



TOWN OF HENNIKER, NEW HAMPSHIRE  
SELECTMEN AGENDA

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**Tuesday, March 15, 2022**  
**6:15 PM**

**6:15 p.m.**

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ANNOUNCEMENTS**

**IV. CONSENT AGENDA**

**Item 1:** Consent Agenda for March 15, 2022

**V. CORRESPONDENCE**

**Item 2:** Email from Cogswell Spring Water Works

**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 3:** Reconstitution of Board/Board Rules and Procedures

**Item 4:** PII on Electronic Consent Agenda

**Item 5:** Bid Approval - Highway Truck

**Item 6:** Bid Approval – Wood Chipper

**VIII. OLD BUSINESS**

**IX. PAST MEETING MINUTES**

**Item 7:** Acceptance of Board of Selectmen Meeting Minutes March 1, 2022

**X. COMMUNICATIONS**

**Item 8:** Department Reports

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

**Item 10:** 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 11:** Non-public Session 91-A:3 II a, c, d e, or e Personnel/Reputation/Legal/Land

**XIII. ADJOURNMENT**

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

April 5, 2022, 6:15 p.m. – Board of Selectmen

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

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

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

#### **Visitor Orientation to the Town Selectman's Meeting**

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



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TOWN OF HENNIKER, NEW HAMPSHIRE  
BOARD OF SELECTMEN  
CONSENT AGENDA

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**Tuesday, March 5, 2022**

Consent Agenda

- Item 1:** Abatement – Various Lots
- Item 2:** Tax Anticipation Note
- Item 3:** Joseph Devine – Interim Town Administrator Pay

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, NEW HAMPSHIRE

March 15, 2022

## ABATEMENT

To the Collector of Taxes.

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

**SEE ATTACHED LIST**

Residence: **VARIOUS LOTS IN HENNIKER**

We have abated the amount of: **\$ 8.23**

Cause of abatement: **DELETE SMALL BALANCES ON PROPERTY TAXES AND SEWER BEFORE LIENING PROCESS**

Per Order:

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**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

**PROPERTY TAX ABATEMENTS – March 15, 2022**

Bartlett, Dawson R & Laura	#2-244	73 Main Street	\$0.50
Holzwarth, Nicholas J & Marisa M	#1-110-B7	398 Tanglewood Drive	\$0.48
Hook, Donald M	#1-119-M	Ray Road	\$1.61
Kelley, Nathan	#1-559-C	2199 Western Ave	\$0.50
Lavallee, Dawn T & Jon D	#1-138-A	442 Liberty Hill Rd	\$0.50
Lipnoski, Allison Marie/ Hollinshead III, Warren Henry	#1-754-A	2363 Weare Rd	\$0.50
Poire, Robert & Linda	#1-619-083	Old Concord Rd	\$1.80
		TOTAL	<hr/> \$5.89

**SEWER ABATEMENTS**

Dobbins, Caleb B & Kirsten M	#2-155-B	137 Hall Avenue	\$2.34
		TOTAL	<hr/> \$2.34

# History

## Real Estate Billing

10832-1802  
 73 MAIN STREET  
 2-244  
 BARTLETT DAWSON R + Laura  
 3/1/2022

### TOTALS

Desc.	Tax	Interest	Per Diem	Fees
Real Estate	\$0.50 ✓	\$0.03	\$0.00	\$0.00

**TOTAL OWED**

**\$0.53**

Date	Type	Batch	Cashier	Total	Receivable	Interest	Fees	Comments
6/7/2021	Payment	06/07/2021 KIM	kim	\$4,540.50	\$4,540.50	\$0.00	\$0.00	ABSOLUTE TITLE LLC CK
11/30/202	Payment	11302021dca	debbie	\$5,328.00	\$5,328.00	\$0.00	\$0.00	CK BARTLETT

Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

HOLZWARTH NICHOLAS J  
HOLZWARTH MARISA M  
398 TANGLEWOOD DRIVE  
HENNIKER, NH 03242

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

#### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
HOLZWARTH MARISA M 2021 1st Half Tax								
07-03002	1-110-B7	07/12/2021	\$0.48 <sup>✓</sup>				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$0.48					

WATER, SEWER AND PROPERTY TAXES MUST BE PAID WITH SEPARATE CHECKS

Tax Collector \_\_\_\_\_

*Kimberly Johnson*

Please Note: If you are currently in bankruptcy and subject to the Protections of the Automatic Stay provisions of Section 362(a) of the Bankruptcy Code, then the above language is hereby modified as follows:

- ( a ) By sending this notice, the Town is not attempting to collect any delinquent tax debt from property owner(s) in bankruptcy and the notice could not be interpreted as requiring payment. This notice is a requirement of New Hampshire Law.
- ( b ) The Tax Collector or Town may not increase the rate of interest in cases where the Court has set such rate without seeking appropriate Bankruptcy Court approval.
- ( c ) The provisions of federal bankruptcy law may affect the rights of the municipality under state law as long as the assessed property owner is in bankruptcy. A tax collector's deed cannot and will not be issued without appropriate Bankruptcy Court approval. A Tax Lien may be imposed, and the Town is required to give separate notice of that action.

Please seek legal council if you have any questions concerning this bankruptcy section of the Notices of Delinquency and Unredeemed Tax Liens.

Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

HOOK DONALD M  
CARLILE R: SMITH C  
54 OLD NASHUA ROAD  
LONDONDERRY, NH 03053

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

**Delinquent Taxes**

Ray Rd

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
CARLILE R; SMITH C 2021 2nd Half Tax	1-119-M	12/27/2021	\$1.61				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$1.61					

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Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

## Notice of Tax Delinquencies and Unredeemed Tax Liens

KELLEY NATHAN  
2199 WESTERN AVE  
HENNIKER, NH 03242

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
2021 1st Half Tax								
10663-953	1-559-C	07/12/2021	\$0.50				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$0.50					

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Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

LAVALLEE DAWN T  
LAVALLEE JON D  
442 LIBERTY HILL ROAD  
HENNIKER, NH 03242-6028

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

#### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
LAVALLEE JON D 2021 1st Half Tax								
03-7006	1-138-A	07/12/2021	\$0.50				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$0.50					

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Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

LIPNOSKI ALLISON MARIE  
HOLLINSHEAD III WARREN HENRY  
2363 WEARE ROAD  
HENNIKER, NH 03242

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#### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
HOLLINSHEAD III WARREN HENRY 2021 1st Half Tax	1-754-A	07/12/2021	\$0.50				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$0.50					

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Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

POIRE ROBERT  
POIRE LINDA  
11 GLEN DRIVE  
HAMPSTEAD, NH 03841

Old Concord Rd

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

#### Delinquent Taxes

Real Estate Account	Parcel	Due Date	Tax	Amount2	Amount3	Fee	Interest	Interest2
POIRE LINDA 2021 1st Half Tax								
619-083	1-619-083	07/12/2021	\$1.81				8.00%	0.00%
<b>Total (Does not include interest):</b>			\$1.81					

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Town Of Henniker  
18 Depot Hill Road  
Henniker, NH 03242  
(603) 428-3240

Statement Date: 2/25/2022

### Notice of Tax Delinquencies and Unredeemed Tax Liens

DOBBINS CALEB B  
DOBBINS KIRSTEN M  
PO BOX 802  
HENNIKER, NH 03242

The following 2021 tax amounts, together with interest is past due. Notice of tax lien will be sent out approximately 04/15/2022 at which time notification costs will be added to the amount due. Please note that this is not a demand for payment. It is a notice informing you of the status of your account and notice of when the inherent lien will be perfected.

Delinquent Taxes 137 Hall Avenue

Utility	Account	Parcel	Due Date	Water	Sewer	Other	Fee	Interest	Interest2
DOBBINS KIRSTEN M 2021 Bill	03-5116S	2-155-B	11/23/2021		\$2.34			8.00%	8.00%
<b>Total (Does not include interest):</b>					\$2.34				

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Town of Henniker  
*Board of Selectmen*

Attached is the actual notes for the Tax Anticipation Note with terms as previously accepted, 2.35% for \$3,000,000.

Please sign the attached documents.

## **MUNICIPAL NOTE IN ANTICIPATION OF TAXES**

The **TOWN OF HENNIKER**, a New Hampshire Municipal Corporation, having a principal place of business at 18 Depot Hill Road, Henniker, New Hampshire 03242, ('Borrower'), promises to pay, but solely in the manner provided below, to the **FRANKLIN SAVINGS BANK**, a New Hampshire Banking Corporation, having a principal place of business at 387 Central Street, Franklin, New Hampshire 03235, ('Lender'), the sum of **Three Million Dollars** (\$3,000,000.00). Interest only on the amount of principal actually advanced shall be payable at a fixed rate of 2.35% and shall be paid in monthly installments, starting on the 30<sup>th</sup> day of April, 2022, all subsequent monthly installments shall be made on the Thirtieth day (30) of each month. Interest to be calculated only upon the principal actually disbursed at the time the monthly payment is due. This tax anticipation note is a revolving line of credit with interest payments due monthly with principal and interest due at maturity. All Principal advanced and any unpaid interest shall be due and payable in full on the maturity date of December 31<sup>st</sup>, 2022. Interest will be calculated on the basis of the actual number of days elapsed over a year of 360 days.

This note is issued under and by virtue of the New Hampshire Revised Statutes Annotated, Chapter 33 Municipal Finance Act, Section 7; a loan agreement duly entered into by the Borrower and the Lender; a vote of the Borrower at its 1994 annual Town Meeting; and a duly adopted resolution of the governing body of the Borrower held on the 25<sup>th</sup>, day of January, 2022. This Note is issued in Anticipation of Taxes as described in said agreement, vote, and resolution and as authorized in NHRSA 33:7. [This note shall be paid from the general revenues of the Borrower, and this note is a general obligation of the Borrower and the full faith and credit of the Borrower is pledged for the payment of the note.]

The Borrower reserves the right to prepay, at any time and without penalty, all or any part of the outstanding principal of this note.

This Promissory Note shall immediately become due and payable in the event of the following: A default in the performance of any term, condition or covenant herein contained not remedied within ten (10) days' notice thereof, or

The Lender or Holder shall be entitled to collect a LATE CHARGE equal to six percent (6%) of any payment of principal and interest due hereunder or One Hundred (\$100.00) dollars, if any such payment is in default for ten (10) days after the due date thereof.

In the event of default of the Loan for any reason, including, but not limited to, late installments and/or failure to submit financial information as requested, Franklin Savings Bank may at its discretion, increase the interest rate by 5% over the interest rate then in effect.

The terms of provisions of the loan commitment dated the 9<sup>th</sup> day of February, 2022 are hereby incorporated in and made a part of this note to the same extent as the said terms and provisions were set forth in full herein. All requests for the advance of principal under this revolving line of credit shall be made under the hand of the Town Treasurer stating that he/she is duly authorized to make the request.

It is hereby certified and recited that all acts, conditions, and things required to be done precedent to and in the issuing of this note have been done, have happened, and have been performed in regular and due course.

**IN WITNESS WHEREOF, THE BORROWER HAS CAUSED THIS NOTE TO BE SIGNED BY ITS BOARD OF SELECTMEN AND THE TOWN TREASURER AND THE SEAL OF THE BORROWER IS AFFIXED HERETO AS OF THE 15<sup>th</sup> DAY OF MARCH, 2022.**



**TOWN OF HENNIKER**

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Selectman Kris Blomback  
Chairman

---

Selectman Tia Hooper

---

Selectman Peter Flynn  
Vice Chairman

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Selectman Scott Osgood

---

Selectman William Marko

**HENNIKER TREASURER**

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By: Ronald Taylor

[TOWN SEAL ]

# GOVERNMENTAL CERTIFICATE

<b>Principal</b> \$3,000,000.00	<b>Loan Date</b> 03-15-2022	<b>Maturity</b> 12-31-2022	<b>Loan No</b> 2623923	<b>Call / Coll</b> 4	<b>Account</b> 151974-1	<b>Officer</b> ***	<b>Initials</b>
References in the boxes above are for Lender's use only and do not limit the applicability of this document to any particular loan or item. Any item above containing "*****" has been omitted due to text length limitations.							

**Entity:** Town of Henniker  
18 Depot Hill Road  
Henniker, NH 03242

**Lender:** Franklin Savings Bank  
Main Office  
387 Central Street  
Franklin, NH 03235

**WE, THE UNDERSIGNED, DO HEREBY CERTIFY THAT:**

**THE ENTITY'S EXISTENCE.** The complete and correct name of the governmental entity is Town of Henniker ("Entity"). The Entity is a governmental entity which is, and at all times shall be, duly organized, validly existing, and in good standing under and by virtue of the laws and regulations of the State of New Hampshire. The Entity has the full power and authority to own its properties and to transact the business and activities in which it is presently engaged or presently proposes to engage. The Entity maintains an office at 18 Depot Hill Rd, Henniker, NH 03242. The Entity shall do all things necessary to preserve and to keep in full force and effect its existence, rights and privileges, and shall comply with all regulations, rules, ordinances, statutes, orders and decrees of the Entity and any other governmental or quasi-governmental authority or court applicable to the Entity and the Entity's business activities.

**CERTIFICATES ADOPTED.** At a meeting of the appropriate governing body of the Entity, duly called and held on **January 25, 2022**, at which a quorum was present and voting, or by other duly authorized action in lieu of a meeting, the resolutions set forth in this Certificate were adopted.

**OFFICIALS.** The following named persons is Officials of Town of Henniker:

<u>NAMES</u>	<u>TITLES</u>	<u>AUTHORIZED</u>	<u>ACTUAL SIGNATURES</u>
Kris Blomback	Chair	Y    X	_____
Peter Flynn	Vice Chair	Y    X	_____
Tia Hooper	Selectwoman	Y    X	_____
D Scott Osgood	Selectman	Y    X	_____
William Marko	Selectman	Y    X	_____
Ronald Taylor	Treasurer	Y    X	_____

**ACTIONS AUTHORIZED.** Any one (1) of the authorized persons listed above may enter into any agreements of any nature with Lender, and those agreements will bind the Entity. Specifically, but without limitation, any one (1) of such authorized persons is authorized, empowered, and directed to do the following for and on behalf of the Entity:

**Borrow Money.** To borrow, as a cosigner or otherwise, from time to time from Lender, on such terms as may be agreed upon between the Entity and Lender, such sum or sums of money as in their judgment should be borrowed, without limitation.

**Execute Notes.** To execute and deliver to Lender the promissory note or notes, or other evidence of the Entity's credit accommodations, on Lender's forms, at such rates of interest and on such terms as may be agreed upon, evidencing the sums of money so borrowed or any of the Entity's indebtedness to Lender, and also to execute and deliver to Lender one or more renewals, extensions, modifications, refinancings, consolidations, or substitutions for one or more of the notes, any portion of the notes, or any other evidence of credit accommodations.

**Grant Security.** To mortgage, pledge, transfer, endorse, hypothecate, or otherwise encumber and deliver to Lender any property now or hereafter belonging to the Entity or in which the Entity now or hereafter may have an interest, including without limitation all of the Entity's real property and all of the Entity's personal property (tangible or intangible), as security for the payment of any loans or credit accommodations so obtained, any promissory notes so executed (including any amendments to or modifications, renewals, and extensions of such promissory notes), or any other or further indebtedness of the Entity to Lender at any time owing, however the same may be evidenced. Such property may be mortgaged, pledged, transferred, endorsed, hypothecated or encumbered at the time such loans are obtained or such indebtedness is incurred, or at any other time or times, and may be either in addition to or in lieu of any property theretofore mortgaged, pledged, transferred, endorsed, hypothecated or encumbered.

**Execute Security Documents.** To execute and deliver to Lender the forms of mortgage, deed of trust, pledge agreement, hypothecation agreement, and other security agreements and financing statements which Lender may require and which shall evidence the terms and conditions under and pursuant to which such liens and encumbrances, or any of them, are given; and also to execute and deliver to Lender any other written instruments, any chattel paper, or any other collateral, of any kind or nature, which Lender may deem necessary or proper in connection with or pertaining to the giving of the liens and encumbrances. Notwithstanding the foregoing, any one of the above authorized persons may execute, deliver, or record financing statements.

**Other Actions.** Authorized to sign on behalf of the Town of Henniker to enter into a \$3,000,000 TAN with Franklin Savings Bank .

**Negotiate Items.** To draw, endorse, and discount with Lender all drafts, trade acceptances, promissory notes, or other evidences of indebtedness payable to or belonging to the Entity or in which the Entity may have an interest, and either to receive cash for the same or to cause such proceeds to be credited to the Entity's account with Lender, or to cause such other disposition of the proceeds derived therefrom as they may deem advisable.

**Further Acts.** In the case of lines of credit, to designate additional or alternate individuals as being authorized to request advances under such lines, and in all cases, to do and perform such other acts and things, to pay any and all fees and costs, and to execute and deliver such other documents and agreements, **including agreements waiving the right to a trial by jury**, as the Officials may in their discretion deem reasonably necessary or proper in order to carry into effect the provisions of this Certificate. The following person or persons are authorized to request advances and authorize payments under the line of credit until Lender receives from the Entity, at Lender's address shown above, written notice of revocation of such authority: **Ronald Taylor, Treasurer of Town of Henniker.**

**GOVERNMENTAL CERTIFICATE  
(Continued)**

Loan No: 2623923

**ASSUMED BUSINESS NAMES.** The Entity has filed or recorded all documents or filings required by law relating to all assumed business names used by the Entity. Excluding the name of the Entity, the following is a complete list of all assumed business names under which the Entity does business: **None.**

**NOTICES TO LENDER.** The Entity will promptly notify Lender in writing at Lender's address shown above (or such other addresses as Lender may designate from time to time) prior to any (A) change in the Entity's name; (B) change in the Entity's assumed business name(s); (C) change in the structure of the Entity; (D) change in the authorized signer(s); (E) change in the Entity's principal office address; (F) change in the Entity's principal residence; or (G) change in any other aspect of the Entity that directly or indirectly relates to any agreements between the Entity and Lender.

**CERTIFICATION CONCERNING OFFICIALS AND CERTIFICATES.** The Officials named above is duly elected, appointed, or employed by or for the Entity, as the case may be, and occupy the positions set opposite their respective names. This Certificate now stands of record on the books of the Entity, is in full force and effect, and has not been modified or revoked in any manner whatsoever.

**CONTINUING VALIDITY.** Any and all acts authorized pursuant to this Certificate and performed prior to the passage of this Certificate are hereby ratified and approved. This Certificate shall be continuing, shall remain in full force and effect and Lender may rely on it until written notice of its revocation shall have been delivered to and received by Lender at Lender's address shown above (or such addresses as Lender may designate from time to time). Any such notice shall not affect any of the Entity's agreements or commitments in effect at the time notice is given.

**IN TESTIMONY WHEREOF, we have hereunto set our hand and attest that the signatures set opposite the names listed above is their genuine signatures.**

**We each have read all the provisions of this Certificate, and we each personally and on behalf of the Entity certify that all statements and representations made in this Certificate are true and correct. This Governmental Certificate is dated March 15, 2022.**

**CERTIFIED TO AND ATTESTED BY:**

X \_\_\_\_\_  
Kris Blomback , Chair of Town of Henniker

X \_\_\_\_\_  
Peter Flynn, Vice Chair of Town of Henniker

X \_\_\_\_\_  
Tia Hooper, Selectwoman of Town of Henniker

X \_\_\_\_\_  
D Scott Osgood, Selectman of Town of Henniker

X \_\_\_\_\_  
William Marko, Selectman of Town of Henniker

X \_\_\_\_\_  
Ronald Taylor , Treasurer of Town of Henniker

NOTE: If the Officials signing this Certificate is designated by the foregoing document as one of the officials authorized to act on the Entity's behalf, it is advisable to have this Certificate signed by at least one non-authorized official of the Entity.



Town of Henniker  
*Board of Selectmen*

**Motion:** That the Town of Henniker pay the former town administrator, Joe Devine for services as interim town administrator through Saturday 3/12/22. The previous motion directed two months of payments which ended 2/28. This request covers 3/1-3/12 which is 9 days or \$1,260.

Date: 3/15/22

Kris Blomback \_\_\_\_\_

Peter Flynn \_\_\_\_\_

Tia Hooper \_\_\_\_\_

Scott Osgood \_\_\_\_\_

William Marko \_\_\_\_\_

## Wendy Baker

---

**From:** AOL <cogswellspring@tds.net>  
**Sent:** Wednesday, March 2, 2022 9:08 AM  
**To:** Wendy Baker  
**Subject:** Re: Reno

Wendy, I spoke with Ryan and the meter in question is still out to the manufacturer for testing and we do not have the results yet. The Water Commissioners decided to bill the customer the minimum amount and adjust the bill when the test results have come back. Ryan is confident that the meter was indeed defective.

Joe

---

**From:** "Wendy Baker" <wendy.baker@henniker.org>  
**To:** "Norman Bumford" <cogswellspring@tds.net>  
**Sent:** Wednesday, March 2, 2022 7:47:47 AM  
**Subject:** Reno

Hi Ryan,

I brought Robert Reno's abatement to the Selectmen last night. They are requesting an email/letter from you stating that you agree that there was a leak etc. in order for them to approve the abatement.

Are you able to do that for me?

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

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# STAFF REPORT

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**DATE:** 3/15/2022

**TITLE:** Reconstitution of Board/Board Rules and Procedures

**INITIATED BY:** Diane Kendall, Town Administrator

**PREPARED BY:** Diane Kendall, Town Administrator

**PRESENTED BY:** Diane Kendall, Town Administrator

**AGENDA DESCRIPTION:**

Reconstitution of Board; The Board is required to elect a Chair and Vice-Chair who will serve in the Chair's absence. Review of Board Rules and Procedures. Updated copy of Selectmen's Policies provided.

**Legal Authority:** N/A

**Financial Details:** N/A

**Town Administrator Comment:**

N/A

**Suggested Action/Recommendation:**

*Suggested Motion:*



Town Hall  
18 Depot Hill Road  
Henniker, NH 03242

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

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## TOWN OF HENNIKER, NEW HAMPSHIRE

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# STAFF REPORT

---

**DATE:** 3/15/2022

**TITLE:** PII on Electronic Consent Agenda

**INITIATED BY:** Wendy Baker, Executive Assistant

**PREPARED BY:** Wendy Baker, Executive Assistant

**PRESENTED BY:** Diane Kendall, Town Administrator

**AGENDA DESCRIPTION:**

A discussion is needed regarding forms and applications that are included on the consent agenda posted on the website. These forms and application have personally identifiable information and unapproved applications may not be official documents subject to 91-a.

**Legal Authority:**

**Financial Details:**

**Town Administrator Comment:**

N/A

**Suggested Action/Recommendation:**



Town Hall  
18 Depot Hill Road  
Henniker, NH 03242

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

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## TOWN OF HENNIKER, NEW HAMPSHIRE

---

# STAFF REPORT

---

**DATE:** 3/15/2022  
**TITLE:** Bid acceptance for 2022 vehicle purchase  
**INITIATED BY:** Leo Aucoin, Superintendent  
**PREPARED BY:** Leo Aucoin, Superintendent  
**PRESENTED BY:** Leo Aucoin, Superintendent

**AGENDA DESCRIPTION:** Highway department has requested and received Sealed bids for the purchase of a new vehicle to replace 2008 Ford F-350 the bids have been included in this package.

**Legal Authority:**

**Financial Details:**

**Town Administrator Comment:**

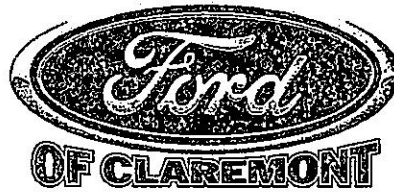
N/A

**Suggested Action/Recommendation:** Highway would like the Board to approve the Bid from Ford of Claremont \$62,740 for cab and chassis and the bid from Viking-Cives for dump body, snow plow and sander for \$64,450. Total \$127,190.00

*Suggested Motion:*

*No formal action is required.*





TOWN OF HENNIKER.

DUE TO THE FACT THAT FORD MOTOR COMPANY BALANCED OUT MUNICIPAL ORDERS ON NOVEMBER 12, 2021 FOR THE 2022 MODEL YEAR AND HAS NOT YET COME UP WITH 2023 PRICING OR ANY GOVERNMENT CONCESSIONS. WE ARE LEFT WITH ONE OPTION TO GET A 2022 BUILT AND THAT IS THROUGH THE CUSTOMER ORDER VERIFICATION PROGRAM FOR RETAIL ORDERS ONLY. THEY CAN NOT BE CONVERTED TO MUNICIPAL. BECAUSE OF THIS THERE IS NO CONCESSION AND THE TRUCK IS SOLD AT RETAIL AND AT THIS TIME THERE IS ONLY A \$250.00 COMMERCIAL REBATE. I BUILT THE TRUCK AS CLOSE AS I COULD TO YOUR SPECS AND IS IN THIS PACKAGE, IT IS GETTING CLOSE TO RETAIL BEING BALANCED OUT ALSO AND IF NOT ORDERED SOON MAY NOT BE BUILT -

ANY QUESTIONS CALL  
ANDY @ FORD OF CLAREMONT  
(603) 542-9800

A handwritten signature in black ink, appearing to be "Andy", with a long horizontal line extending to the right.



Preview Order T22H - F5H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 03/01/2022 11:56:21

Dealership Name: Ford of Claremont

Sales Code : F11566

Dealer Rep.	ANDREW BOUTIN	Type	Retail	Vehicle Line	Superduty	Order Code	T22H
Customer Name	X XXXXX	Priority Code	19	Model Year	2022	Price Level	250

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CHASSIS CAB DRW/145	\$47065	XL DECOR PACKAGE	\$0
145 INCH WHEELBASE	\$0	PLATFORM RUNNING BOARDS	\$320
RACE RED	\$0	TIRE INFLATION MONITOR DELETE	\$0
CLOTH 40/20/40 SEAT	\$100	19500# GVWR PACKAGE	\$0
MEDIUM EARTH GRAY	\$0	ENGINE BLOCK HEATER	\$100
PREFERRED EQUIPMENT PKG.660A	\$0	50 STATE EMISSIONS	\$0
.XL TRIM	\$0	SNOW PLOW PREP PACKAGE	\$250
.AIR CONDITIONING -- CFC FREE	\$0	TRAILER BRAKE CONTROLLER	\$270
.AM/FM STEREO MP3/CLK	\$0	TRANS POWER TAKE-OFF PROVISION	\$0
5.7L POWER STROKE V8 DIESEL	\$9325	UTILITY LIGHTING SYSTEM	\$160
10-SPEED AUTOMATIC	\$0	40 GAL AFT OF AXLE FUEL TNK	\$0
225/70R19.5G BSW MAX TRAC TIRE	\$215	332 AMP ALTERNATOR	\$0
1.88 RATIO LIMITED SLIP AXLE	\$360	REAR VIEW CAMERA & PREP KIT	\$415
PAYLOAD PLUS PACKAGE UPGRADE	\$1155	XL VALUE PACKAGE	\$395
POWER EQUIPMENT GROUP	\$915	.CRUISE CONTROL	\$0
TELESCPNG TT MIRR-POWR/HTD SIG	\$0	FUEL CHARGE	\$0
IV LOT MANAGEMENT	\$0	PRICED DORA	\$0
FRONT LICENSE PLATE BRACKET	\$0	DESTINATION & DELIVERY	\$1695

TOTAL BASE AND OPTIONS	MSRP	\$62740
DISCOUNTS	NA	
TOTAL		\$62740

SPEC FOR TRUCK  
 BID PRICE \$ 62740 -

Customer Name:  
 Customer Address:

Customer Email:  
 Customer Phone:

Customer Signature

Date

This order has not been submitted to the order bank.

This is not an invoice.



Viking-Cives of Vermont  
74 Armand Lane

Willison, VT 05495  
Phone: (802) 660-9991  
Fax: (802) 660-9992  
www.vikingcives.com

**QUOTATION**

Error! Reference  
Quote ID: source not found.

Page 1 of 2

Customer: Town of Henniker  
209 Ramsdell Road  
Henniker, NH 03242

Quote Number: Henniker  
Quote Date: 03/07/22  
Quote valid until: 06/07/22

Contact: Leo Aucoin  
Phone: 603-428-7200

Salesperson: Mike Murray

Part Number	Description	Quantity	Unit Price	Amount
	Fisher Minute Mount Plow Hitch	1		
	Fisher Stainless XV2 9'6" Folding V-Plow	1		
	Deflector	1		
	Transmission Mounted Pump/PTO	1		
	Stainless Frame Mounted Oil Reservoir w/Valve Enclosure	1		
	Two Section Implement Valve	1		
	Cable Actuated Body and Fisher Fishstick Plow Control	1		
	EZ Spread 2 Electronic Spreader Control w/Valve	1		
	Stainless Steel Piping to the Rear	1		
	PLMSD8' Stainless Hybrid Side Dump Body w/Remote Lube	1		
	3/16" AR450 Floor	1		
	Stainless ¼ Cab Shield	1		
	Stainless Tailgate w/Manual Release	1		
	Telescopic Hoist	1		
	Shovel Holder	1		
	Electric Cover w/Aluminum Arms and Mesh Tarp	1		
	Pintle Plate w/Combo Ball, Receiver and Electrical Plug	1		
	Poly Fenders and Rear Mud Flaps	1		
	Bottom Shot Blasted, Zinc/Epoxy Prime, High Temp Baked	1		
	Bottom Painted Dupont Imron Black and High Temp Baked	1		
	Fisher Poly Caster 8'2.5 Yard Electric Drive V-Box Spreader	1		
	LED Cab Shield (4 TIR) and LED Heated Corner Post Strobes	1		
	LED Heated Stop/Tail/Turns and LED Markers	1		
	LED Spot Lights	3		
	LED Heated Fisher Plow Lights	1		

Quote Total: \$64,450.00  
Trade:  
Total Due: \$64,450.00

The following items may be added:

Part Number	Description	Quantity	Unit Price	Amount



Viking-Gives of Vermont  
74 Armand Lane

Willison, VT 05495  
Phone: (802) 660-9991  
Fax: (802) 660-9992

[www.vikingcives.com](http://www.vikingcives.com)

## QUOTATION

**Error! Reference  
Quote ID: source not found.**

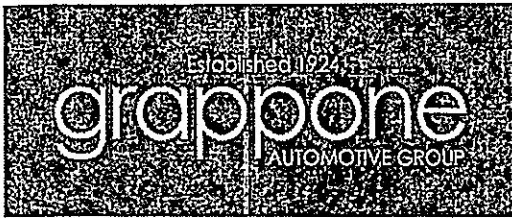
Page 2 of 2

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. number:	

1. The price and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of material, and all other causes beyond our control. Prices are based on cost and conditions existing on the date of quotation and are subject to change by the seller before final inspection.
2. Typographical and stenographic errors are subject to correction.
3. Conditions not specifically stated herein shall be governed by the established trade customs. Terms inconsistent with those stated herein which may appear on purchaser's final order will not be binding on the seller.
4. Terms are due upon receipt unless prior credit has been established or established accounts are set up with Net 30-day terms.
5. Quoted price does not include any applicable taxes and is subject to state and local tax, as well as Federal excise tax unless proper forms are submitted and established when applicable.
6. All orders are FOB Viking facility unless noted otherwise.

### Notes:



Po Box 1200  
Concord, New Hampshire 03302  
800.528.8993  
grappone.com

Town of Henniker,

Thank you for considering Grappone Ford for a quote for the 2022/2023 Ford F-550.

- Quote price for the 2022/2023 F-550 4x4 Cab Chassis in Race Red: \$132,982

With this quote you will find:

- A Spec Sheet for the 2022/2023 Ford F-550 Cab Chassis 4x4 in Race Red
- A Invoice from HP FairField covering the cost of the the Body,Sander and Plow
- Warranty Info

Ford as of Dec 8th 2021 closed down the ordering of Super Duty units for Local Government/Municipalities.

This means Grappone would have to order you a 2023 model. Order banks for the 2023 Model should open late summer with scheduling starting in November of 2022. I would expect this unit in Late spring early summer of 2023.

Once again thanks for the consideration.

Yours truly,

Mickey Breau

Truck 60,432<sup>00</sup>  
Body 72,550<sup>00</sup>



Prepared by: Mickey Breau

02/18/2022

Grappone Ford | 530 Route 3A Bow New Hampshire | 033043104

## 2022 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 250

### As Configured Vehicle

Code	Description	MSRP
<b>Base Vehicle</b>		
F5H	Base Vehicle Price (F5H)	\$47,065.00
<b>Packages</b>		
660A	Order Code 660A <i>Includes:</i> - Transmission: TorqShift 10-Speed Automatic 10R140 with neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery. - Wheels: 19.5" x 6" Argent Painted Steel Hub covers/center ornaments not included. - Radio: AM/FM Stereo w/MP3 Player Includes 4 speakers. - SYNC Communications & Entertainment System Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB port and steering wheel audio controls.	N/C
<b>Powertrain</b>		
99T	Engine: 6.7L 4V OHV Power Stroke V8 Turbo Diesel B20 <i>Includes Diesel Exhaust Fluid (DEF) tank, intelligent oil-life monitor and manual push-button engine-exhaust braking.</i>  <i>Includes:</i> - Dual 78-AH 750 CCA Batteries - Transmission Power Take-Off Provision Includes mobile and stationary PTO modes.	\$9,325.00
44G	Transmission: TorqShift 10-Speed Automatic <i>10R140 with neutral idle and selectable drive modes: normal, tow/haul, eco, deep sand/snow and slippery.</i>	Included
X8L	Limited Slip w/4.88 Axle Ratio	\$360.00
68M	GVWR: 19,500 lb Payload Plus Upgrade Package <i>Includes upgraded frame, rear-axle and low deflection/high capacity springs. Increases max RGAWR to 14, 706. Note: See Order Guide Supplemental Reference for further details on GVWR.</i>	\$1,155.00
<b>Wheels &amp; Tires</b>		
TGK	Tires: 225/70Rx19.5G BSW Traction (TGK) <i>Includes 4 traction tires on the rear and 2 traction tires on the front. Not recommended for over the road applications; could incur irregular front tire wear and/or NVH.</i>	\$215.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Mickey Breau

02/18/2022

Grappone Ford | 530 Route 3A Bow New Hampshire | 033043104

2022 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 250

### As Configured Vehicle (cont'd)

Code	Description	MSRP
64Z	Wheels: 19.5" x 6" Argent Painted Steel <i>Hub covers/center ornaments not included.</i>	Included
512	Spare Tire, Wheel & Jack Required in Rhode Island. <i>Excludes carrier.</i>  <i>Includes:</i> - 6-Ton Hydraulic Jack	\$350.00 ←

### Seats & Seat Trim

1	Cloth 40/20/40 Split Bench Seat <i>Includes center armrest, cupholder, storage and driver's side manual lumbar.</i>	\$100.00
---	--	----------

### Other Options

PAINT	Monotone Paint Application	STD
145WB	145" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/MP3 Player <i>Includes 4 speakers.</i>  <i>Includes:</i> - SYNC Communications & Entertainment System <i>Includes enhanced voice recognition, 911 Assist, 4.2" LCD center stack screen, AppLink, 1 smart-charging USB port and steering wheel audio controls.</i>	Included
90L	Power Equipment Group <i>Deletes passenger side lock cylinder. Includes upgraded door-trim panel.</i>  <i>Includes:</i> - Accessory Delay - Advanced Security Pack <i>Includes SecuriLock Passive Anti-Theft System (PATS) and inclination/intrusion sensors.</i> - Folding Trailer Tow Mirrors w/Power Heated Glass <i>Includes manual telescoping, heated convex spotter mirror and integrated clearance lamps/turn signals.</i> - MyKey <i>Includes owner controls feature.</i> - Power Front Side Windows <i>Includes 1-touch up/down driver/passenger window.</i> - Power Locks - Remote Keyless Entry	\$915.00
473	Snow Plow Prep Package <i>Includes pre-selected springs (see order guide supplemental reference for springs/FGAWR of specific vehicle configurations). Note 1: Restrictions apply; see supplemental reference or body builders layout book for details. Note 2: Also allows for the attachment of a winch. Note 3: Highly recommended to add (86M) dual battery on 7.3L gas engines. Adding (67B) 397 amp alternators for diesel engine is highly recommended for max output.</i>	\$250.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: Mickey Breau

02/18/2022

Grappone Ford | 530 Route 3A Bow New Hampshire | 033043104

2022 F-550 Chassis 4x4 SD Regular Cab 145" WB DRW XL (F5H)

Price Level: 250

## As Configured Vehicle (cont'd)

Code	Description	MSRP
	<i>Includes:</i> - 332 Amp Alternators	
41H	Engine Block Heater	\$100.00
61J	6-Ton Hydraulic Jack	Included
62R	Transmission Power Take-Off Provision	Included
	<i>Includes mobile and stationary PTO modes.</i>	
67A	332 Amp Alternators	Included
63A	Utility Lighting System	\$160.00
	<i>Includes LED side-mirror spotlights.</i>	
52B	Trailer Brake Controller	\$270.00
	<i>Includes smart trailer tow connector. Verified to be compatible with electronic actuated drum brakes only.</i>	
18B	Platform Running Boards	\$320.00
872	Rear View Camera & Prep Kit	\$415.00
	<i>Pre-installed content includes cab wiring and frame wiring to the rear most cross member. Upfitters kit includes camera with mounting bracket, 20' jumper wire and camera mounting/aiming instructions.</i>	
153	Front License Plate Bracket	N/C
	Standard in states requiring 2 license plates and optional to all others.	
76C	Exterior Backup Alarm (Pre-Installed)	\$150.00
<b>Fleet Options</b>		
WARANT	Fleet Customer Powertrain Limited Warranty	N/C
	Requires valid FIN code.	
	<i>Ford is increasing the 5-year 60,000-mile limited powertrain warranty to 5-years, 100,000 miles. Only Fleet purchasers with a valid Fleet Identification Number (FIN code) will receive the extended warranty. When the sale is entered into the sales reporting system with a sales type fleet along with a valid FIN code, the warranty extension will automatically be added to the vehicle. The extension will stay with the vehicle even if it is subsequently sold to a non-fleet customer before the expiration. This extension applies to both gas and diesel powertrains. Dealers can check for the warranty extension on eligible fleet vehicles in OASIS. Please refer to the Warranty and Policy Manual section 3.13.00 Gas Engine Commercial Warranty. This change will also be reflected in the printed Warranty Guided distributed with the purchase of every new vehicle.</i>	
<b>Emissions</b>		
425	50-State Emissions System	STD

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.





**NEW HAMPSHIRE**  
 554 Maple Street  
 Hopkinton, NH 03229  
 P: (603) 225-9576  
 F: (603) 228-5246

## Sales Quote

<b>IMPORTANT:</b> All invoices are due and payable in U.S. Dollars in Guadalupe County, Texas, or where indicated below. No goods to be returned without our written permission. Goods must be returned transportation charges pre-paid. A handling charge will be made on all returned goods. <b>LATE CHARGE:</b> A late charge of 1.5% of any past due balance of the dealers account as of the last day of the month will be billed as of the 15th day of the following month if payment has not been received by that date.			
<b>CUSTOMER NO</b>	825263	<b>TERRITORY</b>	393
<b>ORDER DATE</b>	03/02/2022	<b>CUSTOMER PO</b>	79328KAULBACH
<b>QUOTE DATE</b>	03/02/2022	<b>SHIPPED VIA</b>	
<b>SALES ORDER</b>	6438743 - SQ	<b>FREIGHT TERMS</b>	EXW- CUSTOMER FRT ACCOUNT EX2 DIRECT BILL TRANSER AT ORIGIN
<b>PAYMENT TERMS</b>	Net 30 Days from Invoice Date	<b>CODE</b>	002
<b>DELIVERY INSTRUCTIONS:</b>			
<b>REQUESTED SHIP DATE</b>			03/02/2022

**SOLD TO:**  
 TOWN OF HENNIKER CHP  
 18 DEPOT HILL RD  
 HENNIKER NH 03242-7368

**SHIP TO:**  
 TOWN OF HENNIKER CHT  
 RAMSDALE RD  
 HENNIKER NH 03242

DESCRIPTION/REMARKS
Price provided for F550/5500 upfit.
8' Tenco Husky Stainless steel all season body. 18" Sides manual release tailgate. Single acting front telescoping hoist standard cab shield, drivers side ladder shovel holder and Auto tarp system with aluminum arms and mesh tarp.
Fisher 9.6" Stainless steel XV2 Plow with hand held controller.
Fisher 2.5 Yard poly caster spreader installed.
1/2" Pintle plate with 2.5" receiver tube. 2-5/16 combo ball hitch. D-rings and 7 Way RV style trailer plug.
Poly Fenders over rear wheels. With mud flaps front and rear with anti sail brackets on front and swinging brackets on rear.
18x18x24 stainless steel tool box mounted in best location. (Size could change depending on space required)
HPF Custom led light package. to include 4 strobes in cab shield 2 facing forward 2 facing side. 2 strobes in rear post. Stop/Turn lights, backup lights, wing light, spreader light and heated LED headlights mounted to front hitch.
-HPF Custom central hydraulics system to include transmission mounted pto or engine driven clutch pump (chassis dependent) Frame mounted 15 gallon steel hydraulic tank with sight gauge shut off and return oil filter. 2 section Gresen V20 valves with push pull cable controls. Muncie MESP electronic spreader controls with spinner and auger control. Stainless steel lines front and rear.
Painted black where applicable.
*Quote valid 45 days*
Chassis must be delivered in a manner that allows above equipment to be installed without modification to chassis.
Michael Kaulbach 603-722-8106

ITEM NUMBER	BRANCH	DESCRIPTION	PICK SLIP#/ LOT/SERIAL	QUANTITY SHIPPED	LIST PRICE	DISC%	EXTENDED AMOUNT
5HDHPF	9958	16001-19500 GVW TRUCK		1	72,550.00	0	72,550.00

REMARKS	<b>NET DUE</b>	<b>CASH DISC.</b>	<b>IF PAID BY</b>	<b>SUB-TOTAL</b>	72,550.00
	72,550.00	0.00	04/01/2022	<b>FREIGHT &amp; HANDLING</b>	0.00
				<b>SALES TAX</b>	0.00
				<b>TOTAL(USD)</b>	72,550.00
				<b>PREPAID AMOUNT</b>	

**IMPORTANT:** Alamo Group or affiliates (Alamo Group) shall not be liable to any person for any claim for injuries or damages which claim for injuries or damages arises out of or which results from the repair of this product by a person or firm other than Alamo Group. Repair parts are intended for use only on equipment manufactured or sold by Alamo Group. Our general conditions of purchase are available at this address: <https://www.alamo-group.com/terms>



# F550 REGULAR CAB DUAL REAR WHEEL

Preview Order 0005 - F5H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 02/17/2022 16:08:27

Dealership Name: Portsmouth Ford

**ESTIMATED DELIVERY 6-8 MONTHS**

Sales Code : F11545

Dealer Rep.	MICHAEL SHANNON	Type	Retail	Vehicle Line	Superduty	Order Code	0005
Customer Name	X XXXXX	Priority Code	19	Model Year	2022	Price Level	250

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CHASSIS CAB DRW/145	\$47065	TIRE INFLATION MONITOR DELETE	\$0
145 INCH WHEELBASE	\$0	19500# GVWR PACKAGE	\$0
RACE RED	\$0	ENGINE BLOCK HEATER	\$100
CLOTH 40/20/40 SEAT	\$100	50 STATE EMISSIONS	\$0
MEDIUM EARTH GRAY	\$0	SNOW PLOW PREP PACKAGE	\$250
PREFERRED EQUIPMENT PKG.660A	\$0	TRAILER BRAKE CONTROLLER	\$270
.XL TRIM	→ \$0	→HIGH CAPACITY TRAILER TOW PKG	\$580
.AIR CONDITIONING -- CFC FREE	\$0	CENTER HIGH MOUNT STOP LAMP	\$0
.AM/FM STEREO MP3/CLK	\$0	TRANS POWER TAKE-OFF PROVISION	\$0
6.7L POWER STROKE V8 DIESEL	\$9325	UTILITY LIGHTING SYSTEM	\$160
10-SPEED AUTOMATIC	\$0	40 GAL AFT OF AXLE FUEL TNK	\$0
225/70R19.5G BSW ALL POSITION	\$0	332 AMP ALTERNATOR	\$0
4.88 RATIO LIMITED SLIP AXLE	\$360	REAR VIEW CAMERA & PREP KIT	\$415
PAYLOAD PLUS PACKAGE UPGRADE	\$1155	360 DUAL WARNING STROBE AMBER	\$650
POWER EQUIPMENT GROUP	\$915	FUEL CHARGE	\$0
TELESCPNG TT MIRR-POWR/HTD SIG	\$0	PRICED DORA	\$0
CV LOT MANAGEMENT	\$0	DESTINATION & DELIVERY	\$1695
PLATFORM RUNNING BOARDS	\$320		

**SELLING PRICE - TRUCK ONLY**

TOTAL BASE AND OPTIONS  
DISCOUNTS  
TOTAL

**\$ 63,360**

MSRP  
\$63360  
NA  
\$63360

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:



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:** 3/15/2022  
**TITLE:** Bid acceptance for chipper  
**INITIATED BY:** Leo Aucoin, Superintendent  
**PREPARED BY:** Leo Aucoin, Superintendent  
**PRESENTED BY:** Leo Aucoin, Superintendent

**AGENDA DESCRIPTION:** Highway put out to Sealed Bid for the purchase of a new wood chipper to replace our 1991 Brush Bandit, attached are the bids received.

**Legal Authority:**

**Financial Details:**

**Town Administrator Comment:**

N/A

**Suggested Action/Recommendation:** Highway would like the Board to accept the bid from Beaugard Equipment for the sum of \$59,651.00 and authorize the Superintendent to make the purchase.

*Suggested Motion:*

*No formal action is required.*



**Presque Isle**  
260 Missile St  
207-498-3196

**Maine**  
**BANGOR** 59 Contractor Dr  
207-848-2050  
**SCARBOROUGH** 14 Gibson Rd  
207-885-0600

**KNOX**  
3 Knox Ridge Rd S  
207-568-3245

**NH**  
**CONCORD**  
231 Sheep Davis  
(603) 225-6621

**VT**  
**COLCHESTER**  
28 Jasper Mine Rd  
(802)893-1555

# Quotation

Date: 2/16/2022

To: **Town of Henniker** Phone **603-428-7200**  
2 Depot Hill Rd Cell Phone  
Henniker, NH 03242 E-Mail roadagent@henniker.org

Attn: **Leo Aucoin** County Merrimack

Equip: **MORBARK E BEEVER 1621X Chipper** NM7483  
**ON ORDER**  
Spec: 15" CHIPPING CAPACITY. REVERSING AUTOFEED SYSTEM, MANUAL, 360 DEGREE CHUTE, PSI 4.X 145HP GAS ENGINE W/AUTOMOTIVE, STYLE CLUTCH, CHOCKS AND CHOCK HOLDERS (SET OF 2),, ELECTRONIC FUEL GUAGE, HD WINCH PACKAGE WITH 5000 LB, PULL CAPACITY.

Options **SECOND SET OF CHOCKS AND CHOCK HOLDERS**  
Incl

	Purchase Price	\$59,651.00
<b>ESTIMATED DELIVERY SEPTEMBER 2022</b>		
	Sub Total	\$59,651.00
<b>1 Year Full Machine Warranty</b>	Misc	
	Total	\$59,651.00

## Finance

## Lease

Term _____	Lease Term _____
Int Rate* _____	Annual Hours _____
Payoff _____	Advance Payt _____
Down Pay't _____	<input type="checkbox"/> RV _____
Payment _____	Payment _____

\* Interest Rates quoted are subject to change without notice.



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Tilton, NH 03276

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THE BEST TRACTORS  
& EQUIPMENT ON EARTH!

SOLD TO  
TOWN12 TOWN OF HENNIKER  
18 DEPOT HILL ROAD  
HENNIKER, NH 03242

SHIP TO

**QUOTATION**

Sold By: BMB      PO #: 15XP      Date: 3/02/22      QUOTE      FO10543  
Ship By:      Tax #:      13:44:30      PRT:      Open

Tax	D	Qty	Description	Price	Amount
			Group: 01 EQUIPMENT QUOTE		
N			2022 BANDIT 15XP 15" CHIPPER		62587.00

\* 15" CAPACITY, REVERSE AUTO FEED, ALL MANUALS, 360 SWING CHUTE  
165HP FORD 6.2L GAS ENGINE, NACD SPRING LOAD CLUTCH, DYNAMIC WINCH  
10KLB CAPACITY TONGUE JACK  
2 SETS OF WHEELCHOCKS & HOLDERS  
\*\* SIGHT GUAGE IS MANUAL SIGHT. NOT ELETRONIC  
\*\*\*\*\* MACHINE IS IN STOCK!!!! \*\*\*\*\*

THANK YOU  
BRIAN BRADY (603) 630-0799

Quotes are valid for thirty days. Prices are subject to change at vendors discretion. All prices quoted FOB vendor shipping point unless specifically noted.  
Special order parts are to be prepaid in full in advance, charged to a valid open account, or billed to a credit card.  
There are no returns of special order parts.  
TRUCKING IS NOT COVERED BY THE MANUFACTURERS WARRANTY. TRUCKING COSTS ARE THE RESPONSIBILITY OF THE CUSTOMER.

\*\* SUBTOTAL      62587.00

X \_\_\_\_\_ Charge Sale

Phone: (603) 848-1703

PAY THIS  
AMOUNT



\$62587.00

**DRAFT**

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**Town of Henniker  
Board of Selectmen Meeting  
Tuesday, March 1, 2022  
Henniker Community Center**

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

**Member's Excused:**

**Town Administrator:**

**Recording Secretary:** Nadine Scholes

**Guests:** Wendy Baker, Diane Kendall, Mary Ellen Schuler, Evan Roberge, Lisa Mudge, Cary Lagace, Jennifer Lopez, Ruth Zax, Leo Aucoin, Bruce Trivellini, Heidi Aucoin, Bill Marko, Lori Marko and Leigh Bosse.

*Call to order/Pledge of Allegiance*

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

*Consent Agenda*

**Item 1:** Consent Agenda for March 1, 2022

**Selectman Parker moved to approve the consent agenda for March 1, 2022. Selectman Flynn seconded.**

**Discussion:** Peter Flynn noted that the payment would be held on Item 8: Abatement Refund – Sewer until the document is presented from Cogswell Water Works is submitted that was required to verify the amount to be refunded.

Selectwoman Hooper stated that she would not sign off on abatement request before the information is presented to verify the refund amount is accurate.

**Motion carried, 5-0.**

*Correspondence*

There was no correspondence.

Chairman Blomback noted that before continuing the agenda, there were some questions regarding comments made by two of the Selectmen and he would ask both Selectmen to explain the comments in question quoted discussion as follows:

Selectwoman Hooper stated, "I do not appreciate being called a derogatory term in Non-Public session" and it was noted that Selectmen Flynn had some comments to make.

## DRAFT

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Selectman Flynn noted that he had not denied making derogatory comment at the meeting when it was brought up, and he had approached Selectwoman Hooper immediately following the meeting to offer his apology, and he believed that she accepted his apology by responding 'don't worry about it'. Selectman Flynn stated that he was very sorry for the statement he made, and he had no further comment on that subject.

Chairman Blomback read the comments that were said to be made by Selectman Parker as follows by Selectwoman Hooper, "I heard a racial slur that that described, was referred to for individuals who would be crossing the southern border.

Selectman Parker believed the allegations was that he had made some comments at the November Road Management Committee meeting, and he was unaware that he had offended anyone because nothing was said during the meeting. He noted that he had apologized to the entire Committee at the meeting following discovering he had offended someone and recommended that if something is offensive to any other member, they say something right when the statement is made to correct the issue at that time instead of saying something to someone else and it become something bigger than it needs to be. It is difficult to not offend people if you don't know what offends them, and it would be best to speak up.

Chairman Blomback thanked the Selectmen for providing comments.

### Public Comment #1

Bruce Trivellini asked for the status on his 'Right to Know' request for documents pertaining to the 2-page memo, he was told 30 days and approaching the end of that 30-day time frame. Chairman Blomback knew that Joe Devine was working on his request and suspected it would be provided before the 30-day deadline. Bruce Trivellini noted that he had in the past requested documents from other towns and in other states, he never had an issue getting documents within several days except in Henniker, he does not understand the complexity of his request to take 30 days.

Mary Ellen Schuler thanked the Board for the time they volunteered to the Town, she said all five of the current Select Board members do show they care about the Town.

Lori Marko noted that the two Veteran's Exemption applications included in the consent agenda were not completed correctly, missing information, and she would like to see more consistency for what is acceptable for the submission of exemption applications. Chairman Blomback suggested that Lori Marko stop by the Town Hall to show Wendy Baker what errors she found on the applications included in the consent agenda. Lori Marko said she could do that.

## DRAFT

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### New Business

#### **Item 2:** Revaluation Start-up Meeting

Avitar Associates and the Department of Revenue Administration (DRA) are here to have a Start-up Revaluation meeting with the Board to discuss the process and answer any questions.

Evan Roberge, Assessor, Avitar Associates, noted that the point of having this Start-up meeting was to give an overview of the revaluation process. He explained that the purpose of the revaluation is to bring property assessments to market value as of April 1, 2022. The Town has opted not to require a bond, and the contract and insurance certificate provided to the DRA.

The real estate market is constantly changing, and if the market has appreciated then values, on average, will go up. The State tracks market changes from year to year through the annual equalization process i.e., Henniker had an EQ ratio of 75.4% in 2021, which indicates on average; assessments were at 75.4% of sale price in 2021. The reference point for this ratio is the last revaluation in 2020.

However, not all classes or types of properties change at the same rate. For example, vacant land may not have appreciated at the same rate as single family dwellings, older homes compared to newer homes or mobile homes are examples of types of properties that may not have appreciated or depreciated at the same rate. Sales are the basis for the new values, so it is important that physical data is verified for those sales and the transaction is also verified to know that each one in the analysis is a qualified sale, meaning it was a sale that represented market values, foreclosures or family sales would not qualify. The plan would be using sales going back one (1) year, if there are properties that require going back further, they will do that.

Taxpayers should also be aware that, if their assessment increases for example by 25% percent that does not mean their taxes are increasing 25%. If the town, school, and county budgets stay the same and the town's total value increases 25% as a result of the revaluation, the tax rate would come down proportionally. The wild card there is the current year's budgets. If any or all of them go up, then the tax rate will not drop by the percentage that the total value increased. It is important to note, in that scenario, the tax rate would have gone up without the revaluation being done this year.

Once the sales are analyzed and preliminary values developed, a field review will be conducted of the entire town. A field review is just a drive-by assessment parcel by parcel to verify every property location, site characteristics, quality, and so forth to mirror the sale and be as consistent as possible.

Once the field review process is complete, preliminary notices will be sent to every property owner and give them the opportunity to setup an appointment or contact the assessor with any questions they may have. The field review is planned to start in late July, early August and the preliminary notices and hearing would start in early September. After the hearings and values



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are finalized, the USPAP (Uniform Standards of Professional Appraisal Practice) report would be provided to the town to describe the entire process conducted, what was done, sales used, and so forth. The contract has a completion date of October 1, 2022.

Evan Roberge noted that representatives from the DRA attended the meeting and would go over the DRA role in monitoring parts of the process. He asked if the Board had any questions for him.

Chairman Blomback asked how Henniker at 75.4% compared to other towns, was it similar throughout the state. Evan Roberge replied that Henniker's rate was based on the update 2020 but overall, yes, the entire state had increased these past few years because of the increase in sales prices.

Selectwoman Hooper asked if any detailed assessments would be conducted along with the drive-by, i.e., properties that had improvements completed. Evan Roberge said that any new construction is reviewed with a separate process and that review process would start in about a month. Every April, the Town's building permits that were issued throughout the previous year are reviewed and property is visited based on what permit was issued and improvement would be added to the tax card.

Lisa Mudge, West District Supervisor, State of New Hampshire, Department of Revenue, introduced Cary Lagace, who would be the new contact at the DRA for the town. Lisa Mudge explained that the DRA would monitor the revaluation, review the contract requirements, and evaluate certain portions of the revaluation process and review assessments done by the assessor. She noted it was not unusual to conduct another revaluation prior to the five (5) years that revaluation is required if there is a conversion to a new system. Another update at this time would be a good assessing practice.

Lisa Mudge noted that Evan Roberge had already provided the details of the activities they would be conducted throughout the revaluation process during his presentation. Every assessing company has a different process, and Avitar would be contracted for a Statical Revaluation, which would rely on the current record information on each property card and confirm that information is accurate. As Evan Roberge explained, the property cards would be updated annually through the permitting issued by the Building Department but wanted to clarify that only properties would known changes would be updated in that process.

Lisa Mudge had questions that Evan Roberge had already clarified for her and reiterated that Evan Roberge pointed out that at the completion of the revaluation, assessments would be at true property value, which would be an adjustment. She recommended the taxpayers are made aware of the revaluation taking place and what they should expect.

Lisa Mudge noted the DRA is tasked with reviewing revaluations and very important to verify property cards represent the site accurately along with verifying the sales information. The DRA will pull a certain amount of property sales, i.e., if there were 100 properties with sales this

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year, twenty-four (24) of those 100 would be selected, then a random sample of twelve (12) properties would be reviewed to verify the assessment completed by Avitar had been completed properly, provide any issues found to Evan Roberge and report with results of the review would be provided to the Town. This would be the monitoring role and an extra step of confidence that the revaluation was done correctly by the assessor.

Lisa Mudge noted that once the properties that will be reviewed are selected, a notice would be sent to the property owners to prepare them to expect someone from the DRA would be visiting the site to verify the revaluation done. The homeowners would have the option to not participate in the review or could even make an appointment if they rather to have it scheduled. The Town would be notified when the DRA is coming to review properties and all DRA personnel would have ID badge always visible and identifiable cards.

The DRA recommended the Town advertise to the public that a revaluation would be taking place, posting on the Town website, Social Media platforms, meetings, whatever means possible to make the public aware of that there would be assessing of properties throughout the town, and they should expect someone would be coming by each property as part of the revaluation.

Lisa Mudge explained that another question she had for Evan Roberge, was would there be any other assessing companies that would be doing work in the Town of Henniker, and there is a utility appraiser that has a contract until 2025.

Selectman Osgood asked if the DRA would need to go inside the homes. Lisa Mudge noted that the pandemic had changed the way the DRA conducted reviews, but outside of the pandemic, they would knock on doors and ask to view the interior as well. During the pandemic most assessors individually chose properties to review the interior along with the town's desires. Evan Roberge would only go into homes if he were asked by the owner, she would not go into a property that Evan Roberge had not gone into, because only the exterior was assessed.

Selectman Osgood asked if the revaluation would be able to find if a property is actually different than what it was showing on the tax card, i.e., added unit/dwelling in a single-family home.

Lisa Mudge replied that if something were discovered that could be a violation of zoning, i.e., extra kitchens, buildings, unit(s), etc., that were not included in the current assessment, the Town would be notified and the purview to decide if it is a violation and handle that with appropriate town departments and/or Board's, the DRA would not be involved with the process beyond providing the results from the review of the revaluation.

Selectman Flynn confirmed that the Board of Selectmen would receive communications from the DRA throughout the revaluation process, including the review process of the contract with Avitar. Lisa Mudge replied that the DRA would provide a report with recommendations after

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reviewing the contract and it would be up to the Board of Selectmen to decide what changes would be made to the contract.

Selectman Osgood questioned when the revaluation would be expected to start. Evan Roberge replied field review would start by August but measuring listing sales would be started in about a month, sometime in April.

Evan Roberge said the information to publish to the public would be provided so that could be posted wherever the town choose.

### **Item 3: Volunteer Application - Concert Committee**

Selectman Flynn gave a quick introduction for Jennifer Lopez because he personally knew her from around town and asked her if she would like to speak on her application for the committee.

Jennifer Lopez noted that she moved to Henniker from Boston in 2019 and owned 'Super scoops' in the center of town. She loves music, had been surrounded by music her whole life and would very much enjoy being part of the Concert Committee.

**Selectman Flynn moved to accept the Volunteer Application of Jennifer Lopez, appointing her as a Volunteer Member of the Concert Committee for the three (3) year term, ending September 1, 2025. Selectwoman Hooper seconded. Motion carried, 5-0.**

### **Item 4: Concert Committee**

Ruth Zax would like to revisit the discussion regarding using the Community Center as a backup in the event of rain during the summer for the concert series.

Ruth Zax noted first that she was excited to have Jennifer Lopez join the committee and complimented how well the Town Report was put together, it had a lot of important information.

Ruth noted that ten (10) out of the twelve (12) performers for the upcoming summer concerts were able to commit to a rain date on Wednesday. The other two (2) performers are scheduled on Tuesday, June 28, 2022, and Tuesday, July 12, 2022. There was no Board meeting scheduled on either of these dates and she requested the Board allow the concert to be moved into the Committee Center if there were inclement weather.

Selectman Flynn questioned how many members were performing on those dates. Ruth replied a 1-man band on June 28<sup>th</sup>, and a 4-member band on July 12<sup>th</sup>.

Chairman Blomback asked how many guests would be expected to attend if it were to rain and the concert be moved indoors. Ruth noted that the attendance is always much lower when it

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rains but estimated 100 to 150 people would come to the concert. Chairman Blomback asked which stage would be used. Ruth replied the other stage at the other end of the room.

The Board discussed the possibility of the equipment being damaged on the platform and how to prevent damage to the equipment if the Community Center were to have the concert. The platform would need to be off limits to the concert goers. The Concert Committee would be responsible for blocking off the platform and making sure equipment is out of the way or protecting the equipment.

The Board discussed the attendance and how many people could reasonably fit in the Community Center with the platform off limits. The current fire building capacity is 160 people. **Chairman Blomback moved to support the Concert Committee request to allow the Community Center to be utilized for inclement weather for the concerts scheduled on Tuesday, June 28, 2022, and Tuesday, July 12, 2022, and the Committee have the responsibility to handle keeping the event under control. Selectman Flynn amended the motion made by adding that the platform/equipment is completely off limits to the public. Selectman Parker seconded the motion as amended.**

**Discussion:** The benches could be used to block off the platform and the Committee would need to be sure to restrict the areas appropriately.

**Motion carried, 5-0.**

### **Item 5: Liberty Hill Road Culvert**

Liberty Hill Road cross culvert needs to be replaced, this is a tier three stream crossing, and a bottomless culvert is required by new DES standards. Enclosed are the designs and specs by Mike Vignale.

Leo Aucoin noted that the culvert on Liberty Hill Road is deteriorating and needs to be replaced. His submitted request to the Board to authorize him to put out the project to bid, the plans and specifications were provided to the Board for the project details.

Leo Aucoin explained that in addition to the culvert replacement, the sewer/water lines that run along side the culvert would be upgraded to a heavy wall plastic and the diameter would be increased for extra space if additional lines are needed in the future.

Leo Aucoin described the location of the culvert on Liberty Hill Road, leading off Western Avenue going north, +/- 2000', just past the entrance for the physical fitness center, in the marsh that was just at the foot of the road. There would need to be some guardrails added due to the height of the headwalls and difficult muddy area to work in with the marsh. This project could not be taken on by the Highway Department, this would need to be contracted out. The replacement culvert would be 12' wide by 22' with the headers and shoulders with a natural bottom.

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Leo Aucoin noted that funding would not be an issue because the amount of the project is well below the amount Russ Roy had given the Board in the expendable trust fund.

Chairman Blomback asked what the estimated cost of the project was. Leo Aucoin replied \$250k and noted there were other cheaper options, but DES would not allow those options for the replacement of this culvert.

Chairman Blomback asked how old the existing culvert is and what was it made of. Leo Aucoin noted the culvert was made from steel and installed 1975, the erosion of steel was drastic.

Leo Aucoin said that he was asking the Board for authorization to finalize the documents with the Town Engineer, Mike Vignale to prepare the packet for the bid.

**Selectwoman Hooper moved to authorize the Highway Superintendent to complete the documents with the Town Engineer, Mike Vignale to prepare packet for the replacement of the Liberty Hill Road culvert for bid request and allow the request for bid to be published. Selectman Parker seconded.**

**Discussion:** Selectman Osgood asked about the updated road list for upcoming projects proposed for this year. Leo Aucoin replied that it was in progress and would be distributed soon to the public.

**Motion carried, 5-0.**

Leo Aucoin asked to present additional items to discuss with the Board. Chairman Blomback said yes.

Leo Aucoin mentioned that he had presented at the budget meeting the tree cutting that would be necessary at the sand pit in order to continue the excavation of sand. He had a low bid of \$4k and he would like to move forward and get started during the low season. Selectman Osgood asked if the trees would be cut and stumped. Leo Aucoin replied just cut. Selectwoman Hooper noted that the policy would allow the Town Administrator to sign off and Leo Aucoin had taken the extra step to come back with another request to the Board. The Board had discussed and approved this during budget meetings.

**Selectwoman Hooper moved to allow the Highway Superintendent to enter in contract with a tree cutting service, not to exceed the amount of \$4,000 and submission of the documentation to the town offices once a contract was signed based on the quotes received. Selectman Parker seconded. Motion carried, 5-0.**

Leo Aucoin explained what slip lining was and instead of replacing a culvert, which required the digging of the surface and road closures, the culvert is coated on the inside with a heavy plastic lining installed in sections through manholes. There is a section of the drainage system in the area of Main Street that needs to be slip lined. He was working with the Town Engineer to put together a bid packet to have the sections done in that area and because of the cost, he would request the project be phased out over 2 years.

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Leo Aucoin requested for permission to put out the bid request for the slip lining and in addition requested for permission to put out the bid for the Patterson bridge repair. He stated that the results of the bid requests would be presented to the Board of Selectmen before any decision would be made on either of these projects.

**Selectwoman Hooper moved to authorize the Highway Superintendent to complete the documents with the Town Engineer, Mike Vignale to prepare packet for the slip lining of the existing drainage in the area of Main Street for bid request and allow the request for bid to be published. Selectman Flynn seconded.**

**Discussion:** Chairman Blomback asked what size were the pipes that would be lined. Leo Aucoin replied mostly 12" in diameter, installed in 1980 and have deteriorated throughout the years. Selectman Osgood asked if this process had been used before by the Highway Department. Leo Aucoin replied no, but confident it was worth the cost versus replacement. Leo Aucoin noted that if there were voids gravel would be added to smooth out the pipe prior to slip lining. Once slip lined the pipes will be smooth on the inside and self-cleaning.

**Motion carried, 5-0.**

Leo Aucoin noted that the deck required replacement on the Patterson bridge. Selectman Osgood asked how long ago the bridge had been rebuilt. Selectman Flynn thought 2001.

**Selectwoman Hooper moved to authorize the Highway Superintendent to complete the documents with the Town Engineer, Mike Vignale to prepare packet for the replacement of the deck on the Patterson bridge and allow the request for bid to be published. Selectman Parker seconded. Motion carried, 5-0.**

Leo Aucoin reiterated that the Board would be presented the vendor quotes once received to discuss financial approval and tonight's authorization from the Board had no financial obligation.

### Old Business

There was no old business to discuss.

### Past Meeting Minutes

**Item 6:** Acceptance of Board of Selectmen Meeting Minutes February 1, 2022

**Selectman Flynn moved to approve the Board of Selectmen Meeting Minutes of February 1, 2022, as amended. Selectwoman Hooper seconded.**

**Motion carried, 5-0.**

**Item 7:** Acceptance of Board of Selectmen Meeting Minutes February 15, 2022

**Selectman Flynn moved to approve the Board of Selectmen Meeting Minutes of February 15, 2022, as presented. Selectwoman Hooper seconded.**

**DRAFT**

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**Motion carried, 5-0.**

The Board reviewed Non-Public meeting minutes that were pending approval from the Board of Selectmen, as follows;

Non-Public session, meeting of November 2, 2021, under RSA 91-A:3, II (a) personnel and (I) Consideration of legal advice.

Item 1: **Selectman Parker moved to approve the Non-Public minutes, as presented. Selectman Flynn seconded. Motion carried, 5-0.**

There was no motion made at the meeting to seal the minutes.

**Selectman Flynn moved to seal item 1, November 2, 2021, Non-public meeting minutes, for a period of five (5) years. Selectman Parker seconded.**

Selectwoman Hooper noted that these minutes do not have any information that would need to be protected, these minutes could be made public. Chairman Blomback agreed with Selectwoman Hooper.

**Motion carried, 3-2, Chairman Blomback and Selectwoman Hooper opposed.**

Item 2: Chairman Blomback recused himself for the approval of Item 2.

**Selectman Parker moved to approve the Non-Public minutes, as presented.**

**Selectman Osgood seconded. Motion carried, 4-0, Chairman Blomback abstained.**

**Selectman Flynn moved to seal item 2, November 2, 2021, Non-public meeting minutes, for a period of five (5) years. Selectwoman Hooper seconded. Motion carried, 4-0, Chairman Blomback abstained.**

Item 3: **Selectman Osgood moved to approve the Non-Public minutes, as presented.**

**Selectman Flynn seconded. Motion carried, 5-0.**

No seal required on item 3, November 1, 2021, Non-public meeting minutes.

Non-Public session, meeting of January 18, 2022, under RSA 91-A:3, II (a) personnel.

Item 1: **Selectman Parker moved to approve the Non-Public minutes, as presented.**

**Selectman Flynn seconded. Motion carried, 5-0.**

No seal required on item 1, January 18, 2022, Non-public meeting minutes.

Item 2: **Selectman Parker moved to approve the Non-Public minutes, as presented.**

**Selectman Osgood seconded. Motion carried, 5-0.**

No seal required on item 2, January 18, 2022, Non-public meeting minutes.

Non-Public session, meeting of January 24, 2022, under RSA 91-A:3, II (a) personnel (interviews).

**Selectman Osgood moved to approve the Non-Public minutes, as presented.**

**Selectman Flynn seconded. Motion carried, 5-0.**

No seal required on January 24, 2022, Non-public meeting minutes.

Non-Public session, meeting of January 25, 2022, under RSA 91-A:3, II (a) personnel

## DRAFT

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

**Selectman Parker moved to approve the Non-Public minutes, as presented. Selectman Flynn seconded. Motion carried, 5-0.**

**Selectwoman Hooper moved to seal the January 25, 2022, Non-public meeting minutes, for a period of five (5) years. Selectman Flynn seconded. Motion carried, 5-0.**

Non-Public session, meeting of January 31, 2022, under RSA 91-A:3, II (a) personnel (interviews).

**Selectman Flynn moved to approve the Non-Public minutes, as presented. Selectman Parker seconded. Motion carried, 5-0.**

No seal required on January 31, 2022, Non-public meeting minutes.

Non-Public session, meeting of February 7, 2022, under RSA 91-A:3, II (a) personnel.

**Selectman Osgood moved to approve the Non-Public minutes, as presented. Selectman Flynn seconded. Motion carried, 5-0.**

**Selectwoman Hooper moved to seal the February 7, 2022, Non-public meeting minutes, for a period of five (5) years. Selectman Parker seconded. Motion carried, 5-0.**

### Communications

#### **Item 8: Selectmen Reports**

Selectman Parker noted that at the Road Management meeting, there had been difficulties with scheduling projects because of price increases and delays causing a lot of uncertainty.

Selectman Flynn noted that at the last Safety Committee, which he could not attend, they had accomplished a great portion of the fire station review with nine (9) people attended and went around the fire station and all was found in good order. There were discussions regarding the assembly permits for the Grange, the Community Center, etc., Lieutenant Gagne had asked if the new Town Administrator be assigned with following up on these items.

Selectman Flynn noted that the Athletic Committee met without a quorum and discussed past and upcoming seasons, but no decisions were made, they will need a quorum at the next meeting, the next season would be starting soon.

Selectwoman Hooper asked for the Board's approval based on the new policy, to allow her to work with Russ Roy, Ken Levesque and David Mercier from Underwood Engineers, to prepare for Town Meeting and confirm amounts that she had that would be presented were accurate.

**Selectman Flynn moved to authorized Selectwoman Hooper to proceed to would with Russ Roy, Ken Levesque and David Mercier from Underwood Engineers, in preparation for Town Meeting. Selectman Parker seconded. Motion carried, 5-0.**



## DRAFT

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Selectwoman Hooper would also like to follow up with an issue that had come up. In regard to the recent Town Hall closure, in the future that should be done as part of the agenda for transparency and not handled through email the way it was done.

Selectwoman Hooper would also like to follow up with Chairman Blomback's response to Lori Marko during Public Comment #1, who was Chairman Blomback referring to when stated "I received approval from three (3) members". Chairman Blomback replied he got an email from Selectman Parker and Selectman Flynn, and he would make the three members needed for approval. Selectwoman Hooper noted that the Board should not be doing any business through email but if there is a group email sent out, she asked that the Board reply to all when responding to help prevent issues.

Chairman Blomback had nothing to report.

Selectman Osgood noted that the American Society of Civil Engineers had met for the first time in two (2) years, and it was a big event, the Governor even attended.

Selectman Osgood noted that he would be part of the upcoming Conservation Committee meeting.

### Public Comment #2

Bruce Trivellini commented that the way the Chair handled the Town Hall closure was in violation of the 'Right-to-Know' law and that he was taking advantage as the acting Chair.

Bruce Trivellini also asked about how much of the town owned land mentioned in the 2021 Town Report was sellable land. Chairman Blomback did not have that information on hand.

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

Chairman Blomback confirmed there would be no need for Non-Public Session.

**Selectman Flynn moved to adjourn the meeting at 7:52 p.m. Selectwoman Hooper seconded. Motion carried, 5-0.**

Respectfully submitted,  
Nadine Scholes

Minutes Approved: xx.xx.xx

**The following are department reports for the month of  
February 2022**

**Building**

**Fire**

**Highway**

**Police**

**Wastewater**



Monthly Building Department Report  
February 2022

TO: Diane Kendall, Town Administrator

FROM: Wendy Baker, Land Use Coordinator

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

Permits /COs/Inspections	Quantity	Revenue
Building Permits - Residential	3	\$1,385.00
Building Permits - Commercial	1	\$1,268.50
Electrical Permits	5	\$300.00
Plumbing Permits	2	\$100.00
Mechanical Permits	4	\$200.00
Demolition Permits	0	
Driveway Permits	1	\$75.00
Trench Permits	0	
Sign Permits	0	
Assembly Permits	0	
Tent Permits	0	
Hawk & Peddler	0	
Certificates of Occupancy	0	
Inspections Performed	8	
<b>Total</b>		<b>\$3,328.50</b>

Town building rental/use:

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

Respectfully submitted,  
*Wendy Baker*

## Town of Henniker, NH

Permits Issued February 2022

<i>Date in</i>	<i>Owner</i>	<i>Address</i>	<i>Map/Lot</i>	<i>Type</i>	<i>Description</i>	<i>Contractor</i>	<i>Fee</i>	<i>Issued</i>
2/1/2022	Jonathan Fitzherbert	240 Patterson Hill Road	1/351-C	Mechanical	Wood burning fireplace, piping and duct	Abundant Life	\$50.00	2/1/2022
2/2/2022	Jason Briggaman	430 Highland Drive	1/554-19	Mechanical	Install propane boiler	Triumph Heating & Cooling	\$50.00	2/2/2022
2/3/2022	Spacious Skies Campground	78 East Side Drive	1/318-P	Building	Construct a 60 x 8 porch on existing bldg	Brian Gauthier	\$220.00	2/3/2022
2/3/2022	Norm McFall	138 Elm Street	1/540-X3	Electrical	Temp service	Blay Electric	\$50.00	2/3/2022
2/7/2022	James Popovirch	57 Weare Road	2/491-A	Electrical	Changing 2 gang meter to single gang and Install rigid riser	Irish Electric	\$50.00	2/7/2022
2/8/2022	Gordon Scott	133 Mathews Road	1/709	Electrical	Install 200amp underground	Moonlight Electric	\$50.00	2/8/2022
2/14/2022	Jill & David Allaban	370 Mount Hunger Road	1/723-C	Electrical	Install 200 amp new home	Gary Yeaton Electric	\$50.00	2/14/2022
2/14/2022	Johanna & Ken Hauptman	641 Old Hillsboro Rd	1/342	Driveway	New Driveway	Proline Development	\$75.00	2/17/2022
2/14/2022	Johanna & Ken Hauptman	641 Old Hillsboro Rd	1/342	Building	Single Family Home with Garage	Rome's Homes LLC	\$1,050.00	2/17/2022
2/15/2022	Susan French	253 French Road	1/290	Mechanical	Install gas pipe and propane tanks	Ciaradelli Fuel	\$50.00	2/15/2022
2/16/2022	Nash Trust of 2011	752 Flanders Road	1/590	Electrical	Add 20 circuit Sub-Panel - Add smoke/carbon & sprinkler pumps	HD Electrical Contractors Inc.	\$100.00	2/16/2022
2/16/2022	Jill & David Allaban	370 Mount Hunger Road	1/723-C	Plumbing	Plumbing for 3/4 Bath, Kitchen & Laundry	K & S Plumbing and Heating	\$50.00	2/17/2022
2/23/2022	Gabriel Roxby	12 The Oaks	2/147	Mechanical	Install wood pellet boiler	New Day Energy LLC	\$50.00	2/23/2022
2/23/2022	Michael Conley	78 East Side Drive Site 111	1/318-P	Building	26 x 10 deck and screen porch	Owner	\$115.00	2/24/2022
2/24/2022	West Street Property LLC	19 Hall Ave	2/160-B	Building	4,674 SF inside renovation	Eastman Industries	\$1,268.50	2/28/2022
2/28/2022	Christine & Bradley Barr	55 Browns Way	1/355-X3	Plumbing	New 1/2 bath	Local Plumbing & Heating	\$50.00	2/28/2022



The month of February 2022 consisted of 23 calls for Henniker Fire. The calls ranged from

- 4 fire alarm activations
- 4 EMS assists
- 6 motor vehicle accidents
- 1 burst pipe call
- 1 electrical fire
- 2 structure fires
- 1 Chimney fire
- 1 loader fire
- 1 animal rescue
- 1 low hanging wire into a truck.

Training for this month consisted of training with the new extrication tool.

Attached below are pictures of the wires into the truck and a picture from one of the motor vehicle accidents.



Thank you,  
Chief Morse

3/10/2022

To Town Administrator Diane Kendall and the Henniker Select Board,

The term DITTO comes to mind for the month of February, once again Highway delt with the weather in one form or another. We had a couple good rainstorms with slight damage from plug culvert or plug ditch lines which where all corrected. This month, with a high ground water table, ice buildup along some roads have gain our attention and we've brought out the grader to cut them back and maintain an open ditch line. Highway has bought in 305 ton of salt for the month. Interior painting of the department has been completed. Truck and equipment service and repair is a constant, but we strive to stay ahead of and keep the equipment moving and working. As you all know spring is near, but a couple other seasons stand in the way, Pot hole season and Mud season, both have started, Highway posted roads on the week of February 21<sup>st</sup> for six ton load limits, and we have been applying patch to pot holes as we find them which doesn't take much effort to find.

Leo Aucoin  
Superintendent  
Henniker Highway

# HENNIKER POLICE DEPARTMENT

## Memo

**To: Diane Kendall**

**From: Chief Matthew French**

**Date: March 8, 2022**

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February 2022 summary.

There were 14 arrests which include, driving with a s suspended license, DUI x 2, operating with a suspended license, 4 subjects wanted on a warrants, noise ordinance, breach of bail conditions and unlawful possession of alcohol.

We had 594 Calls for Service (716 in 2021, 776 in 2019) which include

18 MV Crashes	9 Suspicious person/vehicles
20 Motor vehicle complaints	4 Welfare Check
84 MV stops.	4 Psychological problem
17 Directed Patrols	1 Suicidal Person
12 Disabled MV/Assist Motorist	2 Juvenile issue
1 Road Hazards	1 Stolen vehicle
1 Domestic Disturbance	4 Animal Complaints
5 Noise complaint	22 Alarm Calls/911 Hangup
5 Serve Paperwork/Subpoena	9 Walk and Talk
19 Follow ups	15 Parking Complaints/tickets
6 Investigations	188 Building/Business checks
19 Return phone call	33 Vacant/Vacation House Checks
7 Assist Citizen	
10 Assist Other agencies	
24 Assist Rescue/Fire	

## Wastewater Department Report February, 2022

- 2/01/22 –Chazz still not feeling well, out one more day.  
Ken started the Belt Press.  
Cleaned snow and ice at Ramsdell Rd. Pump Station.  
Rich and ken shut the Press down.
- 2/02/22 –Chazz returned to work today, tested negative.  
Ken working on MOR/DMR and deleting unused files on our computer.  
Rich brought lab water samples to the State lab and picked up sample bottles at Eastern Analytical for quarterly sludge samples.  
Chazz working on maintenance list.
- 2/03/22 –Chazz started the Belt Press  
Rich and Chazz cleaned up some ice around the plant, 47 degrees outside.  
Ken Brought sludge samples to EAI.  
Russ here to help Ken with computer.
- 2/04/22 – Snow, sleet and freezing rain today.
- 2/07/22 – Sent time cards to Russ, etc.  
Completed monthly Management report, will send out tomorrow.  
Called Dave at Underwood Engineers to discuss upgrade project.
- 2/08/22 – +/- 1 “ snow-ice overnight, everyone on cleanup.  
A hose blew on the pick-up plow, had a new one made and we installed.
- 2/09/22 – Deleting old unused files on computer.  
Completed and submitted monthly discharge monitoring report to US-EPA and NHDES.  
Sent department monthly report to Wendy with MOR – PDF.
- 2/10/22 - Preparing paperwork for 2022 Clean & TV of 12,763 feet of 8” & 12” sewer main.  
Still chopping ice from walkways.
- 2/11/22- Working with Russ updating e-mail on our computer.  
Searching for Wastewater Training, I need .2 CEU’s before June to renew my wastewater License.  
Cleaning day.
- 2/14/22- Cleaning more old files & e-mails from computer.  
Removing more ice from walkways.
- 2/15/22- Ken making a new sample scoop for aeration tank sampling.
- 2/16/22- Sent 2022 Clean & TV bid specs to Wendy for distribution for bids.  
Chazz shadowed Rich today to learn daily labs.  
Rich and Chazz testing 4 wastewater high level alarms at treatment plant and pump station.
- 2/17/22- Finish up work on aeration tank sample stick.  
Ordered some small drill bits needed to install new weather stripping on blower bldg. doors.  
Chazz ran the belt press today and did some ice removal with Rich.  
Nice warm day a lot of ice melting.
- 2/18/22- Sent time cards to Town Hall.  
Notifying Waste Management and Merrimack for sludge rolloff shipment for Wednesday 2/23.  
Chazz ran the belt press and made a dump run.  
Cleaning Day



- 2/22/22- Ken in late, Doctor's appointment.  
Chazz and Rich did rounds.  
Ken signed up for a class in April to have enough CEU's to renew wastewater license in June.
- 2/23/22- Shipped sludge rolloff to Merrimack today.  
Chazz and Ken hosed down the walls of the sludge holding tank.  
Ken went to Safety Committee meeting at the Fire Station.
- 2/24/22- Ken & Chazz cleaned the caustic drum we pump from.  
We disconnected inch and a half hoses used to pump sludge holding tank to aeration tank, they froze overnight, we will take them to the press building to thaw and store.
- 2/25/22- Snowing, +/- 12 inches expected.  
Sent first quarter sludge analysis results to Merrimack composting as required.  
All of us on snow removal.
- 2/28/22- Checked caustic storage areas for cold drafts, we are having some freezing problems.  
Ken purchased 2 – 4x8x1 sheets of rigid foam insulation to stack behind the drums of caustic  
In the septage area, we will monitor.

2 Rolloff containers of sludge was sent to Merrimack, NH Composting Facility for processing in February.

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 February Year 2020

Date and Day of Week	Rain or Snow (in.)	Wastewater Flow In ( MGD )(1)				Chlorine Residual (mg/L)		Lbs. of Cl.	Settleable Solids (ml/L)		pH		D.O. mg/L	Turb. NTU	Total Suspended Solids (mg/L)		Coliform (#/100 ml)				
		INF.	EFF.(2)		EFF.	A.M.	P.M.		Lbs.	INF.	EFF.	INF.			EFF.	EFF(3)		EFF(3)	INF.	EFF.	EFF.
			TOTAL	MIN.																	
1	T	0.114	0.030	0.180	0.106						7.9	7.0		1.2	178.0	2.0	1.0				
2	W	0.116	0.050	0.270	0.147						7.9	7.0		1.0	188.0	4.0	1.0				
3	TH	0.110	0.050	0.200	0.121						7.8	6.9		1.1			1.0				
4	F	4"s	0.135	0.100	0.270	0.191					7.9	6.8		1.2							
5	S		0.131	0.050	0.200	0.138					6.9										
6	S		0.125	0.040	0.210	0.128					6.9										
7	M		0.122	0.050	0.200	0.128					8.0	6.9		0.9			1.0				
8	T		0.122	0.060	0.200	0.129					7.5	6.9		0.9		5.0	1.0				
9	W		0.102	0.050	0.300	0.177					8.0	6.9		1.0		7.0	1.0				
10	TH		0.124	0.060	0.300	0.168					7.8	6.9		1.1							
11	F		0.125	0.050	0.310	0.162					7.9	6.9		1.1							
12	S		0.130	0.070	0.210	0.142					6.7										
13	S		0.128	0.060	0.230	0.142					6.8										
14	M		0.128	0.050	0.210	0.133					7.8	6.9		1.1			1.0				
15	T		0.136	0.050	0.230	0.137					7.9	6.9		1.0		4.0	1.0				
16	W		0.129	0.040	0.210	0.130					8.0	6.9		1.0		3.0	1.0				
17	TH		0.133	0.080	0.250	0.151					7.9	6.9		1.1							
18	F		0.162	0.120	0.290	0.197					7.4	6.8		1.0							
19	S		0.178	0.050	0.440	0.186					6.8										
20	S		0.152	0.040	0.240	0.127					6.8										
21	M		0.151	0.050	0.200	0.128					7.0						1.0				
22	T		0.153	0.080	0.250	0.164					7.7	7.2		2.2		6.0	1.0				
23	W		0.189	0.140	0.460	0.258					7.6	7.1		2.0		5.0	1.0				
24	TH		0.190	0.100	0.390	0.220					7.7	6.8		1.8							
25	F		0.169	0.100	0.340	0.204					7.5	6.7		1.1							
26	S		0.170	0.090	0.370	0.175					6.7										
27	S		0.160	0.100	0.280	0.173					6.8										
28	M		0.152	0.080	0.260	0.165					7.7	6.9		1.1			1.0				
29	T																				
30	W																				
31	TH																				
				Max	0.460	0.258					min	6.7									
Totals		3.936	---	---	4.427	---	---			---	---	max	7.2	---	---	---	---				
Averages		0.141	---	---	0.158						---	---	ERR	1.2	183.0	4.5	1.0				

(1) Show Units (MGD or GPD)

% Removal: 98%

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

(3) Before Chlorination

Date and Day of Week	B.O.D. (mg/L)		Septage gal	BOD (lbs/day)		TSS (lbs/day)	
	INF.	EFF(3)		INF.	EFF(3)	INF.	EFF(3)
1 T	143.0	5.2		136.0	4.6	169.2	1.8
2 W	146.0	4.5		141.2	5.5	181.9	4.9
3 TH							
4 F							
5 S							
6 S							
7 M							
8 T		4.4			4.7		5.4
9 W		3.6			5.3		10.3
10 TH							
11 F							
12 S							
13 S							
14 M							
15 T		4.1			4.7		4.6
16 W		4.9			5.3		3.3
17 TH							
18 F							
19 S							
20 S							
21 M							
22 T		5.1			7.0		8.2
23 W		3.9			8.4		10.8
24 TH							
25 F							
26 S							
27 S							
28 M							
29 T							
30 W							
31 TH							
Totals	---	---	---	277.2	45.5	351.1	49.2
Avg.	144.5	4.5		138.6	5.7	175.6	6.1

% 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 breakdowns, etc. below.

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

"The only Henniker on Earth."



Office of the Town Administrator

*Diane Kendall*

To: Board of Selectmen  
From: Diane Kendall, Town Administrator  
Date: March 15, 2022  
Ref: **Town Administrator's Report**

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This week has been an eventful week of introductions, tours, correspondence, and learning about Henniker. I would like to thank the staff, committee and board members, and community for the warm welcome. It's evident that people are passionate, engaged and exhibit tremendous work ethic. I would like to particularly thank Wendy Baker for onboarding me and having wells of patience with my questions and blank stare. The following is a highlight summary of the work week ending March 12<sup>th</sup>.

- Responded and closed 4 Right to Know (RSA 91-a) requests previously started.
- Corresponded with former Administrator Joe Devine for project status updates and baton toss.
- Several office staff member introductions, orientation, meetings and tours.
- Attended truck bid openings with Highway Superintendent Leo Aucoin.
- Attended meeting with Russ Roy and Tia Hooper regarding preparation for town meeting warrant article #4.
- Toured Henniker Community School with Sam Wagner, Technology Coordinator. Thank you, Sam Wagner.
- Toured the town facilities and met with staff: Grange, Teen Center, Police Department, Fire Station, Highway Facilities, Wastewater Department and Transfer Station. Thank you, Selectman Flynn.
- Attended the Economic Development meeting.
- Meeting with Marc Boisvert, Transfer Station Manager to discuss department priorities, 2022 budgeted improvements and reviewed 3 applications for the open position of Assistant Manager. Also discussed the status of the teen center room heating system and condition.
- Attended a meeting with Wendy Baker and NH Department of Revenue Administration. This prompted a discussion about applications and personally identifiable and other personal information as exempted from Right to Know laws.
- Meeting with Selectboard candidate/elect Bill Marko.
- Reviewed correspondence regarding Cote and noise complaint cases.
- Meeting with Leo Aucoin regarding warrant article #8 and background of Cote case.
- Meeting with Mark Mitch, Economic Development Chair and Conservation Commission Co-Chair
- Attended Town Meeting