



TOWN OF HENNIKER, NEW HAMPSHIRE

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

STAFF REPORT

DATE: 11/21/2023

TITLE: Close Transfer Station at noon on Sunday December 24th

INITIATED BY: Marc Boisvert, Superintendent

PREPARED BY: Diane Kendall, Town Administrator

PRESENTED BY: Diane Kendall, Town Administrator

AGENDA DESCRIPTION: Request Board of Selectmen authorize closure of the Transfer Station at noon on Sunday December 24th Christmas Eve.

LEGAL AUTHORITY: "Governing body" means the select board; manage prudential affairs – [RSA 21:48](#)".

FINANCIAL DETAILS: n/a

BACKGROUND: The Transfer Station is open on Sunday's from 9am to 5pm. The town is recognizing the holidays on Monday the 25th and Tuesday the 26th. According to the Holiday Schedule and policy the Transfer Station will be closed on all the holidays listed. The Transfer Station is not open on Monday's, eligible employees will receive holiday pay for 25th and 26th. Employees scheduled to work from 9:00 to 5:00 on Sunday the 24th will only receive compensation for time worked if the early closure is authorized.

TOWN ADMINISTRATOR: n/a

SUGGESTED ACTIONS / MOTIONS:

Motion to authorize the closure of the Transfer Station at noon on Sunday December 24th Christmas Eve.



TOWN OF HENNIKER 2023 Holiday Schedule*

*In accordance with Addendum A, Sect. 4 (page 31)
of the town of Henniker Personnel Policy

Monday, January 2.....	New Year's Day (observed)
Monday, January 16.....	Martin Luther King Jr. Day
Monday, February 20.....	President's Day
Monday, May 29.....	Memorial Day
Tuesday, July 4	Independence Day
Monday, September 4.....	Labor Day
Monday, October 9	Columbus Day
Friday, November 10.....	Veteran's Day (observed)
Thursday, November 23	Thanksgiving Day
Friday, November 24.....	Day after Thanksgiving
Monday, December 25.....	Christmas Day
Tuesday, December 26.....	Day before or after Christmas

The Transfer Station shall be closed on all of these holidays
in addition to Easter and Christmas Day. (FROM HENNIKER PERSONNEL POLICY)