



TOWN OF HENNIKER, NEW HAMPSHIRE  
SELECTMEN AGENDA

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**Tuesday, December 7, 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 December 7, 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:** Tax Collector Update – Tax Deeding

**Item 3:** Holiday pay for per diem employees – 2<sup>nd</sup> Reading

**Item 4:** Beautification Alliance – Veteran’s Memorial

**VIII. OLD BUSINESS**

**IX. PAST MEETING MINUTES**

**Item 5:** Acceptance of Board of Selectmen Minutes November 13, 2021

**Item 6:** Acceptance of Board of Selectmen Minutes November 16, 2021

**X. COMMUNICATIONS**

**Item 7:** Town Administrator’s Report

**Item 8:** 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 9:** Non-public Session 91-A:3 II a, c, d e, or e Personnel/Reputation/Legal/  
Land

**XIII. ADJOURNMENT**

#### **XIV. UPCOMING DATES**

December 8, 2021, 6:30 p.m. – Planning Board Meeting  
December 14, 2021, 6:15 p.m. – Board of Selectmen Meeting  
December 15, 2021, 6:15 p.m. – Budget Advisory Committee  
December 29, 2021, 6:15 p.m. – Budget Advisory Committee

#### **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.



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TOWN OF HENNIKER, NEW HAMPSHIRE  
BOARD OF SELECTMEN  
CONSENT AGENDA

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**Tuesday, December 7, 2021**

Consent Agenda

- Item 1:** Volunteer Application – Kelley French – SHOT Committee Renewal
- Item 2:** Volunteer Application – Robert T. French – SHOT Committee Renewal
- Item 3:** Abatement – Eversource 1-000-AA Various Parcels
- Item 4:** Intent to Cut – Map 1 Lot 104-A6

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](http://www.henniker.org)

FAX  
603-428-4366



**TOWN OF HENNIKER APPOINTMENT**

To **Kelley French**, of Henniker, NH, in the County of Merrimack:

**Town of Henniker Board of Selectmen:**

*Motion:* To accept the Volunteer Application of Kelley French, appointing her as a Volunteer Member of the SHOT (Spirit of Henniker Organizational Team) 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  
**NOV 16 2021**  
Building  
Planning & Zoning

**APPLICATION FOR VOLUNTEER POSITION**

COMMITTEE / BOARD: SHOT

NAME (as it should appear on Appointment Form): Kelley French	
FULL NAME: Kelley French	PHONE:
PHYSICAL ADDRESS: 387 French Pond Rd	
MAILING ADDRESS PO Box 2343 Henniker NH	
EMAIL ADDRESS: nhfyrfytergirl58@gmail.com	

Why are you seeking this appointment?:  
Current member of committee

What experience would you bring to this position?:  
have been assisting c committee events for many years

Do you have any specific goals or objectives you would seek to implement if you are appointment to this position?:  
Continue to hold community based events to  
Pull community together

SIGNATURE: Kelley French DATE: 11/15/21



**TOWN OF HENNIKER APPOINTMENT**

To **Robert T. French, Jr.**, of Henniker, NH, in the County of Merrimack:

**Town of Henniker Board of Selectmen:**

*Motion:* To accept the Volunteer Application of Robert T. French, Jr., appointing him as a Volunteer Member of the SHOT (Spirit of Henniker Organizational Team) Committee until September 1, 2024.

**BOARD OF SELECTMEN:**

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



**Town of Henniker**

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Henniker, NH 03242  
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www.henniker.org

Received By  
TOWN OF HENNIKER  
NOV 16 2021  
Building  
Planning & Zoning

**APPLICATION FOR VOLUNTEER POSITION**

COMMITTEE / BOARD: S.H.O.T.

NAME (as it should appear on Appointment Form): Bob French

FULL NAME: Robert T French Jr PHONE: 603-731-1789

PHYSICAL ADDRESS: 387 French Pond Road

MAILING ADDRESS: Po Box 2343 Henniker, NH 03242

EMAIL ADDRESS: robertandkelley@gmail.com

Why are you seeking this appointment?:  
Renewal of current position that I have held since I was a Henniker Selectman

What experience would you bring to this position?:  
member for many years. Enjoy organizing events

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

SIGNATURE: DATE: 11/15/21



11/24/2021

**ABATEMENT**

To the Collector of Taxes.

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

**Eversource**

Residence: **1-000-AA Various parcels**

We have abated the amount of: **\$ 22786.00**

Cause of abatement: State Education rate does not apply to Eversource per State law.

Per Order:

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**Board of Selectmen**



**TOWN OF HENNIKER**  
**Office of the Tax Collector**  
**18 Depot Hill Road**  
**Henniker, NH 03242**

*Hours*  
*Mon 8-4, Tues 10-6*  
*W, F 8-4*

*Phone 603-428-3240*

Tax Year	Account	Billing Date	Interest Rate	Due Date
2021	1187-1	11/22/2021	0.08	12/27/2021
<b>Map/Parcel</b>		<b>Location of Property</b>		<b>Area</b>
1-000-AA				0.00
<b>Owner of Record</b>				<b>Tax Calculation</b>
Public Service Co of NH Property Tax Department Eversource PO Box 270 Hartford, CT 06141-0270				Net Taxable 11,992,500.00 Tax Rate 30.66 Total Tax 367,690.00 First Half Payment (191,663.00)  <b>Second Billing 176,027.00</b>
<b>2021 Tax Rate per \$1000</b>		<b>Assessed Valuation</b>		<i>Interest at 8% per annum after December 27, 2021</i>
Municipal Rate	10.67	Building	\$11,992,500.00	
County	2.53	Land	0	
Local School	17.46	Taxable Value	\$11,992,500.00	
Total	30.66			
				<b>PAY THIS AMT 176,027.00</b>

**Information to Taxpayers**

Payment of this bill does not prevent the collection of previous unpaid taxes nor does an error in the name of the person taxed prevent collection.

If this bill is paid by check or money order, it is not considered paid until check or money order is cleared.

If you are elderly, disabled, blind, a verteran, or veteran's spouse, or are unable to pay taxes due to poverty or other good cause you may be eligible for a tax exemption credit, abatement or deferral. For details and application information contact the Selectmen's office.

The taxpayer may, by March 1 following the date of the tax, apply in writing to the Selectmen for an abatement of the tax as provided under RSA 76:16.

Tax Year	Account	Map/Parcel	Due Date	<b>PAY THIS AMT</b>
2021	1187-1	1-000-AA	12/27/2021	<b>176,027.00</b>

Public Service Co of NH  
Property Tax Department  
Eversource  
PO Box 270  
Hartford, CT 06141-0270

**TOWN OF HENNIKER**  
**Office of the Tax Collector**  
 18 Depot Hill Road  
 Henniker NH 03242

Hours  
 Mon8-4/Tues 10-6,W,F 8-4

ph. (603) 428-3240

TAX YEAR	ACCOUNT	BILLING DATE	INTEREST RATE	DUE DATE
2021	1187-1	11/22/2021	0.08	12/27/2021
MAP / PARCEL	LOCATION OF PROPERTY		AREA	
1-000-AA	N/A		0.000	
OWNER OF RECORD			TAX CALCULATION	
PUBLIC SERVICE CO OF NH PROPERTY TAX DEPARTMENT EVERSOURCE PO BOX 270 HARTFORD CT 06141-0270			NET TAXABLE VALUE	\$11,992,500.00
			TAX RATE	<i>30.66</i> <del>\$32.56</del>
			TOTAL TAX	<i>367690 -</i> \$403,516.00
			FIRST BILLING ABATEMENT	\$13,040.00
			FIRST BILLING <i>payment</i>	<i>191663</i> <del>\$204,703.00</del>
			SECOND BILLING	<i>176027</i> <del>\$198,813.00</del>
2021 TAX RATE PER \$1000	ASSESSED VALUATION		Interest at 8.00% per annum after Monday, December 27, 2021.	
Municipal Rate \$10.67	Building	\$11,992,500		
County \$2.53	Taxable Value	\$11,992,500		
Local School \$17.46				
State School <del>\$1.90</del>				
TOTAL: \$32.56				
<i>30.66</i>				
			<b>PAY THIS AMOUNT</b>	<b>\$198,813.00</b>

**INFORMATION TO TAXPAYERS**

PAYMENT OF THIS BILL DOES NOT PREVENT THE COLLECTION OF PREVIOUS UNPAID TAXES NOR DOES AN ERROR IN THE NAME OF THE PERSON TAXED PREVENT COLLECTION.

IF THIS BILL IS PAID BY CHECK OR MONEY ORDER IT IS NOT CONSIDERED PAID UNTIL CHECK OR MONEY ORDER IS CLEARED.

IF YOU ARE ELDERLY, DISABLED, BLIND, A VETERAN, OR VETERAN'S SPOUSE, OR ARE UNABLE TO PAY TAXES DUE TO POVERTY OR OTHER GOOD CAUSE YOU MAY BE ELIGIBLE FOR A TAX EXEMPTION CREDIT, ABATEMENT OR DEFERRAL. FOR DETAILS AND APPLICATION INFORMATION CONTACT THE SELECTMEN'S OFFICE.

THE TAXPAYER MAY BY MARCH 1 FOLLOWING THE DATE OF NOTICE OF TAX AND NOT AFTERWARDS, APPLY IN WRITING TO THE SELECTMEN OR ASSESSOR(S) FOR AN ABATEMENT AS PROVIDED UNDER RSA 76:16.

Tax Rate Details:						
	2021		2020		Difference	
	Tax Rate		Tax Rate		\$	%
Town	10.67		9.94		0.73	7.34%
County	2.53		2.56		(0.03)	-1.36%
School - Local (Community School)	11.63		10.80		0.83	7.69%
School - Local (John Stark)	5.83		5.95		(0.12)	-2.02%
School - State	1.900		1.990		(0.09)	-4.52%
Total	32.56		31.24		1.32	4.23%

PLEASE DETACH AND RETURN LOWER PORTION WITH PAYMENT. RETAIN UPPER PORTION FOR YOUR RECORDS.

**TOWN OF HENNIKER**  
**Office of the Tax Collector**

MAP / PARCEL	LOCATION OF PROPERTY	TAX YEAR	ACCOUNT	DUE DATE
1-000-AA	N/A	2021	1187-1	12/27/2021

PUBLIC SERVICE CO OF NH  
 PROPERTY TAX DEPARTMENT  
 EVERSOURCE  
 PO BOX 270

<b>PAY THIS AMOUNT</b>
<b>\$198,813.00</b>

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

YR TOWN OP# [ ] - [ ] - [ ] - T (Assigned by Municipality)

For Tax Year April 1, 21 to March 31, 22

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

1. City/Town of Henniker
2. Tax Map No./Lot or USFS sale name & unit #: 104 / A6
3. Intent Type: Original [x] Supplemental [ ]
4. Name of road from which accessible: Rush Rd

Received By TOWN OF HENNIKER NOV 17 2021 Building Planning & Zoning

5. a. Acreage of Lot: 1.03 Acreage of cut: .5
b. Anticipated start date: ASAP
6. Type of ownership (check only one):
a. Owner of Land and Stumpage (Joint Tenants) [x]
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 [ ]

REPORT OF CUT FORM / CERTIFICATE TO BE SENT TO: OWNER [ ] OR BY MAIL [ ] OR LOGGER/FORESTER [x] E-MAIL [x]

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 OF OWNER(S) OR CORPORATE OFFICER: [Signature] DATE: 9/2/21
SIGNATURE OF OWNER(S) OR CORPORATE OFFICER: [Signature] DATE: 12/2/21
PRINT CORPORATE OFFICER NAME AND TITLE: Zac Keim Megan Keim
PRINT OWNER(S) NAME: 957 Rush Rd.
MAILING ADDRESS: Henniker NH 03242
CITY/TOWN STATE ZIPCODE
PHONE: 603 446 1399 E-MAIL: zkeim64@gmail.com

8. Description of Wood or Timber To Be Cut

Table with columns: Species, Estimated Amount To Be Cut, MBF, Cords. Rows include White Pine, Hemlock, Red Pine, Spruce & Fir, Hard Maple, White Birch, Yellow Birch, Oak, Ash, Beech & Soft Maple, Pallet or Tie Logs, Other (Specify), Pulpwood, Spruce & Fir, Hardwood & Aspen, Pine, Hemlock, Whole Tree Chips, Miscellaneous, High Grade Spruce/Fir, Cordwood & Fuelwood.

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

Table with columns: Species, Amount. Row: [ ] [ ]

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-J, the timber harvest laws.

SIGNATURE OF PERSON RESPONSIBLE FOR CUTTING: [Signature] DATE: 10/11/21
PRINT NAME: Jon King
MAILING ADDRESS: 70 Box 2089 ss stable stud RD Henniker NH 03242
CITY/TOWN STATE ZIPCODE
PHONE: 928-8400 E-MAIL: mark@bf1.com

FOR ASSESSING OFFICIALS ONLY

The Selectmen/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 or receipt pursuant to RSA 79:10;
6. This form to be forwarded to DRA within 30 days.

Signature (in ink) of Assessing Official Date Signature (in ink) of Assessing Official Date Signature (in ink) of Assessing Official Date
Signature (in ink) of Assessing Official Date Signature (in ink) of Assessing Official Date

# INTENT TO CUT CHECKLIST

Date received 11/17/21 Office ID# \_\_\_\_\_  
Owner's name Keim, Zachary + Megan Lot # 104-AL6

Route to: Highway Superintendent Conservation Commission

Items 1 - 10 Complete \_\_\_\_\_ Map information complete \_\_\_\_\_

- Missing items:
- |   |                                  |
|---|----------------------------------|
| 1 Town/City                               | 1 Area(s) to be cut              |
| 2 Tax map/lot                             | 2 Road to be used                |
| 3 Original/supplemental                   | 3 Landing(s)                     |
| 4 Name of road using                      | 4 Point of egress onto town road |
| 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      |                                  |

Taxes current  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 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

excel/itc checklist

Are all taxes paid on this property? yes (Kij)



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

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# STAFF REPORT

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**DATE:** 11/29/2021  
**TITLE:** Tax Collector Update – Tax Deeding  
**INITIATED BY:** Joseph Devine, Town Administrator  
**PREPARED BY:** Joseph Devine, Town Administrator  
**PRESENTED BY:** Joseph Devine, Town Administrator

**AGENDA DESCRIPTION:**

Each year, the Tax Collector must present deeds to the Board of Selectmen for properties that have outstanding balances dating back three or more years. This process is prescribed in RSA 80:77. In 2021, a property is eligible for tax-deeding if it has an unpaid balance on the 2018 lien.

The Henniker Tax Collector is here to talk about the [Tax Deed List](#) and provide an update about the department.

**Legal Authority:** N/A

**Financial Details:** N/A

**Town Administrator Comment:** N/A

**Suggested Action/Recommendation:**

*Suggested Motion:*

*No formal motion is necessary at this time.*

# 2018 TAX LIENS

<b>10200-1406</b> 2018	2174 WEARE ROAD LLC 6 INDIAN RIDGE ROAD CONTOOCOOK, NH 03229	<b>1-745-A</b> 2174 WEARE ROAD			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$5,105.10	\$2,379.12	\$35.00	\$7,519.22	
<b>Account Totals</b>	\$5,105.10	\$2,379.12	\$35.00	\$7,519.22	
<b>10021-308</b> 2018	AMYOT JEFFREY 3 BEAR HILL RD APT 4 HILLSBOROUGH, NH 03244-5553	<b>1-119-A36</b> 36 ROCK N BIRCH CAMPGR			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$106.89	\$49.82	\$20.00	\$176.71	
<b>Account Totals</b>	\$106.89	\$49.82	\$20.00	\$176.71	
<b>10022-295</b> 2018	AMYOT STACEY 234 PEMBROKE HILL ROAD PEMBROKE, NH 03275	<b>1-119-A23</b> 23 ROCK N BIRCH CAMPGR			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$222.15	\$103.53	\$35.00	\$360.68	
<b>Account Totals</b>	\$222.15	\$103.53	\$35.00	\$360.68	
<b>07-06002</b> 2018	ANGELA D ROBINSON REVOC TST PO BOX 515 HENNIKER, NH 03242	<b>1-550-A10</b> MORSE CIRCLE			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$1,660.90	\$774.02	\$35.00	\$2,469.92	
<b>Account Totals</b>	\$1,660.90	\$774.02	\$35.00	\$2,469.92	
<b>07-06004</b> 2018	ANGELA D ROBINSON REVOC TST PO BOX 515 HENNIKER, NH 03242	<b>1-550-A11</b> MORSE CIRCLE			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$1,671.61	\$779.02	\$35.00	\$2,485.63	
<b>Account Totals</b>	\$1,671.61	\$779.02	\$35.00	\$2,485.63	
<b>49-281</b> 2018	AVILA DAVE 70 GASTON STREET MEDFORD, MA 02155	<b>1-119-A11</b> 11 ROCK N BIRCH CAMPGR			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>
5/3/2019	\$113.76	\$53.02	\$35.00	\$201.78	
<b>Account Totals</b>	\$113.76	\$53.02	\$35.00	\$201.78	
<b>10930-1505</b> 2018	BERMAN KEIR 7 HILLSIDE DRIVE HENNIKER, NH 03242	<b>2-103-A2</b> 7 HILLSIDE DRIVE			
			<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>
					<i>TOTAL</i>

5/3/2019		\$786.49	\$366.53	\$69.75	\$1,222.77
<b>Account Totals</b>		\$786.49	\$366.53	\$69.75	\$1,222.77
<b>619-084</b> 2018	BLAIS DIANE 6 FRIAR TUCK ROAD CANTERBURY, NH 03224		<b>1-619-084</b> <b>OLD CONCORD ROAD</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$275.74	\$128.50	\$35.00	\$439.24
<b>Account Totals</b>		\$275.74	\$128.50	\$35.00	\$439.24
<b>31844</b> 2018	CAULFIELD CYNTHIA 272 BARTLETT STREET MANCHESTER, NH 03102		<b>1-318-P44</b> <b>EAST SIDE DRIVE</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$79.72	\$37.15	\$35.00	\$151.87
<b>Account Totals</b>		\$79.72	\$37.15	\$35.00	\$151.87
<b>619-072</b> 2018	CHAMPAGNE ROLAND 3 FULLAM CTR ALLENSTOWN, NH 03275-2211		<b>1-619-072</b> <b>OLD CONCORD ROAD</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$438.59	\$204.40	\$35.00	\$677.99
<b>Account Totals</b>		\$438.59	\$204.40	\$35.00	\$677.99
<b>10296-1875</b> 2018	DESCHENES JUDY PO BOX 851 HILLSBOROUGH, NH 03244		<b>2-372-MH</b> <b>616 WESTERN AVENUE</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$348.50	\$162.41	\$35.00	\$545.91
<b>Account Totals</b>		\$348.50	\$162.41	\$35.00	\$545.91
<b>619-109</b> 2018	DONNELLY ROB 15 CRAIG AVE QUINCY, MA 02169		<b>1-619-109</b> <b>OLD CONCORD ROAD</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$171.01	\$79.70	\$35.00	\$285.71
<b>Account Totals</b>		\$171.01	\$79.70	\$35.00	\$285.71
<b>318104</b> 2018	DUCHESNE DONALD 243 EMERY AVENUE LOWELL, MA 01854-2406		<b>1-318-P104</b> <b>EAST SIDE DRIVE</b>		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$115.40	\$53.78	\$35.00	\$204.18
<b>Account Totals</b>		\$115.40	\$53.78	\$35.00	\$204.18

31876 FLYNN JEFF  
2018 401 EAST H STREET STE 214  
SIOUX FALLS, SD 57130

1-318-P76  
EAST SIDE DRIVE

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$467.62	\$217.92	\$35.00	\$720.54
<b>Account Totals</b>	\$467.62	\$217.92	\$35.00	\$720.54

680-1271 HENNIKER SALVAGE CO  
2018 PO BOX 132  
HENNIKER, NH 03242

1-662-E  
274 PATCH ROAD

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$123.79	\$57.69	\$69.75	\$251.23
<b>Account Totals</b>	\$123.79	\$57.69	\$69.75	\$251.23

09-01700 JOSSELYN DAVE  
2018 15 NORTH STREET  
MILFORD, NH 03055

1-119-A15  
15 ROCK N BIRCH CAMPGR

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$92.43	\$43.07	\$52.25	\$187.75
<b>Account Totals</b>	\$92.43	\$43.07	\$52.25	\$187.75

08-070100 LECLAIR DAVE  
2018 1346 OLD HILLSBORO ROAD  
HENNIKER, NH 03242

1-119-A43  
43 ROCK N BIRCH CAMPGR

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$80.67	\$37.59	\$32.00	\$150.26
<b>Account Totals</b>	\$80.67	\$37.59	\$32.00	\$150.26

119-A44 LINDBLOOM GARY  
2018 344 REED STREET  
MANCHESTER, NH 03103

1-119-A44  
44 ROCK N BIRCH CAMPGR

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$341.03	\$158.93	\$35.00	\$534.96
<b>Account Totals</b>	\$341.03	\$158.93	\$35.00	\$534.96

W7 LINDQUIST JOHN  
2018 26 ISLAND VIEW ROAD  
WEYMOUTH, MA 02189

1-318-PW7  
EAST SIDE DRIVE

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$388.19	\$180.91	\$35.00	\$604.10
<b>Account Totals</b>	\$388.19	\$180.91	\$35.00	\$604.10

08-09016 MacLEOD SR JOHN E  
2018 PO BOX 551  
HENNIKER, NH 03242

1-088-A  
85 WHITNEY ROAD

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$2,908.19	\$1,356.12	\$0.00	\$4,264.31



<b>Account Totals</b>	\$2,908.19	\$1,356.12	\$0.00	\$4,264.31
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<b>318-P102</b> 2018	MACQUESTON TOM 64 JASPER STREET SAUGUS, MA 01906
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<b>1-318-P102</b> EAST SIDE DRIVE
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$492.30	\$229.43	\$35.00	\$756.73

<b>Account Totals</b>	\$492.30	\$229.43	\$35.00	\$756.73
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<b>146-328</b> 2018	MAJCHER BRIAN 664 BERKLEY STREET BERKLEY, MA 02779
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<b>1-119-A9</b> 9 ROCK N BIRCH CAMPGR
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$98.87	\$46.08	\$35.00	\$179.95

<b>Account Totals</b>	\$98.87	\$46.08	\$35.00	\$179.95
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<b>61931</b> 2018	MAURICE SHAWN M 22 QUINCY STREET MANCHESTER, NH 03102
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<b>1-619-031</b> OLD CONCORD ROAD
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$140.62	\$65.53	\$35.00	\$241.15

<b>Account Totals</b>	\$140.62	\$65.53	\$35.00	\$241.15
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<b>31885</b> 2018	MAURO DAVID 14 POND STREET WESTFORD, MA 01886
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<b>1-318-P85</b> EAST SIDE DRIVE
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$94.41	\$44.00	\$35.00	\$173.41

<b>Account Totals</b>	\$94.41	\$44.00	\$35.00	\$173.41
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<b>619-015</b> 2018	MCDANIELS JOSEPH 15 COTTAGE STREET NORTHFIELD, NH 03276-1504
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<b>1-619-015</b> OLD CONCORD ROAD
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$309.63	\$144.30	\$35.00	\$488.93

<b>Account Totals</b>	\$309.63	\$144.30	\$35.00	\$488.93
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<b>06-080900</b> 2018	MOORE DANIEL PO BOX 36 HENNIKER, NH 03242
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<b>1-119-A14</b> 14 ROCK N BIRCH CAMPGR
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$196.43	\$91.54	\$35.00	\$322.97

<b>Account Totals</b>	\$196.43	\$91.54	\$35.00	\$322.97
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<b>08-07005</b> 2018	MOYNIHAN MICHAEL F 34 QUARRY HILL COURT HENNIKER, NH 03242
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<b>1-742-C</b> 34 QUARRY HILL COURT
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	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
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5/3/2019		\$90.77	\$42.30	\$69.75	\$202.82
<b>Account Totals</b>		\$90.77	\$42.30	\$69.75	\$202.82
<b>10294-319</b> 2018	POST RYAN 3 BEAR HILL RD APT 4 HILLSBOROUGH, NH 03244-5553		<b>1-119-A47</b> 47 ROCK N BIRCH CAMPGR		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$135.19	\$63.00	\$35.00	\$233.19
<b>Account Totals</b>		\$135.19	\$63.00	\$35.00	\$233.19
<b>119-A54</b> 2018	ROBBINS JOSIATH JR PO BOX 454 HENNIKER, NH 03242-0454		<b>1-119-A54</b> 54 ROCK N BIRCH CAMPGR		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$106.37	\$49.57	\$35.00	\$190.94
<b>Account Totals</b>		\$106.37	\$49.57	\$35.00	\$190.94
<b>619-040</b> 2018	SAWYER DALE 137 PEMBROKE STREET E1 PEMBROKE, NH 03275		<b>1-619-040</b> OLD CONCORD ROAD		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$222.04	\$103.48	\$35.00	\$360.52
<b>Account Totals</b>		\$222.04	\$103.48	\$35.00	\$360.52
<b>2014619105</b> 2018	SPRAGUE JEF 18 PARKER STREET BOSTON, MA 02129		<b>1-619-105</b> OLD CONCORD ROAD		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$351.86	\$163.98	\$35.00	\$550.84
<b>Account Totals</b>		\$351.86	\$163.98	\$35.00	\$550.84
<b>61914</b> 2018	STRAW TRACIE 54 VARNEY MANCHESTER, NH 03102		<b>1-619-014</b> OLD CONCORD ROAD		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$1,156.93	\$539.16	\$35.00	\$1,731.09
<b>Account Totals</b>		\$1,156.93	\$539.16	\$35.00	\$1,731.09
<b>619-061</b> 2018	SURPRENANT ERIC 20 PINE STREET FITCHBURG, MA 01420-7728		<b>1-619-061</b> OLD CONCORD ROAD		
		<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019		\$211.32	\$98.48	\$35.00	\$344.80
<b>Account Totals</b>		\$211.32	\$98.48	\$35.00	\$344.80

1489-109  
2018  
WHITTIER TED A  
104 WHITNEY ROAD  
HENNIKER, NH 03242

1-090  
104 WHITNEY ROAD

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$3,018.95	\$1,406.91	\$104.50	\$4,530.36
<b>Account Totals</b>	\$3,018.95	\$1,406.91	\$104.50	\$4,530.36

1515-1904  
2018  
WOOD LISA  
PO BOX 25  
HENNIKER, NH 03242

2-395  
540 WESTERN AVENUE

	<i>TAX</i>	<i>INTEREST</i>	<i>FEES</i>	<i>TOTAL</i>
5/3/2019	\$6,600.47	\$3,076.00	\$52.25	\$9,728.72
<b>Account Totals</b>	\$6,600.47	\$3,076.00	\$52.25	\$9,728.72

5/3/2019	\$28,723.94	\$13,386.99	\$1,380.25	\$43,491.18
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<b>Report Totals</b>	\$28,723.94	\$13,386.99	\$1,380.25	\$43,491.18
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Town Hall  
18 Depot Hill Road  
Henniker, NH 03242

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Fax: (603) 428-4366

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## TOWN OF HENNIKER, NEW HAMPSHIRE

# STAFF REPORT

**DATE:** 11/10/2021  
**TITLE:** Holiday pay for per diem employees – 2<sup>nd</sup> Reading  
**INITIATED BY:** Gregory Aucoin, Chief  
**PREPARED BY:** Gregory Aucoin, Chief  
**PRESENTED BY:** Gregory Aucoin, Chief

### AGENDA DESCRIPTION:

It has been challenging to get per diem employees to work on Holidays. Offering holiday pay rates would help create an incentive to fill these open shifts. Section 4 of the Henniker Personnel Policies permanent employees that are required to work on a holiday the hours are paid at time and one half of their regular wage.

**Legal Authority:** N/A

**Financial Details:** If staffing with EMT.Firefighter - \$24.08 an hour – Additional \$2,504  
If staffing Paramedic/Firefighter - \$31.82 an hour – Additional \$3,309

### Town Administrator Comment:

Concur

### Suggested Action/Recommendation

#### *Suggested Motion:*

*Move to pay per diem Rescue Department employees at time and one half of their regular wage when working on a town established holiday.*



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## TOWN OF HENNIKER, NEW HAMPSHIRE

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# STAFF REPORT

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**DATE:** 12/7/2021  
**TITLE:** Beautification Alliance - Veteran's Memorial  
**INITIATED BY:** Beautification Alliance  
**PREPARED BY:** Marc McMurphy  
**PRESENTED BY:** Marc McMurphy

**AGENDA DESCRIPTION:**

The Beautification Alliance has been working on a plan to improve the safety and presentation of the WWII Veteran's memorial in Woodman Park. The beautification Alliance is not asking for final approval of the plan. The goal of the presentation is to keep the Selectboard abreast of the positive movement and gain support to continue developing a plan that would include specifics, in kind contributions and potential costs (if any). Having that support would help justify the additional work needed to bring a final plan to the Selectboard.

**Legal Authority:**

**Financial Details:**

**Town Administrator Comment:**

**Suggested Action/Recommendation:**

*Suggested Motion:*

*No formal action is required. This is to receive a presentation from the Beautification Alliance and hold a discussion, if desired.*

**DRAFT**

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**Town of Henniker  
Board of Selectman Budget Meeting  
Saturday November 13, 2021  
Henniker Community Center**

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

**Town Administrator:** Joseph R. Devine Jr.

**Recording Secretary:** Wendy Baker

**Guests:** Finance Director Russ Roy, Lori Marko (Budget Advisory Committee), Jarrod Gleason (Budget Advisory Committee), Heidi Aucoin (Budget Advisory Committee), Robert Pagano (Budget Advisory Committee), Luke Reynard (Budget Advisory Committee) and speakers of department items.

*Call to order/Pledge of Allegiance*

Chairman Blomback called the meeting to order at 8:30am

***Selectmen and Budget Advisory Committee Meeting***

The Budget Committee and the Select Board introduced themselves.

Chair Blomback stated this is just a draft budget. Joe explained the process that the Select Board and the Budget Advisory Committee will go through and will end with a Public Hearing on February 2, 2022.

**Fire / Rescue: Chief Jim Morse & Chief Greg Aucoin**

Chief Aucoin said they tried to keep the Fire/Rescue Budget as low as possible and most of the increase comes from the wages line item. Chief Aucoin said dispatch fees have increased but are out of their control.

Chief Aucoin gave an overview of how the Fire Department and the Henniker Rescue Squad are different departments but share the building which means they have a budget that they share and then they each have their own budget for their respective departments. Chief Aucoin also explained how the employee structure works for both departments. Chief Morse explained the Fire Department has just under 35 call member and have a hard time filling these spots, with

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around 300 calls per year for the department it can be difficult because they all mostly having other full-time jobs. Chief Morse said the goal is to have at least 40 members.

Selectman Flynn asked how many are there with a regular per-diem schedule? Chief Aucoin answered for the rescue squad there are 27 and they are required to fill at least 2 shifts per month.

Vice Chair Hooper asked about not having any increases in the budget for vehicle fuel and did they want to adjust that based on the national averages going up. Chief Morse answered that they looked at it and felt they would be ok at numbers they have.

Chair Blomback asked for a breakdown of the wage increase of approximately \$44,000. Chief Aucoin answered it is mostly for step increases for the full-time and per-diem employees and said in the past per-diem employees weren't getting step increases and they had to look at changing that to retain them. Chief Aucoin talked about the wage scale for the EMT's and Paramedics and reminded that we bill for intercepts which helps to offset some of those wages.

### **Patriotic Purposes: Chief Jim Morse**

Chief Morse explained there is a slight increase in this budget due to the band that was hired.

### **Emergency Mgmt.: Joe Devine**

Joe explained the budget is the same as last year and it is the stipend for the Emergency Management Director.

### **Wastewater: Ken Levesque**

Ken introduced himself. Ken said there are 43 active lines in the budget and this year 12 have increased more than \$100 and 10 have decreased more than \$100.

**Equipment Repair**-Ken said this was up \$4,000 but as of yesterday he found some spare parts that will save \$13,000 this year.

**In House Lab**-Ken said this is up \$1,400 due to small increases.

**PH Adjustment**-Ken said this line is up and is due to product increases.

**Grit Disposal**-Ken said this is up \$1,363 because last year we bought the boxes to ship the grit in and this year we need to ship a roll off to Turnkey Landfill.

Chair Blomback asked how many gallons of wastewater they treat a day? Ken answered approximately \$130,000-\$150,000 gallons per day.

Selectman Flynn asked with the reduction of the \$13,000 that this budget should come out close to flat? Ken answered yes. Selectman Flynn commended and thanked Ken for his 29 years and he appreciates all he has done!

Vice Chair Hooper asked if there is anything else that we could pro-actively be fixing since there is a reduction of \$13,000? Ken answered that he'd have to give it some thought.

## **DRAFT**

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### **Elections: Lori Marko**

Lori said that the budget is down because this year they had to undergo a purge which resulted in wage hours, postage etc. Lori said next year will not include a purge, only a State election.

Selectman Flynn complimented Henniker's elections for being well organized, friendly and run smoothly.

Selectman Osgood asked if the ballot machines need to be replaced. Lori answered that they are State regulated and will be decided by them.

### **Tucker Free Library: Lynn Piotrowicz, Anne Crotti, Trustee & John Capuco, Trustee**

Lynn started by saying they have two new Library Trustees and they have been trying to restore evening and weekend hours at the library. She said since Covid they went from being open 45 hours down to 33 hours.

Lynn said the wage line item has an increase because if they open back up the 45 hours per week it will mean more in wages as well as other line items will increase accordingly with the Library being open which is approximately a 27% increase in those lines.

Chair Blomback asked for an explanation of how the library is structured in terms of oversight and interaction with the Selectmen. Lynn answered that they are governed by NH State RSAs which makes it a unique self-managed entity. She said the Trustees oversee operations, administration and finances and they work in a team approach with town government. Lynn said the Trustees meet monthly and approve all expenditures as well as oversee the Trust Funds they have for specific purchases.

Selectman Flynn asked if they follow the same pattern as the Town with wage steps and benefits? Lynn answered that she is the only full-time employee and the Trustees adjusted to the same merit system the Town adopted and changed to this year.

It was asked how much traffic the library gets. Lynn said it is hard to pin-point since each day has it's own different things and people that go. She said they used to have a lot of kids come after school but they haven't had that since Covid when no congregating was allowed and the computers were removed. She then said they hope to purchase new computers to replace them soon.

Vice Chair Hooper asked for a list of their Trust Funds with descriptions of use and anticipated revenue. Lynn said she would send that to everyone.

Selectman Flynn asked if they thought they should be decreasing the cleaning budget. Lynn answered yes because last year they increased the budget to accommodate Covid cleaning but



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they did more curbside pick-up so it wasn't all needed and this year they can go back to normal cleaning.

Lynn invited the Selectmen and the Budget Advisory Committee to any Library Trustee meetings and to make an appointment if they have any more specific questions.

### **Community Concerts: Ruth Zax**

Ruth said this is the first time in 4 years they have an increase in the concert budget. She said they want to pay the bands what they are worth as well as keep the talented bands that they have had. Ruth said they do receive donations as well as have local business sponsors which goes into a Trust Fund and is used when there is a shortfall in a year or for a special event. Vice Chair Hooper looked up the amount currently in the Trust Fund which is \$7,443. Ruth said the business license fees have increased as well.

Chair Blomback suggested maybe they can find a way to take credit card donations.

### **Police: Chief French**

Chief French said he believes there is a decrease in wages because Lt. Martin retired and the replacement will not be at as high of a pay grade. He said he had intentions of asking for a 10<sup>th</sup> officer this year but he is having trouble filling the 9<sup>th</sup> position he has so he decided to hold off on that one. Chief French said they are in the process of hiring one candidate that is brand new to the field. He said he really does not have any part-time officers currently working and other officers have been out for various reasons making it really hard to staff the shifts.

Chief French said there has been an increase in Merrimack County Dispatch and the Attorney's Office. He said Henniker's call volume has been higher than surrounding towns and has had an increase in juvenile calls. He is also hoping in 2022 to start a program for the officers and allow them a "Mental Health Day" where they can see a psychologist once per year and will cost approximately \$2,000.

Selectmen Flynn asked what is currently happening with parking enforcement. Chief French said his current person has resigned and he plans to find someone to replace him.

Selectman Parker asked what the equipment maintenance increase was for? Joe answered that it is for the new Managed IT Services.

### **Animal Control: Chief French**

Chief French said there is no change to this budget and the person we have for animal control is working out great.

### **Town Clerk/Tax Collector: Deb Aucoin**

Deb introduced herself as the Deputy Town Clerk/Tax Collector. Russell explained the wages of the department. Deb explained they are now accepting credit cards, residents are using it even

## DRAFT

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with the convenience fee and it has been working out well. She said the increases to wages/OT are due to having three elections in 2022.

Vice Chair Hooper asked what the equipment purchase line was to be used for. Deb explained that the printers they use to print motor vehicles are old and one just stopped working and had to be replaced. They have put money into that line to buy another one to replace the second printer that is failing.

### **Welfare: Joe Devine**

Joe stated the budget is the same as 2021.

Selectman Flynn asked if there was a surplus for 2020. Joe answered yes due to the fact there was less ask for rental assistance as well as the stimulus money given out.

### **Highway: Leo Aucoin**

Leo started by saying his wages are up \$16,000 and explained it is because of the new merit system. Leo also said that he would like to compare wages with other Town Highway Departments. He wants to make sure he can maintain the employees he has and moving forward. Vice Chair Hooper explained that CDL drivers are in high demand and other companies are giving bonuses and paying higher wages which puts our highway employees below.

Leo talked about the following increases:

**Uniforms**-Leo said he changed uniform companies with a better rate but more of his employees are now wearing the uniforms.

**Telephone/Electric/Heat**-Leo said he has no contract for his heating fuel with his wood pellets.

**Shop Repairs/Equipment**-Leo said previously he and his wife had been cleaning the highway garage and he has now hired a local person to do the cleaning.

**Office Supplies**-Leo said this line item is for buying pallets of water.

**Fuel & Gas**-Leo said this is due to the increases happening everywhere.

**Mileage**-Leo said the increase is because he would like to increase the stipend for the use of his personal truck which goes along with the increase in fuel.

Selectman Parker said he was concerned that the Fuel & Gas budget amount would not be enough.

Selectman Flynn asked why Leo is driving his personal truck versus a town vehicle. Leo explained that it has his personal tools and paperwork and also pulls his trailers and gives his employees access to all of the other town vehicles.

**Vehicle Maintenance**-Leo said vehicle part prices are up and two vehicles need to have exhaust maintenance done as well as other things to keep all the vehicles going.

**Equipment Purchase**-Leo said the plows were salvaged from the fire versus replaced and they are slowly deteriorating.

Chair Blomback asked how much a set of plows and wings cost. Leo answered \$16,000. Chair Blomback asked why Capital Reserve funds wouldn't be used for that. Vice Chair Hooper explained that if it gets voted down then they wouldn't have the equipment they need.

## **DRAFT**

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**Equipment Rental**-Leo said he feels this line should be moved to the Road Repair budget and asked for it to be moved.

### **Highways and Streets: Leo Aucoin**

Leo talked about the following line items:

**Gravel**-Leo said the pile of gravel has been exhausted and he will have to be purchasing more.

**Sand**-Leo said they are doing ok with sand and he will just need to rim the top of the pit.

**Rental Equipment**-Leo said it is challenging getting any type of equipment.

**Salt**-Leo said salt prices have increased.

**Bridges**-Leo said he feels this money should be in a trust.

Vice Chair Hooper said there is a Bridge Capital Reserve Fund with \$60,000 currently in it.

### **Community Organizations: Mark McMurphy**

Mark gave an overview of the Town's relationship with White Birch. Mark said White Birch has 3 components, childcare, school age programs and senior programs which is what the money they request from the Town is for. He said the programs for seniors include fitness, social, trips, dial a ride and health clinics. Mark said the primary need they have for seniors that is relative to the budget is labor cost for someone to run it and coordinate volunteers and for the space they rent that is used for the seniors. He said they look and apply for grants to try to offset the costs. Mark said there are approximately 230-250 seniors that participate.

Chair Blomback asked how much of the program is up and running now compared to pre-Covid? Mark answered 65-70%. He said lunches and bus trips have not resumed yet.

Russ explain the CAP Community Action Program and it is the same amount as last year.

### **Henniker Athletics: Chris Woodbury**

Chris explained that all of the sports they offer are back up and running 100%.

Chair Blomback asked how participation was and Chris answered that it was hard to gage but mostly close to normal except for soccer but that has been declining because of other soccer programs that are out there.

Chris said that any money they don't use goes back to the General Fund, equipment and uniform purchases don't need to be purchased every year, but they do pay \$6,000 for the Conner side of the soccer fields. He said unlike other towns that have a youth athletics in their schools, Henniker does not.

Selectman Flynn compared what is spent in other towns compared to Henniker and he said that we have all volunteers which keep the costs down and he thanked the Athletic Committee for their time.

## **DRAFT**

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### **Planning: Russ Roy**

Russ said this budget has no increases.

Vice Chair Hooper said at last year's budget meeting it was promised to the Budget Committee that the Town Planner position would go out to bid and she asked if it had gone out to bid. Joe answered no it has not because he has not been instructed by the Board to put it out for bid.

### **Zoning: Russ Roy**

Russ said this budget has no increases.

### **Code: Joe Devine**

Joe talked about the current situation with our Building Inspector/Code Enforcement Officer and said that we currently only have an interim per-diem Building Inspector only for inspections.

### **Town Office: Joe Devine**

Joe explained the increase in the wage line was primarily due to the hiring of the new Deputy Finance Director and the other increase under contracts for all of the new software and contracts that go along with them. He said new services and software were for Managed IT Services, Assessing Software (that will unite with all other software) and Finance Software.

Joe explained the most recent changes the Board was moving towards for staffing for Town Hall included not hiring an Assessing Technician and moving the duties over to Wendy Baker, hiring a 16-hour land use position and also moving Deb Aucoin over to assist land use for 12 hours per week. A discussion ensued regarding Town Hall staffing as well as the new merit system.

### **Solid Waste: Marc Boisvert**

Marc talked about the following line items:

**Building Repairs-**Marc said there is damage to the building walls and he would like to purchase metal to replace them. He said the hopper door is dented and needs to be replaced which is around \$23,000. Joe said we may be able to use ARPA funds for it.

Marc said the pavement needs to be seal coated and crack sealed.

**Equipment Repair-**Marc said the red trailer needs to be sandblasted and painted, which will cost \$14,500.

Chair Blomback asked if there was anything else Henniker could be doing. Marc answered he could use another full-time or part-time employee and also a horizontal cardboard bailer would help them out a lot.

Selectman Parker asked if a second access is needed. Marc answered that he is not sure we can get another access on Route 114.

## **DRAFT**

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### **Conservation Commission: Mark Mitch**

Mark said they would like to do a Natural Resource Inventory as well as increase public awareness of their projects.

Mark talked about the loan forgiveness grant from the state that we were granted for French and Keiser Pond. He also said another project they want to work on is getting forest management plans on the conservation easements.

Chair Blomback asked if there was anything the Conservation Commission could do to help the Azalea Park Committee. Mark said they could look into that.

### **Executive: Joe Devine**

Joe explained that this budget is the same as last year and covers things such as stipends, background checks and expense accounts.

### **Tax Maps: Russ Roy**

Russ explained that this budget has very little change.

### **Legal: Joe Devine**

Joe explained that this budget is up due to pursuing more zoning enforcement.

### **Insurance: Russ Roy**

Russ explained that this budget is up because of Primex rates going up.

### **Debt Service: Russ Roy**

Chair Blomback said he feels the town is in good shape in overall debt.

Chair Blomback said that the Budget Advisory Committee will now have their own meetings and prepare their thoughts and recommendations for a meeting with the Selectmen on January 4, 2022.

**Vice Chair Hooper moved to adjourn. Selectman Osgood seconded. Motion carried 5-0.**

Meeting adjourned at 2:19 pm

**DRAFT**

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**Town of Henniker  
Board of Selectmen Meeting  
Tuesday, November 16, 2021  
Henniker Community Center**

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

**Member's Excused:**

**Town Administrator:** Joseph R. Devine Jr.

**Recording Secretary:** Nadine Scholes

**Guests:** Lori and Bill Marko, Gregory Aucoin, Kristin MacLean, Martha and Ronald Taylor, Sue Fetzer and Heidi Aucoin.

Call to order/Pledge of Allegiance

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

Consent Agenda

**Item 1:** Consent Agenda for November 13, 2021  
Consent Agenda for November 16, 2021

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

Correspondence

There was no correspondence.

Public Comment #1

Kristen MacLean, representing the Henniker Historical Society, noted that the Historical Society was celebrating a 50<sup>th</sup> year anniversary of its founding in 1971. Several new programs have been developed, offering new tours and published two new books. In January 2021, the Historical Society's House & Building Plaque Program began and to date, 15 individual homes have been researched and awarded a plaque to display outside their home. The goal of the Plaque Program would be to help encourage an appreciation of Henniker properties, old and new, and promoting community awareness of Henniker's rich history.

## DRAFT

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As part of the 50<sup>th</sup> Anniversary Celebration, the Historical Society is delighted to gift the Town Hall with a Historic Plaque to mount outside the Town Hall. Kristen also noted that the Historic Commission had granted permission in October 2021, to plant two trees on the Academy Hall property and she would request the Board formally accept the Historical Society's donation to the Town of the two trees to be planted in the spring of 2022.

Selectman Osgood asked where the trees would be planted. Kristen replied that a maple tree would be planted along Maple Ave and an ornamental tree on the southside of the building, closer to the church parking area.

**Selectman Flynn moved to accept the trees donated by the Henniker Historical Society, a maple tree to be planted on Maple Ave and an ornamental tree on the southside of the building and accept the Historical Plaque gifted to the Town Hall. Vice Chair Hooper seconded.**

**Discussion:** Selectman Osgood asked how the plaque would stay clean. Kristen noted that it was made with a self-cleaning material, the Historical Society took into consideration that historic homes already required enough upkeep maintenance and made them as maintenance free as possible.

**Motion Carried 5-0**

The Board thanked the Historical Society for their donations.

### New Business

**Item 3:** Holiday Pay for per diem employees

Gregory Aucoin, Henniker Rescue Chief noted that finding volunteers willing to work on holidays has been a challenge. He proposed the Board consider offering volunteer employees holiday pay as an incentive to help fill shifts. Normally to get holiday shifts covered, he must mandate the full-time employees to work those shifts and the Town pays extra cost for overtime, retirement, etc. Offering holiday pay to the per diem employees could end up being a savings to the department, but the request proposed would fit within the current budget.

Joe Devine explained that if a paramedic or fire fighter worked holidays the cost would be \$3,309 per year but if an EMT worked those same holiday shifts, with holiday pay, that cost would be \$2,504. There would be savings throughout the year if holiday pay were offered to rescue per diem employees.

Selectman Flynn mentioned that according to the Selectmen Policy, Section I.1, the Board should consider the proposal as the first reading and motion for a second reading, if the Board decided to accept the proposal presented.

**Selectman Flynn moved to accept the proposal presented as the first reading for holiday pay for per diem rescue employees and moved to a second reading. Vice Chair Hooper seconded. Motion carried 5-0.**

## DRAFT

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### Public Hearing

#### **Item 2: Acceptance of the 2021 Homeland Security Grant**

Joe Devine noted that in January 2021, the Town of Henniker had submitted a grant application to the NH Department of Safety division of Homeland Security for a communication tower and building on top of Craney Hill. The town has been committed to improving our communication between fire, police, and highway personnel. This grant would give us that opportunity to improve and expand communication in our community which is critically important for community safety. Also, house equipment for Capital Area Mutual Aid Fire Compact and the Merrimack County Sheriff's Office would be transferred to this tower from the fire tower and after its completion would improve dispatching and incident management for the Town of Henniker and throughout Merrimack County. Joe noted the grant awarded to the Town of Henniker, in the amount of \$311,372, which would cover the cost of materials to build the tower, materials, generator, and propane tanks.

Vice Chair Hooper questioned if the work that the Highway Department would need to complete to prepare the site was included as part of this grant and would the amount be the matching portion. Joe Devine said yes, this would be the matching portion amount and stated that when applying for the grant, specifics were included regarding the site work necessary to be completed by the Highway Department to improve and widening the access the site.

Chairman Blomback asked who would be responsible if the project cost ends up being higher than this amount when it goes out for bid. Joe Devine explained that some of the expensive items have already been secured at price quoted, including the 800 sq. ft. concrete building at a cost of \$100 plus the transportation cost. The building has two rooms, with electrical and HVAC included. He noted the quote for transportation came back between \$4,000 and \$5000 but this would still be a substantial savings compared to what other buildings would cost, could be up to \$50,000 for this size building.

Selectman Osgood asked if any other services would be using the tower. Vice Chair Hooper replied no, the site would be restricted and only include emergency service communications.

Chairman Blomback opened for public comment.

Sue Fetzer, resident of Henniker, asked how tall the new tower would be. Joe Devine said it would be around the same height of the existing fire tower.

There was no other public comment, and Chairman Blomback closed the public hearing.

**Vice Chair Hooper moved to accept the terms of the 2021 Homeland Security Grant Program, as presented in the amount of \$311,372.00, to the Town of Henniker for the construction of a**



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**communication tower, adjacent building, and equipment per RSA 31:95-bIII(b). Selectman Parker seconded. Motion carried 5-0.**

### Item 4: Planning Consultant Contract

Joe Devine noted that Fougere Planning has submitted a contract for 2022. The planner provides planning services for the Planning Board, Zoning Board, Economic Development, Historic District, and Conservation Commission. The current contract is identical to the agreement last year. I am asking the Board if they would like to authorize the Town Administrator to sign the contract for 2022 or would the Board like to place this contract out for bid.

Vice Chair Hooper mentioned that she had requested last year that Joe place this item out for bid next time it was due to come forward on the Board's agenda but now the contract has been disclosed within the Agenda packet and a fair bid would not be able to take place.

**Selectman Parker moved to authorize the Town Administrator to sign the 2022 Planning Consultant Contract. Selectman Flynn seconded.**

**Discussion:** Vice Chair Hooper noted that there were some items of concern over the past year, and she suggested that it be prudent for the planner to approach the Board of Selectmen with solicited suggestions and/or improvements. The planner should make sure that the Board's he provided services are operating at the highest level possible. She said that he needs to make more of an effort to be sure the committees/boards are getting the information they need in order to appropriately make decisions, also recommended correcting some of the errors that occurred multiple of times. She opined it be prudent for the planner to also work more directly with the boards with throughout the entire year and he should interact with the Board of Selectmen. Chairman Blomback asked Vice Chair Hooper if she would relay that message at the next Planning Board meeting from the Board of Selectmen. Vice Chair Hooper replied yes, she could do that.

**Motion carried 5-0.**

### Item 5: Town Hall Staffing

Joe Devine said that with the recent staff turnover at the Town Hall, it was decided it might be a good time to review current staffing levels to ensure we are correctly managing the Town Hall. After review staffing and the processes that occur, Joe recommended not filling the full-time Assessing Technician position, hiring a part-time land use clerk and move the assessing role to the Executive Assistant. He recommended that with the reduction of staff, the Town Clerk/Tax Collectors office be closed again on Thursday and the office work a modified schedule of 10 am to 6 pm on Tuesdays. With making these changes and reallocating staff would result a reduction of \$85,454, which is 35.6% decrease.

Vice Chair Hooper noted that in the past the Town Hall hours were 8 am to 4:30 pm, and asked Joe if the Town would now be paying the employees for lunches and/or breaks with the

## DRAFT

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proposed 8 am to 4 pm hours. Joe Devine explained that the Town Hall, especially the Town Clerks office have patrons come in at 4:30 pm and then they are working even later because they need to close the books at the end of every shift. The change to 4 pm would help with not needing to pay overtime if the clerks are there after 4:30 pm.

Vice Chair Hooper noted that she had done some calculations and could not get to \$85k, she only could get to a savings of +/- \$31k, understanding she could not include any insurance cost in her calculations, that information had not been disclosed on any of the budget reports. Also, she stated that the 2022 proposed Town Hall budget was \$19k higher than 2021, she asked for Joe to clarify how the reduction of \$85k was calculated. Joe Devine noted that he used the positions as they currently stand, and insurance cost was included in the reduction. With the elimination of the Full-time Assessing Technician position alone was a savings of \$77,347. The Board had approved hiring a part-time motor vehicle clerk several meetings ago, which would also be eliminated, saving another \$24,316. Vice Chair Hooper asked when the Board had authorized the part-time motor vehicle position. Joe Devine replied that he did not remember Vice Chair Hooper attending that meeting, it was sometime in October. Vice Chair Hooper asked if it was in a public hearing or a non-public meeting. Joe Devine replied non-public. Vice Chair Hooper explained that if the Board is authorizing the creation of a new staff position that should always be done in a public hearing. She noted that the 2022 budget compared to 2021 showed a reduction of 676 hours, however, the overall cost increased by \$19k from 2021. Joe Devine noted that he did not include all the department staff in his calculations, he only included the positions/departments that were being modified.

Chairman Blomback clarified that the Board had asked Joe Devine to streamline the Town Hall and Joe had presented four (4) different scenarios. Scenario 1 was presented as existed and 2 through 4 were including changes, the Board decided on scenario 4, which had the most cost savings. Vice Chair Hooper agreed but that did not create any new staff positions, the whole of that exercise was to reduce the overall budgetary lines. Vice Chair Hooper also opined that cutting the Town Hall hours of operation would be a disservice to the residents.

**Selectman Osgood moved to authorize the Town Administrator to make the necessary changes to adopt the following plan for the Town Hall. Selectman Parker seconded.**

**Discussion:** Vice Chair Hooper clarified that the operational hours will not be paying for lunch for the employees and that they must work the full-time scheduled, 8 am to 4:30 pm.

Selectman Flynn suggested an amendment to the motion by adding the following, 'as recommended by the Town Administrator.' **Motion carried to accept amendment to motion made, 4-1. Vice Chair Hooper opposed.**

**Selectman Osgood moved to authorize the Town Administrator to make the necessary changes to adopt the following plan for Town Hall, as recommended by the Town Administrator. Selectman Parker seconded.**

**Motion carried, 4-1. Vice Chair Hooper opposed.**

**Item 6: Minimum Committee Membership Requirements – Reading #2**

## DRAFT

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Selectman Flynn noted that the Athletic Committee members had agreed to reduce the member seats from 20 to 11, as presented at the first reading. He suggested a motion to change the Athletic Committee structure to include 11 members from the 20 members previously authorized.

**Vice Chair Hooper moved to decrease the number of Henniker Athletics Committee members from 20 to 11 members and waive the third reading of this requirement. Selectman Parker seconded.**

**Discussion:** Chairman Blomback asked if the decrease would remove any acting members. Selectman Flynn replied no, the seats removed had been vacant for many years.

**Motion carried, 5-0.**

### Past Meeting Minutes

**Item 7:** Acceptance of Board of Selectmen Minutes November 2, 2021

**Vice Chair Hooper moved to approve the minutes as written. Selectman Flynn seconded.**

**Discussion:** Vice Chair Hooper mentioned that the approval did not include the Non-Public portion, as highlighted need to be completed.

**Motion Carried 5-0.**

### Communications

**Item 8:** Department Reports

Selectman Osgood asked if the Town Hall found a Building Inspector. Joe Devine said yes, found someone to assist during the hiring process and noted that an application was recently submitted.

Chairman Blomback asked if the lien report was received. Vice Chair Hooper noted that there were outstanding tax reports and thought the Board was supposed to get a presentation on the liens and any tax agreements. Vice Chair Hooper asked Joe Devine if he had any updates from the Tax Collector. Joe replied that the Tax Collector was aware that she would need to come before the Board to present the reports, she had been on vacation, but he would advise her that she would need to come present at the next Board of Selectmen meeting. Selectman Flynn noted the Tax Collector said herself that she would present the reports to the Board in November. Vice Chair Hooper requested that the Tax Collector present the reports at the next Board of Selectmen meeting, or sooner if possible. Chairman Blomback noted that the next Board of Selectmen meeting would be Tuesday, December 7, 2021.

**Item 9:** Town Administrator's Report

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

## DRAFT

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New England College provided COVID update, and they have not had any new cases on campus in the last 4 weeks, and seven cases total since the semester started. The students will be going on break and will not return until mid-January.

Joe Devine noted that he had included upcoming meetings for the countdown to Town Meeting.

Chairman Blomback asked for update on the Vacation vs. PTO ongoing project. Joe Devine noted that a policy would need to be drafted and noted that Vice Chair Hooper had some suggestions. Vice Chair Hooper said that she had drafted a policy and would share the draft with the Board and the Town Administrator.

### **Item 10: Selectmen Reports**

Selectmen Parker noted that the Road Committee had discussed the projects completed this past year and projects for next year at the last meeting. He noted that the Highway Department also met and discussed the upcoming projects and planning to obtain additional materials needed for projects next year, with the priorities being Old Hillsboro Road and Foster Hill Road.

Vice Chair Hooper stated that the CIP Committee had started meeting and would be meeting tomorrow night. The Committee was looking forward to welcoming some of the Budget Committee members to join and would review Rescue fleet/items with Gregory Aucoin, including moving around some items on the schedule with delivery delays over a year out. Chairman Blomback asked if department managers are included with review of the items with the Committee. Vice Chair Hooper said yes, all the department heads were communicated with, and some great information already came back, and a few departments reports still pending. Once the report is submitted, the department heads are scheduled to meet with the CIP Committee to review the report in detail.

Chairman Blomback noted that the Henniker Economic Development would be sending out letters to the properties that are included in the zones with the RSA's adopted at Town Meeting 2021 and putting together the list of realtors that should be notified about the economic incentives within the downtown area. The committee had been studying the broadband details in Bristol as how to get broadband town wide in Henniker. He mentioned that Joe Devine had been working with the consultants. Joe Devine noted that Bristol owns their broadband towers and service. The two broadband providers in Town had been contacted to acquire the maps of their coverage areas. He noted that recently provided instructions on how to easily obtain that information and the providers should be able to provide graphs and mapping of areas that have and need service in Henniker.

Selectman Osgood had nothing to report.

### **Public Comment #2**

## DRAFT

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Heidi Aucoin noted that as a Budget Committee member and a resident of Henniker, she stated the \$85k reduction at the Town Hall was unclear. The Budget Committee should be provided accurate numbers in order to appropriately create an honest budget. In addition, she noted that the Tax Collector was an elected salaried position and opined the current Tax Collector does not work 40 hours.

Bill Marko asked if he had heard correctly that the Board had accepted a new staff position for the Motor Vehicle Clerk in a non-public meeting. Bill Marko stated that RSA 91-A is very clear as to what the Board can do in non-public.

Vice Chair Hooper agreed, although she was not prevued to the meeting when this occurred, she noted that action should be done in a public hearing. Hiring an individual to fill the position could be non-public but not the creation of a new staff position.

Bill Marko and Heidi Aucoin expressed disappointment with the Board's lack of transparency and believed additional things could be happening in non-public and hidden from the public.

There was no other public comment.

### Item 11: Non-Public Session

**Chairman Blomback moved to go into Non-Public Session, at 7:06 p.m., under RSA 91-A:3, II (a) personnel. Selectman Flynn seconded. Motion carried 5-0.**

**\*\*\*\*Non public motions below to be completed**

**Motion made to seal the minutes made by Selectman Flynn, seconded by Selectman 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 x:xx pm**

"The only Henniker on Earth"



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

To: Board of Selectmen  
From: Joseph Devine, Town Administrator  
Date: December 7, 2021  
Ref: **Town Administrator's Report**

A handwritten signature in blue ink, appearing to read "Joseph R. Devine, Jr.", is written over the "From:" line of the header.

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I am pleased to report on the following items:

- **COVID-19 Update** – As of December 2, 2021, we have fifteen active cases. We have had thirty-four new cases in the past fourteen days, a total of 438 cumulative cases. The positivity rate over the past seven days is 8%.

As for vaccinations, we see minimal new vaccinations. We are still lagging the State of NH Average (55%) and several surrounding communities.

Town Name	Population	1 Dose	% Of 1 Dose	Fully Vaccinated	% Fully Vaccinated
Henniker	4,969	2,508	50.4%	2,294	46.1%

- **Wastewater Infrastructure Project** – I am pleased to report back to the board after some lobbying and pressure we have been able to get our Wastewater project moved up on the project priority list. I received word last week that we have qualified for the 2021 Clean Water Revolving Fund. What that means we will not have to seek a bond and can receive a Clean Water Stormwater Revolving Fund loan through the state of NH which provides us with 10% loan and principal forgiveness. That means the state will be forgiving \$224,000 from our original \$3.2 million. The reason they are not basing this off the total \$3.2 million is because we have also secured \$960,000 in grant funding through ARPA. Which means we will be receiving \$1,184,000 in funding to aid us in the project. Meaning when all is said and done, we will be paying \$2,016,000 rather than the original \$3.2million. When we factor in the \$100k in ARPA funding we already allocated we will be at \$1,916,000 raised by the users and taxpayers.
- **Rt.202 Overpass** – We have had a temporary fix completed on the heat tape on the overpass to keep the pipes from freezing. This is a temporary fix that will also us to move forward with the bond at the 2022 Town Meeting to complete a more permanent solution.

### **Ongoing Projects**

- Vacation time vs. PTO Time

### **Town Meeting Countdown**

- December 8, 2022 – Last day to accept petitions to amend zoning ordinance, historic district ordinance or building code for consideration at the 2022 town meeting
- January 8, 2022 – Budget Advisory Committee and CIP Recommendations/Budget Review
- January 18, 2022 – Public Hearing for any bond article over \$100K/Budget Review
- February 1, 2022 – Public Hearing on proposed Operating Budget and Warrant Articles
- February 1, 2022 - Last day for 25 or more voters or 2% of the total, whichever is less, but in no case fewer than 10 voters, to petition the select board to include an article in the warrant.

### **Upcoming Dates**

December 8 – Planning Board Meeting

December 14 – Board of Selectmen Meeting

December 15 – Budget Advisory Committee Meeting

December 29 – Budget Advisory Committee Meeting