tanner, Member Services Consultant, Primex³

Purpose and Intended Results

The purpose of this goal setting session was to assist the Town of Henniker's Selectmen and Town Administrator in establishing short- and long-term goals that will move the Town's vision forward. The goals identified will become part of the Town and management staff's ongoing action plan moving forward.

Ground Rules

At the outset of the session, participants identified a list of ground rules that set the stage for how to proceed. Participants chose the following ground rules for themselves:

- Honesty
- Working together

Vision for the Town of Henniker

The participants were asked to describe their Vision for the Town of Henniker as an organization five years from now. These factors make up a lens through which goals and objectives can be evaluated and developed.



Henniker Goal Setting Summary

The Town of Henniker is or has the following attributes by 2026:

- Understand the populace in the town
- Emphasize small town living and adopt modern processes and technologies
- Support all beautification activity to improve downtown district
- In line with 21st century: Streamlined/efficient; Strategic/look ahead; Proactive vs Reactive
- Board of Selectmen to be a modern service-oriented organization with secure, modern information systems
- Leverage technology to lower administrative costs
- Code enforcement
- Sound fiscal policy
- Know the town is recognized with the many attributes and uniqueness by the outside areas

Identification and Categorization of Goals

Goals were defined as qualitative statements of what the Town intends to accomplish over a period of years. These are “big picture” items vital to organizational success.

Participants were asked to share and discuss the various goals each person had for the Town. (Most participants had already completed a pre-session assignment that asked them to identify three goals they felt were essential to move the Town forward, so they had already identified numerous goals.)

The participants each shared their goals (one at a time around the room).

As each goal was discussed and described the individual that shared the goal decided whether it was similar, or different from a previously stated goal. Similar goals were placed in the same “category,” and at the end of the process, the group had created a total of two categories, each with its own sub-goals or descriptions. A third set of goals were identified to be worked on a later time by the Board.

The categories were as follows:

1. Infrastructure (Human Actual)

- Continue to improve and overhaul downtown areas
- Town water and sewer expansion
- Investigate energy savings such as solar
- Review and where necessary improve levels of department leadership
- Integrate various financial and infrastructure systems
- Infrastructure improvements
- Have a proper building inspector to confirm building projects are properly done



Henniker Goal Setting Summary

2. Tax Strategy

- Full implementation of Capital Improvement Plan (CIP) to level tax rate
- Implementation of impact fees: Tax reassessment of certain industries to verify tax base and cost
- Economic development and growth to diversify the tax base. TIF district and other income programs. Development of Old Concord Road.
- Level taxation – tax rate

3. Goals Not Categorized - to be worked on later by the Board

- Motivate citizens to participate in town boards and committees
- Keep our residents safe of nuisance from damaging our election process
- Do what we can to minimize the effects of the COVID 19 pandemic
- Continuity and coordination of all town's major resources

Development of Strategic Objectives for Top Goals

Strategic Objectives were defined as short- and long-term quantitative results that directly support the goals. Objectives should be measurable, achievable, and consistent with the goals, and should also align with the Town's overall vision, mission and core values. These objectives create the basis for an ongoing action plan going forward.

Participants were tasked with developing at least two strategic objectives to help the Town achieve its goals. The strategic objectives for each of the categorized goals were as follows:

Goal: Infrastructure (Human Actual)

1. Leadership and Staff

- Develop plan infrastructure
- Staff positions

2. Support Systems

- Aid staff
- Software
- Training

3. Actual Projects

- Water and Sewer – reassessment of commercial rate
- Energy
- Target downtown areas



Henniker Goal Setting Summary

Goal: Tax Strategy

1. Department heads to embrace full implementation of CIP plan
2. Project identification of impact fees
3. Study/investigation of TIF District and other economic development programs to support growth on Old Concord Road
4. Successful coordination and implementation of all the above

Wrap-Up, Recap and Action Plan

The next step following this session will be for the Board of Selectmen, Town Administrator, department heads, and Town staff to work together to develop specific tactics for accomplishing the identified goals and objectives. Tactics describe specifically how the goals and objectives will be met.

Concluding Thoughts

Thank you again for the opportunity to participate in this important process. Primex³ appreciates the opportunity to provide assistance to members with goal setting, and to help governing bodies develop paths to achieve their visions. A forward-looking community that is deliberate, disciplined, and strategic in developing and accomplishing its goals illustrates how *"good management is good risk management."*

DRAFT

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**Town of Henniker
Board of Selectmen Meeting
Monday, October 4, 2021
Henniker Community Center**

Members Present: Chairman Kris Blomback, Selectman Peter Flynn, Selectman Scott Osgood, Selectman Leon Parker

Member's Excused: Vice Chair Tia Hooper

Town Administrator: Joseph R. Devine Jr.

Recording Secretary: Nadine Scholes

Guests: Deb Aucoin, Susan Adams, Robert Pagano, Lee Kriester, Warren and Bonnie Mattiello, Luke Reynard, Sachiko Howard, Joan O'Conner, Heidi Aucoin, Nancy Reno and Kim Johnson.

Call to order/Pledge of Allegiance

Chairman Blomback called the meeting to order at 6:15pm

Consent Agenda

Item 1: Consent Agenda for October 4, 2021

Selectman Flynn moved to approve the consent agenda as presented. Selectman Parker seconded. Motion carried 4-0.

Correspondence

There was no correspondence.

Public Comment #1

There was no public comment.

New Business

Item 4: Volunteer Appointments

Selectmen Flynn stated that as a general policy of the Board, any new volunteer applicants are asked to come before the Select Board to introduce themselves and the Board may ask the applicant some questions before accepting the appointment.

Selectmen Flynn asked if Derick Pignone was present. He was not in attendance. Selectmen Flynn asked for Robert Pagano next and noted that Robert had applied for several different Committees, but the Budget Advisory Committee, OHRV Committee, Highway Safety Committee and the Currier & Ives Scenic Byway Council would be new appointments.

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Robert Pagano, 286 Depot Hill Road, stated that he had forty (40)+ years of experience with creating and meeting budgets, and if the budget had not been met, explaining why that occurred. He worked in manufacturing management and industry but now retired and had more time to volunteer. Robert continued to state he would be a benefit on OHRV and Highway Safety because of his involvement with both trail committees and he had five (5) years of experience working with automotive safety issues including professional interaction with National Highway Traffic Safety Administration (NHSTA). His goal would be to help ensure government brings to bear all necessary effort to ensure safety of the citizens. Robert noted that he is interested in the history of the area and had researched the Currier & Ives Scenic Byway Council, he thought that would be an interest for him. Selectmen Flynn believed that Council had not been actively meeting over the past few years and would be great to see that come back.

Selectmen Osgood mentioned he was on the Currier & Ives Council and noted there are members from other towns included on the Council. He explained they meet at the Currier Alumni Center with the Central Planning Commission coordinating the meetings.

Lee Kriester, 69 Juniper Ridge, approached the Board and explained that she would love to volunteer on the Concert Committee. She would enjoy it and she would be a benefit to the Committee. The Committee's Chair had approved her appointment.

Luke Reynard, 173 French Pond Road, noted he applied for a new appointment on the Budget Advisory Committee. He noted his background in finance and business administrations could be a benefit the Committee.

Selectmen Flynn stated that due to the ongoing pandemic making it difficult for volunteers to attend meeting and because volunteers are very much appreciated, he recommended that the Select Board approve all the volunteers as listed on the Consent Agenda.

Selectman Flynn moved to approve all volunteers' appointments/reappointments as listed on the Consent Agenda, Item 7 through Item 25. Selectman Parker seconded the motion. Motion carried 4-0.

Item 2: Azalea Park Committee Update

Selectman Osgood abstained for the discussion; he is a Member of this Committee.

Joe Devine noted that he had provided the Board with the letter he received, dated July 21, 2021, from Susan Adams, Azalea Park Committee Chair. Joe stated that the members are basically absolving the Committee and he suggested the Board consider providing a path forward to assist the Committee.

Susan Adams, Azalea Park Committee Chair, 32 Ramsdell Road, mentioned that the Committee is hosting a service group from NEC on October 16, 2021, sometime in the morning and they will help clean up and winterize the park.

Susan continued to express how hard the APC had worked on this project for the past 10 years with only donated funds and the members donating personal time in their professional expertise to help move the project forward. At this time, the Committee cannot continue without funding

DRAFT

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and Select Board support. All Members had been involved with preparing the letter presented. The requested items are listed for the Select Board to consider financially supporting and assisting the Committee.

Susan noted that the Committee had been successful in raising donations totaling \$100k +/- to fund the renovations completed to the entrance of the park, adding picnic tables, etc., but the park still needed some work. There is especially a need for staffing and funding to be able to move forward with the project along the river. Currently, the project is at a halt because of the required State permitting and professional expertise needed to complete the necessary paperwork. This is a plea to the Select Board from the Committee.

Selectman Osgood, noted that he had abstained but would like to speak as a Member of the Azalea Park Committee. He confirmed the river project was a serious issue and if nothing is done to restore the wall, it will eventually collapse and destroy the park. The stage of the project is now beyond the Committee's skills and he recommended the Select Board consider any avenue to support the completion of the river wall project.

Selectman Flynn mentioned that there could be grants available that would assist with financing. The Regional Planning Commission could be researched for grants.

Chairman Blomback pleaded that the Committee stay together, they had made such great progress with the work completed and the park should not go to waste. He said the Committee was dedicated, passionate and successful raising donations to fund the renovations done up to this point.

Selectman Parker suggested that the Committee provide a list of professionals they would need to move forward on the river project.

Chairman Blomback opened up for comments/questions from the public.

Sachiko Howard, 388 Western Ave, Azalea Park Committee Member, stated that the Committee was seeking permission from the Select Board to dispense the administration/expertise help to complete paperwork required for the Shoreland permit from NH DES in order to complete the river restoration project.

Warren Mattiello, 24 Ramsdell Road, said that the volunteers had been taken advantage of and he hoped that the Select Board considered financially supporting the Committee.

Joan O'Conner, 7 Echo Lane, noted that she had been a Member of the Azalea Park Committee since day one, and all the Members have worked tirelessly and believed it was time for the Select Board to step up. It appeared the Select Board has no interest or intention to support this Committee. Chairman Blomback respectfully disagreed, and explained that taxes are already high in Henniker, and the Select Board receives many asks that there is just no funding to support.

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Nancy Jackson Reno, 134 Western Ave, expressed her appreciation to the Committee and she had seen the wonderful progress they have made over the past several years.

Selectman Flynn suggested that the Committee activities continue and recommended the Select Board review budgeting this year to provide funding to help support the Committee and assign a Selectman Ex-Officio to report back to the Board.

Chairman Blomback reviewed the requested items from the letter;

- weekly maintenance and clean-up

- figure out what the river wall restoration will need for professionals in order to move forward on the project.

Chairman Blomback asked for the Board's consensus to put a budget together for the Azalea Park and add follow up discussion on a future agenda. The Board agreed.

Heidi Aucion, Weare Road, noted that she respects all volunteers, as she volunteers herself. She noted that she was curious to know how the other parks are maintained. She also would like to mention that the donated planters that were added around town, have worked effectively and easy to maintain.

Susan Adams noted that there were several items the Committee requested, including looking into adding parks to town Park Department, there are three (3) other parks important to the vibrant life of the community. The Azalea Park project would come under the revised Park Department. She mentioned that perhaps the town park(s) could be considered in the future as infrastructure.

Susan also noted that in order to continue moving forward with the river restoration project, permission from the Select Board was requested for Tom Ballestero to continue working on the river restoration and stormwater plans.

Chairman Blomback asked if Selectman Osgood agreed that the Regional Planning Commission would be able to assist with the river project. Selectmen Osgood replied no, the project had to be handled through NH DES. Chairman Blomback asked if DES had any avenues available to assist communities with projects that are part of volunteer committees. Selectman Osgood said the State requirements and rules of procedure for reviewing projects are strict for permitting.

Seeing no other public comment, Chairman Blomback closed the public comment.

The consensus of the Select Board instructed Joe Devine to review the budget this year for funding assistance to the Azalea Park Committee to complete the river project and permission to continue river restoration and stormwater plans with Tom Ballestero. A follow up discussion will be included on a future agenda.

The Committee thanked the Board of Selectmen.

Item 3: RFP Fuel Bid

DRAFT

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Joe Devine noted an RFP bid had been put out for pricing on Town fuel supply needed for 2022. The bid was for 7,600 gallons of heating oil and 11,600 of propane. Between the two (2) bids received, Ayer & Goss was the lower price overall and he recommended the Select Board award the contract to Ayer & Goss. Selectman Osgood recommended the Board reconsider awarding both heating oil and propane to one company, Ayer & Goss is a newer business and may not be able to handle the Town's needs. Joe noted that he had the pricing separated for heating oil and propane, if the Board preferred to split the contract between the two companies, that would be possible. Joe stated that a major reason for his recommendation, Ayer & Goss also supplies diesel to the Town at a discounted price. Selectman Flynn supported awarding Ayer & Goss the contract, they are local and many of their employees are Henniker residents.

Selectman Flynn moved to award the contract with Ayer & Goss, Inc., to provide fuel to the Town of Henniker for the 2022-23 season. Selectman Parker seconded. Motion carried 4-0.

Item 5: Tax Collector Update

Kim Johnson reminded the Board that the last time she provided an update, she had hoped to get the deeding done early this year, but the owner of the research company she uses, fell seriously ill and was in the hospital. Thankfully, he is on the mend and the deeding list was sent to them and under review, as of today. She noted she was waiting for the company to provide a deeding date and then certified letters could be sent out. Kim said that next time she provides an update to the Select Board, she will provide the deed waiver list and possibly some payment arrangements/revenues.

Selectman Flynn confirmed that the deed waiver list was the individual requests. Kim replied yes, she would provide a complete list of requests for the Board to sign off. The list includes waivers from camp sites, mobile homes, etc. Selectman Flynn asked if there are any properties that Kim will be recommending that should be deeded to the Town. He expressed those properties should be handled prior to this year's deadline. Kim agreed and noted that the deeding date would be sometime in November 2021, and she believed the Board would have plenty of time to review prior to deadline this year.

Selectman Flynn suggested the discussion with Kim Johnson and the Select Board be scheduled as Non-Public to discuss the specifics. Chairman Blomback asked Kim if the numbers this year are generally in line with previous years. Kim said when they started adding campgrounds back in 2012, the list seemed to grow gradually each year but growth was consistent with prior years.

Old Business

None

Past Meeting Minutes

Item 6: Acceptance of Board of Selectmen Minutes June 1, 2021

Selectman Flynn moved to approve the minutes as amended. Selectman Parker seconded. Motion carried 4-0.

DRAFT

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Item 7: Acceptance of Board of Selectmen Minutes September 21, 2021

Selectman Parker moved to approve the minutes as written. Selectman Flynn seconded. Motion carried 4-0.

Item 8: Acceptance of Board of Selectmen Workshop Minutes September 21, 2021

Selectman Parker moved to approve the minutes as written. Selectman Flynn seconded. Motion carried 4-0.

Communications

Item 9: Town Administrator's Report

Joe Devine reported on COVID updates and statistics for active cases and rates of vaccination.

Joe Devine noted that the NHMA Annual Conference will be held November 17-19 and will be hybrid in person/online. The Board should decide who would be the Town representative and voting member for the Annual Meeting.

Selectman Osgood offered to represent the Town as the voting member at the Annual Meeting.

Chairman Blomback moved to approve Selectman Osgood to represent the Town as the voting member at the Annual Meeting. Selectman Parker seconded. Motion carried 4-0.

Joe Devine stated that the Citizens Academy held the first session on Thursday, September 30, 2021, and got excellent feedback. The sessions will continue for the next seven (7) weeks and Joe noted he planned to have the participants come present their experience at the December 7, 2021, Board of Selectmen meeting. Chairman Blomback asked how many participated. Joe Devine replied nine (9) people participated at the first session.

Joe Devine added that the Police Chief confirmed Halloween Trick or Treat is scheduled for Sunday, October 31, 2021, from 5:30 p.m. to 7:30 p.m.

Joe Devine noted that if Board had no objections, Rep. Rod Pimentel and Rep. Tony Caplan requested to hold hours at the Town Hall to be available once a month for constituents to come discuss matters that are ongoing in Congress. The Board had no objections.

Item 10: Selectmen Reports

Selectman Parker said the Road Management Committee is scheduled to meet next Tuesday, October 12, 2021, and the Western Ave project was creeping to completion. Joe Devine noted that currently they are working on the guardrails on the Western Ave project.

Selectman Flynn said he had no committee reports.

Selectmen Osgood noted the PRC had a 50th anniversary gathering at Beaver Meadows golf course.

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Public Comment #2

There was no public comment.

Chairman Blomback moved to go into Non-Public Session, at 7:22 p.m., under RSA 91-:3, II (a) personnel. Selectman Flynn seconded. Motion carried 4-0.

Motion made to seal the minutes made by Selectmen Flynn, seconded by Selectmen Parker.

Roll call vote to seal the non-public minutes: Chairman Kris Blomback (yes), Selectman Peter R. Flynn (yes), Selectman Scott Osgood (yes), Selectman Leon Parker (yes).

Meeting adjourned at 8:19 pm

**The following are department reports for the month of
September 2021**

Assessing

Building

Fire

Highway

Police

Rescue

Town Clerk / Tax Collector

Transfer Station / Parks Department

Tucker Free Library

Wastewater



TOWN OF HENNIKER, NEW HAMPSHIRE

MEMORANDUM

Selectmen's Office
*Administration, Finance,
Assessing, Planning,
Zoning & Building Permits*
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3221
Fx (603) 428-4366

Town Clerk / Tax Collector
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-3240
Fx (603) 428-4366

Transfer / Recycling Center
Parks and Properties
18 Depot Hill Rd.
Henniker NH 03242
Physical: 1393 Weare Rd.
Ph (603) 428-7804

Cogswell Spring Water Works
146 Davison Rd.
Henniker NH 03242
Ph (603) 428-3237
Fx (603) 428-3362

Wastewater Treatment Plant
18 Depot Hill Rd.
Henniker NH 03242
Ph (603) 428-7215
Fx (603) 428-8312
Physical: 199 Ramsdell Rd.

Highway
18 Depot Hill Rd.
Henniker NH 03242
Physical: 209 Ramsdell Rd.
Ph (603) 428-7200
Fx (603) 428-7200

Police
340 Western Ave.
Henniker NH 03242
Ph (603) 428-3213
(Dial 911 for an Emergency)
Fx (603) 428-7509

Fire & Rescue
216 Maple St.
Henniker NH 03242
Ph (603) 428-7552
(Dial 911 for an Emergency)
Fx (603) 428-7828

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

TO: Joe Devine, Town Administrator
DATE: October 4, 2021
RE: Monthly Report

Assessing Report for September

- Monthly maintenance of new deeds, address changes and online tax maps.
- Two Intents to Cut received for lots 625-A and 654-M.
- Public Hearing for Discretionary Preservation Easement renewal held, and application approved on September 21, 2021.
- Images extracted from Vision and sent to Avitar Associates as part of the data conversion.
- Ongoing data entry of permits.
- Utility values received from George Sansoucy's office and data entered.
- MS-1 finalized and forwarded to Board of Selectmen for approval.
- Annual map updates sent to Cartographic Associates and extra maps ordered for 2022 revaluation field work.
- Preparation for Sales Ratio study has begun.



Monthly Building Department Report
September 2021

TO: Joseph Devine, 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	2	\$512.50
Building Permits - Commercial	1	\$150.00
Electrical Permits	6	\$300.00
Plumbing Permits	0	
Mechanical Permits	4	\$300.00
Demolition Permits	2	\$100.00
Driveway Permits	2	\$150.00
Sign Permits	0	
Assembly Permits	0	
Tent Permits	1	\$75.00
Hawk & Peddler	0	
Certificates of Occupancy	0	
Inspections Performed	15	\$1587.50

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	5	N/C Farmer's Market

Respectfully submitted,
Wendy Baker

Town of Henniker, NH

Permits Issued September 2021

Date in	Owner	Address	Map/Lot	Type	Description	Contractor	Fee	Issued
8/16/21	New Cingular Wireless	1041 Old Hillsboro Road	1/335-CTO	Building	Cell Tower Upgrades & 8 x 10 concrete pad	Smartlink LLC	\$150.00	9/7/21
8/31/2021	Curtis Parker	594 Foster Hill Road	1/306-D	Building	Adding 1,098 sf to existing home - second floor and three season room	GR Winters Construction	\$324.50	9/7/2021
9/1/2021	Larry Dunn	22 Liberty Hill Road	1/396	Mechanical	Gas work and venting	Rymes	\$100.00	9/1/2021
9/3/2021	Dupuis/Leteras	24 Quarry Hill Court	1/742-D	Electrical	200amp / 240 volt service and wire new house	LSJ Electrical Contractors	\$50.00	9/7/2021
9/7/2021	Michael & Tami Pelletier	633 Ray Road	1/77-X4	Electrical	New Service	Matt Murphy Electrical LLC	\$50.00	9/7/2021
9/8/2021	Gordon & Amy Scott	136 Mathews Road	1/708	Demolition	Demolish 24 x 40 double wide	Farrell Construction	\$50.00	9/9/2021
9/9/2021	Sheenagh Johnson	139 Maple Street	2/178	Mechanical	Remove and Install 2 new 275 gallon oil tanks	CommTank, Inc.	\$50.00	9/9/2021
9/15/2021	Dawn Amaya	287 Old Hillsboro Road	1/355-X2	Mechanical	Install piping for a generator	Cote Electric	\$50.00	9/15/2021
9/15/2021	Dawn Amaya	287 Old Hillsboro Road	1/355-X2	Electrical	Electrical for new generator	Cote Electric	\$50.00	9/15/2021
9/15/2021	Alan Brown	11 Gould Street	2/165	Driveway	Modification of existing driveway	Young's Excavating	\$75.00	9/16/2021
9/17/2021	Scott Fernandez	White Birch Road	1/654-Q	Driveway	New Driveway	Cedar Ridge Services	\$75.00	9/30/2021
9/17/2021	Ciaradelli	852 Old Concord Road	1/579-B	Demolition	Demolish 636 sf house and 2 out buildings	J & M Morse Trucking	\$50.00	9/23/2021
9/16/2021	David Bates	706 Western Ave	2/377	Building	Convert Kitchen from apartment into a garage, new roof and fire damage repair	Owner	\$188.00	9/21/2021
9/21/2021	Chris Roberts	174 Rush Road	2/232-U	Electrical	5KW Solar installation	Marc Aucoin	\$50.00	9/21/2021
9/27/2021	Spencer Bennet	65 Maple Street	2/202	Electrical	new service to garage	Stephen Bradley	\$50.00	9/27/2021
9/27/2021	Chase Brook Land LLC	38 Snowshoe Road	1/583-D	Electrical	200 amp underground service for new home	Neal Electric LLC	\$50.00	9/27/2021
9/29/2021	McMurphy Family Revocable Trust	19 Rush Road	2/211	Mechanical	Install electric mini splits	Logan Mechanical	\$100.00	9/30/2021



September of 2021 consisted of 20 calls for Henniker Fire. The calls ranged from 7 Fire Alarm activations, 2 house lockouts, 2 appliance fires, 2 EMS assists, 1 motor vehicle accident, 1 outside smoke investigation, 1 Grill fire, 2 Tree Down in road way, 1 motor vehicle fire and 1 Smoke in building.



Training this month was with our neighboring town of Hillsboro with their ladder truck. We trained on how we would set it up and where it would be our best resource on some of the higher buildings that have residents in them.

Students and pedestrians are still moving through to dinner and classes during the peak travel times and the low light conditions. Please stay alert.

Thank you,

Chief Morse

10/11/2021

To Town Administrator Joe Devine and the Henniker Select Board,

Henniker Highway started September by closing out the work on Depot Hill Road mainly shouldering the road. Taking some time between major projects highway went on road maintenance, road grading, equipment maintenance, road sign replacements. As a foot note, the town has been experiencing some road sign theft. New England College has recovered a small percentage of the missing, but the problem is persisting. Old Hillsboro Road has become our primary focus. Roadside underdrain and rock removal will key in the longevity of this road. To date the Highway Department has installed thirty- five hundred feet of six-inch underdrain with more to go. The drains consist of twelve to fourteen inches of three-quarter crush stone, two feet plus or minus of screened coarse sand, and twelve inches of crushed gravel. While this project continues Highway is managing other smaller project around town and road grading. K.A. Stevens working with R&D Paving laid the base coat of asphalt on Western Ave. between the third and the seventh with the wear course laid on the twenty seventh, guardrail will be next.

Leo Aucoin
Superintendent
Henniker Highway

HENNIKER POLICE DEPARTMENT

Memo

To: Joseph Devine, Town Administrator

From: Chief Matthew French

Date: October 7, 2021

September 2021 summary

There were 9 arrests which include, DUI, driving with a suspended license, Open container reckless driving and violation of a domestic violence order. Of note, we had 2 DUI arrests within the construction zone on 202/9. One driver pulled thru the sign and cone package up to the roller during night paving.

Sadly, we had 2 suicide calls in a week. We also had a rough call assisting DCYF removing multiple children from a home.

COVID hit our ranks and we have been down 2 full time officers. The full time candidate we were working on has withdrawn from the process. So we are running 3 full time officers down and with our part time officers unavailable we are continued to be stretched thin.

We have a high visibility within our business checks due to a string of thefts in the area.

We had 1115 Calls for Service (789 in 2020, 860 in 2019) which include

4 MV Crashes	16 Assist Citizen
31 Motor vehicle complaints	14 Assist Other agencies
232 MV stops.	24 Assist Rescue/Fire
5 OHRV Complaints	36 Suspicious person/vehicles
1 OHRV stop	4 Welfare Checks
67 Directed Patrols	2 Suicidal Person
8 Disabled MV/Assist Motorist	1 Juvenile issue
4 Road Hazards	13 Noise Complaint
2 Domestic Disturbance	8 Animal Complaints
1 Assaults	14 Alarm Calls/911 Hangup
1 Burglary	4 Civil matter
6 Serve Paperwork/Subpoena	2 Civil standby
1 Serve Domestic Violence Order	21 Walk and Talk
1 Violation DV order	7 Parking Complaints
10 Follow ups	455 Building checks
16 Return phone call	47 Vacant/Vacation House Checks

Henniker EMS Incident Report for September 2021

Total number of EMS incidents for September is 81 with an average response time of 1 minutes 08 seconds

Henniker	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS	3		8	3	1			6	21
ALS Intercept									0
BLS	1	2	1	1		1		2	8
Cancelled/DOA						1		6	7
Refusal	4	1	1	1				4	11
Standby									0
Total	8	3	10	5	1	2	0	18	47
Average time to Respond	0:01:50	0:00:41	0:01:01	0:00:09	0:01:43	0:01:29		0:00:35	0:00:54

Bradford	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS			2	2				1	5
ALS Intercept									0
BLS	1		1				1	1	4
Cancelled/DOA									0
Refusal	1					1			2
Standby									0
Total	2	0	3	2	0	1	1	2	11
Average time to Respond	0:03:42		0:01:47	0:00:33		0:00:00	0:01:10	0:03:15	0:01:57

Hillsboro	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS		1		1					2
ALS Intercept				2					2
BLS									0
Cancelled/DOA								1	1
Refusal								1	1
Standby									0
Total	0	1	0	3	0	0	0	2	6
Average time to Respond		0:00:06		0:01:12				0:01:30	0:01:07

Hopkinton	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS				1					1
ALS Intercept									0
BLS								1	1
Cancelled/DOA								4	4
Refusal								1	1
Standby									0
Total	0	0	0	1	0	0	0	6	7
Average time to Respond				0:01:23				0:00:34	0:00:41

Warner	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS			1						1
ALS Intercept									0
BLS	1			1					2
Cancelled/DOA									0
Refusal									0
Standby									0
Total	1	0	1	1	0	0	0	0	3
Average time to Respond	0:00:00		0:03:01	0:02:30					0:01:50

Weare	Alpha	Bravo	Charlie	Delta	Echo	MVA	Omega	Unknown	Total
ALS									0
ALS Intercept								1	1
BLS									0
Cancelled/DOA									0
Refusal									0
Standby									0
Total	0	0	0	0	0	0	0	1	1
Average time to Respond								0:04:30	0:04:30

Providers That Teched Calls

Amount of calls providers teched in month of September

Amos	15
Andrews	0
Atkins	0
Aucoin	3
Chase	0
Cooper	6
Costello M.	0
Costello S.	0
Crisp	5
Dean	1
Donahue	1
French, Tom	2
French, Woody	0
Gagne	9
Henley	0
Hornblower	4
Lamontagne	2
Lorenze	3
Mason	0
Meade	13
Moir	1
Walsh	1
Weilbrenner	6
Total	72

Mutual Aid Received in the month of September

INC # 21-0683 New London came into Bradford

INC # 21-0698 Hillsboro came into Henniker

INC # 21-0700 Bow came into Henniker

INC # 21-0701 Bow came into Henniker

INC # 21-0763 Hopkinton came into Henniker

Incident numbers with multiple reports in September

INC # 21-0688 We had two patients at this call.

Hopkinton Fair Coverage I put under Hopkinton in cancelled. There is no report for these incident numbers

INC # 21-0680

INC # 21-0684

INC # 21-0692

MEMORANDUM

To: Joseph Devine, Town Administrator
From: Kimberly I. Johnson – Town Clerk/Tax Collector
Date: October 8, 2021
Subject: Town Clerk/Tax Collector Report as of 09/30/2021

PROPERTY TAXES

Total Committed 2021	\$7,432,486.00
Uncollected	\$282,022.55

TAX LIENS

	<u>2020 LIENS</u>	<u>2019 LIENS</u>	<u>2018/PRIOR LIENS</u>
Liened Amount	\$190,769.84	\$252,332.58	
Uncollected	\$170,278.26	\$ 87,276.79	\$195,525.86

WATER & SEWER -

2021

Water Billed	\$535,784.20
Sewer Billed	\$274,119.20
Uncollected	\$72,249.20

TOWN CLERK REVENUE

	<u>2020</u>	<u>2021</u>
MV	\$753,607.00	\$780,013.32
non-MV	\$9,054.96	\$11,632.24

Transfer Station & Parks Department September 2021

We kept the Transfer Station open and running along with the Parks Department mowing the soccer fields. Deb and Zakk helped in cleaning flower pots, we placed a Historic marker on Rush Road with the Historical Society and we started to paint areas that were yellow to safety red.

The Transfer Station stopped taking brush in the burn pile which saves the Town approximately \$2,800 per year and the cost of putting the ash in the construction debris containers at \$80.00 per ton. Furniture now goes into the construction debris container where in the past it went into the hopper along with carpets. We did look into what other Transfer Stations are charging and came up with fees for different items.

Marc Boisvert
Transfer Station Manager



Tucker Free Library
2018 NHLTA Library of the Year
31 Western Avenue
PO Box 688
Henniker, NH 03242
(603) 428-3471
www.tuckerfreelibrary.org

TUCKER FREE LIBRARY BOARD OF TRUSTEES
ANNOUNCEMENT OF TRUSTEES' MEETING & AGENDA
WEDNESDAY October 13, 2021 at 5:30 PM
In-person, Tucker Free Library - NH Room
ENTER THROUGH FRONT DOOR

ROLL CALL	Attendance
ITEM 1	Public Forum
ITEM 2	Minutes of Meeting: September 8, 2021
ITEM 3	Treasurer's Report & Financial Deliberations <ul style="list-style-type: none">• Year-to-Date Summary• Monthly Manifest• Trust Fund Summary• Monies to Be Accepted/Gift to Be Accepted
ITEM 4	Director's Update
ITEM 5	Personnel Policy – Employee Merit and COLA Increases – 2nd Reading
ITEM 6	Preliminary 2022 Budget Discussion
ITEM 7	Building Project Strategy Session
ITEM 8	Other
ITEM 9	Schedule Next Meeting

POSTED: October 6, 2021 at [Tucker Free Library](#), [Henniker Town Hall](#), [Tucker Free Library Facebook Page](#), [Other Henniker News Outlet Facebook Page](#)

October 13, 2021 TUCKER FREE LIBRARY, TRUSTEE MEETING MINUTES

ROLL CALL

5:30pm

ACTION - RECORD ATTENDANCE

MEETING PARTICIPANTS	PRESENT
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES
Lynn Piotrowicz- DIRECTOR	YES

ITEM 1

Public Forum

MEMBERS OF PUBLIC PRESENT	MEMBERS OF PUBLIC PRESENT
Sylvia Lennox	

ITEM 2

Minutes of Meeting: September 8, 2021

MOVE TO ACCEPT: Debra Kreutzer

SECONDED BY: Joseph Petrick

TRUSTEES	VOTE RECORD
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES

ITEM 3

Treasurer's Report & Financial Deliberations

1) Y-T-D Summary, Trust Fund Accounting, & Monthly Expenditure Manifest

MOVE TO ACCEPT: John Capuco

SECONDED BY: Anne Crotti

TRUSTEES	VOTE RECORD
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES

2) Monies to Accept

MOVE TO ACCEPT: John Capuco

SECONDED BY: Anne Crotti

TRUSTEES	VOTE RECORD
John Capuco	YES
Anne Crotti	YES
Debra Kreutzer	YES
E. Joseph Petrick	YES
Frances Tain	YES

ITEM 4

Director's Update –

- a. Moose Plate Grant Obligations-TFL has been awarded this grant. Lynn will meet with the contractor for the project this week and meet with the Select Board to accept funds this week.
- b. End of Year Projects-Lynn has presented the following for consideration and discussion.
 - Blinds
 - Printer
 - re-Markable 2 tablets
 - New Lap-tops
 - Outside electric work for front of building
- c. Finalize holiday schedule for 2021. Holiday bank schedule 2022. Town has adopted Juneteenth. Library will use Friday, December 24 for holiday.
- d. Denise has connected with a resource for new home sales in town and is working on a brochure.

Tucker Free Library
MANIFEST FOR APPROVAL
8/31/2021 To 10/5/2021

EXPENDITURES

CD	1-Sep-21	TDS					
		5389	1-1100	General Checking Account		\$38.06	
		5389	6-4020	Utilities	\$38.06		
CD	1-Sep-21	TDS					
		5390	1-1100	General Checking Account			\$43.37
		5390	6-4020	Utilities	\$43.37		
CD	8-Sep-21	Comcast					
		5393	1-1100	General Checking Account			\$118.44
		5393	6-4020	Utilities	\$118.44		
CD	9-Sep-21	Eversource					
		5394	1-1100	General Checking Account			\$450.49
		5394	6-4020	Utilities	\$450.49		
CD	14-Sep-21	Dimentech					
		5391	1-1100	General Checking Account			\$50.00
		5391	6-5010	Technical Maintenance	\$50.00		
CD	14-Sep-21	Star Light Cleaning Services					
		5392	1-1100	General Checking Account			\$412.00
		5392	6-4000	General Maintenance	\$412.00		
CD	21-Sep-21	Baker & Taylor					
		5395	1-1100	General Checking Account			\$772.35
		5395	6-3000	Books	\$654.16		
		5395	6-3010	Audio Books	\$118.19		
CD	29-Sep-21	SYNCB/Amazon					
		5396	1-1100	General Checking Account			\$818.58
		5396	6-6020	Staff Reimbursed Purchase	\$171.38		
		5396	6-4035	COVID RELATED SUPPLIES	\$60.00		
		5396	6-4030	Supplies	\$99.08		
		5396	6-3000	Books	\$30.88		
		5396	6-3030	DVD - Appropriation Fund	\$218.24		
		5396	6-5020	Equipment	\$239.00		
CD	29-Sep-21	TDS					
		5398	1-1100	General Checking Account			\$39.70
		5398	6-4020	Utilities	\$39.70		
CD	29-Sep-21	TDS					
		5399	1-1100	General Checking Account			\$44.52
		5399	6-4020	Utilities	\$44.52		
CD	5-Oct-21	Premier Printing & Embroidery					
		5397	1-1100	General Checking Account			\$59.36
		5397	6-4030	Supplies	\$59.36		
CD	5-Oct-21	Star Light Cleaning Services					
		5402	1-1100	General Checking Account			\$309.00
		5402	6-4000	General Maintenance	\$309.00		
					Grand Total:	\$3,155.87	\$3,155.87

REVENUE

CR	31-Aug-21						
		CR000345	1-1100	General Checking Account	\$63.75		
		CR000345	4-3520	Copier		\$60.00	
		CR000345	4-3510	Contribution Overdue		\$3.75	
CR	7-Sep-21						
		CR000346	1-1100	General Checking Account	\$36.00		
		CR000346	4-3510	Contribution Overdue		\$2.00	
		CR000346	4-3520	Copier		\$34.00	
CR	22-Sep-21						
		CR000347	1-1100	General Checking Account	\$179.00		
		CR000347	4-3510	Contribution Overdue		\$20.00	
		CR000347	4-3520	Copier		\$18.00	
		CR000347	4-6000	Sale of Surplus		\$24.00	
		CR000347	4-6020	Staff Reimbursed Purchase		\$117.00	
CR	29-Sep-21						
		CR000348	1-1100	General Checking Account	\$67.75		
		CR000348	4-3510	Contribution Overdue		\$3.00	
		CR000348	4-3520	Copier		\$10.00	
		CR000348	4-3560	Damaged/Lost Books		\$8.00	
		CR000348	4-4000	Indirect Public Support		\$31.75	
		CR000348	4-6000	Sale of Surplus		\$15.00	
CR	5-Oct-21						
		CR000349	1-1100	General Checking Account	\$15.00		
		CR000349	4-4000	Indirect Public Support		\$15.00	
					Grand Total:	\$361.50	\$361.50

TREASURER'S REPORT

January 2021 through December 2021 (08312021-10052021)

		Selected Period	Budgeted	
4-0000	Income			
4-1000	Town Appropriation remains 2020	\$11,341.00		
	Town Appropriation - 2021	\$0.00	\$18,293.00	\$18,293.00
4-1010	Heating Oil Appropriation	\$2,748.11	\$3,418.00	\$669.89
4-2000	Personnel Appropriation	\$149,277.71	\$195,386.00	\$46,108.29
4-3510	Contribution Overdue	\$122.00	\$122.00	\$0.00
4-3520	Copier	\$483.00	\$483.00	\$0.00
4-3540	Non-Resident Cards	\$50.00	\$50.00	\$0.00
4-3550	Overdue Processing Fee	\$5.00	\$5.00	\$0.00
4-3560	Damaged/Lost Books	\$95.00	\$95.00	\$0.00
4-5010	Willis Cogswell Fund	\$15,272.00	\$19,757.00	\$4,485.00
4-5020	Town Trust Funds	\$11,062.00	\$11,062.00	\$0.00
4-5030	Established TrustFund Donation	\$750.00	\$750.00	\$0.00
4-5050	General Purpose Donation	\$384.00	\$384.00	\$0.00
4-6000	Sale of Surplus	\$14.00	\$14.00	\$0.00
4-6020	Reimbursed Purchase (BOTMOM)	\$171.00	\$171.00	\$0.00
4-6095	Friends of Tucker Free Library	\$40.00	\$40.00	\$0.00
4-7020	NHHC Speaker Reimbursement	\$1,600.00	\$1,600.00	\$0.00
4-9600	ARPA - Round 1	\$1,543.00	\$1,543.00	\$0.00
4-9605	Steam Kit	\$814.59	\$814.59	\$0.00
6-0000	Expenses			
6-1010	Heating Oil Appropriation	\$2,748.11	\$3,418.00	\$669.89
6-2000	Personnel Appropriation	\$149,277.71	\$195,386.00	\$46,108.29
6-2020	Meetings/Membership/Mileage	\$210.00	\$0.00	(\$210.00)
6-2030	Staff Development	\$45.00	\$100.00	\$55.00
6-3000	Books	\$9,539.00	\$16,000.00	\$6,461.00
6-3010	Audio Books	\$784.00	\$1,500.00	\$716.00
6-3020	Periodicals	\$0.00	\$1,000.00	\$1,000.00
6-3030	DVD - Appropriation Fund	\$461.00	\$750.00	\$289.00
6-3035	DVD - Fine Revenue	\$224.04	\$224.04	\$0.00
6-4000	General Maintenance	\$3,580.00	\$9,500.00	\$5,920.00
6-4010	Building Repairs	\$129.00	\$3,900.00	\$3,771.00
6-4020	Utilities	\$5,116.00	\$7,582.00	\$2,466.00
6-4030	Supplies	\$3,042.00	\$3,375.00	\$333.00
6-4035	COVID RELATED SUPPLIES	\$569.00	\$1,000.00	\$431.00
6-5010	Technical Maintenance	\$160.00	\$500.00	\$340.00
6-5020	Equipment	\$3,528.00	\$0.00	(\$3,528.00)
6-6000	Library Programs - Contracted	\$3,906.00	\$4,006.00	\$100.00
6-6020	Reimbursed Purchase (BOTMOM)	\$171.00	\$171.00	\$0.00
6-6095	Friends of Tucker Free Library	\$40.00	\$40.00	\$0.00
6-7020	NHHC Speaker Reimbursed	\$1,600.00	\$1,600.00	\$0.00
6-9600	ARPA - Round 1	\$1,543.00	\$1,543.00	\$0.00
6-9605	Steam Kit	\$814.59	\$814.59	\$0.00

Wastewater Department Report September, 2021

- 09/01/21 –Chazz started the Belt Press.
Rich & Ken marked a Dig Safe on Western Ave.
Met with Steve Connor to discuss a sewer connection on Juniper Ridge.
Rich brought lab water samples to State lab.
- 09/02/21 –Ken working on employee evaluations.
The town of Merrimack is requesting that we test our sludge for PFAS (9 compounds) once per year. The cost to the Town will be \$365.00/yr. and will be done annually in November.
Received paper order from Imperial Dade.
- 09/03/21 –Ken vacation day.
- 09/07/21 –Chazz started the Belt Press.
Time cards sent to Town Hall.
Rich & Ken tried to submit MOR/DMR to EPA, password failed will try again tomorrow.
- 09/08/21 –Monthly department to Joe.
Completed and submitted monthly discharge monitoring report to US-EPA and NHDES.
- 09/09/21 –Set up a UPS pickup of Toxicity sample cooler for 9/14/2021.
Working on employee evaluations.
- 09/10/21 –Rich and Chazz picking up old pumps from West Henniker Pump Station and brought to WWTP cold storage.
Cleaning day
- 09/13/21- Chazz started the Belt Press
An odd sweet odor is coming into the plant with influent flow, checked the pH, it's normal.
- 09/14/21- Ken & Rich collected river and effluent samples, we portioned them out and packed the cooler for return to Environmental Monitoring Laboratory, Inc for annual toxicity testing, this is an EPA required program.
Chazz at class today, the first of 6 classes for intro to wastewater treatment.
Ken left for Doctors appointment and returned.
Raynor Door, Co. here to repair Rolloff room overhead door.
- 09/15/21- Ken cleaned and vacuumed Blower Building.
Sludge rolloff shipped to Merrimack today.
Chazz & Ken marked a Dig Safe on Western Ave. /Gould St.
Rich and Chazz removing 2 barrels of grease from Ramsdell Rd. pump station.
- 09/16/21-Pumping out Clarifier #1 to retrieve a broken piece of Sludge Judge from bottom of tank.
Switched flow to Clarifier #2, we cleaned flume while there is no effluent flow.
- 09/17/21-Finished cleaning Clarifier #1, we will switch back to using #1 on Monday, then clean #2.
Cleaning Day.
- 09/20/21-Started filling Clarifier #1 and pumping out Clarifier #2.
Chazz and Ken marked a Dig Safe on Hillside Dr.
- 09/21/21-We are still pumping clarifier #2 to drying bed.
Chazz is in class today at Franklin Training Center.
Ken is reviewing draft Scope of Engineering Services for Wastewater Treatment Plant potential upgrade.
Rich and Ken brought 4 drums of caustic to the Grit Room.
- 09/22/21-Rich and Chazz cleaned selector mixer #2.
Packed up miss-ordered Sludge Judge for return to vendor via FED-Ex.

09/23/21-Working on budget prep for 2022.

We are still pumping Clarifier #2 to drying beds.

We finished pumping Clarifier #2 and are cleaning up and putting things away.

Chazz and Rich replaced 2 drive belts on sludge blower #1

09/24/21-Ken working on management report and wastewater budget.

Cleaning day.

09/27/21-Attend department head meeting at Town Hall.

Working on DMR/QA Study 41 reporting paperwork.

09/28/21-Chazz in class at Franklin Training Center today.

Rich & Ken mowed lawns at WWTP

09/29/21-Completing review of Energy Audit.

Chazz finishing the lawn mowing.

Restocked Confined Space Permits.

09/30/21-Completed review of energy audit.

Working on MOR/DMR.

Cleaning day.

1 Rolloff container of sludge was sent to Merrimack, NH Composting Facility for processing in September.

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 September Year 2021

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)		Coli-form (#/100 ml)				
		INF.	EFF.(2)		EFF.	A.M.	P.M.		Lbs.	INF.	EFF.	INF.			EFF.	EFF(3)		EFF(3)	INF.	EFF.	EFF.
			TOTAL	MIN.																	
1 W	1.9" R	0.132	0.050	0.200	0.125						7.4	7.0		0.9		3.0	1.0				
2 TH		0.155	0.090	0.290	0.192						7.6	6.9		1.3							
3 F		0.152	0.020	0.230	0.123						7.3	6.9		1.0							
4 S	.1 R	0.149	0.050	0.230	0.143							6.8									
5 S	.1 R	0.131	0.050	0.200	0.131							6.9									
6 M		0.131	0.060	0.220	0.139							6.9									
7 T		0.139	0.040	0.240	0.147						7.6	6.9		0.8	112.0	5.0	1.0				
8 W	.9 R	0.135	0.030	0.300	0.162						7.5	6.8		0.6	271.0	3.0	1.0				
9 TH	.15 R	0.136	0.060	0.310	0.170						7.5	6.7		0.8			1.0				
10 F		0.144	0.060	0.320	0.178						7.5	6.7		1.2							
11 S		0.146	0.040	0.220	0.139							6.8									
12 S	.20 R	0.131	0.040	0.210	0.127							6.9									
13 M		0.122	0.050	0.200	0.124						7.4	6.8		1.7			1.0				
14 T		0.134	0.040	0.300	0.160						7.9	6.7		2.1		9.0	2.0				
15 W	.35 R	0.132	0.040	0.210	0.139						7.5	6.8		2.6		8.0	1.0				
16 TH		0.131	0.050	0.220	0.136						7.6	6.8		2.6							
17 F		0.129	0.040	0.230	0.095						7.6	6.8		2.7							
18 S		0.134	0.040	0.200	0.137							6.7									
19 S		0.115	0.030	0.190	0.118							6.7									
20 M		0.112	0.020	0.200	0.106						7.2	6.9		3.3			1.0				
21 T		0.123	0.020	0.320	0.094						7.5	7.0		2.1		5.0	2.0				
22 W		0.120	0.030	0.210	0.121						7.6	6.9		2.0		7.0	1.0				
23 TH	.15 R	0.125	0.030	0.190	0.130						7.5	6.9		1.3							
24 F	.70 R	0.122	0.040	0.300	0.161						7.3	6.8		1.0							
25 S		0.126	0.030	0.230	0.131							6.9									
26 S		0.111	0.030	0.200	0.110							6.9									
27 M		0.127	0.020	0.180	0.112						7.5	7.0		1.2			1.0				
28 T		0.129	0.030	0.250	0.129						7.8	7.0		1.6		2.0	1.0				
29 W		0.130	0.030	0.180	0.120						7.8	7.0		1.1		4.0	1.0				
30 TH		0.144	0.030	0.180	0.123						7.8	7.0		1.0							
31 (W)																					
			Max	0.320	0.192						min	6.7									
Totals		3.947	---	---	4.022	---	---				max	7.0	---	---	---	---	---				
Averages		0.132	---	---	0.134						---	---	ERR	1.6	191.5	5.1	1.1				

(1) Show Units (MGD or GPD)


% Removal: 97%

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

(3) Before Chlorination

Date and Day of Week	B.O.D. (mg/L)		Septage gal	BOD (lbs/day)		TSS (lbs/day)	
	INF.	EFF(3)		INF.	EFF(3)	INF.	EFF(3)
1 W		2.6			2.7		3.1
2 TH							
3 F							
4 S							
5 S							
6 M							
7 T	83.2	2.5		96.5	3.1	129.8	6.1
8 W	154.0	2.6		173.4	3.5	305.1	4.1
9 TH							
10 F							
11 S							
12 S							
13 M							
14 T		5.3			7.1		12.0
15 W		4.9			5.7		9.3
16 TH							
17 F							
18 S							
19 S							
20 M							
21 T		5.4			4.2		3.9
22 W		4.6			4.6		7.1
23 TH							
24 F							
25 S							
26 S							
27 M							
28 T		4.9			5.3		2.2
29 W		3.3			3.3		4.0
30 TH							
31 (W)							
Totals	---	---	---	269.8	39.5	435.0	51.7
Avg.	118.6	4.0		134.9	4.4	217.5	5.7

% Removal: 97%

Signature: 

Additional Information:

Record special analyses, septage received at plant, or other operational data in the extra columns or below.

Report personnel changes, chlorine or power outages, equipment break-downs, etc. below.

Henniker WWTP staff performed an E-Coli split with NHDES lab on 9/1/21. Results were 1.0 #100/mpn and were added to freq. of analysis and the Geo. mean for September 2021.


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

"The only Henniker on Earth"



Office of the Town Administrator
Joseph R. Devine, Jr.

To: Board of Selectmen

From: Joseph Devine, Town Administrator 

Date: October 19, 2021

Ref: **Town Administrator's Report**

I am pleased to report on the following items:

- **COVID-19 Update** – As of October 15, 2021, we have 12 active cases. We have had 31 new cases in the past fourteen days, a total of 354 cumulative cases. The positivity rate over the past seven days is 5.1%.

As for vaccinations, we see minimal new vaccinations. We are still lagging behind the State of NH Average (54.3%) and several surrounding communities.

Town Name	Population	1 Dose	% of 1 Dose	Fully Vaccinated	% Fully Vaccinated
Henniker	4,969	2,467	49.6%	2,273	45.7%

- **Household Hazardous Waste Day** – The 2021 Household Hazardous Waste Day will take place October 30th from 9 AM to 1 PM at the Highway Garage on Ramsdell Road.

Ongoing Projects

- Vacation time vs. PTO Time

Upcoming Dates

October 26 – OHRV Committee Meeting
October 27 – Historic District Commission
November 2 – Board of Selectmen Meeting
November 3 – Conservation Commission Meeting
November 10 – Planning Board Meeting