

FINAL



**Town of Henniker
Selectmen Meeting
January 2, 2018
Henniker Town Hall**

Members Present: Kris Blomback, Chair; Tia Hooper, Vice Chair; Bob French, Selectman; Peter Flynn, Selectman (arrived at 7:26 pm)

Members absent: Selectman Fortner

Town Administrator: Christine Trovato

Guests: Leon Parker, Bill Marko, Leigh Bosse, Danny Aucoin, Heidi Aucoin, Stephanie Payeur, Marilyn Borgendale, Russ Roy, Terri Trier, Chris Robert, Matthew French, Jesse Colby, Keith DeMoura, Justin Chase

Recording Secretary: Karen Rose

Chair Blomback called the meeting to order at 6:15 pm with the Pledge of Allegiance.

CONSENT AGENDA—

Signed by the Selectmen between December 20-19, 2017

Motion to hire Bill McGirr as part time seasonal plow truck driver

Motion to hire Tom Weston as part time seasonal plow truck driver

1. Permits: December 1 – December 31, 2017
2. Motion to hire Kelly Hughes as part time Recording Secretary
3. Motion to hire Kristen Bergeron as Transfer Station/Recycling Center, Parks & Properties Superintendent
4. Current use Land Use Change Tax Collector’s Warrant: Lot 731-D, 731-E, 137-C, 645-X2, 351, 351-A, 351-C
5. George E. Sansoucy, PC, LLC; proposed agreement to provide valuation and engineering consulting and expert witness services re; the 2014-2016 appeal files provided by Eversource

A motion was made by Vice Chair Hooper to approve the consent agenda. Selectman French seconded. Motion passed 3-0.

Public Forum #1

Stephanie Payeur asked to be able to speak about health care when the topic comes up.

Appointments:

Item 1: Appointment to volunteer committee

Marilyn Borgendale came before the board to introduce herself and provide some background on her abilities to be a member of the Municipal Records Committee.

A motion was made by Vice Chair Hooper to approve Marilyn Borgendale’s appointment to the Municipal Records Committee. Selectman French seconded. Motion passed 3-0.

Item 2: Request by Terri Trier to report on the 250th Celebration

Terri Trier, chair of the 250th Anniversary Committee, came before the board to provide an update on the activities planned for the celebration. She handed out a schedule of activities. She indicated there is

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\$3,500 in the Old Home Day account stemming back to 2008. She would like to be able to use that money for the celebration. Vice Chair Hooper asked about the process for accepting donations. Russ Roy stated that he has a list to give to the board for a formal acceptance of the donations.

Terri also asked for permission to use the town hall green for a parade on August 4th. Chair Blomback stated that the committee should fill out a permit. Town Administrator Trovato will work on what they need.

A motion was made by Selectman French for the 250th Anniversary Committee to use the Old Home Day funds. Vice Chair Hooper seconded. Motion passed 3-0.

Item 3: Request by Russ Roy, Finance Director, to enter into a Telecommunication Agreement

Russ Roy provided some background on the current phone system. He indicated the system is old and he can't get parts for it anymore. He looked into several options for a new system and provided a spreadsheet of his findings to the Selectboard. The greatest difficulty was finding a company that would be able to get the phone numbers from TDS. He settled on TPX that will provide 10 extensions and keeping the main numbers. It will take 60 days to get it up to speed. He would like to use the 2017 budget funds for the purchase of \$2800. The monthly fee of \$333.62 will not increase the budget.

A motion was made by Vice Chair Hooper to authorize Russ Roy to enter into an agreement with TPX Communications as outlined. Select French seconded. Motion passed 3-0.

Chair Blomback asked Russ to check their references.

Item 4: Request by Russ Roy, Finance Director, to discuss health insurance

Russ Roy came before the board to discuss health insurance plans. He has provided supporting documentation of his analysis. He stated that in his opinion Health Trust and Schoolcare would do an outstanding job providing the services they need. He stated one of the benefits of Schoolcare is the premium holiday which Anthem does not offer.

The main differences to the plan from an employee perspective is the changes to the deductible, and out of pocket expenses. His concern is employee retention if the plan changes drastically. Russ reviewed specific dollar amounts with the Selectboard which is itemized in his proposal.

Stephanie Payeur disagreed with the statement about losing employees as they won't be able to go elsewhere and get such good coverage. She asked that the board think about the big picture and possibly look into higher deductible plans. She also recommended that the Budget Advisory Committee be involved to look into the proposal and ask the hard questions. Her personal recommendation would be to shift some of the cost to the employees with plan 2040 and come out with a \$98,000 savings to the town.

Vice Chair Hooper stated that the town doesn't have other perks to offer them. There are other areas that the town can look into savings before the employees' health care. Chair Blomback stated he is cognizant of wanting to remain competitive to retain good staff, however the insurance is a main driver of the budget. He said the problem with health care is that it never gets fully used. His employer gave the employees a choice of a COLA or higher health care.

Vice Chair Hooper suggesting tabling a decision until they can get more information. Russ Roy suggested having Health Trust meet with the employees.

By board consensus, this item was tabled until after an info session by Health Trust.

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Old Business

Item 5: Discuss wage schedule for Wastewater Superintendent Position (tabled from 12-5-17)

Town Administrator Trovato is proposing that the Wastewater Superintendent Position be elevated to a Labor Grade 28 to be in line with the Highway Superintendent. Chair Blomback asked what was driving this item. Town Administrator Trovato stated she had a request from a staff member. She stated that she provided calculations from the 2014 wage chart and increased it by 2% each year. Chair Blomback thought this should be more in line with the Water Works Supervisor. Town Administrator Trovato agreed. She recommended that this discussion be pulled.

Item 6: Consider delay of interest on Sewer bills (tabled from 12-19-17)

Town Administrator Trovato is proposing the interest charges be waived on the bills that were due on December 29, 2017 until April 30, 2018. Chair Blomback asked to discuss this at the end of the meeting once the town administrator had discussed with Russ Roy the fiscal impact for doing so.

Selectman Flynn entered the meeting at 7:26 pm.

Russ Roy stated to the Town Administrator that the interest cannot be waived until the end of April but only until the end of March when the lien letters are done.

A motion was made by Vice Chair Hooper to waive the interest on the sewer bills to March 30th. Selectman Flynn seconded. Motion passed 4-0.

Item 7: Request to fill vacant positions

Town Administrator Trovato is requesting to fill the Highway Superintendent Position. Chair Blomback handed out an updated job description for the Selectboard to review. He would like the position title to be Highway Construction Superintendent. He stated that the town cannot afford to sub out road construction. He would like to hire an individual with a background in highway construction and increase the salary for this position. The Western Ave project would have been over \$736,000 and the town completed the job for \$593,000. He said there were some mistakes but the savings was substantial. He further stated that many of the tasks in the project were subbed out. Town Administrator Trovato mentioned she also had some changes to the job description proposed.

Vice Chair Hooper disagreed with the term construction in the title. She reminded everyone that Western Ave is not complete as yet. She stated that there were many projects that did not get done over the summer due to the Western Ave project. He stressed the importance of preserving the roads from deterioration which will result in decreasing the costs to rebuild them. Preserving the roads will also add possibly another 15 years to their life. She said that the highway department has quite a bit of maintenance to do to be tied up with a big project.

Bill Marko said that the town should be focused on the delta between subbing out a project and doing it ourselves. He said in the numbers Chair Blomback quoted you don't see the costs for deterioration of other roads. He thought the citizens are willing to spend the money to get the roads fixed.

Leon Parker stated that the town should get the strongest road agent they can, this way you can remove construction from the title.

Danny Aucoin stated that the town doesn't have the equipment to operate on a big job. He favors subbing out the projects.

Selectman Flynn is more inclined to agree with Tia and Leon and feels it is in the town's best interest to sub out major construction work. Vice Chair Hooper suggested having some of the maintenance in the highway budget put into capital reserves versus the general fund. She said subbing out the big projects,

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the maintenance people can focus on other issues like drainage which deteriorate the dirt roads which are half the roads in town. Chair Blomback stated he didn't think the town has the appetite to keep spending large amounts each year on subbing out a project.

Suggestions were made to the proposed job description one of which was to remove construction out of the title.

2) Town Administrator Trovato is requesting to fill the transfer station attendant/laborer position made vacant by the promotion of Kristen Bergeron. This position is Labor Grade 15, Step 1, at \$16.51 per hour.

The board by consensus approved the request to fill the transfer station attendant/laborer vacant position.

Item 8: Request to appoint interim Highway Superintendent

Town Administrator Trovato is requesting to appoint Justin Johnson as the interim Highway Superintendent at Labor Grade 28, Step 1 until the new Highway Superintendent is hired. He is currently a Labor Grade 18, Step 1.

A motion was made by Selectman French to appoint Justin Johnson as the interim Highway Superintendent until the new Highway Superintendent is hired. Selectman Flynn seconded. Motion passed 4-0.

New Business:

Item 9: Budget Discussion requested by Peter Flynn

Selectman Flynn asked when the Selectboard will be finalizing the budget numbers. He would like to be ready to accept the budget at the next meeting. Chair Blomback made five adjustments to the Capital Reserves as follows:

- 1) \$100,000 to the fire equipment reserve
- 2) \$25,000 to highway reserve
- 3) \$10,000 to bridges reserve
- 4) \$10,000 to the police reserve
- 5) \$5,000 to the transfer station reserve
- 6) \$20,000 to valuation.

Vice Chair Hooper said that they had discussed that the monies that were not expended this year from the maintenance line item, be expended by the Selectboard.

Chair Blomback reported that the new tax rate is up 3% and he is concerned that they will hit the \$10.00 mark.

Vice Chair Hooper asked that Russ Roy email the changes in the budget and the telecommunications agreement. She asked the town administrator for the updated highway numbers.

OTHER BUSINESS

Item 10: Review public and non-public minutes of December 19, 2017.

The public minutes of December 19, 2017 were reviewed with edits.

A motion was made by Vice Chair Hooper to approve the December 19, 2017 public minutes with edits; Selectman French seconded. Motion passed 4-0.

The non-public minutes of December 19, 2017 Item 1 were reviewed with edits.

A motion was made by Vice Chair Hooper to approve the December 19, 2017 non-public minutes with edits; Selectman French seconded. Motion passed 4-0.

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The non-public minutes of December 19, 2017 Item 13 were reviewed.

A motion was made by Vice Chair Hooper to approve the December 19, 2017 non-public minutes; Selectman French seconded. Motion passed 4-0.

Item 11: Town Administrators Report—

Town Administrator Trovato reported on the following items:

- The Western Ave financial report is in the board packets.
- the unaudited budget summary report for 2017 is also in packets
- the insurance update for the Wastewater Treatment Pump Station damage is included.

Everything was paid except the \$1,000 deductible.

-3 work estimates from KV Partners for (1) Hall Ave and Prospect St (2) Western Ave from Cote Hill to Hillsboro Town Line and (3) Western Ave from Maple Street to the Oaks. She has given Mike Vignale the go ahead to have the surveys done and start the permitting process for the last portion of Western Ave to the Hillsboro town line.

The Downtown to the Oaks project will be expensive. One of the issues is the culvert near the funeral home and the stone wall and possible risk of damage to the property owner's property.

Re: Hall to Prospect – the reconstruction will depend on if the Water Dept. get the approval to replace the water main. If they do not then the TAP money will be in jeopardy.

Vice Chair Hooper would like the Selectboard to look at other roadways that need to be done first. She would like Mike Vignale to attend the next meeting with a breakdown of all the field surveys to be done.

A motion was made by Chair Blomback to proceed with the surveying from Cote to Hillsboro town line for \$6750 and Hall to Prospect for \$3750. Selectman Flynn seconded. Motion passed 4-0.

Item 12: Selectmen's Reports –

Selectman French reported he has been actively involved with the 250th Anniversary Committee and will be attending the Conservation Commission meeting on Wednesday.

Chair Blomback had no report

Selectman Flynn reported that the Historic District Commission will be meeting on January 9th. He asked the town administrator about the Water Commissioners warrant article. She reported that she had emailed them with the deadlines. Vice Chair Hooper asked about sending the dates to other committees as well.

Vice Chair Hooper had no report

Item 13: Non-public RSA 91-A:3 II (a) moved to end of meeting

PUBLIC FORUM#2

Leigh Bosse asked about the status of Selectman Fortner and his not attending several meetings. Chair Blomback stated they are attempting to reach out to him.

Chris Robert of the Budget Advisory Committee made a general comment that it is natural for department heads to ask for additional staff, salary increases and generous budget packets. The committee would like to help counterbalance this tendency. He spoke about the health insurance as presented earlier by Russ Roy. He stated that the structure of health insurance benefits is changing and moving to a more catastrophic insurance. There are alternatives to a Cadillac plan and the Budget Advisory Committee is committed to working with the Selectboard to help find a plan. He asked about a 5-year plan for the new

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position on the police force. The Committee is willing to volunteer their time and recommend a year round committee vs. just at budget time.

Stephanie Payeur asked that Henniker conduct a comparison of what other municipalities are offering for health insurance.

Bill Marko asked about the water main on Hall Street. His understanding was the connections would go under the sidewalk. Vice Chair Hooper remarked that the shut off valves will be in the center of the sidewalk and have to be moved.

Bill Marko asked about Selectman Fortner and at what point is the seat considered abandoned. Chair Blomback stated that the individual has to resign his position, the RSA is clear. They are reaching out to the individual and hope he does the right thing.

Item 13: Non-public RSA 91-A:3 II (a)

Vice Chair Hooper moved, Selectman French seconded to enter into non—public session pursuant to the authority granted in RSA 91-A:3 II (a). A roll call vote was taken, Chair Blomback - yes; Selectman French – yes; Vice Chair Hooper – yes; Selectman Flynn – yes; Motion passed 4-0

Vice Chair Hooper moved, Selectman French seconded to exit from non—public session pursuant to the authority granted in RSA 91-A:3 II (a). A roll call vote was taken, Chair Blomback - yes; Selectman French – yes; Vice Chair Hooper – yes; Selectman Flynn – yes; Motion passed 4-0

Vice Chair Hooper left the meeting at 8:55 pm

A motion was made to seal the minutes by Selectman French and seconded by Selectman Flynn. Motion passed 3-0.

Item 14: Non-public RSA 91-A:3 II (a)

Chair Blomback moved, Selectman French seconded to enter into non—public session pursuant to the authority granted in RSA 91-A:3 II (a). A roll call vote was taken, Chair Blomback - yes; Selectman French – yes; Selectman Flynn – yes; Motion passed 3-0

Chair Blomback moved, Selectman French seconded to exit from non—public session pursuant to the authority granted in RSA 91-A:3 II (a). A roll call vote was taken, Chair Blomback - yes; Selectman French – yes; Selectman Flynn – yes; Motion passed 3-0

A motion was made to seal the minutes by Selectman French and seconded by Selectman Flynn. Motion passed 3-0.

A motion was made by Selectman Flynn to approve a hardship abatement on parcel 1-579 for \$3666.30 for 2016 plus interest and from lien date, and \$3733.40 for 2017 plus interest. Selectman French seconded. Motion passed 2-0-1 (Blomback)

Adjournment

A motion was made to adjourn the meeting at 9:30 pm by Selectman Flynn. Chair Blomback seconded. Motion passed 3-0.

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**Town of Henniker
Board of Selectmen Meeting
January 16, 2018
Henniker Town Hall**

- Members Present:** Kris Blomback (Chairman), Tia Hooper (Vice Chair), Bob French Jr, Peter Flynn (arriving at 8:14pm)
- Members Absent:** Benjamin Fortner
- Town Administrator:** Christine Trovato
- Recording Secretary:** Kelly Hughes
- Guests:** George Sansoucy, Maura McCann (Director of Marketing NH Lottery), Michael Flechia (Craney Hill Rd), Christopher Robert (Rush Road), Joseph P. Damour (Water Department), Tracy Sudhalter (Craney Hill Rd), Danny and Heidi Aucoin (Weare Road) Jerry Gilbert (Water Department), Matthew French (Chief Henniker Police Department), Michael Lambert, Russ Roy

Chair Blomback called the meeting to order at 6:15 pm with the Pledge of Allegiance.

CONSENT AGENDA—

1. Intent to cut (supplemental) Lot 1-711
2. Yield Tax Levy Lots: 1-585E, 1-353
3. Confirm appointment of Fire Department officers:
 - a. Chief, James Morse
 - b. Assistant Chief, Varyl French
 - c. Captain, Christopher Mason
 - d. First Lieutenant, Keaton Gagne
 - e. Second Lieutenant, Stefanie Costello
 - f. Clerk, Kelley LaPlante
4. List of encumbrances from 2017 Budget Year into 2018 Budget Year
5. Abatement Lot 1-579
6. Intent to cut lots: 574-B1, 574-B2, 574-B3, 640

Motion was made by Chair Blomback to approve the consent agenda. Vice Chair Hooper seconded. Motion passed 3-0.

Peter Flynn is excused and will be joining after his budget meetings in New Boston. There has been no word from Selectman Benjamin Fortner.

Public Form #1.

Michael Lambert: Speaking in regard to Centerville Road on behalf of his client. Is requesting to readjust the boundary line since there is ambiguity in the deed. His client owns both parcels of land. Mr. Lambert will compose plans to bring to the planning board for their approval, then will bring those items to the next meeting on February 6th.

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Christopher Robert: Governing policy of Budget Advisory Policies, was seeking clarification or advice on where to find those documents. Town Administrator Trovato will forward via email to him.

Danny Aucoin: Frist question regarding the water and sewer bill. Chairman Blomback informs him it is item 5 tonight. Second concern is a repossession company on Gulf road.

Appointments:

Item 1: Request by George Sansoucy to make presentation to the board

George prefers "Skip" and is our expert Assessor with public utilities. In an update the towns won against the public utilities and the Supreme Court upheld that ruling. The concern was using book value over fair market value. May 8th there will be scheduling conference about what to do with the utility cases. Skip recommends separating the utilities out and having him and his team manage them moving forward. He will be submitting a proposal requesting for his team to be our permanent contractor handling all the utilities, as well as any new growth within town.

Item 2: Maura McCann, Director of Marketing for NH Lottery, to discuss Keno

Maura McCann: March meeting is the time to vote for Keno here in Henniker, must be a pouring establishment to have it, there are 10 in town. If vote is in favor NH lottery will ask the 10 establishments about their interest in participating in Keno. Keno is no different from Power Ball or Mega Bucks game. The difference is in the drawings, with drawing being held every 5 minutes from 11:05am to 11pm. There was 25 million dollars going over the boarder to MA, which is why NH wanted to bring it here. It will not be a burden on the wait staff at these bars and restaurants. Already 15-20% ahead of sales projections.

Selectmen French has concerns how the town is going to pay for all day Kindergarten. Maura states we will still get the benefit of all-day kindergarten since the monies will be going into a trust fund with the Department of Education and seeks for a vote this evening.

Chair Blomback states it will be made a warrant article for February 6th. Maura informs the board that there needs to be a specific public hearing for Keno 30 days but not less than 15 days prior to voting. If the voters vote it down there is a two-year waiting period before it can come back for vote.

Item 3: Appointment to Volunteer Committee

Tracey Sudhalter wishes to join the Conservation Commission. She is a wildlife and wetland biologist working for a firm in the state for the last 5 years. She has met with various commissions already and noticed what she perceives as holes in our by-laws and believes there are better ways to protect out natural resources. Chair Blomback advised her to visit the Conservation Commission to get their blessing.

Item 4: Discuss Health Insurance (tabled 1/2/18)

There was concern with copay not going to deductible, for example concern with ongoing illness and seeing a specialist. The other concern was having to have prescriptions filled at a certain location, that information was misleading, will be able to fill prescriptions at pharmacy of choice. Coverage will not be in effect until July 1 2018.

Motion was made by Vice Chair Hooper to go with the Blue Cross Blue Shield Plan ABOS 240. Selectman French seconded. Motion carries 3-0* *Chair Blomback noted Selectman Flynn supported via email although his vote cannot be counted as he is not present.

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Item 5a: Road Management Committee report

Vice Chair Hooper speaks of the maintenance and preservation of the roads and how we are paying for them and the funds that have not been expended for this year, would like a preservation capital reserve fund. That way we can roll over those maintenance funds. Expendable by the Board of Selectmen. There are 3 warrant articles for the public to choose from when Leon Parker and Bill Marko are not available to present the articles. Tabled until Leon Parker and Bill Marko are able to present.

Item 5b: Water Commission

Jerry Gilbert, Chairman of the Water Commission, speaking regarding replacing 104-year-old water main from Hall Ave to Prospect Street. What is needed is a cross connection, which if done including the cost of the valves, is \$200,000 which will need to be requested in a warrant article. The existing line is under the sidewalk. The plan is to set the new line next to the old line, roll them out to the other side of the sidewalk, disconnect old line once new line is in, so there is little or no disruption to the water supply. Wants to ensure the warrant article is ready for the next meeting. Vice Chair Hooper wants to know if the town as a whole will be impacted or just the water users. She would like to see better communication to the water and sewer users in the future. Russ prefers getting the numbers for the 12-month cycles since the Water Department has the option to spend their reserves in case the EPA requires something is done immediately.

Old Business:

Item 6: Budget Discussion

Chair Blomback prior to this meeting discussed with Chief Tom French the fire rescue budget, it was agreed the part time fire rescue budget could be reduced by \$20,000; and Chief French wanted it relayed the rescue billing fees would be increased to bring in additional revenue.

Motion was made by Vice Chair Hooper to adjust Fire/Rescue budget down \$20,000 Kris Blomback seconded. Motion carries 3-0

Motion was made by Chair Blomback to reduce the compensation from \$1000 to \$500 for the 3 new positions in fire rescue budget. Vice Chair Hooper seconded. Motion carries 3-0

Motion was made by Chair Blomback to reduce COLA's to 1%, saving a net of \$14,150. Vice Chair Hooper seconded. Motion carries 3-0

Vice Chair Hooper: We have already adjusted the health plan for a saving of \$49,000.

Motion made by Vice Chair Hooper to decrease the budget for \$4,155 to reflect the reduced cost of telephone. Chair Blomback seconded. No vote was taken. Russ Roy asked about the change in the email system. There is nothing budgeted in 2018 for the email change.

Motion made by Vice Chair Hooper to table the discussion on the cost for the telephone system Chair Blomback seconded Motion carries 3-0.

Motion made by Vice Chair Hooper to remove donations to Red Cross for \$1,000 and CASA t \$500 and recommends reducing CAP by \$2,000. Chair Blomback seconded. Motion carries 3-0

Motion made by Vice Chair Hooper to decrease Code Enforcement \$1,000. Chair Blomback seconded. Russ Roy points out we are overdrawn on that account by over \$3,000 in 2017 **Motion carries 3-0**

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Motion made by Chair Blomback proposed to adopt the increase in fees for building permit application, planning board fees, zoning application, site plan application, as recommended by the Budget Advisory Committee. Vice Chair Hooper seconded. Motion carries 3-0

Motion made by Vice Chair Hooper to increase road repair budget by \$60,000. Selectman French seconded. Motion carries 3-0

Motion made by Chair Blomback to increase the Wastewater reserve from \$35,000 to \$50,000 for an increase of \$15,000. Vice Chair Hooper seconded. Motion carries 3-0

Chair Blomback in favor of the additional officer. Wants chief to apply for cop's grant in order to offset the police budget. Would like to eliminate parking position at \$9,000 a year and that duty to fall to the police officers.

Chair Blomback agrees, wants as much budget neutrality as possible. Does not want to micro manage police.

Motion made by Chair Blomback to cut \$31,000 to overall police budget. Selectman French seconded. Vice Chair Hooper request to allow Chief French to speak prior to the vote.

Selectman Flynn enters meeting at 8:14

Chief Matt French states the parking enforcement revenue is \$8,900 and change. Eliminates 20 hours of parking enforcement, especially when the college is in session. The Department has not been using all the part time funds, because it is difficult to find part time officers, which is why he wanted another full-time officer. Overtime fund are already low and always being spent. He is not sure where else to cut, has packet for the board to review. He is aware the town isn't really sure what the department does and logged several days so the board and town can understand the day to day operations. New London's budget is actually higher and just approved for 9th full time officer. Chief Matt French is asking to reconsider some of the cuts.

There is debate amongst the select board regarding the cuts.

Motion called to vote. Motion fails 2-2 (Hooper, Flynn)

Motion made by Vice Chair Hooper to cut \$12,000 from Henniker police budget. Selectman Flynn seconded.

Chair Blomback confirms nothing is being done with auto and parking enforcement. Vice Chair Hooper confirms. Selectman French wanted to know if an increase to some of the parking fees may make the budget closer. Chair Blomback is trying to balance out the automobile purchases and trying to reduce the net budget increase; and strongly supports adding another officer. Vice Chair Hooper would like to establish a capital reserve fund for \$1 to purchase a new vehicle next year.

Motion carries 3-1 (Blomback)

Motion made by Vice Chair Hooper to establish a warrant article for capital improvement fund for Henniker Police Department automobiles for \$1. Selectman French seconded. Motions carries 4-0

Motion made by Chair Blomback all new employees are responsible for 15% of their health care cost. Selectman French seconded.

Vice Chair Hooper is concerned the town is already having hard time filling positions as is. There is debate about the policy change.

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Chair Blomback withdraws motion and tables so it may be made an agenda item for next time.

New Business:

Item 7: Discuss the Highway Superintendent Hiring Committee

The Highway Superintendent Hiring Committee should be no larger than six members. Proposed members are Leon Parker, Amy Patenaude, Chief Matt French, Jennifer McCourt, Joe Grady (schedule depending), and Mike Vignale. They will be responsible for finding a maximum of five candidates to bring forward. Vice Chair Hooper is concerned Mike Vignale is not a resident and a paid contractor.

Motion made by Chair Blomback to appoint Leon Parker, Amy Patenaude, Mike Vignale, Jennifer McCourt, Joe Grady and Mike Vignale, to the Highway Superintendent Hiring Committee. Selectman Flynn seconded. Motion carries 3-1 (Hooper)

Other Business:

Item 8: Review public minutes from December 28, 2017; review of public and non-public minutes from January 2, 2018; review of non-public minutes from 2006-2014. **Motion made by Chair Blomback to approve December 28, 2017 minutes. Selectman French seconded. Motion carries 4-0**

Motion made by Vice Chair Hooper to approve January 2, 2018 minutes. Selectman French seconded. Motion carries 4-0

Motion made by Chair Blomback to approve the non-public minutes from January 2, 2018. Motion carries 3-0-1 (Hooper)

Motion made by Chair Blomback to approve the January 9, 2018 minutes. Selectman French seconded. Motion carries 4-0

Motion made by Chair Blomback to unseal the non-public minutes from June 3, 2006 - June 8, 2010 as listed. (1/3/06, 4/18/06, 5/2/06, 5/16/06, 10/20/06, 11/7/06, 7/2/07, 7/17/07, 10/21/08, 11/18/08, 4/21/09, 6/30/09, 9/15/09, 2/2/10, 4/17/10, 5/25/10, 6/8/10) Selectman French seconded. Motion carries 4-0

Motion made by Selectman French motions to unseal the non-public minutes from March 2011- March 2014 as listed (3/1/11, 7/19/11, 11/5/12, 1/15/13, 5/21/13, 7/8/13, 8/20/13, 9/3/13, 10/8/13, 11/18/14) Vice Chair Hooper seconded. Motions carries 4-0

Item 9: Town Administrator Report

- Election coverage on March 13th is needed from 7am-7pm. presently, it is just Vice Chair Hooper and Selectman Flynn.
- Reminder the town meeting March 17th will take place at 1pm the Henniker Community School.
- The next Selectman's meeting will be February 6th and pictures for town report will be taken.
- There is a warrant article by the Azalea Park requesting to use funds from the Cogswell funds in the amount of \$6,263.27 already approved by the trust.
- Two correspondence items added today one from William and Mary Ryan regarding rerouting Quaker Street, and the other DOT will be removing the blinking at 114 and Western Avenue by the end of February.

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- The Rotary club has submitted an application of appropriateness to put benches in the community park as donations for 250th celebration. Town Administrator Trovato would like to waive that \$55 fee from the Rotary since they are donating the benches. Board approves waiving fees by consensus.

Item 10: Select Board Reports

Selectman Flynn: The Town Energy Committee meets tomorrow at 6:30pm at the Grange. The policy for accepting donations needs to be discussed and put into writing. Current policy is any donations of \$5,000 or over needs a public hearing.

Vice Chair Hooper: Gave report earlier on the Road Management Committee. Town Administrator Trovato mentioned from this point forward, the Road Management committee will be meeting at the Grange.

Selectman French attended conservation meeting and has been to several meetings for the 250th and all the information should also be available on the Facebook Event Page.

Item 11: Non-public RSA 91-A:3 II (if applicable)

None

Public Forum #2

Mike Flecchia wishes to know does this board have everything they asked for over the last year for Quaker Street relocation. Vote was postponed for a year. Wanted make sure everything was squared away to vote on this March. Town Administrator Trovato responded yes.

Danny Aucoin is seeking answers on next 6 months on water and sewer bills. Are they going to re-tally the sewer bill for the winter months? Lots of young families in town with high taxes, high water and sewer and trying to raise kids.

Selectman Flynn was tasked to see if there is a different way to calculate the bill and make it less expensive. Vice Chair Hooper offered to help with the research.

Danny Aucoin wants to know if there will be any rebates. Town Administrator Trovato will make a consent agenda for those who had leaks that were fixed.

Adjourn: Motion made by Chair Blomback to adjourn at 9:15pm. Vice Chair Hooper seconded. Motion carries 4-0

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, February 6, 2018
Henniker Community Center**

Members Present: Kris Blomback, Chair; Tia Hooper, Vice Chair; Peter Flynn, Selectman; Bob French, Selectman.

Members Absent: Selectman Fortner

Town Administration: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Kimberly Johnson, Rescue Chief Tom French, Stephanie Payeur, Fire Chief Jim Morse, Marc McMurphy, Rocky Bostrom, Danny & Heidi Aucoin, Steve Burrirt, Angelica Ladd, Keith DeMoura, Deb Kreutzer, Lynn Piotrowicz, Susan Adams, Louise Cyr, Wayne Colby, Mike Cyr, Scott Osgood, Police Chief Matthew French, Bill Hall, Jerry Gilbert, Stephen Dennis, Jamie Ramsey, Michael Lambert, Kristen Bergeron

Call to Order by Chairman Blomback at 5:05pm

Item 1: Non-public RSA 91-A:3 (c)

Motion was made by Chairman Blomback to go into nonpublic pursuant to RSA 91-A:3 II (c), Selectman Flynn seconded. Motion carries 4-0

Motion was made by Vice Chair Hooper to come out of non-public, Selectman French seconded. Motion carries 4-0

Motion was made by Vice Chair Hooper to seal minutes of non-public, Selectmen Flynn seconded. Motion carries 4-0

Item 2: Non-public RSA 91-A:3 (a)

Motion was made by Chairman Blomback to go into nonpublic pursuant to RSA 91-A:3 II (a), Selectman Flynn seconded. Motion carries 4-0

Motion made by Vice Chair Hooper to come out of non-public, Selectman Flynn seconded. Motion carries 4-0.

There is no motion to seal Item 2. Rescue Chief Tom French and Fire Chief Jim Morse requested a job description change for the Fire Captain position. The new title would be "Fire Second Deputy Chief/ Rescue A EMT".

FINAL

Motion was made by Chairman Blomback to approve job title change, Selectman Flynn seconded. Motion carries 4-0

Resume meeting at 6:15

Motion was made by Chairman Blomback to approve the consent agenda. Vice Chair Hooper seconded. Motions carries 4-0

Consent Agenda

Signed by the Board of Selectmen: January 22, 2018 – February 5, 2018

1. *Forest Fire Warden Appointment: James E. Morse*
2. *Deputy Forest Fire Wardens: Gregory Aucoin, Carl Bostrom, Jeffrey Connor, Michael John Costello, Stefanie A. Costello, Varyl French, Keaton P. Gagne, Keith Gilbert, Ryan P. Hughes, Christopher R. Mason, Steve Meade, Michael McManus*
3. *Single Audit Engagement Letter; Grzelak and Company, P.C*

1. Building Permits January 1, 2018 – January 31, 2018
2. Donations:
 - Concert Committee from 1-1-15 through 12-31-17 in the amount of \$3,282.44
 - Azalea Park 1-1-15 through 1-9-18 in the amount of \$24,558.10
3. MS-636
4. Accept bid from Franklin Savings at 2.65% for the 2018 TAN borrowing needs
5. Sewer Abatement; Lot 2-480-A-1
6. Intent to Cut; Lot 1-628, Lot 1-135-1, Lot 1-135-2
7. Supplemental Intent to Cut: Lot 579, Lot 579-A and Lot 580
8. 2017 Abatement; Lot 1-318-PW5
9. Resignations:
 - Jennifer McCourt from Economic Development Committee
 - Jerry Eisen from the Energy Committee
10. Motion to hire Linda Strickland as a part-time Recording Secretary
11. Appointments to the Highway Superintendent Hiring Committee:
 - Police Chief Matthew French
 - Jennifer McCourt
 - Michael Vignale
 - Amy Patenaude
12. Appointments to the 250th Anniversary Celebration Committee:
 - Bob French
 - Ken Murdough
 - Morgan Murdough

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Public Forum #1

Stephanie Payeur has budget questions for later when Item 4 is discussed.

Item 5 and Item 6 moved before Public Hearings

Appointments:

Item 5: Michael Lambert to speak on behalf of his client to abandon the remaining portion of Centerville Road. There is a major portion of the 650ft road that was obliterated 30 years ago in 1988, effectively making the obliterated portion to only exist on paper. His client is seeking a warrant article to discontinue the section of obliterated road and to replace with a class 6 road self-maintained by the land owners, since the area is a commercial heavy industrial area. Essentially his client is looking to transfer the obliterated road that only exists on paper, to a physical road location.

Vice Chair Hooper seeks clarification that the other end of the road has been discontinued. Michael Lambert confirms, and that the road is presently a dead-end road where only the current land owner has access. Rocky Bostrom and Danny Aucoin request to see a map of the obliterated and proposed road, Michael Lambert provides them a copy and explains there is no physical evidence of obliterated section or road. Selectman French asks if both sides of the property are owned by the same owner, Michael Lambert confirms and explains past property mergers to better inform public of the current property lines.

Keith DeMoura wishes to know if the road will still be town owned or if the land owners will be adding it to their tax base. Michael Lambert confirms on the town map that Centerville was an old road only 30 feet wide. His client seeks to put a new 50 feet wide right of way Class VI self-maintained road. There would be no transfer of property back to the land owner, the goal is to create a Class VI town road that will be self-maintained by the landowners.

Chairman Blomback seeks confirmation that the town will maintain public domain over the road. Michael confirms and that he has drafted a warrant article to be presented at the next meeting. Warrant Article 35 tonight.

Old Business

Item 6: Request to Approve George E Sansoucy, P.E., LLC Contract

Asset valuation for the powerlines and grids for the Town of Henniker. Eversource has been challenging the town valuations recently. George Sansoucy has been doing our infrastructure valuations for 8-10 years. Peter Flynn will not vote in favor as it is currently written. Believes it should only be for 3-year contract since the industry is so volatile. **Tabled until next meeting**

Public Hearing 6:30pm

Item 3: Bond Hearing Proposed Warrant Article: To see if the Town will vote to raise and appropriate the sum of \$200,000 for the installation of a new water pipe and cross connections on Hall Avenue from Western Avenue to Prospect Street. Furthermore, authorize the issuance of not more than (\$200,000) in bond or notes in accordance with the provisions of the municipal Finance Act RSA Chapter 33, and to authorize the select board and the Water Commissioners to issue and negotiate such bonds and notes to determine the rate of interest and term of payment

FINAL

thereon. Cost of the bond service is approximately \$.12 per minimum bill per year. (2/3 vote required for passage)

The present water main is over 100 years old and currently resides under the present sidewalk. The Tap Grant is for the sidewalks, the Tap Grant will not cover future water main or sidewalk repairs, thus a new water main must be put in and relocated into the road in order to move forward and complete the sidewalk project with the Tap Grant money.

Selectman Flynn doesn't like the way it was brought it so soon before the public hearing. Vice Chair Hooper informs him that it was brought up at the last Selectmen's meeting as well as with the Water Commissioners and Road Management Committee. Selectman Flynn wished for more precise discussion and a plan since it will be needed for the bond, and inquires as to where bond will come from. Russ Roy confirms he will be doing research for the best rate for the Town.

Rocky Bostrom wishes to know if they will be replacing the drainage too since the drainage is presently plugged. Additionally, the contour of the road at the end of Hall Ave by the stop sign at Western Ave is dangerous. Rocky claims one must be in the middle of the road before you can see if other vehicles are coming from the right down Western Ave. This issue will be brought forward to the Town Engineer.

Steve Burritt wishes to know how much construction will impact his water bill. Russ Roy calculated a sample number of \$11.25 for 1,500 gallons.

Vice Chair Hooper confirms this warrant article will only impact those who use town water.

Keith DeMoura wishes to know if the Town will still move forward with the Tap Grant if the bond fails. Chairman Blomback confirms if the bond fails the Town will lose the Tap grant funds. Town Administrator Trovato confirms the state said they would pull the funds, and used on something else if the Town does not secure the bond.

Motion made by Selectman Flynn to bring the proposed warrant article before the public at the next town meeting, Selectman French seconded. Motion carries 4-0

Item 4: Budget Public Hearing

Chairman Blomback announces the budget increase \$109,031 from last year

Rescue Chief Tom French wishes to see the revenue side of the budget which is not presently available at the meeting. Keith DeMoura confirming Animal Control Department existence and the increase in the animal control budget. Police Chief Matthew French confirms the Town has Animal Control and that the budget decreased this year by \$2,600 rather than increased.

Stephanie Payeur has several questions pertaining to the police department budget, the first being why the overtime budget has not come down since adding a new full-time officer. Vice Chair Hooper responds that there is nothing else that can be cut from the Police Department, since there was \$12,000 cut their budget already.

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Stephanie's second question is regarding the \$44,000 SUV and why the Police Department needs a \$44,000 vehicle. Police Chief Matthew French confirms the base price of the SUV is \$28,000. The remaining \$16,000 is to equip the SUV with the proper equipment such as the police radio, lights, etc. Stephanie asks if it needs to be replaced now or if it can be done in a warrant article instead of putting it in the operational budget. (Current Town procedures do not include writing warrant articles for police vehicles).

Chris Roberts following up on recommendations from Budget Committee. Believes the Budget Committee should be a more year-round or establish a more permanent budget committee.

Rescue Chief Tom French is interested in the revenue from rescue billings. Believes it is a viable way to capture revenue if they increase their rates slightly, something for the Board to consider.

Town Administrator Trovato addresses a \$2,000 increase in the Highway Department Warrant Article 21. The \$25,000 was before receiving an estimate of \$27,000 for a new truck body. The current truck body is junk and can only be used for plowing (no sanding or salt) and the truck will most likely need to be replaced in 2019. Vice Chair Hooper inquires if we can purchase something used? Town Administrator Trovato responds that the Town is looking into keeping current body and when it goes to auction take new body off and put the old body back on before going to auction. Thus, the new body would not go to auction.

Rocky Bostrom what is the date to replace the truck? (2019) He suggest looking into a used dump body to slide a new stainless-steel body on top of. The new ones are a maintenance nightmare, stainless steel will last for years and will hopefully come out a little cheaper.

Motion was made by Selectmen Flynn motions to amend Warrant Article 21 from \$25,000 to \$27,000. Chairman Blomback seconded. Motion carries 4-0

Kristen Bergeron explains the transfer station hopper is deteriorating including the ram rods and the hopper in its entirety. Rammers are completely coming apart and the hopper is in need of excessive repair. The pistons are scarred as well and the Transfer Station has been struggling to find a welder capable of successfully completing these types of repairs. Kristen was able to receive an estimate for \$13,999 not including the piston repair. The estimate is for a 2-week job, during which time trash will need to be hauled away in trailers. The hopper will maybe last 6 months to 12 months at best if nothing is done in terms of repairs. Selectman French asks what it would cost to rent trailers to haul away trash for those 2 weeks. Kristen responds that it will be a \$172 fee to haul the trash uncompacted. The Town's current vendor will not charge for additional trailers since the Town is already a client. Selectman French ask how long the project will take, Kristen confirms no more than 2 weeks.

Vice Chair Hooper ask why this was not brought up sooner. Kristen responds that in 2010 repairs were needed to the ram rods and other parts, however it was never done and everything is deteriorating now from not repairing overtime. The pistons are scarred and wearing out.

Russ Roy confirms there are reserves that can be used. He also mentions the last major repair years ago, there was also a struggle to find a qualified welder.

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Chairman Blomback references minutes from 2017 when it was mentioned repairs would be needed in the near future. Town Administrator Trovato recommends increasing the Transfer Station budget to support the needed repairs since the money in the reserve fund will be needed to buy a new skidder in a few years.

Motion was made by Selectman Flynn to amend Warrant Article 24 to raise \$25,000 to repair the hopper as well as office building and furthermore, to authorize the Selectmen to withdraw \$25,000 from Fund Balance for that purpose (no tax impact). Vice Chairman Hooper seconded. Motion carries 4-0

Stephanie Payeur had a question on recycling cost based on an article she read in the paper and wanted to know if the increase in recycling applied to Henniker. Chairman Blomback states it is actually cheaper to throw everything away instead of recycling, yet the tax payers prefer to recycle. Selectman Flynn also read the article and stated it has to do with the method in which recyclables are handled and does not believe it to be a universal issue.

Keith DeMoura ask if the Town has ever done a warrant article to eliminate recycling to reduce cost. The Town has not but it is possible to have one drafted for next year's town meeting.

Warrant Articles

Motion was made by Selectman Flynn to move the operating budget forward to the Town Meeting. Vice Chair Hopper seconded. Motion carries 4-0

Warrant Article 13: To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (\$30,000) for the purpose of developing an Asset Management Program for the wastewater treatment facility, that will qualify the Town for federal and state funds, such sum to be raised by the issuance of several bonds and notes not to exceed Thirty Thousand Dollars (\$30,000) under and in compliance with the provision of the Municipal Finance Act (NH RSA 33:1 et. Seq., as amended) and to authorize the Board of Selectmen to issue and negotiate such bonds or notes to determine the rate of interest thereon, and to take such actions as may be necessary to the effect the issuance, negotiation, sale and delivery of such bonds or notes as shall be in the best interest of the Town of Henniker, additionally to authorize the Board of Selectmen to apply for and accept grants or other funds that may reduce the amount to be repaid and participate in the Sate Revolving Funds (SRF) RSA 486.14 established for this purpose, and to allow the Board of Selectmen to expend such monies as become available from federal and state governments and pass any vote relating thereto. It is anticipated that the Town will receive up to Thirty Thousand (\$30,000) in principle forgiveness, with no impact on the sewer user rate or tax rate. (2/3 vote required for passage)

Motion was made by Selectman French to approve. Selectman Flynn seconded. Motions carries 4-0

Warrant Article 15: To see if the Town will vote to raise and appropriate the sum of Two Hundred Sixteen Thousand Four Hundred Forty Dollars (\$216,440) for the Tucker Free Library with the amount to be raised from current year taxation.

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Motion was made by Vice Chair Hooper to approve. Selectman French seconded. Motion carries 4-0

Warrant Article 16: To see if the Town will vote to raise and appropriate the sum of Thirteen Thousand Dollars (\$13,000) to be added to the Tucker Free Library Roof Capital Reserve Fund established in 2016 under provision of RSA 35:1. The purpose of this fund is the replacement of the roof at the Tucker Free Library. This amount will be placed in this fund and the library Trustees are designated as agents to expend.

Motion was made by Selectman French to approve. Vice Chair Hooper seconded. Motion carries 4-0

Warrant Article 17: To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the already established Library Building Fund for the purpose of repairing and maintaining the Tucker Free Library building. This is an Expendable Trust Fund established in 1999 under provisions of RSA 31:19-A with the Trustees designated as agents to expend. (The funds current balance is \$0 due to the boiler replacement that recently happened)

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

Warrant Article 18: To see if the Town will vote to raise and appropriate the sum of Ten Thousand Five Hundred Dollars (\$10,500) for the Tucker Free Library to hire an architectural firm to assess the structure of the building and determine the feasibility of adding an elevator and public restrooms. This amount will be raised from current year taxation.

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

Warrant Article 19: To see if the Town will vote to raise and appropriate the sum of up to One Hundred Seventy-Two Thousand Eighty-Seven Dollars (\$172,087) for road improvements, representing the Town's estimated share of the New Hampshire Highway Block Grant. Only the amount of revenue received from the block grant shall be appropriated for this purpose. This is a non-lapsing appropriation per RSA 32:7, VI and will not lapse before December 31, 2023: Vice

Motion was made by Vice Chair Hooper to approve. Chairman Blomback seconded. Motion carries 4-0

Warrant Article 20: To see if the Town will vote to raise and appropriate the sum of Twenty-Five Thousand Dollars (\$25,000) to be added to the Highway Equipment Capital Reserve Fund established at the 2007 Town Meeting under provisions of RSA 35:1

Motion was made by Vice Chair Hooper to approve. Selectman French seconded. Motion carries 4-0

Warrant Article 22: To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be added to the Revaluation Capital Reserve Fund under the provisions of RSA 35:1 for the 2020 revaluation. This fund currently has \$20,129 and normally costs \$100,000 to \$150,000 for revaluation.

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Motion was made by Vice Chair Hooper to approve. Chairman Blomback seconded. Motion carries 4-0

Warrant Article 23: To see if the Town will vote to raise and appropriate the sum of Five Thousand Dollars (\$5,000) to be added to the Transfer Station Capital Reserve Fund established at the 2017 Town Meeting under provisions of RSA 35:1.

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

Warrant Article 25: To see if the Town will vote raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Bridge Repair Capital Reserve Fund established at the 2008 Town Meeting under provision RSA 35:1. There is \$20,351 left in the account.

Motion was made by Vice Chair Hooper to approve. Selectman French seconded. Motion carries 4-0

Warrant Article 26: To see if the Town will vote raise and appropriate the sum of Ten Thousand Dollars (\$10,000) to be added to the Police Building Capital Reserve Fund established under provisions of RSA 35:1.

Motion was made by Vice Chair Hooper to approve. Selectman French seconded. Motion carries 4-0

Warrant Article 27: To see if the Town will vote raise and appropriate the sum of Sixty-Five Thousand Dollars (\$65,000) to be added to the Ambulance Capital Reserve Fund established in 1988 under the provisions of RSA 35:1 for the purchase of an ambulance for the Rescue Squad, of which the amount of \$5,000 will be transferred if received from the Town of Bradford. If the money is not received from Bradford only \$60,000 will be deposited into the fund. Rescue Chief Tom French would like to note the contract with Bradford is currently 11% proposes to change the amount to \$66,600 with \$6,600 coming from Bradford. There would be no change in the Henniker contract. Currently there is \$72,148 in the budget. The average cost of running an ambulance is \$260,000.

Motion was made by Vice Chair Hooper amend Warrant Article 27 to raise and appropriate the sum of Sixty Six Thousand Six Hundred Dollars (\$66,600) to be added to the Ambulance Capital Reserve Fund established in 1988 under the provisions of RSA 35:1 for the purchase of an ambulance for the Rescue Squad, of which the amount of \$6,600 will be transferred if received from the Town of Bradford. If the money is not received from Bradford only \$60,000 will be deposited into the fund. Selectman Peter seconded. Motion carries 4-0

Warrant Article 28: To see if the Town will vote raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) to be added to the Fire Equipment Capital Reserve Fund established at the 2016 Town Meeting under the provisions of RSA 35:1. The current balance is \$165,690. Stephanie Payeur asks if it is possible to lease a fire truck. Essentially the Town is leasing one now and will be able to own it for \$1 once the lease is up.

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

FINAL

Warrant Article 29: To see if the Town will vote to establish a Roads Maintenance Expendable Trust Fund under the provisions of RSA 31:19-A for the purpose of Road Maintenance Projects, and to raise and appropriate the sum of One Dollar (\$1) to be added to the Road Maintenance Expendable Trust Fund and designate the Board of Selectmen as agents to expend. Stephanie Payeur seeks clarification on how this is different from the operating budget. Vice Chair Hooper explains not all the state funds are guaranteed. The number one goal is preservation and maintaining the roads to avoid having to fully reconstruct the roads. Chris Robert wishes to know the circumstances that the Town would put money away as opposed to using it.

Vice Chair Hooper explains by establishing the Expendable Trust it is to save the tax payers by ensuring there is money to be used on projects in the future. Selectman Flynn adds that the trust will be expendable by the Board of Selectmen for road projects. Russ Roy confirms that the money must be appropriated into the reserves.

Motion was made by Selectman Flynn to approve. Vice Chair Hooper seconded. Motion carries 4-0

Warrant Article 30: To see if the Town will vote to establish a Police Vehicle Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing police vehicles, and to raise and appropriate the sum of One Dollar (\$1) to be added to the Police Vehicle Capital Reserve Fund. Rocky wishes to know why establish the fund if there is no intent to fund it in the near future.

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

Warrant Article 31: To see if the Town will vote raise and appropriate the sum of Six Thousand Two Hundred Sixty-Three Dollars (\$6,263) to be added to the for the purpose of building a new and safe entrance to Azalea Park. Further, to see if the Town will vote to authorize the Selectman to expend Six Thousand Two Hundred Sixty-Three Dollars (\$6,263) from the L.A. Cogswell Fund for that purpose. There is no tax impact. Susan Adams letting the public know the Trustees of the trust voted to approve these funds, and hope to have it done before the 250th Town Anniversary. Scott Osgood mentions that does not represent all the money made, there will be fundraising campaigns as well.

Motion was made by Vice Chair Hooper to approve. Selectman Flynn seconded. Motion carries 4-0

Warrant Article 32: To see if the Town will vote raise and appropriate the sum of Five Hundred Eighty-Five Thousand Two Hundred Seventy Dollars (\$585,270) for the operating expenses of the Wastewater Treatment Plant. This funding is provided by sewer assessments. Vice Chair Tia Hooper seeks clarifications if this is the full amount of the operating expense and if it will only impact sewer users. Russ Roy confirms it is 100% sewer users and is the full amount of operating expenses

Motion was made by Vice Chair Hooper to approve. Selectman French seconded. Motion carries 4-0

Warrant Article 33: To see if the Town will vote raise and appropriate the sum of Four Hundred Sixty-Seven Thousand Five Hundred Twenty-Eight Dollars (\$467,528) for the

FINAL

operating expense of the Cogswell Spring Water Works. This funding is provided by water assessments. Water Commissioner Jerry Gilbert recommends approving.

The Board skipped this article since Water Commissioner Jerry was not present.

Warrant Article 34: To see if the Town will vote to discontinue, under RSA 231:43, 900 feet +/- of Quaker Street along the frontage of the property located at 674 Quaker Street, and owned by Walter and Katherine Pollard, and accept the relocated Quaker Street under RSA 229:1, to be constructed by Walter and Katherine Pollard in accordance with all standards required by the Board of Selectmen; subject to the condition that the relocated Quaker Street is constructed in a manner acceptable to the Board of Selectmen, and all cost associated with the discontinuance and relocation of Quaker Street, including, but not limited to, design, engineering, legal, eminent domain, and construction being paid by Walter and Katherine Pollard.

Motion was made by Selectman French to approve. Vice Chair Hooper seconded. Motion carries 4-0

Warrant Article 35: To see if the Town will vote to discontinue the remaining portion of Centervale Road, Class VI road, requested by the current abutters. This complete discontinuance will result in releasing and relinquishing public servitude related to said road. Preserved are any private citizens or abutting land owner rights, that they may have over this part of said road.

Discontinued section of Centervale Road, 650 feet more or less, section of obliterated Class VI road, commonly referred to as Centervale Road, is subject for discontinuance. This road Section, begins at a point where Centervale Road intersects with Old Concord Road, then curves southwesterly to where the road ends at the common property line of Tax Lot 603 & 603 X-1; said common property line lies easterly of a truck scale located on Tax Lot 603. Documentation and plans are available for review at Town Hall: see report titled:

TOWN OF HENNIKER WARRANT ARTICLE
CENTERVALE ROAD DISCONTINUANCE DOCUMENTAION
Tax Lots 603 and 603X-1
Property Owner: Cousineau Forest Products, Henniker, New Hampshire
Date: February 1, 2018
Prepared by Michael A. Lambert, Environmental Scientist

Motion was made by Selectman French to approve. Vice Chair Hooper seconded. Motion carries 4-0

Warrant Article 36: To see if the Town of Henniker will vote to adopt a property tax credit of \$500 annually which extends the current veterans’ property tax credit to all honorable discharged veterans who have served no less than 90 days. **Submitted by Petition**

Stephanie Payeur ask what the financial impact to tax revenue would be if this where to pass. Russ Roy states it would be \$44,000. Cordell Johnson seeks to confirm the current credit is \$200 and the current town tax revenue impact is \$22,000. Vice Chair Hooper believes should post pone.

FINAL

Warrant Article 37: Shall the Town express its support of Governor Sununu for New Hampshire to join Massachusetts and Maine and study the feasibility of developing offshore wind power in the Gulf of Maine. The Town will provide written notice urging Governor Sununu request the Bureau of Ocean Energy Management (BOEM) to form an intergovernmental task force. A bipartisan NH legislative committee studied the potential for offshore wind in 2014 and recommended the establishment of this task force. Floating wind turbines located far offshore in federal waters and barely visible from land, combined with other renewable energy can move NH to 100% renewable energy by 2050. Building offshore wind farms will bring significant number of jobs and revenue to New Hampshire. **Submitted by Petition** No action taken.

New Business

Item 7: First reading Personnel Policy

Propose all new employees after March 1, 2015 pay 15% of health care while the Town will still pick up 100% dental and long term and short-term disability. Selectman Peter Flynn doesn't want to discourage people from not applying since the Town is in dire need of qualified employees. Chairman Kris Blomback reiterates that it is a policy moving forward and will not impact any current employees. Rescue Chief Tom French states that you can not compare municipal employees to local employees, it is like comparing apples and oranges. Tom French wishes to know what municipalities require their employees to pay. Chairman Kris Blomback states universally copay is 8% and the town of Londonderry is paying 80% while employees pay 20%. Tom French agrees with Selectman Peter Flynn that Henniker has to be competitive with commercial employees because the market is so competitive. Tom French believes the Town needs to maintain its ability to hire and retain new staff, and doing so means staying competitive in the market. Chairman Kris Blomback state other municipalities are paying 20% so 15% is competitive. He is states the Town is not trying to change dental or short and long-term disability, and has done research as well as interviewed potential employees. Stephanie Payeur ask if the state collects that data. Chairman Kris Blomback states it is not as exhaustive as needed and the information was difficult to obtain. Police Chief Matt French did research, Rindge Police Department pays lot but they also have extremely high turnover. He asks the Board to reconsidered setting the town up for failure since the police department is struggling to attract good candidates. Rocky points out the state employees have excellent benefits but their wages are not comparable to the outside world, and doesn't believe it is wise to mess with the benefits.

Steve Dennis of Henniker Police Department states the dental plan is horrible is horrible and he pays extra for dental through his military, and thinks it's a fallacy that changing the benefits will not negatively impact Town employees. Chairman Kris Blomback states he is not changing the dental plan. Steve Dennis points out that what will happen in the Police Department is that they will hire and train people, who will leave once they are trained to go make more money in another town. Steve Dennis states the reason they have not had much turnover is benefits have not been messed with, and that burden and stress is going to be put on the new employees. Tom French wants to know the actual savings. Chairman Kris Blomback states \$25,000 -\$30,000. Tom French does not believe the savings is worth the stress and grief and that the Town is going to lose people because of this.

Motion was made by Chairman Blomback to approve changes to the Personnel Policy. Selectman French seconded. Motion fails 2-2 (Hooper, Flynn)

FINAL

Item 8: First reading Building Construction Ordinance

At the meeting January 19, 2018, Chairman Blomback stated that he would support implementing the Building/ Planning/ Zoning fee increases as proposed by the Budget Advisory Committee (BAC). There were some inaccuracies in the document from the BAC. Residential under 1,000 square feet \$25 not \$75, and Commercial under 1,000 square feet was \$50 not \$75. Christine Trovato proposes increasing Residential to the \$75 minimum fee, to change Minor Commercial construction from \$50 to \$75, to change Additions from \$25 to \$75 or \$.25 per square foot, and changing storage sheds, swimming pools, fences, septic systems, other alternations, demolitions, signs, electrical, and plumbing from \$25 to \$50.

Motion was made by Selectman Flynn to move changes to the Building Construction Fee Ordinance to a second reading at a public hearing. Vice Chair Hooper seconded (in the online packet in color). Motion carries 4-0

Other Business

Item 9: Review public minutes from January 16, 2018

Motion was made by Chairman Blomback to approve the minutes of January 16, 2018. Selectman French Seconded. Motion carries 4-0

Item 10: Town Administrator Report

- Election march 13th needs people to cover times from 7am-7pm
- Pictures needed of Board after adjourn
- Christine attended TAC meeting on February 2, 2018. She found out the proposed ten-year plan includes the intersection of 202/9, Old Concord Road and 127 was moved up a year. Preliminary Engineering will begin in 2022 with construction in 2025. NH DOT will be working on two (2) bridges in Hopkins summer 2019. Agenda Item for March 6th meeting. Looking for preservation of the bridges east over Dunkin Donuts intersection, and bridge over Elm Brook Marsh closer to exit 5. The roads will be reduced to one lane. There are a few alternatives at time. 1) East bound only. 2) Westbound traffic onto 202. 3) 114 to 77 at Clinton Street. 4) Or put a light up and have people stop and go.

Item 11: Select Board Report

Chairman Blomback reported: Stephanie Payeur is on the agenda for the meeting on the 20th and speaking for The Economic Development Committee, which has been looking into grants for the parking lot project, as well as different RSA districts.

Vice Chair Hooper reported: The Road Management Committee (RMC) is meeting next week. The RMC will be reviewing options for Hall Ave, and doing a reassessment as well as getting ready for spring with culvert project work, and drainage on the dirt roads.

Selectman Flynn reported: The Historic Commission will be meeting on March 6th for a public hearing at the rotary park regarding adding benches to the community park to be tied into the 250th Town celebration. Bruce Trivellini sent report to Energy Committee that is very detailed. Energy Committee will be meeting again the middle of this month.

FINAL

Public Forum # 2

No comments

Item 12: Non-public RSA 91-A:3 II (c)

Motion was made by Chairman Blomback to move into non-public at 8:40pm, pursuant to RSA 91-A:3 II (c). Selectman French seconded. Motion carries 3-1 (Flynn)

Motion was made by Selectman French to come out of non-public. Vice Chair Hooper seconded. Motion carries 4-0.

Motion was made by Vice Chair Hooper to seal the minutes of non-public. Selectman Flynn seconded. Motion carries 4-0

Motion was made by Vice Chair Hooper to waive interest and fees on Lot 1-579 from the date of the lien for taxes levied for the tax years 2014, 2015, 2016 and just the interest for the taxes levied for 2017. Selectman French Seconds. Motion carries 4-0

Motion was made by Selectman Flynn to adjourn at 9:05pm. Chairman Blomback seconded. Motion carries 4-0

Adjourn at 9:05pm

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, February 20, 2018
Henniker Community Center**

- Members Present:** Kris Blomback, Chairman; Tia Hooper, Vice Chair, Peter Flynn Selectman,
- Members Excused:** Bob French, Selectman (excused); Ben Fortner, Selectman
- Town Administrator:** Christine Trovato
- Recording Secretary:** Kelly Hughes
- Guests:** Maura McCann, Cathy & Scott Dias, Debbie Hooper, Mike Flecchia, Steph Payeur, Bill Marko, Lori Marko, Kirk Spofford, Lynn Piotrowicz, Keith DeMoura, Paul McCormick, Leo Aucoin, Jenn McCourt, Lisa Spahl, Danny & Heidi Aucoin, Chris Kessler, Scott Osgood, Ellen Sioutt, Patti Osgood, Marty Davis, Joseph & Joanne Grady, Allison & Ray Mrohs, Deb Kreutzer, Zach Lawson, Jerry Gilbert, Deb Urbaitis, Lorraine Tacconi-Moore, John Weber, Danny Teale, Stephanie Teale, Carl & Debra Moskey, Cordell Johnston, Nancy DeMoura, Chris Tesson, Weber, Kristen Burgeon

Meeting called to order at 5:15pm

Item 1: Non-Public RSA 91-A:3II (b)

Vice Chair Hooper motions to move into non-public RSA 91-A3:II (b) the hiring of a public employee. Selectmen Flynn seconds. Motion carries 3-0.

Vice Chair Hooper motions to move out of non-public, Selectman Flynn seconds. Motion carries 3-0.

Selectman Flynn motions to seal minutes of non-public session. Vice Chair Hooper seconds. Motion carries 3-0.

Item 2: Non-Public RSA 91-A:3II (a)

Chairman Blomback motions to move into non-public RSA 91-A3:II (a) the compensation public employee. Vice Chair Hooper seconds. Motion carries 3-0.

Chairman Blomback motions to move out of non-public, Selectman Flynn seconds. Motion carries 3-0.

Selectman Flynn motions to seal minutes of non-public session. Chairman Blomback seconds. Motion carries 3-0.

FINAL

Vice Chair Hooper motions to approve Consent Agenda. Selectman Flynn seconds. Motion carries 3-0.

**Consent Agenda
Henniker Board of Selectmen
February 20, 2018**

1. Refund, over payment of motor vehicle registration
2. Appointment: Leon Parker to Highway Superintendent Hiring Committee
3. Letter of resignation: Bob Stamps from ZBA
4. 2017 Abatement for Damaged Building and Refund: Lot 1-315
5. Land Use Change Tax: Lot 767 and 767-E
6. 2017 Abatement Application: Lot 1-581-B
7. Abatements: Lot 1-318-P74, 1-318-PW14, 1-619-079, 1-119-A52A, 1-318-P82B, 1-318-PW5, 1-119-A43A, 1-318-P109, 1-318-PW17, 1-318-P13, 1-318-P98, 1-318-P76, 1-619-036, 1-318-PW16, 1-318-P101A, 1-318-P116, 1-318-P84, 1-318-P79, 1-318-P82C, 1-318-P82A, 1-318-P111
8. Application for Assembly: Henniker's 250th Anniversary Celebration

Public Form #1

Lynn Piotrowicz is a Henniker pedestrian who walks to work, and is pointing out the need to replace or retrain sidewalk cleaners for the money the Town spent on the side walk tractor.

Item 6a moved up on the agenda as we have to wait for 6:30 to proceed with the public hearings.

Item 6a: Discussion regarding drainage on Rush Road as part of TAP

Mike Vignale, Town Engineer. The plan was approved 3 weeks ago. There were concerns about Rush Road from the Department of Transportation (NHDOT), they believe Rush Road needs a new drainage system. NHDOT will do the drainage work on the west side of the road. The underdrain needs to be part of TAP grant, the cost of the underdrain will be split 80-20 NHDOT and the Town. It will be 1100ft undrain pipe. 4 catch basins (each basin will need about 80ft of pipe) which totals about \$50,000. There is money in the Highway fund that can be used for this project.

Chairman Blomback asks if it is still on track for 2018 install. The NHDOT told Vignale we are still on track for June bidding, but it depends on approvals as well. McNally believes the DOT is anxious to get it done.

Selectman Flynn motions to participate in drainage project for Rush Road with the DOT and contribute 20% in the sum of \$20,000. Vice Chair Hooper seconds. Motion carries 3-0.

Item 3: Public Hearing Keno Question

FINAL

Maura McCann of NH Lottery: Keno has been on sale since December 2017. Approx. \$200,000 a week state wide. Must have a pouring license in order to have Keno in an establishment (Article 36 in the warrant articles). Vice Chair Hooper asks if Henniker will still receive the monies for full time kindergarten even if the votes against having Keno. McCann confirms that even if the Town votes no on Keno it will still receive funds for all-day kindergarten.

Lori Marko asks if it is only for full day kindergarten or all education. McCann states the way the legislation is worded it is only for full day kindergarten. Lynn Piotrowicz and Keith DeMoura ask about the locations where Keno will be available such as sit-down locations or ice-cream bars. McCann states the way legislation is written the establishment must already have a pouring license

Lori Marko asks if there are any request from the places in Henniker (currently no). Steph Payeur asks if there are any negative impacts of bringing Keno into Henniker. McCann states there have been no reports from any of the lottery locations. One Percent 1% (roughly \$400,000) of sales is ear marked for problem gambling for those who have a gambling addiction.

Item 4: Public Hearing for 2nd reading of Building Construction Fees

Scott Dias is very concerned about the fees doubling. Henniker is already a high tax town, and he doesn't see the fee increases with the amount of construction happening in town as a feasible way to reduce taxes. He feels like the town keeps raising the building construction fees. There are many commercial businesses in town that are already paying a ton in taxes and he doesn't believe it will provide enough tax relief.

Chairman Blomback states the fees have not been adjusted or looked at since 1995. Joe Grady asks how Henniker's fees compare with other surrounding communities. Chairman Blomback does not have the analysis with him at the moment and states it was an increase recommended by the Budget Advisory Committee.

Steph Payeur served on the committee and states compared to area towns Henniker's is really low because it hasn't been changed since 1995. Jenn McCourt thought they were based on nexus comparison. She didn't realize it was to offset taxes. She wants to know if the town did a relative cost and was the rational nexus completed.

Town administrator states hourly wage cost for the inspector is greater than the fee being collected. Chairman Blomback states they are trying to reach a neutral position with the fees. Jenn McCourt asks if a rational nexus was completed. It was not.

Vice Chair Hooper points out that Henniker does not have the commercial development that other towns have. Town administrator agrees, and points out contractors love Henniker as we do not require a mechanical permit.

FINAL

Scott Dias points out Henniker has limited service compared to Bow or other towns. Why does the Building Dept need to fund itself with fees? Henniker Police and Henniker Fire do not pay their budget and expenses with fees. Why can't the Building Department start receiving funding so their salaries don't come from building fees?

Joe Grady points out that taxes keep going up and that doubling the building permit doesn't seem reasonable to encourage people to build in Henniker. Selectman Flynn wants to move to a third reading so he can get more information. He would like 6 or 7 town comparisons, Steph Payeur has 5 already and will get the remaining data for the board to review.

Selectman Flynn motions to move for a 3rd reading of the Building Construction Fees. Chair Blomback seconds. Motion carries 3-0

Item 5: Public Hearing for Petition Warrant Articles

Warrant Article 37- Cordell Johnson is concerned if the legal counsel has reviewed this warrant article. Town Administrator states that technically it should be two separate warrant articles, the all veterans credit portion should be adopted separately from the increase in credit. However, because it was submitted by petition she can not make any changes to it. She is unsure of what would happen if it passed. Cordell would like to change it from \$500 to \$200 if it is going to be adopted so it is consistent with the current laws.

Chairman Blomback states that current town cost is \$22,000, and the new rate would be \$55,000 that would need to be appropriated. If it is opened to ALL veterans he is not sure how many people in town would claim the benefit since there is no current data of how many veterans live in Henniker.

Warrant Article 38- Keith DeMoura is seeking clarification on who supports this article. The article was submitted by petition and the board cannot make changes. Zach Lawson asks if the board was approached before regarding this. He believes the article is to send a message to Concord that there is support at local level.

Warrant Article 39- Steph Payeur was a member of the Budget Advisory Committee this year and it was very rushed process and she would have preferred more time to dig deeper and get more analytical. Bow and Hopkinton have formal budget committees where the goal is to educate people in town about what the options are. She believes if we really want a handle on how our money is spent in town we should have a formal year-round Budget Committee.

Debra Urbaitis, Chair of Henniker School Board, doesn't support article because she believes there are other opportunities to get involved. There are ways to give feedback through email and phone calls. In Weare they are appointed and there is a difference between appointed, voted in, and volunteers. There are lots of federal laws, state laws, and special education laws. She

FINAL

acknowledges a year-round committee sounds great but budgets are developed in a short amount time and then sent forth. Will they be paid? The school board is paid but it is not much. And how would that work?

Steph Payeur stated the process would be voted upon, members would be appointed 30 days after the meeting. She also points out this past committee was all volunteers who didn't need to be paid. Cordell stated if the moderator appoints them or are they appointed at town meeting. Could the Town choose just an ongoing basis?

Patti Osgood is unpaid yet elected at the Tucker Free Library for 23 years, and she is one of many very committed people who have been on the board for a long time. She does not always agree with Board of Selectmen, but she agrees to let tax payers decide their budget. Don't believe this process has been thoroughly vetted. Would like to add more eyes and figure out what is best for all Henniker boards. She believes it should be volunteers. There are a lot of the same people on a lot of committees and a lot of holes in committees.

Zack Lawson has worked on high school board and does not believe the need for enabling language to have year-round budget committee. Do we need formal committee? He is in favor of working with different groups and committees, and points out the budget cycle is typically November to now. He recommends to not vote to support article but support a less formal year-round budget committee that works with all the boards and committees.

Cordell is neither for or against. In theory a year-round Budget Committee could work, but other board or committee currently do not have the obligation to incorporate with them until its budget time.

Scott Osgood is against it, budget has been in place every meeting and the Board of Selectmen has constant feedback from other departments. He doesn't see how budget committee can do better than the Board of Selectmen.

Bill Marko asks if there are formal meetings with the School Board and the Town (there is not). Marko states it is like divorce parents fighting over kids, with the kids in this case being the taxpayers.

Vice Chair Hooper states the board has spent hours on the budget and there is nothing else left to cut unless we cut people and services. Marko thinks the School Board also needs a Budget Committee.

Zack Lawson asks if there is anything to prevent the existing Budget Advisory Committee from working with the School Board. (At this time, it is not part of the Budget Advisory Committees charge, however it can be amended with a warrant article). He thinks the school should work

FINAL

with the Budget Advisory Committee, but is concerned with the process of 5 members vs the 2 that will be added.

Debra Urbaitis states that 75% of the budget is people. There are 40-45 students per teacher already and they cannot have more than 45 kids in a class per the Department of Education. She is happy to go line through line over the budget with anyone who is interested. She would also like to see the current Budget Advisory Committee working with the School Board in the future.

Lynn Piotrowicz is upset this was posted on Facebook. Facebook not the place to be having debates. Five (5) new people will be running our town and will have authority in bargaining and future appropriations, and it is not something that should be put on a warrant and voted. We have spent months on smaller issues than this. We really need to stop and look at the implications of this RSA. We are out of luck if it passes since it has not been discussed in more than one public hearing.

Steph Payeur states the language came from an attorney and it is a complicated issue. There are many options. She encourages everyone to do their own research to see what Bow, Hopkinton, and other towns are doing.

Warrant Article 40- No public comment

Warrant Article 41- No public comment

Item 6b: Request by Economic Development Committee to update committee charge

Stephanie Payeur bringing charge before the board for approval. Economic Development Committee would like to host business round a table in conjunctions with Chamber of Commerce with UNH co-op extension in March or April

Selectman Flynn motions to make a second reading at next meeting. Vice Chair Hooper seconds. Motion carries 3-0.

Item 7: Request by Marty Davis to discuss Quaker Street

Marty Davis seeking clarification on new information since last year regarding the safety of Quaker Street. She asks has everyone one the Board read the safety committee report, and can they tell her what objective data in the report lead to recommend this warrant article. Chair Blomback states the road did not meet modern day standards. Davis asks how many roads in town meet those standards. Chair Blomback replies not many.

Davis' concerns are that the current property owners are paying to change the road on the grounds that they believe a section of the road is dangerous. She does not believe the road is dangerous given there is no objective data of any accidents on that section of road. She states Mr.

FINAL

Pollard is trying to take land out of conservation, and she and others are very concerned that this is being pushed through and the voters will not be able to make an informed decision because of the lack of data. The year-round residents of the Quaker District concerns are not being addressed. The year-round residents and tax payer are very concerned that part-time residents are exploiting loop holes in conservation and the Selectman are not representing the year-round residents.

Vice Chair Hooper states the decision will be continued at town meeting to vote. Davis states she is not blaming the board, but it was tabled for a year so they could present evidence to the residents of Henniker why the road is unsafe, and they have not provided any evidence.

Chair Blomback clarifies that since it was tabled it has been discussed with multiple Boards and Committees. It has been viewed by the Conservation Committee, The Highway Committee, and the Planning Board. At this point in time who ever has the better public relations campaign before voting.

Davis asks as selectmen are you not obligated to tell us why the road is unsafe. As a voter going to town meeting I would like these questions answered. Chairman Blomback answers if he was starting with a blank slate he wouldn't have put that road there. Davis wants to know what makes this road special since many of the roads in town are not up to today's standards. Davis wants to know if it is because the Pollards are paying for the road change.

Chairman Blomback is not speaking for the board but he supports changing the road because the Pollards are going to pay for it. Davis wants to know how can the new road be safer if there is no data for the current road. She does not agree with taking a portion of land out of conservation. Scott Osgood though the Forest Society owned the easement and they would need to approve moving the road. The Forest Society does not own the easement.

Item 8: Sansoucy 3-year contract change

Vice Chair Hooper motions table. Selectmen Flynn seconds. Motion carries 3-0.

Item 9: Report from Selectman Flynn regarding wastewater

Selectman Flynn speaking regarding the billings for water and sewer residents. He recommends 2 billing cycles, the first being April through September and the second being October through March. The rates will be heavier on the second half and lighter on the first half. The recommendation is to set rates considering the minimum gallons of 17,000. Any increases would increase only from excessive gallons usage. Following the recommendation by the Finance Director the Board voted 3-0 to approve the minimum gallons of 17,000 with an average of .016

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Sewer Abatements will be given consideration on a “case by case” basis. The most typical issue is leaking pools and pipes. IF the leak is supposedly fixed then the homeowner must show proof. It should be determined that the leak did not send water to the treatment plant in order to consider abatement.

Delete Meter would be defined as a separate meter that is for non-household use. It would require customer to pay for and install second meter. Installation would be required to go through the town as we need to ensure the same equipment that our reader and their software can process. If a delete meter is installed, the house hold would receive two bills from the water department with 12,600 gallons minimum usage. There would be no way to combine the gallons of usage for one water bill. The Sewer department would only bill on the households use meter and ignore “delete meter” readings.

In conclusion the best determination of fair billing rates can be better decided after one year of billing and ironing out the methodology of the rate setting rationale. All of the above should be introduced as a “policy revision” in the Waste Water Policy Guidelines Manual. This was never done prior to the first sewer bill going out to the users. There was very little preparation by the Board to accept the rate structure and all the related rules and exceptions. Selectman Flynn hereby submits that we go through the process as spelled out in our “Policies and Procedures” handbook. It would behoove us to do this exercise upon completing ONE year of billing calculations. Selectman Flynn receives both water and sewer bills from the Town.

Jerry Gilbert, Water Commissioner, wants to know if users will be billed for every gallon through the delete meter. Wilbur is confused on how the delete meter will impact irrigation. Water Commissioner Gilbert is looking for clarification on having a second meter, the delete meter. The delete meter on the house will be read by the Water Department and sent to the Sewer Department, there will be two meters on the same line.

Jen McCourt has a question regarding abatements. How will the max adjustment to be determined? Will it still be on a case by case basis or is there an option for a delete meter?

Vice Chair Hooper states the abatements are case by case. Board needs to figure how best to apply delete meter for the Town which currently has 3 wells, 2 of which are active. The cost of repair and replacement as users come on and off Town water needs to be calculated as flat line revenue. There is also the 100-year-old water main that need to be replaced.

Chris Tesson wants to know if the Town has a better plan. The Town financed the initial meters will they also finance the delete mete? Water Commissioner states that water users paid for meters, and only for users of Town water and sewer. Tesson seeks to clarify that the delete meter is optional and only for homeowners who want one and is not mandatory for all Town water and sewer users. Vice Chair Hooper states there are cost and fees associated with installing a delete meter. Tesson asks why it is optional. Delete meters are optional because not all water and sewer users have a pool or irrigation systems, it depends on the individual homeowner.

FINAL

Weber asked when the delete meter will be available. Chair Blomback is hopeful after 3 readings in a couple months they will be able to start installing with smooth sailing. Danny Aucoin asks how one gets a sewer abatement. Vice Chair Hooper responds residents need to request to be on the agenda. Leo Aucoin is concerned about abatement fraud and someone using a sprinkler to water their lawn then claiming their lawn watering as a leak.

Vice Chair Hooper states that is why a year is need to gather data for abatements. Leo believes it is unfortunate that the Sewer Department didn't look at the meter reads for the last 4 years to give users notice. Steph Payeur seeking to confirm if an abatement is granted that burden of the cost is shifted to the remaining users. Chair Blomback states there is enough flexibility to be able to identify accounts. Payeur asks if the abatements are confidential. Chair Blomback responds no.

New Business: None

Other Business:

Item 10: Review public and non-public minutes from February 6th

Chair Blomback motions to approve public minutes. Selectman Flynn seconds. Motion carries 3-0.

Vice Chair Hooper motions to approve non-public minutes of Item 1. Chair Blomback seconds. Motion carries 3-0.

Vice Chair Hooper Motions to approve non-public minutes of Item 12. Chair Blomback seconds. Motion carries 3-0.

Item 11: Town Administrator's report

Election Day coverage. Vice Chair Hooper will be there all day and Selectman Flynn will be there noon-5.

The Highway Hiring Committee made changes to the questions for applicants. Will the board consider a candidate if they don't have a class CDL but are willing to obtain one in a set amount of time? Vice Chair Hooper is concerned that it's difficult license to obtain.

The basket wall next to the Transfer Station with the rocks, is shifting considerably. It wouldn't be much work to put concrete wall there but we need to contact Michie Corp for the retainer wall which will cost \$17,027 and should be completed before the end of summer. We will need to bid since over \$15,000.

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Selectman Flynn would like to know where the money come from. Town Administrator replies need to speak with Director of Finance.

March 6th is the Public Hearing for the Historical Committee regarding the benches to be donated for the 250th Town celebration.

Chairman Blomback motions to hire Lucy Beckwith as a full time Transfer Station employee at Labor Grade 15 Step 1 \$16.51 an hour. Selectman Flynn seconds. Motions carries 3-0.

Chairman Blomback motions to approve moving the position of Wastewater Superintendent to Grade 27 Step 3 increase, subject to a satisfactory job performance with the Town Administrator. To be effect April 1, 2018. Selectman Flynn seconds. Motion carries 2-1 (Vice Chair Hooper).

Public Form #2

Mike Flecchia drives buses for the Town and his goal is safety. If the Town can improve a road to make it safer even without a death or accident having happened, he thinks the Town should do it. In regard to the Highway Supervisor position he is curious if just a Class B license is needed or a Class B license with air brake endorsements like a tanker. If the applicant only has a Class B license they are only qualified for hydraulic breaks.

Bill Marko has not seen any meetings for the Highway Supervisor Hiring Committee at this time and would like to know if it is a public committee? Town Administrator responds it is but, they are interviewing candidates at this time and the interviews are not public.

**Selectman Flynn motions to adjourn. Vice Chair Hooper seconds. Motion carries 3-0.
Adjourn at 8:45pm**

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, March 6, 2017
Henniker Town Hall**

Members Present: Kris Blomback, Chair; Tia Hooper, Vice Chair; Peter Flynn, Selectman; Bob French, Selectman

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: David Scott, Julie Matthews, Keith DeMoura, Steph Payeur, Tom French, Skip McKean, Danny Teaze, Stephanie Teaze, Shelbie Connor, Jim Morse, Scott Dias, Bill Marko, Lori Marko, Jesse Colby

Meeting called to order at 6:15pm.

Vice Chair Hooper motions to approve consent agenda. Selectman French seconds. Motion carries 4-0.

Consent Agenda

1. Building Permits – February 1-28, 2018
2. Current Use Land Tax, Lot 568-C2
3. Petition and Pole License PSNH#: 32-1072
4. Refund: Motor Vehicle \$217
5. Accept donation of \$13,677.27 from Henniker Fire Fighters Association and give permission for work to be done on the antique town historic fire engine
6. Tax Deferral Lot 294-D
7. Refund: Motor Vehicle \$30
8. Abatement: Lot 1-110-C3
9. Refund: Lot 1-110-C3
10. Letters to Representatives Beth Rodd, David Woolpert and Dan Feltes re: House Bill-HB #1381

Public forum #1

No public comments

Item 1: Request by NHDOT David Scott to discuss bridge work on 202/9 during 2019

The two bridges are in Hopkinton, one is over Elm Brook Marsh closer to exit 5; the other is over the river just east of Dunkin Donuts. The bridges are identical except for crossings with angles in the road ways. The work they intend to do is preservation work. Cross sections, gutters, asphalt top. The barrier membrane will be removed, inspected, and replace what needs to be replaced, in addition to new expansion joints. The bridge will also receive paint. David Scott and Julie Matthews (Traffic Engineer) are here to receive feedback.

Board of Selectman

March 6, 2018

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The bridges carry 14,000 cars a day and 10ft lanes in both directions are too narrow to do the work. It is possible to have the road open in one direction with a 14ft lane and closing the other side for construction. It will take 8 weeks for each bridge to be completed, 16 weeks total for both bridges to be done, worse case in summer 2019. The contractor they are working with has disincentive clauses that will motivate them to stay on time with the project.

A suggested detour for west bound traffic is up interstate 89 to exit 6, going down route 127 back to intersection with 202. There are 3 sharp 90 degree turns that are not ideal. Route 127 sees 7,000 cars a day and would allow unfetter flow of east bound traffic. The detour increases the west bound commute by less than 2 miles and 4 minutes. The NHDOT first thought in regards to traffic control.

In regards to wide loads that are too wide to pass a 14ft road, they will need to detour from route 103 to route 114 and back. That is only for wide loads that are unable to pass on a 14ft road, which is a very small percentage of motor public and it is about a 20-mile difference.

NHDOT has considered traffic impacts and considered business impacts. Worse case is the gulf club, with its detour being 9 miles and 13 minutes. Route 127 and Route 9 would spend the most time waiting for traffic to clear if we do an alternating one-way scenario with 10ft roads. Emergency services will have lights if needed in an emergency. (Henniker does not have any lights in town) Controllers will be provided so emergency access can be granted to emergency vehicles.

There are not many great alternative routes, route 114 intersection can be set as a smart work zone if Henniker wants to pursue alternating access. The state police department would prefer the detour over alternating one-way traffic.

The project would take place over two 8-week phases. The contract requirement states that both bridges will be worked on at the same time. Thus, the total project time for both bridges is 16 weeks or 4 months. At this time David Scott does not have the information on how traffic will impact local tourism.

Selectman French is concerned about the backups on route 127 and route 9. Vice Chair Hooper is concerned about the businesses on route 127. Rescue Chief French points out drivers will be able to make the right at the intersection of route 127 and route 9 if they are only competing with east bound traffic. He also points out if there is just one way there would be no lights to control traffic except for the ones that allow the emergency vehicles.

Chief French prefers detour from both a traffic and safety stand point. There are usually repeat accidents when they have a queue of stopped traffic as it is. Considering route 127, people don't know that is a yield condition. There may be conflicts at the intersection let them know that they have a yield since everyday there is a near miss there already.

Scott Dias is worried about how Hatfield Road will be handled. How are people going to get home at night? David Scott said it will be addressed as the project moves further.

Fire Chief Jim Mores wants to know if NHDOT will work with them in case of an accident to set

FINAL

up a traffic pattern. Julie Matthew (NHDOT Traffic Engineer) does not have the answer at this time but will begin to set up coordination. Rescue Chief French states there are frequently accidents at 127. David Scott and Julie Matthews will provide the proper contact information and collect rescue/fire/police contacts so they can coordinate and the Town can add any provision it deems necessary.

Skip wants to know if NHDOT will be going over the damn and if they will be going east or west, one or two lanes of traffic. David Scott states it would be west bound and there would be two lanes of traffic. Skip is concerned because drivers need to stop if there is a car coming and going across the damn. The curve there isn't good for the tires.

Chief French asks if it is an option to cut the curb back. David Scott is unsure at this time. Skip points out from experience, that drivers have to stop because when coming from Contoocook there is no way to make that corner if a car is coming without stopping.

It is not ideal, but the detour is preferred by board.

Item 2: Appointment to volunteer committee

Shelbie Connor is volunteering to be the Henniker Chamber representative on the Economic Development Committee. She is replacing Jennifer McCourt who stepped down due to time constraints. She feels it is important to have communication between the Chamber of Commerce and the Economic Development Committee.

Vice Chair Hooper motions to approve appointment. Selectman Flynn seconds. Motion carries 4-0.

Item 3: Request by Fire Chief Jim Morse to discuss first reading of code ordinance chapter 4 alarms

The codes have not been updated since 1994. The Fire Department has been on a lot of calls, a lot of them are either false alarms or malicious. He would like to see the false alarm charges changed as follows. Dropping the number of false alarm calls from 5 to 4. The second 4th false alarm will be \$500 charge. Once there have been more than 8 false alarms the charge will increase to \$1000. There are 3 to 4 calls a day, and complicity is becoming an issue with students not vacating buildings during false alarms. The last thing needed is real emergency and students not vacating. The increase charges reflect the cost to run the night crew.

Selectman Flynn motions to move to second reading making a public hearing at next meeting. Selectman French seconds. Motion carries 4-0.

Item 4: Third reading building construction fees.

Chair Blomback states that the fees have not increased in the last 20 years. Vice Chair Hooper is concerned that raising the fees will decrease new construction in town. She reminds the board that as our taxes and fees go up it discourages people from wanting to build here. Putting an entirely new structure would bring in more revenue for the town than increasing the building fees. Selectman Flynn- does not believe it discourages building and supports the changes. Vice

FINAL

Chair Hooper states it will not bring in the revenue that is wanted. Selectman Flynn states that there is not an influx of new homes in town and time to be realistic about it.

Selectman Flynn motions to approve the changes as official. Chair Blomback seconds. Motion carries 3-1 (Vice Chair Hooper).

Item 5: Second reading to update Economic Development Committee charge

Selectman Flynn motions to waive third reading before adopting. Selectman French seconds. Motion carries 4-0.

Item 6: Request to approve assessing contract for utility properties.

Chair Blomback confirms the change from 6 years to 3 years. Town Administrator confirms and there was also a change in price. It will be billed separately and takes care of Eversource litigation.

Selectman Flynn motions to approve contract with corrections that were made. Selectman French seconds. Motion carries 4-0.

Item 7: Warrant articles for Town meeting

The following people will be presenting at the Town meeting March 17th at 1pm at the Henniker Community School Cafetorium (51 Western Ave) in regards to the following warrant articles.

- Warrant Article 12, Water Commissioner
- Warrant Article 13, Kris Blomback
- Warrant Article 14, Kris Blomback
- Warrant Article 15, Patti Osgood
- Warrant Article 16, Patti Osgood
- Warrant Article 17, Patti Osgood
- Warrant Article 18, Patti Osgood
- Warrant Article 19, Tia Hooper
- Warrant Article 20, Bob French
- Warrant Article 21, Bob French
- Warrant Article 22, Peter Flynn
- Warrant Article 23, Peter Flynn
- Warrant Article 24, Kristen Bergeron
- Warrant Article 25, Tia Hooper
- Warrant Article 26, Tia Hooper
- Warrant Article 27, Tom French
- Warrant Article 28, Jim Morse
- Warrant Article 29, Tia Hooper
- Warrant Article 30, Tia Hooper
- Warrant Article 31, Peter Flynn
- Warrant Article 32, Kris Blomback
- Warrant Article 33, Water Commissioner
- Warrant Article 34, Tia Hooper
- Warrant Article 35, Tia Hooper
- Warrant Article 36, Bob French

FINAL

Item 8: Review public and non-public minutes of February 20, 2018

Selectman Flynn motions to approve public minutes with edits. Vice Chair Hooper seconds. Motion carries 3-0-1 (Selectman French).

Vice Chair Hooper motions to approve the first non-public minutes. Chair Blomback seconds. Motion carries 3-0-1 (Selectman French)

Chair Blomback motions to approve second non-public minutes. Motion carries 3-0-1 (Selectman French).

Item 9: Town Administrator report.

Election coverage is discussed. Delete meters are not up to waterworks. Meters will have to be installed by the contractor the waterworks uses. Does the board want to meet with the water commissioners? Chair Blomback believes this needs to be formally handled. Vice Chair Hooper thinks it should be done Tuesday night at Town Hall so it can be recorded. The meeting on 20th already has two public hearings.

It is suggested the board attend the next Water Commission meetings. Town Administrator will ask the Water Commission to meet on March 20th at Town Hall. Vice Chair Hooper does not believe 8am works for the working residents in town. Chair Blomback suggest the board attend the 8am Water Commission meeting, then have the Water Commissioner attend the Board of Selectman meeting that evening to speak with the public. Vice Chair Hooper wants to ensure there is no failure of communication and that the board does their due diligence.

Item 10: Select Board Reports

Selectman Flynn reports the Historic Committee met and are donating of up to 4 park benches by Rotary Club for the Town's 250th. However, because the donation will be over \$5,000 putting the benches in the park needs to be authorized by the board.

The Energy Committee has charged each member with getting more information for their next meeting.

The Planning Board has been dealing with the project of discontinuing a portion of Centervale Road as well as a lot line adjustment, making it a standard class 6 road. The other portion of the road has already been discontinued.

OHRV Committee will be opening trails May 23, 2018 and closing November 14, 2018. The next meeting is July 16, 2018.

Economic Development Committee is exploring grant resource for Azalea Park. There will be a business round table for Henniker business' April 12, 2018.

Conservation Committee had been canceled due to weather.

Electricity to the other side of the island out front of Town Hall will need to be handled prior to the Town's 250th anniversary.

FINAL

Item 9: Town Administrator report (cont'd)

Mike Lambert representing Cousineau met with the Planning Board to get preliminary approvals pending the discontinuance of Centerville Road passes at Town Meeting and assuming everything falls into place it will be a Class 6 road after they are doing a lot line adjustment. The public hearing will be held on March 20th.

Regarding the benches to be donated for the 250th Town anniversary, the benches will come back to the board once the donation amount is known. Benches will be attached via concrete so they cannot be removed. Replacing existing benches in the exact location. There is a total of three benches being donated/replaced.

Public form #2

Keith DeMoura asks about the donation limit. Town Administrator responds that any donation over \$5000 has to be publicly accepted at a public hearing per state laws.

Non-public RSA 91-A:3II (a)

Selectman Flynn motions to move into non-public. Selectman French seconds. Motion carries 4-0.

Vice Chair Hooper motions to move out of non-public. Selectmen French Seconds. Motion carries 4-0.

Vice Chair Hooper motions to seal the minutes. Selectman French seconds. Motion carries 4-0.

Non-public RSA 91-A:3II (e)

Vice Chair Hooper motions to move into non-public. Selectman French seconds. Motion carries 4-0.

Selectman Flynn motions to move out of non-public. Selectman French Seconds. Motion carries 4-0.

Vice Chair Hooper motions to seal the minutes. Selectman French seconds. Motion carries 4-0.

Non-public RSA 91-A:3II (e)

Selectman French motions to move into non-public. Selectman Flynn seconds. Motion carries 4-0.

Selectman Flynn Motions to move out of non-public. Selectman French seconds. Motion carries 4-0.

Vice Chair Hooper motions to seal the minutes. Selectman Flynn seconds. Motion carries 4-0.

Selectman Flynn motions to adjourn at 8:30pm. Chair Blomback seconds. Motion carries 4-0.

Adjourn at 8:30pm

FINAL



**Town of Henniker
Board of Selectman Meeting
Tuesday, March 20, 2018
Henniker Town Hall**

Members Present: Kris Blomback, Chair; Tia Hooper, Vice Chair, Peter Flynn, Scott Osgood

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Randal Cousinseau, Mike Lambert, Curt Richmond, Steph Payeur, Lindsey Tompkins, Lindley Houghton, Robert Garrison, Leon Parker, Bill Marko, Jerry Gilbert, Jim Morse, David P Currier, Michael Cyr, Heidi Aucoin

Item 1a: Non-public RSA 91-A:3II (e) Legal

Chair Blomback motions go into non-public under RSA 91-A:3 II (e) Legal. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions go out of non-public. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions to seal minutes. Vice Chair Hooper seconds. Motion carries 4-0

Item 1b: Non-public RSA 91-A:3 II (e) Legal

Chair Blomback motions go into non-public under RSA 91-A:3 II (e) Legal. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions go out of non-public. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions to seal minutes. Vice Chair Hooper seconds. Motion carries 4-0

Item 12: non-public RSA 91-A:3 II(b)- Hiring

Chair Blomback motions go into non-public under RSA 91-A:3 II (e) Legal. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions go out of non-public. Vice Chair Hooper seconds. Motion carries 4-0

Chair Blomback motions to seal minutes. Vice Chair Hooper seconds. Motion carries 4-0

Resume public meeting

Vice Chair Hooper motions to approve consent agenda. Selectman Osgood seconds. Motion carries 4-0.

FINAL

Consent Agenda

March 20, 2018

1. Certification of Excavation Taxes Assessed; Lots 615 and 605-A
2. Warrant for the Collection of Excavation Taxes; Lots 615 and 605-A
3. Petition and Pole License; PSNH #31-1089
4. Intent to Cut; Lot 1-743
5. Appointments:
Joseph Grady to Highway Superintendent Hiring Committee
Leo Aucoin to Planning Board as alternate member
Keith DeMoura to Planning Board as alternate member
David Marko as temporary Ballot Clerk
6. Tax Anticipation Note
Revolving Line of Credit Rider
Disclosure Certificate
7. New England College Assembly Permits:
Accepted Student Day #1
Accepted Student Day #2
Accepted Student Day #3
Quadstock
Commencement – three locations
Post Commencement Reception
8. Extension Request for Intent to Cut; Lot 628

Item 2: Vote for Board and Vice Chair

Vice Chair Hooper motions to nominate Selectman Kris Blomback for Chair. Selectman Flynn seconds. Motions carries 4-0

Selectman Flynn motions to nominate Selectwoman Tia Hooper for Vice Chair. Selectman Osgood seconds. Motions carries 4-0.

Public Forum #1

No public comment

Public Hearing

Item 3: Mike Lambert representing Cousineau Forest Products Inc Lot 603x1 approval pending warrant article approval.

Warrant Article passed Saturday. There are a few minor things that need to be accomplished before getting surveyor stamp such as renaming the new class VI road as Cousinsieu Industrial Road rather than Centervale Road so as to avoid confusion in emergency situations. The boundary will end 50 feet from the right away of the property line. Iron Pins mark the right of way and granite post will mark the boundary line.

Chair Blomback asks if this restricts the Army Corp. of Engineers access and Lambert responds no. The Army Corp. of Engineers have access through Lot 604.

Board of Selectmen

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Dave P. Currier is concerned about road name and not changing the road name for the Stonefall Garden and the brewery since there is already confusion. He would like to keep the name Centervale Road as it is. (The active part of Centervale Road is not being renamed. It is the new class VI part of 650 feet more or less on tax Lot 603 and 603X-1).

Vice Chair Hooper motions to accept Cousineau Industrial Road as presented subject to surveyor stamp and recordings. Selectman Flynn seconds. Motion carries 4-0.

Item 4: Second reading of proposal changes to Code of Ordinance Chapter 4 Alarms.

Vice Chair Hooper would like to see charges after 3 false alarms not 4, considering the cost it takes to run the crews and the vehicles in addition to the wear and tear on the vehicles. Selectman Osgood confirms the charge increase from \$50 to \$500 and believes 4 is reasonable given the charge increase. Selectman Flynn asks what the increase was based on. Fire Chief responds it is based on the cost to send out the crews, send out the vehicles, and the Hazmat fee which is substantial.

Dave Currier asks why there is an increase. There has been a significant increase of malicious false alarm calls. Bob Garrison ask if the majority of those false alarms are from the college (yes, they are). Garrison states the college does not pay taxes on all of their properties, and since they do not pay taxes on all of their properties they should be responsible to police their students instead of passing it onto the Town to handle.

Vice Chair Hooper motions to approve revision for chapter 4 alarms and waive 3rd reading. Selectman Flynn seconds. Motions carries 4-0.

Appointments

Item 5a: Request for sewer abatements

Lindsey Tompkins went onto the sewer system in August and her bill was really high \$554.41. She spoke with Norm at the Water Department who confirmed that her water was constantly running. Lindsey and her husband had plumbers come in and where unable to find any leak specifically in their house and believe the leak is going into the dirt part of the basement and absorbing back into the earth. Lindsey and her husband have replaced all the valves and gaskets and have been tracking the water usage since then and are requesting a refund of \$286.68.

Chair Blomback announces there is no set policy for sewer abatements at this time. Selectman Flynn believed the board had the power to grant the first abatement if residents have proved they fixed the leaks. Vice chair, believes it is in the best interest to speak with the water commission before handling abatements. Chair Blomback is not saying no to her abatement, but there needs to be a formal process before moving forward with abatements. Lindsey confirmed her meter was installed in August so it was not even a full 6-month period.

Lindley Houghton is requesting abatement. Has been tracking it and it averages 80ish gallons a day. Thinks delete meter is a good idea, but still waiting like Lindsey.

FINAL

Item 5b: Discussion regarding waste water process for additional meters and policy

Tia motions to table. Flynn seconds. Motion carries 4-0.

Item 6: Request to award contract for Azalea Park Restoration and Renovation

Selectman Osgood states that the project will be funded through a grant for \$36,290. The project will be coordinated with the school being out of session and finished by August 3rd. There is no tax payer impact on this project.

Flynn motions to approve bid for East Coast Excavating Inc. for Azalea Park Restoration and Renovation for \$36,290. Vice Chair Hooper seconds. Motions carries 4-0

New Business

Item 7: Acceptance of resignation of Ben Fortner

Vice Chair Hooper motions to accept. Selectman Osgood seconds. Motions carries 4-0.

Item 8: Discussion regarding process in filing the vacant Selectman's position.

Vice Chair Hooper believes they should follow procedure set in April 2010. Leave it open for 2 weeks then review applications. There are already 3 written letters of interest from Steph Payeur, Bob Garrison, and Leon Parker. Chair Blomback thinks they should give it one more week until March 29th since there are already 3 interested candidates and have presentations on April 3rd.

Mike Cyr asks to speak because he believes who ever got the votes from last week's election should take the seat since that is who the people voted for. He doesn't understand the presentation process and believes it is not subjective but a who knows who, which leaves a lot to be desired in his opinion. Vice Chair Hooper states that the position is only for a 1-year term unlike the positions in the last election. Cyr states that three people ran and went through the process and clearly want to be a selectperson.

Other business

Item 9: Review public and non-public minutes of March 6, 2018

Vice Chair Hooper motions to approve public minutes. Selectman Flynn seconds. Motions carries 3-0-1 (Osgood).

Vice Chair Hooper motions to approve non-public minutes 1 with changes carries 3-0-1 (Osgood)

Vice Chair Hooper motions to approve non-public minutes 2 with changes carries 3-0-1 (Osgood)

Vice Chair Hooper motions to approve non-public minutes 3 with changes. Carries 3-0-1 (Osgood)

Item 10: Town Administrator Report

Item 1: Lawsuit regarding Cadmen vs. Henniker has been closed.

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Item 2: A letter from law office of Mark Hodgdon PLLC, in regards to Henniker community park deed from anonymous citizen. The covered bandstand is the main issue of the letter since it apparently violates part of the deed by being a permanent structure.

Chair Blomback asks if the citizen is shutting down the bands. No, but they want the bandstand removed or taken down. The bandstand brings hundreds of people out during the summer for concerts not to mention it is used at the farmers market, girl scouts, and rented out for weddings. Chair Blomback asks if the citizen is named, they are not and Town Administrator Trovato is communicating through their lawyer.

The land was donated in 1927 and it was written that there were to be no additional horse sheds built on the park either. The definition of structure is a building, the definition of a building is enclosed walls and a roof. The bandstand is a covered open-air gazebo that does not fit the definition of a building and has been there for almost 12 years. It is also pointed out that there is a difference between a bandstand and a horse shed.

Selectman Osgood points out the Town definition of a structure is determined by it being in a fixed location. Bob Garrison suggest propping the bandstand up on wheels that way it technically isn't in a fixed location.

Bill Marko did work on the bandstand and states it is not a permanent structure given it does not have a permanent foundation. There are wood posts under the bandstand that will allow it to easily be moved. Jim Morse seconds what Bill Marko states. Jerry Gilbert asks where the horse shed was in 1927 and points out there have been numerous owners of the building in front of the park from 1927 to present day.

Vice Chair Hooper states knowing why the property was donated and its intended purposed, she believes the Town has fulfilled the deed wishes and that the bandstand has become a community gathering spot as the deed had wished for. That being said she believes the Town should challenge it because to remove the bandstand would remove the community from Community Park, going against the wishes of the deed. Selectman Flynn agrees and points out he was the Town Administrator at the time, and a gazebo was not interpreted as violation of the deed because it was not interpreted as a structure due to it not having enclosed walls.

Vice Chair Hooper points out how the deed wanted a gathering place for the residents. Selectman Flynn has no doubt the Town has met what the deed had wanted and have improved the park by adding gazebo and the sidewalks that was put in at the same time. Not to mention the picnic benches that were put in there which were donated.

Vice Chair Hooper motions to challenge this intent to take legal action. Selectman Flynn seconds. Motion carries 4-0.

Item 11: Select Board Reports

Selectman Flynn has not attend any recently. Chair Blomback and Selectman Osgood did attend the Economic Development committee meeting Wednesday. There will be a public hearing on April 3rd to accept donation.

Public Forum #2

No public comment

Board of Selectmen

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Selectman Flynn motions to adjourn. Chair Blomback seconds. Motion carries 4-0.

Adjourn at 7:30pm

FINAL



**Town of Henniker
Board of Selectman Meeting
Tuesday, April 3, 2017
Henniker Town Hall**

Members Present: Chair, Kris Blomback; Vice Chair, Tia Hooper; Selectman Peter Flynn, Selectman Scott Osgood

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Keith DeMoura, Bruce Trivellini, Leon Parker, Bob French, Stephanie Payeur, Lori Marko, Bill Marko, Bob Garrison, Ken Levesque, Danny & Heidi Aucoin, Dan Higginson, Caleb Dobbins, Jennifer McCourt, Scott Dias, Lynne Morse, Jim Morse, Nancey DeMoura

Consent Agenda

1. Building Permits: March 1-31, 2018
2. Sign Permit Application for Proctor Square: Henniker Lions Club Kite Day
3. Letter to Governor Sununu re: feasibility of developing offshore wind power
4. 2018 MS-232
5. Intent to Excavate: Lots 1-605, 1-605-A, 1-615
6. Abatement: Lot 2-227
7. Refund: Lot 2-227
8. Intent to Cut Extension: Lot 1-736, 1-738, 1-135-1, 1-659
9. Abatement of small balances on property taxes
10. Intent to Excavate: Lot 2-103-X, 1-539-C, 1-044, 1-522

Vice Chair motions to approve consent agenda. Selectman Osgood seconds. Motion carries 4-0.

Public form #1
No public comment

Item 1: Public hearing to accept donation from Henniker Fire Fighters Association

Fire Chief Jim Morse would like to have \$13,677.72 approved for Fire Fighters Association records. The Town owns the antique fire truck from 1929 and the fire department maintains it. If the town ever sells the truck, it will be sold back to the Fire Department Association for \$1. The money is coming from donations to the association as well as interest from one of the trust funds. The truck is presently in the fire house and hopefully will be running in the next two parades. Since the Town owns the fire truck Board of Selectman approval is needed before any work is done.

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Selectman Flynn motions to accept the donation of \$13,677.72 for work to be done on the 1929 antique fire engine. Vice Chair Hooper seconds. Motion carries 4-0.

Item 2: Award contract for Sewer Main Cleaning and Televising

Ken Levesque of Waste Water Department speaking in regards to the annual contract for cleaning. He recommends Green Mountain Pipeline Services for the inclusive cleaning and televising of 12,763 feet or 2.5 miles of sewer main including traffic control and reports of results recommended repairs to sewer mains and manholes. This is approximately 1/3 of our system which will cost \$16,591.90. He did receive bids from two other companies as well and all three companies have previously worked for the Town.

Selectman Flynn asks why the companies don't presently work for town. It has to do with bid process.

Chair ask what the age of the pipes collecting the waste water is. Levesque responds that the majority of the waste water pipes were installed in 1974 to 1976 and they are still in good condition with the exception of two older pieces on lower Pleasant street and by the bridge that have the tape wrapping.

Selectman Osgood asks what is found when the tape is replaced. Levesque responds cracks in circumference and lateral cracks. The new process of rating is standardized with 5 being the worst and 1 not bad. Levesque saves them unless it is emergency or major issue. Internal repairs are done every 3 or 4 years. Occasionally protruding lateral coming from houses, most of sewer mains don't take on more than 2 inches of water and have gone down since water meters were installed.

Selectman Flynn motions to award bid to Green Mountain Pipeline Services for \$16,591.90. Vice Chair Hooper seconds. Motion carries 4-0.

Item 3: Discussion regarding waster water process for additional meters and policy

Vice Chair Hooper attended a meeting with the Water Commissioner regarding delete meters. They need to confirm that the delete meters will work with the current software that is being used. Additionally, some property have drilled wells going in that will need to be accounted for since it is in the Town ordinance. The policy is currently in draft phase until there is a confirmed cost on delete meters.

Chair Blomback seeks to confirm that the delete meter will cost approximately \$300-400 which will then need to be installed by New England Backflow for \$500-\$1000. Vice Chair Hooper confirms the approximate cost for the delete meter and states that the installation cost will vary depending on the size of the meter and the pipe being installed, as well as if the building is residential or commercial. Any additional plumbing that needs to be done outside of the building will also impact installation cost.

Selectman Osgood ask how this will be paid for. Vice Chair Hooper responds it is the residents' responsibility, it is in the ordinance to be metered in. Town Administrator confirms that the delete meters will be paid for by the customers and there will be a permit process. The permit

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will need to be paid for upfront to ensure the meters are inspected by the Town, Water Department, and Waste Water Department.

The next billing for the Water Department is July then December. The next billing for Waste Water is April then October. At this time there have only been two requests for delete meters and there are three properties they Town will be reaching out to.

Item 4: Energy Committee request approval for a third-party access Eversource information

Dr. Trivellini states that it is not confidential information that is being asked, it is Eversource's ledger of street lights and usage. The Energy Committee is looking for ways to advance the cost curb. Switching the street lights to LED would save the Town money although the Energy Committee needs the Selectboard's approval in order to access Eversource's ledger information in order to analyze the data and determine if the switch is a cost-effective change.

Selectman Flynn asks if it includes the historic lamp posts? Yes, it includes all the streets lights under the Eversource contract. Selectman Flynn does not want to change the effect of the lamp post. Dr. Trivellini assures Selectman Flynn that there is a company in Dover, NH that does LED with ornamental lighting however, the main concern is accessing the ledger to accurately assess usage.

Selectman Flynn motions to have the Town Administrator start the necessary paper work so the Energy Committee can access the ledger. Selectman Osgood seconds. Motion carries 4-0.

Item 5: Applicants for vacant Selectman position

Chair Blomback states he is annoyed that there needs to be a debate filling the position. Had the former selectmen resigned responsibly in an approximate time frame, the people would have been able to vote for a temporary Selectman or woman. However, now the board has to choose between five really good candidates; Steph Payeur, Bob Garrison, Leon Parker, Bob French and Caleb Dobbins.

Caleb Dobbins speaks first and thanks board for opportunity. He has previously served on boards and committees in Henniker as well as on state and national boards. Presently he is the State Maintenance Engineer for the NH Department of Transportation, where he is responsible for 680 full time employees in addition to an \$80 million-dollar budget. In this role he has been involved in all aspects of government relations which transfers directly to the responsibilities of a Selectman. He understands that government administration is different from the private sector and that there is a responsibility to the public. Those entrusted with the funds, safety and general well-being of the public need to uphold the public trusts. This requires an individual being educated on the issues and listening to both sides and being empathic to the issues. Government should be able to explain why decisions were made since human nature is not everyone agreeing on every subject. He has been in the public sector for almost 3 decades and enjoys making a positive difference in his communities and thanks the Board for their consideration.

Chair Blomback ask what do Dobbins' considers the greatest financial threat to the Town? Dobbins believes the Town has a revenue problem not a spending problem and Town needs to market and sell its self better.

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Selectman Osgood asks if there any alternatives for the Town Highway Department. Dobbins responds many of the roads were build before when the fire engineer was drawn by horses. That being said don't always want to do what's worse first, sometimes want to do a preservation instead which can be a low-cost solution.

Bob French speaks second. He acknowledges the other good candidates and that the board knows him and knows where he stands. He reads a Thomas Jefferson quote "My reading of history shows that bad government results from too much government". He is also pleased that there will be five Selectmen again soon. Chair Blomback asks what he believes is the greatest financial threat to the Town. Bob French responds that we have to spend money on things we don't want to and we can dig and find other ways of saving like LED lighting.

Bob Garrison speaks third. He would like to be considered to fill the vacant position. He has the time and the interest to dig in more depth into issues that come before the Select Board. Sometimes decisions are made that might have been better if more of the background information was available. He feels that he can help with the decision making for the operation of the Town of Henniker. He has lived in Henniker for 46 years and is familiar with many of the problems the town faces. He will actually show up to meetings.

Selectman Flynn asks besides Garrison's volunteer work with the Town boundaries what else can he bring to the table? Garrison responds paving Rush Road, the state is supposed to pave it but he has found no paper work that the State owns the road. Vice Chair Hooper states the Town has not accepted the transition of that road. Garrison also started tracking down Western Ave which use to be 202 and 9. He has the time to really dig into old records, some records he has looked at are as old as 150 years and he has great fun doing that.

Selectman Osgood asks if Garrison is considering putting together a trail system. Garrison looked into it when there was a trails committee and they were bogged down by getting permission from land owners. He worked with that committee for a while from Warner Road to Liberty Road. There are a number of mountain bike trails too. People don't want the trails advertised because then more people come up and use them and they get ruts. They don't want maps published on the internet. Similar to the people revving up their ATVs and making them loud and obnoxious. It would require finding a way to work it out with the land owners and groups that want to use these trails.

Leon Parker speaks fourth. He is totally overwhelmed with the letters attached to the agenda. All he did was fill out the online form. Assumes everyone knows him. He did no campaigning and did not encourage anyone to write to them, although he greatly appreciates it. He is a fifth-generation resident of Henniker. He served in the peace core as well as in 11,000-person organization and helped put a corporation together. Presently he is a business broker and has been since 1985. He currently serves on the Road Management Committee. Prior to that he has served on Zoning Board and was part of the original Capital Investment Committee and Planning Committee. He also served as selectman in 2008. He understands the town budget process and statues and how the Board is limited. The Board knows him and that he will work hard if selected.

Selectman Osgood asks what the biggest budget problem for the Town is. Parker responds when

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he was in high school all of the money went to maintaining the roads. There was a part-time police chief and three or four guys who put on blue shirts for parades. The police department wasn't as expensive then, not to mention the other departments, Water and Waster Water. The equipment for the Highway Department has gotten more expensive since his high school days, and we haven't been fixing our roads.

Chair Blomback asks if he joins the board where will he get the money for the Road Management Committee? Parker states the Road Management Committee made some good steps this year with capital reserves for preservation work. He would like to see road work put into the capital budget instead of bonding it. The expense for bonding doesn't make sense to him.

Steph Payeur speaks last. She thanks the board for the opportunity as well as the 40% of voters who voted for her in the past election. She has lived in Henniker for 15 years raising her two boys by herself. She has her MBA and 20 years of experience managing large teams of people and complicated budgets over \$40 million. Additionally, she is the chairperson of the Economic Development Committee and on the Budget Advisory Committee. Her work style is proactive, inclusive, and detail ordained. The challengers facing our town are complicated and she understands that managing a town is not simple, and would like to help Henniker navigate to a more sustainable future. Payeur is practical and realistic in her approach to challenges and thanks the board for their consideration.

Selectman Flynn asks when the Budget Advisory Committee recommended a severe cut in the budget, if they had looked for other ways. Payeur states the committee was bench marking what other towns around us pay, and the committee is not about cutting for the sake of cutting. If the town is going to be sustainable, meaning people want to live hear and people want to stay here, they are going to look at tax rates and there are other more affordable towns. We need to look at things differently and benchmark against other towns. Selectman Flynn asks if she knows the Selectman put together the budget that saved \$49,000. She does and was at that meeting.

Chair Blomback ask in one of your committees you proposed cutting the reserves for the ambulance. Payeur states that was a misunderstanding since the process was rushed. Chair Blomback asks what her philosophy on reserves is and if she is an advocate for bonding. Payeur is not an advocate for bonding, she is an advocate of being mindful of what we spend. For example, the new police vehicle and waiting a year to buy a new vehicle. Small changes like that spreading out the acquisition.

Selectman Flynn asks if Payeur is an advocate for cutting budget for contract employees, specifically the Planning Coordinator and Assessor. Payeur looked at the Planning Coordinator salary and the amount of new business when the last new business was Dollar General. She is not basing his compensation just on new business but it has been looked at.

Chair Blomback states the Select board has to make some difficult choices and thanks all candidates. Selectman Flynn asks if they will be sworn in tonight. No, they will be sworn in with Kim.

Selectman Osgood states that all five would be great additions to the board. Payeur ran and came in 2nd and people believe that she should have it. Had the former selectman resigned on time it would have been a different landscape. He votes for Caleb Dobbins for his roads experience.

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Vice Chair Hooper agrees with Selectman Osgood regarding election and the untimely resignation. Vice Chair Hooper votes for Leon Parker since he is a wealth of knowledge and has the experience.

Selectman Flynn agrees it is not easy for the board to have to choose between the candidates. He is not sure if Payeur would have won the other seat if the former selectman had resigned in time, and was surprised Bob French signed up since he did not run in the election. He knows Dobbins from the Budget Committee and Leon Parker and Selectman Flynn go back. Leon Parker has the most experience and could hit this chair running. Parker has been through the legal problems and understand the makeup of the Town. Selectman Flynn believes it is important to have experience and that is why he votes for Leon Parker.

Chair Blomback knows Caleb Dobbins, Bob French, Bob Garrison, Leon Parker, and Steph Payeur. Considering it's a 10-month term he votes for Leon Parker because he is the most qualified to hit the ground running and does it with a heavy heart for the other candidates.

Vote is Leon Parker 3, Caleb Dobbins 1.

For candidates who didn't make it tonight there will be an election in 10 months and all are strongly encouraged to run.

Item 6: Review public and non-public minutes of March 20th 2018

Vice Chair Hooper motions approve public minutes. Selectman Osgood seconds. Motion carries 4-0.

Vice Chair Hooper motions to approve non-public legal minutes. Chair Blomback seconds. Motion carries 4-0.

Vice Chair Hooper motions to approve non-public 1b minutes. Chair Blomback seconds. Motions carries 4-0.

Item 12. Vice Chair motions to approve non-public item 12 minutes. Chair Blomback seconds. Motion carries 4-0.

Item 7: Town Administrator Report

Thank you gathering for Wayne Colby April 5 from 5pm-7pm at the Henniker Community Center.

Update with Gazebo letter, the Town will be moving forward with a response to the anonymous concerned citizen's lawyer.

Negotiations, BTLA hearing next Tuesday in Concord.

Working with FEMA grant request for next portion for Western Ave culvert replacement and more will be known by the end of this week.

FINAL

Item 8: Select Board Reports

Selectman Osgood attended a mini conference in Meredith about culverts from Fish and Game on how to resize and assist aquatic life. They are getting money for going out and shows detail on what the culverts should be and is a very detailed program. He suggests checking with our Planning Commission to see if the Highway Department is trained are trained.

Vice Chair Hooper states a study for us and research on Western Ave was also done. The Road Management Committee currently inventory all the culverts and should have a report ready this winter.

Selectman Osgood would also like to bring to attention legislation that passed the senate to allow towns to bond broadband. It would allow town to bond broadband for the entire community.

Vice Chair Hooper will be touching base with the Water Commission next week.

Chair Blomback attended the last Economic Development Committee meeting on March 21st and they are in the process of partnering with Henniker Chamber of Commerce to do a business round table Thursday night April 12th from 6-8pm at Pats Peaks. The Co-op Extension will be there to talk with issues such as TIF districts and the pros and cons of TIF districts.

Bill Marko states that allowing TIF district to exist gives the board opportunity to establish a district to see if it would benefit the Town. TIF stands for Tax Incriminated Financing.

Selectman Osgood also mentions HP160 where a commercial business can vote to allow commercial business to not pay taxes for set amount of time. Town has right to forgive taxes on new business with town meeting approval. Next meeting April 18th for the Economic Development Committee

Item 9: Non-public RSA 91-A:3 II none

Public Forum #2

Keith DeMoura asks has any money been expended from Colby Hill to Town line on Western Ave. Surveying has begun to take place.

Dr. Bruce Trivellini comments it is interesting to see everyone's concern over revenue. The Energy Committee laid on the table a solar report and would like to get that moving along. The Energy Committee would like that particular report to move forward and get some solar energy into the town and create some money for the town via cost savings, since the Town had Harmony come in a while back and propose solar energy last summer.

Chair Blomback thought the Energy Committee was already proceeding. No, they do not have the authority. Energy Committee is also in the process of making a new mission statement. They want to look at a lot of the old equipment and bring down the cost for waste water as well. The draft of the mission statement and will be sent to the Board once it's final. Concerning TIF districts, the Energy Committee has come across a program RSA 75F for existing businesses,

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where a special assessment is needed for private financing. The Energy Committee is at the forefront of being able to curb the operational cost of the Town.

Selectman Osgood asks about areas for solar panels in town. The Energy Committee is looking into it given the lawsuits of solar panel farms across the nation. The Energy Committee is also doing CPACE (Commercial Property Assessment for Clean Energy) that increases the value of the assessed commercial property, which in turn lowers tax rates. There are plenty of energy incentives to take advantage to improve our balance sheet.

Leon Parker thanks the board for your vote of confidence.

Caleb Dobbins congratulates Leon Parker on his win and the board for picking him. Parker is great. Dobbins also addresses the request to remove the no right turn lane at the post office. It is Item 7 in the packet. It has come before previous boards, it was a condition from Planning Board when the post office was built. Additionally SAVES (State Wide Asset Exchange System) is being done by UNH and it is great the Town is being proactive and looking at pipes. That program is larger than pipes, it looks at any assets the town has and are rolling it out in a progress fashion. The State just starting to introduce a pilot program and Dobbins cautions the Town that there have been many surveys for MS4 communities (Henniker is not an MS4) and the town should become familiar with what is in the data base, since there are 120 attributes for the drainage alone. The nice part is it links the town system to the state system and will present a better understanding of how it all works. We don't want to find out about drainage when it fails, we want to find out before it fails.

Jennifer McCourt is ok with the data collecting but wants to ensure that everything is double and triple check since we are all human and make mistakes.

Adjourn

Vice Chair Hooper motions to adjourn. Selectman Flynn seconds. Motion carries 4-0.

Adjourn at 8pm

FINAL



**Town of Henniker
Board of Selectman Meeting
Tuesday, April 17, 2018
Henniker Town Hall**

Members Present: Vice Chair, Tia Hooper; Selectman Peter Flynn and Selectman Scott Osgood.

Members Excused: Chairman, Kris Blomback; Selectman, Leon Parker

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Bruce Trivellini, Bob Garrison, Scott Dias, Bill McGraw, Danny & Heidi Aucoin, Bill Marko, Jeremy Page, Leo Aucoin, Keith DeMoura, Mike French

Vice Chair Hooper called the meeting to order at 6:15 pm with the Pledge of Allegiance.

CONSENT AGENDA—

1. Appointments:
 - a. Tracy Sudhalter to the Conservation Commission
 - b. Robert French, Jr. to the Currier and Ives Scenic Byway Council
 - c. Robert French, Jr. to the Highway Safety Committee
2. Intent to Cut: Lot 1-649
3. Intent to Excavate: Lots 1-679, 1-680, 587-A, 549-F3
4. Certification of Excavation Taxes Assessed: Lots 539-C, 44, 103-X, 587-A
5. Application for Current Use: 554-21, 554-23
6. Warrant for the Collection of Excavation Taxes: \$2,910.32 and \$724.48
7. Land Use Change Tax: Lot 54-D
8. Current Use Land Tax Warrant: Lot 54-D
9. Motion to hire E. Scot Gould as a part-time year round employee
10. Application for Current Use: Lot 1-119-G
11. Application for Assembly: Henniker Lions Club Annual 5K June 3, 2018 9am-12pm

Vice Chair Hooper motions to approve Consent Agenda with Selectman Osgood's pending changes. Selectman Osgood seconds. Motion carries 3-0.

Public Forum #1

Scott Dias announcing that the Chamber of Commerce trash pickup will be on May 4th. Previously Bill McGirr had picked it up and Dias asks who will be doing it this year? The Town Administrator will coordinate with the Transfer Station. Dias also thanks the Town for

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supporting White Birch which won the New Hampshire non-profit of the year. There was a very nice ceremony last month with a very nice presentation. He was pleased they were selected since they do such a great job with children and seniors.

Bob Garrison believes there should be more oversight of what different “little empires” are doing in Town. He states that the Police do not talk to anyone. He also states that New England College does not talk to anyone and will not let anyone in. He was at Edmunds Hardware last week and saw they were having their trashed picked up in one of the new shiny dump trucks. Garrison asked when the Town started doing trash pick-up at Edmunds, which they responded they have been picking up cardboard for several years, it is a tax savings to the residents of Henniker. Garrison disagrees, he thinks it cost the tax payers money running the expensive new truck across town to pick up cardboard boxes. He would like to know why Edmunds is getting trash pick-up. The Town Administrator will find out.

Item 1. William McGraw for Sewer Abatement Request.

McGraw has some updated figures for the board. December 5, 2017 was when he became aware of the situation. The small water feature in the backyard has an underground pipe leading to it which was leaking underground. By shutting off the water leading to the feature his water consumption has returned to normal. Since the water was being absorbed by the ground, he is requesting a refund for the water that was absorbed by the earth and not handled by the Waste Water Department. He will also be asking for an abatement for the first two months of next billing cycle.

Vice Chair Hooper states at this time the board is not currently approving abatements until there is a policy in place. Once a policy is in place all abatement request will be reviewed. Vice Chair Hooper asks McGraw if he will request his readings from before December 5th, he and will and will send them to the board. McGraw asks is the board is acting as the Sewer Commission [they are] and how that will affect appeal decisions. Vice Chair Hooper states the time table will be discussed at the next Selectmen’s Meeting.

Item 2 Request to change wage schedule and Item 3 Appoint Highway Superintendent:

A committee was formed to fill the Highway Superintendent position. There were 11 applicants, two were interviewed by committee. The Board of Selectman interviewed three candidates including the two recommended by the committee. Only one candidate had experience and the background they were looking for who happens to be a life long resident with 35 years’ experience.

Vice chair Hooper motions to hire Leo Aucoin as Highway Superintendent at Labor Grade 31 Step 3. Selectman Flynn seconds. Motion carries 3-0.

Item 4: Presentation by Henniker Energy Committee of the Solar Energy 2018 report.

Bruce Trivellini from the Energy Committee states that the report stands for its self, and at the last Board of Selectman meeting he brought up what actions where being taken with a solar

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energy project. The Energy Committee does not have the authority to put together a proposal and would like to have something done with regards to who will put together the proposal. He needs direction on how to proceed.

Vice Chair Hooper thanks him and asks if this is part of the Energy Committees plans and if there is a phase one of the committee becoming more efficient like with the LED light savings. Trivellini confirms that the committee is moving in different directions towards LED lights and changing technical equipment at Wastewater. By replacing old technology with new technology will save the Town money.

Vice Chair Hooper asks if he has looked at tax credits or building standards. Yes, the committee has and they are starting the discussion now on what is available for the town to participate in. The monetary aspects of all these will come into consideration.

Vice Chair Hooper asks why the focus is on panels instead of storage such as solar collectors. Trivellini states that collectors are completely different from panels in that collectors are collecting the heat to run apparatuses like generators. The Harmony report only focused on solar panels although the Energy Committee will be happy to research solar collectors for older buildings in town. Any type of renewable energy the committee is happy to research. The committee is also looking to change mission statement to include policy issues on how we operate.

Vice Chair Hooper asks if the committee has looked into solar farm groupings to maximize results. Trivellini states that the solar panels will need to be connected to the grid, thus it would need to be close to the grid in order for it to be economically feasible, but is happy to look into solar farms

Selectman Flynn is amazed by how many projects the Energy Committee is juggling and how much they are able to get done. Trivellini states that managing energy cost in the future is going to be key to stabilizing the tax rate in the town. Even in his company looked at ways to become more efficient and cut overhead cost. Hopes board makes a decision on who they want to write the proposal.

Selectman Osgood clarifies the policy for Energy Committee does not allow them to write proposals. Trivellini confirms when the committee was formed it was really focused on oil consumption. It would be helpful to find other cost saving areas beyond just oil consumption, such as Waste Water for example and the potential energy savings there. Not to mention the information in Eversource's ledgers. All that data is available to us and we can make comparisons and make some smart decisions on how to save money.

Selectman Osgood confirms they are looking to do more than in their mission statement, and essentially, they need a broad policy listing all the things the committee wants to do for the select board to review.

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There is debate on if the Energy Committee will draft Request for Proposal or Scopes of Work for the board to review. Then Energy Committee will draft a Scopes of Work for the Board of Selectmen to review.

Item 5: Discuss Board of Selectmen Summer schedule

The Board of Selectman will be meeting July 17th and August 21st. July 3rd and Aug 2nd have been canceled.

Item 6: Review public minutes of April 3, 2018

Vice Chair Hooper motions to approve with edits. Selectman Osgood seconds. Motion carries 3-0.

Item 7: Town Administrator report

BTLA hearing with LoFaro'' last week the ruling will be back in 30 days.

No update from Sansoucy regarding PSNH/Eversource

Tops of man holes collapsing on route 114. Few companies want to do it because so expensive. Ken Levesque has been looking for companies to lift the manhole covers on 144. Two companies don't do it anymore and the third said they will think about it.

May 4th meeting will be the revision for Chapter 120 and going over the final draft the Highway Safety Committee in changing all residential areas to 25mph and changing the language so that all buildings have numbers, not just names.

Chapter 101 Solid Waste. Fee change suggestions. Currently do not charge for mattresses or box springs. The proposed change is \$10 any size. TVs are currently \$7 any size and proposing changing fees based on tube TV or flat TV. Additionally, there have been issues with non-residents using the transfer station which has prompted changing the decal color on an annual basis and selling the decals at both Town Hall and the Transfer Station.

JP Pest Services has been monitoring town hall for mouse control. There are holes upstairs in Town Hall which has caused a flying squirrels infestation as well as bats. JP Pest has set up what is basically an exit only door for the flying squirrels and bats, and once they are all out of Town Hall JP Pest will seal the flying squirrels exit only door.

Item 8: Select board report

Selectman Osgood reports the Economic Development Committee's round table last week was a great success. Vice Chair Hooper and Selectman Flynn agreed.

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Selectman Flynn is meeting with the Energy Committee tomorrow. He would also like to bring up the issue of unpermitted driveways and what can be done about them. Selectman Osgood states it is against ordinance. Vice Chair Hooper suggests adding it to the agenda and gathering more information.

Public Forum #2

Scott Dias is against charging residents for a dump sticker every year since residents pay enough in taxes as it as.

Heidi Aucoin suggest giving out the Transfer Station decals when people register their cars.

Selectman Flynn takes a moment to acknowledge the departure of New Boston's Irene Bodros.

Keith DeMoura has a question on driveway permits. There is a current piece of land with a logging road [installed 8 or so years ago] and it is being advertised and marketed as a house lot with a driveway. If it was originally accepted as a logging road does it become grandfathered as a driveway? The board does not believe so but will be looking into it.

Vice Chair Hooper Motions to adjourn. Selectman Flynn seconds. Motion carries 3-0.

Adjourn at 7:15pm

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, May 1, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Kristen Bergeron, Bruce Trivellini, Bob Pagano, Bob French, Jerry
Gilbert, Lori Marko, Bill Marko, Mike French

CONSENT AGENDA—

1. Building Permits – April 1, 2018 – April 30, 2018
2. Abatement: Lot 1-579
3. Request for Abatement: Lot 1-631- A
4. Intent to Excavate
5. Refund: DMV
6. Intent to Cut: Lot 1-724, 1-99
7. Warrant for the Collection of Excavation Taxes: Lot 603-X1
8. Sewer Assessments Collector's Warrant

**Vice Chair Hooper motions to approve Consent Agenda. Selectman Parker seconds.
Motion carries 5-0.**

Public form #1

No comment

Item 1: 2017 Abatement Request for Solar

Robert (Bob) French is seeking an abatement for the taxes he paid last year. He was unaware that he had to file every year and feels he has been misled by the solar companies. Town Administrator confirms that there are others in town who did not understand or know that they have to apply every year and that the solar companies have not been clear in their communication and have miscommunicated some information. People need to know that they need to apply for it and that was not the impression at the

Vice Chair Hooper asks if when the inspector goes out if it states on the permit form that once complete and up to the standards is it possible to grant the tax abatement then so it is in the que

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for the following year. The Town Administrator responds that the deadline to apply is April 15th every year and it is possible to add it to the building inspector's checklist; however, they typically only see the application not the finished project. There is also an issue of the documentation being electronic and some being paper and there is not a uniform system

Chair Blomback motions to grant abatement in amount \$1,154.00. Vice Chair Hooper seconds. Motion carries 5-0

Selectmen Flynn wants it noted for record that Bob Pagano was appointed to the Zoning Board of Adjustment. Vice Chair Hooper acknowledges and states it was on the Consent Agenda. Town Administrator will make a point to start announcing appointments in the consent agenda after it has been approved.

Item 2: First Reading of Energy Committee proposed mission statement

Vice Chair of the Energy Committee, Mike French reads the mission statement with 4 defined roles/objectives.

Mission Statement: The Energy Committee's mission is to encourage and facilitate energy conservation, energy efficient practices, and promote the use of renewable energy (solar, wind, and hydroelectric) in the Town of Henniker, including public buildings and properties, businesses and homes.

Roles/ Objective

1. The Energy Committee will act in an advisory capacity to the Board of Selectmen, other Town boards, committees, and commissions in matters relating to energy conservations, energy efficient and ways to reduce municipal energy cost.
2. The Energy Committee will work with public officials and municipal departments to identify and assess energy inefficiencies and to recommend practical and economical solutions or projects to make public buildings (e.g., town-owned buildings, Henniker Community School, John Stark High School and the library) more energy efficient.
3. The Energy Committee will provide Henniker Residents, businesses, and other organizations information on the availability of more efficient and/or renewable energy resources. This includes energy efficiency practices and features in new construction through education and outreach.
4. The Energy Committee will report to the Board of Selectmen detailed information identifying opportunities and partnerships that will provide financial assistance in the implantation of innovative energy initiatives.

Selectman Osgood notes that there is no mention of specific energy projects or mention of energy generation. Selectman Osgood would like to see recommendations for generation facilities within Town. Chair Blomback states for the record that the Board does not have authority over the Henniker Community School or John Stark High School.

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Bruce Trivellini states the Energy Committee was already approached by John Stark High School in the fall to help them with their energy initiative and states that the Energy Committee is more than happy to work with everyone.

Vice Chair Hooper motions to move to a second reading with changes that were recommend by Selectman Osgood. Selectman Flynn seconds. Motions carries 5-0.

Item 3: First Reading of Chapter 88 Wastewater Ordinance including process for additional meters and policy.

Chapter 88 Wastewater Ordinance cannot be approved by the Board of Selectmen for a final reading until approved by NHDES

May 22, 2018 at 6pm there will be a Town Hall discussion regarding the Wastewater Ordinance.

Item 4: First Reading of proposed changes to Chapter 120 Vehicles and Traffic

The Davis & Towle building has been updated to 18 Main Street.

Article 2: The speed limit for all gravel roads is 25mph and all the residential roads listed below: Checkerberry Lane, Crescent Street, Cressey Street, Deer Run, Diamond Drive, Evergreen Circle, Fairview Ave, Goss Drive, Hall Avenue, Highland Drive, Juniper Ridge, Longview Drive, Morse Circle, Old Mill Pond Road, Pine Hill Road, Plummer Hill Road, Prospect Street, Ramsdell Road, Shore Drive, Snowshoe Road, Stonehenge Drive, Tanglewood Drive, The Oaks, Union Street, Village Green, Water Street

Selectman Flynn motions to move to second reading. Selectman Parker seconds. Motion carries 5-0.

Item 5: First reading of proposed changes to Chapter 101 Solid Waste

There have been a few ordinance changes already such as yard waste now being a prohibited material and PTE1, PP5 and K plastics are no longer accepted either. Section 101-18 has been removed since there is no longer a recycle committee. Additionally, the transfer station is requesting to increase mattresses and box springs disposals from \$0.00 to \$10.00 for any size; and to increase the E-waste for TVs from \$7.00 to \$10.00 for all tube TVs and units that are larger than 27 inches.

The transfer station is also requesting to have the Board change the color of the transfer sticker decals to prevent residents who do not presently live in town from using the facility which is presently a large problem. This is due to Henniker Transfer Station having more accessible hours and no mandatory recycling.

Vice Chair Hooper motions to move to a second reading. Selectman Parker seconds. Motions carries 5-0.

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Selectman Osgood wants a comprehensive list of all of Henniker's fees and the other town's fees so it is easy to see and compare. Top 20 items frequently brought to the transfer station. For the record there are currently no commercial trash haulers in Henniker although there is a permit application available at Town Hall. If a resident has a family member who does not live in Henniker bringing their trash to the transfer station, if the vehicle bringing the trash is not registered in Henniker, said vehicle will need to complete a trash hauler permit with Town Hall to keep on file.

Item 6: Make Selectboard Committee Assignments

Athletics Committee will be attended by Selectman Flynn.

Byway Advisory Committee will be attended by Selectman Osgood.

Capital Improvement Planning will be attended by Vice Chair Hooper and Selectman Parker. (this committee is technically under the Planning Board Committee).

Community Center Actives Committee has an unfilled seat.

Conservation Committee will be attended by Selectman Osgood.

Economic Development Committee will be attended by Chairman Blomback.

Energy Committee will be attended by Selectman Flynn.

Highway Safety Committee will be attended by Selectman Parker.

Historic District Commission will be attended by Selectman Osgood.

Municipal Records Committee will be attended by Vice Chair Hooper and the Town Administrator.

OHRV Committee will be attended by Chairman Blomback.

Planning Board Committee will be attended by Vice Chair Hooper and Selectman Flynn as alternate.

Road Management Committee will be attended by Selectman Parker and Vice Chair Hooper.

Safety and loss prevention Committee will be attended by Selectman Flynn.

Regional Planning Commission will be attended by Vice Chair Hooper and Selectman Osgood.

Chair Blomback states he would like to expand the Budget Advisory Committee from a 2-month committee to a year-round 12-month committee. Selectman Flynn does not support the change and Vice Chair Hooper seconds. Selectman Osgood supports making them a 12-month committee and Selectman Parker agrees that they should be encouraged and be a 12-month committee.

Chair Blomback motions to expand the Budget Advisory Committee form a 2-month to 12-month committee. Selectman Osgood seconds. Motion fails 2-3 (Hooper, Flynn, and Parker).

Item 7: Review public minutes from April 17, 2018

Vice Chair Hooper motions to approve the public minutes with edits. Selectman Osgood seconds. Motions carries 3-0-2. (Blomback and Parker).

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Item 8: Town Administrator Report

Nothing to report on BTLA hearing. Nothing to report on PSNH via Sansoucy. Nothing to report on band stand violating the deed. Unpermitted driveways have added to Highway Superintendent's tasks.

In regards to raising the manhole covers, proposal from LJM Construction LLC for \$750 per man hole. The Primex renewal for property and liability renewal will come out this summer but there was a 4.7% decrease. Request For Proposal (RFP) for Wastewater plant is due back May 11th and will be available for the May 15th meeting.

Phase II Cote Hill to town line the survey has not been completed the wet lands have been marked. Mike Vignale is working on wetland permits. Highway supervisor has walked the section done last fall and the paving imperfections. They will be putting together a list of all the spots that need to be fixed prior to final stop.

In regards to Hall Ave and the TAP program at this time, we are waiting on DOT (department of transportation) approval. Mike Vignale is working with the surveyor and the Water Department to move forward.

DOT district 5 will be doing a $\frac{3}{4}$ in shim on Rush Road from Main Street to just past Old Mill Pond road. And they want to pave it by August 1st.

Western Ave from Maple Street to The Oaks has been given permission to move forward if the Board agrees. Vice chair Hooper states that the survey needs to be done and Selectman Parker would like an estimate for both sides of Western Ave.

Regarding Bob Garrison's comments at the last meeting of cardboard pick up at Edmunds. When Chuck Connell was the Town Administrator he gave permission for the Transfer Station to pick up cardboard for Edmunds, SAU, Michie Corp., HHP, Henniker Brewery, White Birch, Henniker Community School, Police Department, Fire Department, Highway department and Town Hall since it generates revenue for the Town.

The present Board of Selectman consents to allow cardboard pick up to continue for those businesses.

It is unknown when the Henniker Town forests were last logged and if the town has a forester on payroll. There is a contract for timber cutting. An RFP is required to hire a forester and have it all cut. Selectman Parker states that is above a beyond the function of the Conservation Committee.

Item 9: Selectboard Reports

Selectman Parker, Osgood, Blomback and Hooper do not have any new reports.

Selectman Flynn raved about the Energy Committee and how they are working on multiple projects at once to bring good things forward to the board.

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Bill Marko took comments from the round table that was hosted for local businesses for Chair Blomback. There were 35 who attended.

Public form #2

Bruce Trivellini stated Mike Vignale is doing a lot of things and asked if his billings are broken up by project. The sidewalks are billed via the TAP grant. As for Western Ave he is billing for each section separately.

Danny Aucoin brought to the Boards attention that there is a sharp curb resulting in 3 vehicles coming into his repair shop for work.

**Vice Chair Hooper motions to adjourn. Selectman Flynn seconds. Motion carries 5-0.
Adjourn at 8:06pm.**

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, May 15, 2018
Henniker Town Hall**

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

Members Excused: Vice Chair Tia Hooper

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Kristen Bergeron, Bruce Trivellini, Lori Marko, Bill Marko, Keith DeMoura, Ken Levesque, Danny Aucoin, Mi Pou, Stephanie Teaze, Danny Teaze, Mike French, Police Chief Matt French

6:17 Chair Blomback calls the meeting to order by leading the pledge to the flag.

Consent Agenda

1. Appointments:
Robert Pagano to the Historic District Commission
Ronald Taylor to the Zoning Board of Adjustment
2. Intent to Excavate: Lot 603
3. Intent to Cut: Lots 1-630, 1-630-X, 1-630-A
4. Tax Credits/Exemptions Applications/Renewals and Changes
Cases 18-1 to 18-20

Chair Blomback motions to approve consent agenda. Selectman Flynn seconds. Motion carries 4-0.

Public form #1

No public comment

Item 1: Second reading for proposed changes to Chapter 120 Vehicles and Traffic

Chair Blomback asks Police Chief French if the speed is not posted what is the assumed speed limit. Chief French responds under NH state law that unposted roads are assumed to be 35mph. Selectman Flynn believes 25mph is acceptable especially for some of the dirt roads and populated neighborhoods. Chief French points out that the Henniker speed limits are not absolute like the state highways and that depending on the road conditions at the time, one may not get a ticket for going 26mph in a 25mph zone.

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Keith DeMoura is not for or against but is concerned about the roads that are not posted with speed limits and if the Town will be required to buy signs and post on the roads since the speed limit will be going from 35pmh to 25mph. Chief French confirms yes even though it is in the ordinances. Keith asks if the possible instead of buying 20 or 30 signs if it can be posted at the town lines. Chief French that would be difficult because of the diverse areas in town. Some areas are 25mph, 30mph 35mph, 40mph

Chair Blomback asks what the policy is when the signs are not posted but it written in the ordinance. Does it go back to the state rules? Chief French responds under NH state law if on a rural road that is not posted, it is assumed 35pmh. Chief French states that if the 25mph signs are not posted he will not be able to enforce the 25mph. Chair Blomback asks how many signs are needed. Some of the streets are already posted. Selectman Osgood points out that the majority of the roads are dense residential roads in populated neighborhoods and are all paved roads not dirt roads.

Selectman Flynn moves adopt revisions to chapter 120 of Town ordinances and waive the 3rd reading. Selectman Parker seconds. Motion carries 4-0.

Item 2a: Second reading of proposed changes to Chapter 101 Solid Waste

Kristen Bergeron here to answer questions. Selectman Flynn would like to strike commercial haulers from the article unless they are paying a fee to the Town or the facilities contracted with the Town. Kristen agrees with Selectman Flynn since Henniker Transfer Station is a small facility. Chair Blomback would like to know the ramifications of striking commercial haulers. Currently there are no commercial that use the Henniker Transfer Station, they go where they are contracted to go to.

Selectman Flynn would like to reword 101/1-7 to “All commercial haulers will pay a fee for disposal to any facility contracted by the Town of Henniker to dispose of trash.” Instead of to the Transfer Station. Selectman Parker states that was issues in the past with trash coming from other towns going against contracts. Selectman Flynn recalls on major company in the past that was doing the same.

Chair Blomback asks how Selectman Flynn would like it reworded. Selectman Flynn would like it to read “All commercial haulers will pay a fee for the incinerator to dispose of trash.”

Chair Blomback asks why the Recycling Committee is gone from the article. Town Admin responds that they were disband a year ago but it can be resurrected again if there is a need.

Selectman Flynn motions to approve with his proposed revisions and corrections, and to waive the 3rd reading. Selectman Parker seconds. Motion carries 4-0.

Item 2b: Proposed fee changes and proposed trash hauler permit application

Sticker Requirements and changing fees:

Kristen propose charging for mattresses since they add a lot of weight to the trailers and there are

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multiple towns that also charge for disposing them. She proposes \$10 for any size mattress or box spring.

Selectman Parker would like a specific deadline for the new sticker date.

TVs will be increase from \$7 to \$10 as proposed.

Osgood does not fully understand why variable a charge on the construction debris line. Kristen explains depends on how full the truck bed is and that it is determined by weight. She is waiting to get rates for light bulbs and their disposal fees.

Osgood wants to know if market for anything if anything can be resold. There is market at this time. Chair Blomback asks how fridges are handled. There is a company that comes out to take the Freon and the remaining fridge then ends up in the metal pile. Selectman Osgood thinks it's good to keep blubs free so people aren't smashing them and throwing them in the trash.

Selectman Flynn was under the impression that no commercial haulers were going to be allowed. The trash hauler permit is for residents who pick up trash for other residents and will be used to help to make sure the trash is coming from Henniker and not any of the neighboring towns. Selectman Flynn would like to see it say non-commercial trash hauler permit

Kristen would also like the new stickers to have decal numbers for the record.

Parker motions accept with specific deadline of October 1st every year for the new transfer station decal and adding “non-commercial” to the trash hauler permit. Selectman Flynn seconds. Motion carries 4-0.

Item 3: Appointment to volunteer committee

Danny Aucoin is interested in volunteering for the Road Management Committee (RMC), he has lived in Henniker is whole life and knows all the roads and is interested in maintaining and preserving the roads. Selectman Parker states that the RMC already approved him as a volunteer member and that it is a 3-year volunteer term that expires September 1, 2021.

Selectman Flynn Motions to approve Danny Aucoin as a volunteer member to the Road Management Committee. Selectman Parker seconds. Motion carries 4-0.

Item 4: Second reading of the Energy Committee proposed mission statement

Vice Chair of the Energy Committee, Mike French reads the mission statement with 5 defined roles/objectives.

Mission Statement: The Energy Committee's mission is to encourage and facilitate energy conservation, energy efficient practices, and promote the use of renewable energy (solar, wind,

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biomass, geothermal, and small-scale hydroelectric) in the Town of Henniker, including public buildings and properties, businesses and homes.

Roles/ Objective

1. The Energy Committee will act in an advisory capacity to the Board of Selectmen, other Town boards, committees, and commissions in matters relating to energy conservations, energy efficiency, electricity generation, and ways to reduce municipal energy cost.
2. The Energy Committee will work with public officials and municipal departments to identify and assess energy inefficiencies and to recommend practical and economical solutions or projects to make public buildings (e.g., town-owned buildings, Henniker Community School, John Stark High School and the library) more energy efficient.
3. The Energy Committee will provide Henniker Residents, businesses, and other organizations information on the availability of more efficient and/or renewable energy resources. This includes energy efficiency practices and features in new construction through education and outreach.
4. The Energy Committee will report to the Board of Selectmen detailed information identifying opportunities and partnerships that will provide financial assistance, including grants, in the implantation of innovative energy initiatives.
5. The Energy Committee will assist the Board of Selectmen in the preparation and review of any Request for Proposal (RFP) or Request for Bids (RFB), writing of financial grant applications and the production of public relations, education, and outreach material, in energy-related matters.

Selectman Osgood is satisfied with the revisions.

Selectman Flynn motions to enforce the Energy Committee’s mission statement. Selectman Osgood seconds. Motion carries 4-0.

Selectman Flynn motions to waive the 3rd reading of the mission statement. Chair Blomback seconds. Motion carries 4-0.

Item 5a: Waste Water Supervisor Ken Levesque request approval to enter into a contract for Professional Engineering

Ken has reviewed all 4 proposals and recommends Underwood Engineering who has previously worked with his department 8 or 9 times in the past. Oil Tanner and Wright Peirce are also capable of performing the job if the board prefers either of them.

There are issues with the old equipment the needs replacing, which there is a state asset management program where \$30,000 is available.

Chair Blomback would like to see the full \$30,000 used to updating or preplacing the older machines. Selectman Flynn would also recommend Oil Tanner for their previous work with the Town.

DRAFT

Selectman Osgood motions to approve Underwood Engineers for the Asset Management service. Motion carries 4-0.

Item 5b: HealthTrust, INC certificate of authorizing resolution.

Resolved: That the Town of Henniker shall participate as a member in the HealthTrust pooled risk management program for the program for the provision of group medical and/or other benefit plans in accordance with the “Application and Membership Agreement” and NH RSA 5-B

Resolved: That Christine Trovato, Town Administrator is hereby authorized and directed to execute and deliver to HealthTrust, on behalf of the Town of Henniker, the “Application and Membership Agreement” in substantially the form present to this meeting.

Selectman Flynn motions to approve both Resolved matters. Selectman Parker seconds. Motion carries 4-0.

Item 6: review of minutes

Chair Blomback motions to approve with edits. Selectman Parker seconds. Motion carries 4-0.

Item 7: Town Administrator Report

BTLA hearing has received a decision. The decision is that the board find the tax payers failed to prove they were disproportionately assessed (2015).

There is no update from Sansoucy regarding PSNH/Eversource.

There is no update regarding the Bandstand.

There is no update regarding unpermitted driveways.

There is no update regarding Phase II of Western Ave (Cote Hill to Town line).

There is no update regarding Hall Ave/ Prospect repaving and TAP project.

Mike Vignale is moving forward with the survey and engineering report.

TAC meeting on Friday May 4th had many discussions regarding electric charging stations and that information has been forward to the Energy Committee and the Economic Development Committee.

Primex Conference was mostly regarding property & liability, workers compensation, and there was a workshop on speaking with the media.

Chair Blomback asks where the permit is for Hall Ave or if it is all part of the TAP grant. Town Administrator confirms that the permits are with the TAP grant and that we are waiting for Department of Transportation (DOT) approval so we can begin bidding the project. She will also be sending out and RFP to hire a forester to tend the Town forest.

Cogswell Spring pipe will also need an RFP for replacing the watermain.

Chair Blomback asks when we will hear about TAP program. DOT told the Town Administrator April but she has not gotten written approval yet. All paper work and permits are lined up and ready.

DRAFT

Item 8: Select board reports

Selectman Osgood reporting on Azalea Park and the 2 projects they would like to accomplish this summer. He is worknright the permitting for the entrance and the permitting will cost \$1000 because of the scope of the entrance project.

Chair Blomback has nothing to report since the Economic Development meeting is tomorrow.

Selectman Flynn has nothing to report since the Energy Committee meeting is tomorrow.

Selectman Parker reports the RMC meeting welcomed Leo Aucoin as Town Highway Super. In addition to major projects there will need to be some small projects fit in as well, and timing is very sensitive if it does not happen soon. Such as repaving on Ramsdell Road and some other small projects. For the first time in years Leo has washed all the bridges in town, which is supposed to be done yearly in the spring to remove salt and sand from the bridge joints. Leo will be in touch tomorrow regarding an RFP for crack ceiling to be presented to the board in June.

Public Forum #2

Bruce Trivellini speaking on behalf of the Energy Committee who will be finalizing a report in converting the lights to LED. One question has to do with timing and wanting to see the project come to fruition since it will provide a 45% decrease in operating cost. He will have the report for the board for the May 22nd meeting. The second issue is the proposals full amount comes to \$24,000 to replace all 79 lamp heads (this does not include the lamp post, just the lamp heads). There is \$8,000 in rebates available which brings the cost down to \$16,000 which is over the \$15000 procurement limit which requires the project to sent out to bid.

Selectman Flynn asks if there is language that allows the board to waive sending it out to bid if it is for good reason or in the best interest of the Town. Town Administrator asks if it is the same company the State used. Bruce responds that Infinity LED Lighting has worked in 20 or 24 other towns. Town Administrator will look into after reviewing the report.

Chair Blomback would like the Energy Committee to look into replacing the lights DOT took out of commission as well.

Keith DeMoura asks if the La Forrow ruling is public and it is. His second question is when the fence and top paving will be done on Western Ave. Leo and Mike are coordinating that now.

Item 9: Non-public RSA 91-A:3 II ©

Chair Blomback motions to go into non-public. Selectman Flynn seconds. Motion carries 4-0.

Chair Blomback motions to come out of no-public. Selectman Flynn seconds. Motion carries 4-0.

DRAFT

Selectman Flynn motions to seal the record. Chair Blomback seconds. Motion carries 4-0.

Chair Blomback motions to adjourn at 7:51pm. Selectman Flynn seconds. Motions carries 4-0.

Adjourn at 7:51pm.

FINAL



Town of Henniker
Board of Selectmen Meeting
Tuesday, May 22, 2018
Henniker Town Hall

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

Members Excused:

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Jeremy Paige, Russell Clark, Mehul Pu, Bruce Trivellini, Kathleen Hall,
Danny & Heidi Aucoin, Bill Marko, Paul Whitmore, Joan O'Connor, Russ
Roy, Susan Shell

Consent Agenda:

1. Petition and Pole license PSNH#32-1088
2. Robert Pagano to member of Zoning Board of Adjustment

**Chair Blomback motions to approve the consent agenda. Vice Chair Hopper seconds.
Motion carries 5-0.**

Public Forum #1

No public comment

**Item 1: Board Discussion on Wastewater Ordinance Chapter 88, policy on deduct meters,
sewer meters, and refunds.**

At this point in time there are 2 billing periods to go off to determine the rate and what is the seasonal dip and what is actual usage. The rate is determined based on Wastewater operating cost. Chair Blomback clarifies that there is no profit being made with the potential rate increase. Russ Roy confirms that water, sewer, and property tax, if there is ever extra money it ends goes into the reserved fund balance.

Vice Chair Hooper asks why the water rate is not based on non-summer usage since it is more fiscally responsible, and it is not known how many delete meters will be requested. Russ stated that with the 2 billing cycles, there are 3 months of high usage and 3 months of low usage, that results in different numbers each billing there needs to be accommodation for the usage change each cycle. Vice Chair Hooper stated that there are users who will be hit harder than others when the discount goes through, and that there are users paying for sewer usage that they have not utilized. She stated there are other communities where once a year if there is a surplus and if it is possible, those users are issued a credit.

Russ stated it is possible however it would be labor intensive to calculate, and he does not have the man power to accomplish it. If lower end users are issued a break, then the higher usage customers would need to pick it up. The college and restaurants are the biggest users in town. Which is how the rate of 240 was determined to make the operating budget.

Board of Selectmen

May 22, 2018

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Vice Chair Hooper asks why not base it off winter usage. Russ responds that would cause a deficit of \$35,602. Vice Chair Hooper reminds the board that the Sewer Department needs improvements the plant needs a \$35million dollar plus upgrade. Russ responds at this time there are no set dates for the upgrade although 2021 is estimated.

Vice Chair Hooper does not want the users to get hit with a giant bill in one whack and with the delete meters the budget should be more conservative moving forward. Russ agrees and was trying for the least impact to raise money.

Selectman Osgood asked how the base rate for gallon usage was determined. Vice Chair Hooper stated that it is based on the state wide standard. Russ stated the goal was to give the sewer users a few more gallons of water above the water rate to cut them a break when they wash their cars. It is pointed out that 193 of the 439 users do not meet the minimum usage. Russ stated that people had been accustomed to being charged a flat rate and had gotten use to it.

Selectman Flynn agrees with Russ and supports the least amount of impact to the users to raise the funds and supports waiting until after the next billing cycle. Selectman Parker pointed out that people maybe regulating their water usage and monitoring it. Selectman Flynn agrees since he is on Town water and sewer and will not be watering his garden this summer.

Russ states that there have already been 3 water billings that went out and that is when people first felt the sting. He also agrees with Selectman Flynn in waiting one more billing period

Selectman Osgood asks what the water rate is. Chair Blomback clarified that the Select Board does not determine the water rate it is determined by the Water Department.

Bruce Trivellini stated he believes the rates are pretty close to the budget and does not recommend the rate change or deduct meters because it will only raise the sewer price for those without deduct meters.

Susan Shell asked the board to clarify if there was enough money to pay to install the water meters in all the households since not all her emails where answered by the town. She is also seeking information on how to obtain a delete meter. Ross Roy confirms that everyone who receives a water bill has a water meter and that not everyone who has a water meter has a sewer meter.

Bruce Trivellini recommends that board have the Town Attorney look into the ordinance and those installing wells who are connected to town water. According to the ordinances that states residents must be connected to the town water and sewer especially in the village residential section.

Kathleen Halt expressed that she is thrilled to have a water meter since she had been paying way more than the minimum for many years. She advised she is concerned that she and a 192 other people use less than the minimum and are also getting charged equally for sewer and asks if there is a deduct meter for sewage.

Vice Chair Hooper stated that is not an option for some users and that the water deduct meter installation cost does not make sense for 193 users who do not even use the minimum amount.

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Chair Blomback stated that even before the water is dispersed there is huge infrastructure that needs to be taken care of and that

Kathleen Halt asked if there can a rate for high and low, so the low-end users are not paying more than the high-end users. She also pointed out that residents were asked to conserve water last year because of the drought and believes the low use users are helping save the town money by not having to dig another well.

Selectman Flynn motioned to maintain the current rate structure as presented by Finance Director until the next billing when another review of the structure will be examined. Chair Blomback second. Motion carries 5-0

Town of Henniker Residential Deduct Meter Rules and Regulations

As per Title Chapter Section....(x) of the code of ordinances, user charge credits for residential customers for extraneous water use are available by making application to Town of Henniker Waste Water Treatment Plant, 18 Depot Hill Road for the installation of a "deduct" meter. Extraneous water use is that portion of the Town of Henniker Water Works metered water, not return to the sewer system. Credits for non-residential users will be given for irrigations purposes only. Said readings will then be deducted from the water works meter reading to determine the sewer usage charge in accordance with Section....

The following are condition for approval:

- A. The property owner must complete a Deduct Meter Application. Deduct meters may only be purchased from the Town of Henniker
- B. Property owner must obtain a plumbing permit from the Town of Henniker prior to installation of the meter
- C. The property owner must have the deduct meter and piping modifications installed in accordance with all applicable codes and will have the deduct meter installed by New England Backflow to ensure proper compliance and testing with current water meters
- D. When installation is complete you must call the town of Henniker 603.428.3221 to schedule a deduct installation inspection. Also, at that time call Cogswell Spring Water Works to schedule an appointment to have your unit installed and/or programmed for the deduct meter. Meter deduct credit will not begin until installer from New England Backflow and Both department representatives have satisfactorily completed their inspection/programming and have signed off on the permit and applicable paper work
- E. At the time of inspection, the application form must be complete, including a sketch of the installation and certification by authorized installer that only water that does not enter the sewer system is connected to the deduct meter
- F. Only one deduct meter per primary water meter allowed
- G. Abuse of the deduct meter option or attempts to defraud will cause privilege to be revoked and penalties will be processed in accordance with applicable Town ordinances

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H. Note: A monthly maintenance fee may apply in addition to regular sewer fees

Selectman Flynn approves. Selectman Osgood ask if New England Backflow has licensed plumbers, Vice Chair Hooper responds yes. Selectman Parker states that they will not need the building inspector since New England Backflow has licensed plumbers. Vice Chair Hooper states need the building inspector for compliance. Selectman Osgood would like to change “sketch” to “building diagram”. Chair Blomback asks about putting in the approximate cost. Vice Chair Hooper states it could fluctuate per user and would like to see residential deduct meters and corporate deduct meters.

Tabled

Public Forum 2:

Ann Miller is not against paying for the water she is using, but it is ridiculous that she is paying for the sewer when its filling a pool or watering her gardens. It is also ridiculous that she is being charged for the sewer that she is not using and then is going to have to pay for the deduct meter.

Paul Whittemore is the President of New England Backflow and moved to Henniker 3 years ago when he first did the water meters since he fell in love with the Town. There are not a lot of people using irrigation in Henniker. He has been to some towns that put the meter on the outside spicket and tie it off before the house meter. From his past experience the meter on the spicket does not really impact the sewer bill to be worth installing the delete meter given it is a minimum \$250 for the meter alone, \$150 for the yearly back flow inspection, and \$250 to install the backflow. He is very impressed with the discussion being held tonight since he has never lived in a town that did not have meters and then got them. He is impressed how there is no finger pointing just everyone trying to solve the problem.

Heide Aucoin asks if there is a difference between an irrigation and deduct meter (essentially no). Vice Chair Hooper states when she spoke with the Water Commission and they will be determining where the meter goes, the Board is only approving the deduct meter to be installed.

Selectman Flynn motioned to move to second reading. Vice Chair Hooper seconded. Motions carries 5-0.

The seconds reading will be in the June 5th agenda.

Chair Blomback motioned to adjourn. Selectman Flynn seconded. Motion carries 5-0.

Adjourn at 7:25

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, June 5, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Bruce Trivellini, Kristen Bergeron, Joan O'Connor, Pamela Seddon, MaryEllen Schule, Bill Marko, Mason Osborne, John Henderson, Mike Lambert, Rueben Viti, Jenn & Bob McCourt, HPD Chief Matthew French, Leo Aucoin, Dan Goodenough, Aimee & Paul Whitmore, Ross Bennett, Mike French

Chair Blomback opens with the Pledge to the flag.

Selectman Flynn motioned to approve the consent agenda. Vice Chair Hooper seconded. Motion carried 5-0.

Consent agenda:

1. Building Permits – May 1, 2018 – May 31, 2018
2. Abatement Request: Eversource
3. Motor Vehicle Reg. Refund:
Hopkinton Forestry and Land Clearing
Raymond or Pamela Seddon
4. Sewer Bill Refund: 76 Hall Ave - \$2,699.59
134 Maple St - \$286.67
5. Motion to hire Kyle Parker as part-time Building Inspector.

Public Form #1
No public comment

Item 1: NRRR-Rookie of the Year Award

Joan O'Connor spoke regarding her nomination of Kristen Bergeron for the award. Joan O'Connor had submitted an application to NNRA to nominate Kristen Bergeron as Rookie of the year. Joan O'Connor had served on the Recycling Committee in town for 10 years prior to its

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dissolvement because of the phenomenal job of the prior Super Intendant. She was disappointed to hear of his retirement yet thrilled he had been training his replacement for years. She knows Kristen Bergeron from her years at the Henniker Recycle Station, Transfer Station, and Parks and Recreation. When Kristen was suggested as the new Superintendent many residents in town wrote letters to the board of Selectmen encouraging them to hire her. Now that she is the Recycle and Transfer station Superintendent, Joan O'Conner believed she was worthy of being nominated for Rookie of the Year award. It was not until the conference with NNRA that Joan was aware that Kristen had won the award for Rookie of the Year.

Item 2: Appointments to committees

MaryEllen Schule spoke regarding two applicants for the Community Center Activities Committee and presented Mason Osborne and John Henderson. Mason Osborne will graduate this year from John Stark High School and has lived in town his whole life. He had been going to the Teen Center for years with John Henderson and would love to take part in keeping it running. John Henderson will also graduate from John Stark High School this year and had been going to the center since 6th grade. He greatly appreciated the people there and considers them to have helped raise him and wished to help keep the Community Center running.

Selectman Flynn motioned to approve Mason Osborne as member of the Community Center Activities Committee. Selectman Parker seconded. Motion carried 5-0.

Selectman Flynn motioned to approve John Henderson as member of the Community Center Activities Committee. Vice Chair Hooper seconded. Motioned carried 5-0.

Michael Lambert addressed the board regarding the re-establishment of the Trails Committee. The key activities of the committee would include review existing resources & studies for trails, class VI roads, etc.; work with key groups (snowmobile, bike, atv, etc.) to gather data and coordination; collaborate with land owners to insure buy-in with the proposed map since it will be a public document; confirm location of all trails; investigate parking availability at trail heads; explore actions of other committees in the State for ideas; and report to the Board of Selectmen as needed to update progress.

Vice Chair Hooper asked if there was a description of tasks from the previous trails committees before it was dissolved. Research will need to be done in order find the previous description of tasks. Vice Chair Hooper also asked Michael Lambert to confirm he has been in communication with the Department of Army Engineers since there have been issues with people building illegal trails on Army Engineer land as well as private residents who have concerns with illegal trails on their property or people accessing their property without their permission. Michael confirmed he had been in contact with them and still is. The Army Engineers are concerned about illegal trails, and permission still needs to be asked of the current private land owners.

Vice Chair Hooper asked Michael Lambert to confirm that the Army Engineers have invoked cease and desists towards all illegal trails. Michael stated there was no official cease and desist

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issued but, there is a \$5,000 fine and up to 6 months in prison. For that to be exercised there would need to be a formal announcement in addition to proper signage posting accessible trails and land that is not in public domain.

Selectman Flynn has previously worked with the Army Engineers and stated that it sometimes takes a while for their approval and actions taken without their approval typically have profound consequences. Vice Chair Hooper stated she does not want to damage the relationship the town has built with the Army Engineers by taking unsanctioned actions. Chair Blomback stated that by re-establishing the Trial Committee the town is moving in the correct direction to maintain more consistent contact with the Army Engineers.

Selectman Parker motioned to re-instate the Trails Committee and their key activities, in addition to acquiring all current private land owner's approval to be presented to the board for approval. Selectman Flynn seconded. Motion carried 4-0-1 (Hooper).

Michael Lambert speaks on behalf of two Trails members not present, Casey Brennan and William (Ryan) Brown. Brennan would represent the snowmobile committee and Brown will represent mountain bikers. Bob Pagano is a member of the ZBA (Zoning Board of Adjustment). Raelyn Viti is a professor at NEC (New England College) and already maintains the NEC trials in town and has previously served on the playground committee. Robert (Bob) McCourt will be the OHRV representative on the Trails Committee. Ross Bennett will be the Conservation Committee representative on the Trails Committee.

Selectman Flynn motioned to appoint Raelyn Viti to the Trails Committee. Vice Chair Hooper seconded. Motion carried. 5-0

Selectman Parker motioned to Michael Lambert to the Trails Committee. Selectman Flynn seconded. Motion carried. 5-0

Vice Chair Hooper motioned to appoint Robert McCourt to the Trails Committee. Vice Chair Hooper seconded. Motion carried. 5-0

Vice Chair Hooper motioned to appoint Ross Bennett to the Trails Committee. Chair Blomback seconded. Motion carried. 5-0

Chair Blomback motioned to appoint Casey Brennan, William (Ryan) Brown, and Bob Pagano to the Trails Committee. Vice Chair Hooper seconded. Motion carried. 5-0.

Item 3: Pamela Seddon to discuss solar exemption

Unaware the form needed to be filled out yearly according to the solar company. The solar company told them Henniker was exempt from solar taxes. When the inspector came out they also did not mention the need to apply for an exemption yearly. Pamela Seddon will need to reappear for the first meeting in December to request the abatement.

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Item 4: Energy Committee to discuss LED Street Light Conservation Report

Bruce Trivellini spoke on behalf of the Committee. By switching to LED lighting there would be a net of \$16,000 in savings from the present bulbs used. He also pointed out there are 79 non-metered fixtures (street lights that are not decorative) that are paid with tariffs. By switching those to LED saves the town over \$8600 a year and reduce our electric consumption at the same time. The overall cost to convert is \$24,573 with \$7,800 in rebates available from Eversource. Affinity Lighting is recommended by the committee for their previous work in surrounding towns and throughout the state. Their LED lights are made here in New Hampshire and are night sky compliant. Bruce would like the bid process waived for this project.

Selectman Parker would like to see some other bids before committing to Affity Lighting. The Town Administrator asked who will be maintaining the lights and Bruce sated he will find out. Chair Blomback asked for confirmation that Eversource approves the conversion and that their lights will be the ones being converted. Bruce confirmed yes, they do. Chair Blomback also asked for Bruce to contact Eversource and see if they would convert them for free since they it is their lamps being serviced. The Town Administrator stated the current budget of \$25,460 and the budget is to pay Eversource and any repairs. Given it is already 7months into the operating year the estimated savings from the Energy Committees will not be fully seen this year.

The board has concerns over the contract not going out to bid, not having asked Eversource to convert the lights, and the maintenance and warranty of the new LED lights.

Chair Blomback motioned to have the Energy Committee return with answers to their questions as well as a sample contract bid. Selectman Osgood seconded. Motion carried 4-1 (Flynn).

Item 5: Second reading of Administrative policy for deduct meters

Vice Chair Hooper motioned to approve and waive the 3rd reading. Selectman Flynn seconded. Motion carried 5-0.

Item 6: Award Crack Sealing Contract

Highway Super intendent Leo Aucoin met with Henry Dow and another bidder as well. Mr. Dow had presented the best price for the same roads at \$18,500 and had previously worked for the town.

Selectman Flynn motioned to award the contract to HW Dow for \$18,500. Selectman Parker seconded. Motion carried 5-0

Item 7: Police Chief Matt French request approval for a grant request sent to NH Fish and Game Chief French was granted \$2,700 and needs the Board's approval in order to sign off and receive the funds for training enforcement. Selectman Parker would rather give Chief French the authority to sign off.

FINAL

Selectman Flynn motioned to approve the grant request from NH Fish and Game and authorize Chief French to enter into a contract with the State of New Hampshire. Vice Chair Hooper seconded. Motioned carried 5-0

Item 8a: Request by Selectman Flynn to discuss Building Inspector situation.

Selectman Flynn is concerned there is not a Building Inspector on payroll. He suggested going back to a volunteer Building Inspector if the town does not hire a Building Inspector. It had previously been on the consent agenda; however, a motion is needed to appoint the part-time building inspector.

Selectman Flynn motioned to Appoint Kyle Parker as the part-time Building Inspector. Vice Chair Hooper seconded. Motion carried 5-0.

Selectman Flynn would also like there to be a discussion regarding the issue of slum lords in town in the future since he is concerned about the resident's safety given the outside conditions of those buildings.

Item 8b: Request approval to amendment for Western Ave Bridge Project

Chair Blomback motioned to approve the Federal and State Aid Bridge Project Agreement Amendment for Town of Henniker, State Vendor #177404, State Project#15718, Federal Project #x-A0003(046) and to authorize, Town Administrator Christine Trovato to sign the amendment. Selectman Osgood seconded. Motion carried 5-0.

Item 9: Review public and non-public minutes

Chair Blomback motioned to approve the May 15, 2018 minutes with edits. Selectman Parker seconded. Motion carried 4-0-1 (Hooper).

Selectman Flynn motioned to approve the May 22, 2018 minutes with edits. Selectman Parker seconded. Motion carried 5-0.

Chair Blomback motioned to approve the non-public minutes from May 15, 2018 and unseal. Selectman Flynn seconded. Motioned carried 4-0-1.

Item 10: Town Administrator report

Memo from Helga regarding the assessment for campgrounds porches, and decks. The new assessors will be assessing porches and decks in campgrounds and regardless if the RVS are registered or not their porches, decks and out buildings will be assessed. Owners of the campgrounds need to be notified prior to billing. RFP for Town forester suggested meeting with conservation committee and will meet Tuesday 6/6/18 with the committee.

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Pike is requesting splitting repair work on Western Ave estimate total \$8,225.25. The Town Administrator responded to them that she does not feel the town should be liable for the work given the conditions of the road when they were last worked on. Selectman Flynn does not support paying any part of that. Vice Chair Hooper stated they they voided the prior contract by not having completed the work by the specified date. Chair Blomback is eager just to move forward and split the difference.

Chair Blomback motioned to split the difference of \$8,225.25. Selectman Osgood seconded. Motion carried 3-2 (Hooper & Flynn).

Easement letter have gone out for Hall Ave and Prospect Ave. Chair Blomback does not want any more delays since he is also concerned about replacing the water line.

Item 11: Select Board Reports

Selectman Parker has nothing to report.

Selectman Flynn has nothing to report.

Bill Marko spoke on behalf of Chair Blomback and behalf of Economic Development committee.

Vice Chair Hooper stated Loins club had a good turn out.

Selectman Osgood attended a DOT meeting and learned a lot.

Public forum #2

Bill Marko asked for an update on Rush Road. The town is still working on engineering and drainage. Bill Marko stated for the record that Old Mill Pond Road and Rush Road have terrible drainage issues.

Item 12a: Vice Chair Hooper motioned to move into non-public. Selectman Flynn seconded. Motion carried 5-0.

Selectman Flynn motioned to come out of non-public. Selectman Parker seconded, motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

Item 12b: Vice Chair Hooper motioned to move into non-public. Selectman Flynn seconded. Motion carried 5-0.

Selectman Flynn motioned to come out of non-public. Selectman Parker seconded, motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

Adjourn

Vice Chair Hooper motioned to adjourn at 8:35pm. Selectman Parker seconded. Motion carried 5-0.

**NON-PUBLIC - UNSEALED
FINAL**



**Town of Henniker
Board of Selectmen Meeting
Tuesday, June 5, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Kirsten Bergeron and Marc Boisvert

Item 12a: Vice Chair Hooper motioned to move into non-public. Selectman Flynn seconded. Motion carried 5-0.

Kristen asked to keep Marc on part time since he is a wealth of knowledge and she feels there is still much she can learn from him.

Selectman Flynn motioned to come out of non-public. Selectman Parker seconded, motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

**NON-PUBLIC - UNSEALED
FINAL**



**Town of Henniker
Board of Selectmen Meeting
Tuesday, June 5, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Leo Aucoin

Item 12a: Vice Chair Hooper motioned to move into non-public. Selectman Flynn seconded. Motion carried 5-0.

Leo would like to hire Dave White on full time given his experience as well as a CDL Class A license. He suggested labor grade 16 step 1 pending a background check. Selectman Flynn would also like reference calls.

Vice Chair Hooper motioned to approve Dave White's hire at labor grade 16 step 1 pending the results of his background check. Selectmen Parker seconded. Motion carried 5-0.

Selectman Flynn motioned to come out of non-public. Selectman Parker seconded, motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, June 19, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Peter Salvitti, Bruce Trivellini, Bill Marko, Bill McGraw, Leo Aucoin, Warren Mattiello

CONSENT AGENDA

1. 2018 1st Half Tax, County of Merrimack
2. Motion to hire Sally Creighton as part-time secretary for the Police Department
3. Appointments:
Susan Adams to the Historic District Commission
Lori Marko as Trustee of the Trust Funds
4. Abatements:
Lot 1187-1 \$15,243
Lot 2-153-C \$240
5. Authorization to transfer monies:
Athletic Fund Revolving Account \$4,029.25
Azalea Park Fund \$7,742.38
Athletic Private Trust \$549.00
6. Intent to Excavate: Lot 1-678
7. Intent to Cut: 1-293-F
8. Motion to hire Colleen Gagnon as part-time Recording Secretary

Selectman Parker motioned to approve the consent agenda. Vice Chair Hooper seconded. Motion carried 5-0.

The consent agenda had appointed the following volunteers to the following committees:
Susan Adams to the Historic District Commission and Lori Marko as Trustee of the Trust Funds.

Selectman Flynn motioned to appoint Susan Adams to the Historic District Commission and Lori Marko as Trustee of the Trust Funds. Selectman Parker seconded. Motion carried 5-0.

FINAL

Public Forum #1

No comment

Item 1: Appointments to committees

Warren Mattiello is a business man who fell in love with New Hampshire and raised his family here. He has great respect for the history of Henniker and would like to keep the historic character of the town intact as we move into the future.

Vice Chair Hooper motioned to appoint Warren Mattiello to the Historic District Commission. Selectman Flynn seconded. Motioned carried 5-0.

Bill McGraw had served 33 years on the Fire Dept. in addition to having previously served on the Planning Board and the Zoning Board of Adjustment. He has experience with land management and municipal law and feels he is qualified and would make an enthusiastic member to the Historic Commission Committee.

Vice Chair Hooper motioned to appoint Bill McGraw to the Historic District Commission. Selectman Parker seconded. Motion carried 5-0.

Item 2: Discuss proposals for LED street lighting

As of the Monday June 18, 2018 meeting of the Energy Committee, the Energy Committee did not receive the bid from Peter Salvitti since the bid was sent directly to Town Hall instead of the Energy Committee. Vice Chair Hooper does not believe the board should look at the bid since it was determined at the last board meeting that the Energy Committee was to develop a RFP (request for proposal) to be presented to the board then be sent out to bid. Vice Chair Hooper would like to move to the next item on the agenda. Selectman Flynn agrees with the Vice Chair. Selectman Parker does not see the logic in only accepting one vendor and not sending it out to bid. Selectman Parker is not against the LED light conversion; however, as Selectman they have a responsibility to entertain the bid process. Vice Chair Hooper stated the Energy Committee has the task of developing the RFP and that all bids should be reviewed by the Energy Committee, and the bid received from Peter Salvitti should be tabled until the Energy Committee can review it.

The Town Administrator stated that if the board moved forward without the RFP the account would be overspent, which the board needed to be aware of. If the board moved forward without the RFP the overspent amount should be able to be made up at the end of the year.

Bruce Trivellini stated that at the last board meeting the board was more comfortable bidding compared to just awarding the proposal to Affinity Lighting. The energy Committee is presently working on the RFP and has made great progress on it. It is a lengthy proposal and will be ready for the July board meeting. Additionally, there will be a Solar RFP to be presented in September as well as any repairs toward town buildings. Finally, there is a sub-committee working with the Waste Water Treatment facility.

FINAL

The next Board of Selectman will be July 17 2018.

Chair Blomback asked the Town Administrator if was possible to expedite the bid process prior to the July meeting. She stated yes and the board will be able to make changes to the RFP before it is sent out to bid as well.

Peter Salvitti stated that if the board did not accept his proposal tonight he would have to take it back to rebid and that would increase the current bid by at least 5%. He also stated that Affinity cannot beat his prices since he is their main competition and that Affinity does not bid jobs they back door their way in because they cannot compete with him price wise.

Item 3: Discussion regarding sewer abatements for outside water usage

The board had requested updated information from the Water Department 3 months ago in order to figure out averages, that information has yet to be delivered and cannot make abatements without that information.

Vice Chair Hooper stated that there are discharge meters and while some leak circumstances may be brought before the board, Russ Roy built overages into the numbers and believed this was settled. With the new discharge meters that are available the board should only be seeing circumstances of leaks with proper documentation of the leak before and after being fixed since the board is still waiting for the data from Cogswell Springs that was asked for 3 months ago.

Selectman Parker agreed that taking cases of leaks with proper documentation is fine, however without the data from Cogswell Springs there is no concrete way to give accurate abatements without the data. Chair Blomback would like to see all the requested abatements in a spread sheet so it can be addressed at the next meeting. Vice Chair Hooper stated that a discussion cannot be had without proper documentation, the list of abatements will need the amount being requested as well as originally documentation and backup documentation.

Tabled until the July 17, 2018 meeting.

Item 4: Request for approval bid to purchase truck body

Highway Supervisor Leo Aucoin requested bids for a 13ft all season multipurpose side tip dump body to replace the rotten out body on the truck purchased several years ago. Viking had the lowest bid however; they did not meet all the requested specifications in their bid. Tenco was the second lowest bidder and meets all the requested specifications. If the board approves the Tenco bid the additional funding would come from the Highway Maintenance budget. The Tenco bid is \$28,228.03 of which \$27,000 would come from the Town and the remaining \$1,228.03 would come from the Highway Maintenance budget.

Vice Chair Hooper motioned to award bid to Tenco for the full amount of \$27,000 from the Town the remaining \$1,228.03 from the Highway Maintenance budget. Selectman Parker seconded. Motion carried 5-0.

FINAL

Item 5: Review of public and non-public minutes

Chair Blomback motioned to approve the public minutes from June 5, 2018. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve the first non-public minutes from June 5, 2018. Selectman Parker seconded. Motion 5-0.

Vice Chair Hooper motioned to approve the seconded non-public minutes. Selectman Parker seconded. Motion carried 5-0.

Selectman Flynn motioned to unseal the minutes of both non-public sessions. Vice Chair Hopper second. Motion carried 5-0.

Item 6: Town Administrator report

The RFP for the Town forest went out on Monday June 18, 2018 after meeting with the Conservation Commission.

The NHDOT is finalizing the design for the Tap Grant for Hall Ave and Prospect Ave. The water line will be bid with the Tap Grant.

The Chair and Vice Chair are concerned about project being bid late. The Town Administrator stated that the bid cannot go out without the approval of the NHDOT. Vice Chair Hooper asked for an update on Western Ave to the Oaks and requested something in writing by the end of the week. Selectman Parker is concerned that the Tap Grant project will not be completed this year or that NHDOT will rush to pave in October. Chair Blomback asked if the waterline can be bid separately before NHDOT. It can be but it will cost significantly more.

Western Ave from Maple Street to the Oaks had been surveyed. The final paving coat for Western Ave will happen after the Highway Superintendent has finished taking silt sock out and adding additional drainage; seeding, rocking and fixing the ditches. He estimates it should be ready by the first week in July although the date is not set in stone.

Item 7: Select Board Reports

Selectman Osgood had submitted the 2 shoreland permits for Azalea Park. One was rejected for being the incorrect form, however he will not be charged to resubmit the correct form as long as it is submitted within the next 30 days.

Vice Chair Hooper announced the Concert Committee will be having a July 5th concert at Community Park.

Chair Blomback had no update.

FINAL

Selectman Flynn met with Athletic Youth Committee (AYC) who were glad to have a selectman attend. The main item of the meeting was Background Checks and proposed a specific company that provides universal background checks beyond just the state of New Hampshire and is valid for 2 years with one background check every 12 months. The AYC is not satisfied with the Parks and Maintenance department, which Selectman Flynn had a resident knock on his door to ask for a trash bag to replace the overflowing trash barrel. Selectman Flynn stated his embarrassment of the overflowing and neglected trash barrels in the public spaces in town. Selectman Flynn also attended the Safety Committee and was disappointed at the disorganization and ill preparedness of the committee since he had to take 2 hours out of his work day to attend since the Safety Committee meets in the middle of the day.

Selectman Parker attended the Road Management Committee (RMC) and welcomed Danny Aucoin as a new member, and the committee is still seeking more volunteers. The new Highway Superintendent Leo Aucoin has been doing a great job for only being hired a month ago. The RMC would like to inventory all the culverts on the roads however they need more volunteers to help. Selectman Osgood stated the central planning can help. Selectman Parker spoke about the straight-line map given by the Highway Superintendent, but it would be great if there were more volunteers to help with inventory. Vice Chair Hooper stated the Highway Superintendent and his crew have done a great job finding and cleaning out culverts that were thought to be non-existent.

Public forum #2

Bruce Trivellini stated he was not impressed with Mr. Salvitti's exit and to speak of another contractor and say that Affinity would do something under the radar is untrue. The Energy Committee was approached and it happened to be at same time the Energy Committee was looking for a new project. There is one member that had been asking about converting to LED for years. As a committee they selected Affinity to come in and give them information and told them it was educational and of the Town's procurement process. Affinity did not try to under ball them. Bruce Trivellini was also not impressed that the Mr. Salvitti's estimate would increase at least 5% if no decision was made tonight.

Item 8: Non-public RSA 91-A:3 II (e)

Chair Blomback motioned to move into non-public. Vice Chair Hooper second. Motion carried 5-0.

Chair Blomback motioned to move out of non-public. Vice Chair Hooper second. Motion carried 5-0.

Vice Chair Hooper motioned to seal minutes. Selectman Flynn seconded. Adjourn

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

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, July 17, 2018
Henniker Town Hall**

- Members Present:** Chairman, Kris Blomback; Vice Chair Tia Hooper; Selectman Peter Flynn; Selectman Scott Osgood; Selectman Leon Parker
- Town Secretary:** Cherry Palmisano
- Recording Secretary:** Kelly Hughes
- Guests:** Bruce Trivellini, M Pon, Pamela & Raymond Seddon, Susan Adams, Keith DeMoura, Jonathan Verrilli, Anthony Verilli, Donna Plante, Melissa Gray, Leo Aucoin, Jen McCourt, Danny & Heidi Aucoin, Kristen Bergeron, Nancy DeMoura, Bill Marko, Terri Trier

Consent Agenda

1. Building Permits June 1, 2018 –June 30, 2018
2. Authorization to transfer monies from the Community Center Private Trust
3. Appointments:
Anne Crotti as Trustee of the Tucker Free Library
4. DRA Re: PA-28 Form in 2019
5. Agreement with the Federal Surplus Property Program (White Farm)
6. Designation of Authorities for Clean Water SRF Loan
7. Intent to Cut Lot 1-89
8. 2018 Administrative Abatement, Lots: 1-318 -P15, 1-619-043
9. Accept donations made to the 250th Old Home Days Celebration

Vice Chair Hooper motioned to approve the consent agenda with the exception of Azalea Park. Selectman Osgood seconded. Motion carried 5-0.

Public forum #1

Bruce Trivellini spoke regarding the last planning board meeting and the old fiber studio. He assumed the illegal apartment is being dealt with, however it was revealed in the testimony that night there is a commercial wood shop on the property and he wanted to know if that commercial wood shop was grandfathered in and what the shop is currently being used for.

Item 1: Pam and Raymond Seddon to discuss current property assessment.

Pam was here last month and granted the right of approval for abatement for solar panels since she was not made aware of exemption form. She was told come back in November but is here tonight for the July taxes she just received.

FINAL

The Town Secretary told Pam to come back after December taxes and apply for 2019 since legally 2018 is closed. Pam had done what the town and solar company told her and wants the opportunity to fill out the 2018 form.

Vice Chair Hooper stated the board had previously approved similar issue with owner of campground, under the assumption it was not hitting the tax code until December. Chair Blomback asked when the panels were installed. Pam responded November 2017 and that it was literally 9 days after deadline date she found out she needed to fill out the form. The inspector did not say anything about needing a permit. Only assessor did after 9 days past the deadline. Selectman Parker stated that Pam is looking for the 2018 abatement and tonight the board has given her guidelines for the 2019 abatement. Pam stated when she appeared last month that was not the information she was given. Chair Blomback asked if there is anything legally that can be done. The Town Secretary answered that the law calls it an untimely filing and that the abatement will need to be addressed after the December tax bills go out, but before March 1, 2019. . The Seddon's would need to file an exemption for 2019 by April 15, 2019.

Pam stated no one told them that, not when they got permits, not when there was an inspection.

Chair Blomback asked if the board can waive it. The Town Secretary responded in theory yes, but legally it had been denied because it was an untimely filing.

Selectman Flynn asked if Pam or Raymond had gone through the board of tax and land appeals process. They did not know that was an option. Selectman Flynn wanted to know whose responsibility it is to inform residents with solar. He does not know if it is the solar company or town that is responsible for relaying that information. Vice Chair Hooper stated it comes back to communication, and there should be a memo on the website as well on the permits themselves. She stated that if there was more communication there would not be these situations. Selectman Osgood suggested putting it on all building permit forms.

Selectman Parker asked if the board had authority to waive late filing. Pam wanted to know why is it not legally required to inform residents? If they had known to do it they would have. They did everything by the book. They only missed it because we were not informed of it. Vice Chair Hooper stated there is precedent for a solar abatement since once was given May 1st.

Selectman Parker stated that the system puts the responsibility on the tax payers to know the laws, however it is not really possible for the everyday tax payer to know all of the rules given how many there are. Pam expressed the board needs to come to a consensus because she did not do anything wrong and did everything by the book. The board is sympathetic by consensus and will try and find a path forward.

ACTION ITEM TO FOLLOW UP AND LOOK INTO FURTHER THEN COME BACK WITH AN ANSWER. WHILE PAM AND RAYMOND FILE FOR ABATEMENT AFTER DECEMEBR BILL

FINAL

Raymond mentioned when the town came to asses, there was an apparent open invitation to walk around his house. He has an above ground pool and asked if it is that taxable. Selectman Flynn said yes. Raymond asked why does the bank not consider it taxable? Pam had contacted the state to ask them and the state said if the town is consistent all pools are taxable, above ground and in ground. Chair Blomback stated there is a new appraiser, and never will get 2 appraisers to agree 100%. Raymond clarified that the state said it's always up to the board what they want to tax. Chair Blomback confirms and stated the board is not in the position to make that decision now.

ACTION ITEM TO FIND OUT IF TOWN IS TAXING ALL ABOVE GROUND POOLS

Pam clarified that every 5 years the exemption for solar panels needs to be submitted

Item 1a: Grant the Azalea Park Committee authority to be able to spend \$2,153 of the money they have in fundraising

Jen McCourt has an update on the project. The drain pipe behind the school and library is not where it is supposed to be. In order to plug into the current drain there will need to be 125ft of 8in pipe, which will need to be repaved with small drop inlet, which brings the contract price to \$4800. Even if the coffers where emptied there would not be enough funds to complete the project. Jen McCourt is asking the board for \$2,000 to complete the project which is already underway and almost completed. She did speak with the Highway Supervisor to see if he had the material needed to offset the cost since the contract for the project.

Selectman Flynn asked where the money would be coming from.

Vice Chair Hooper asked the Highway Supervisor if he believed he had the material. He has not been to the shop to double check but does not believe so. Chair Blomback stated that Azalea Park was not going to involve tax payer money and asked if Azalea Park will be repaying the money. Susan Adams is the Chair of the Azalea Park Committee and is looking into grants that could be used to pay back the town. Jen McCourt stated that having the storm water issue in the parking lot taken care of now will save the town much money in maintenance cost down the line and is why she is requesting the funds tonight because the project is almost completed. Vice Chair Hooper stated the funds can be taken from the Selectboard's budget for the time being.

Vice Chair Hooper motioned to grant Azalea Park Committee \$2,000 to be repaid. Chair Blomback seconded. Motion carried. 4-0-1 (Osgood)

Suzan Adams stated the grant needs the board's signatures on a letter of support in order to apply for the grant for municipal parks and helping reduce flooding and retain storm water and increase green space.

Item2: Report from the 250th celebration committee

FINAL

Vice Chair Hooper congratulated the 250th Committee for putting together a spectacular weekend. Terry Trier has been working super hard and it has been challenging for the 10 people on the committee. Pat's Peak will have bands on either side of the deck and there will be 4 sheriffs looking through all bags to make sure no one brings in outside alcohol. There will be 2 police officers who will be walking the parking lots and the area keeping an eye out for fights. Terry is hoping for nice family time. The Fire Dept waived their fee to be at Pat's Peak that evening and for fireworks.

Saturday lots of float applications and fire trucks, hoping to have band too, need to secure them (board needs to sign contract for the band) There will be 2 historians coming from England as well as one of the original Henniker family members. Safety meetings are all set and after the parade floats will be parked on Depot St and NEC has waived all of their fees as well. Saturday night is a High Scholl reunion at Daniel's sponsored by Ayer and Goss.

Sunday will be breakfast on the bridge. Going from 8am-11am and there are 20 tickets left. There will also be a barn dance at the Colby Hill Inn. www.hennikers250.com is the website and the entire town will get a schedule sent in a bulk mailing. Parade formation Saturday starts at 9am and the parade at 10am. Terry greatly appreciates the board's support.

Item 3: Trails committee requesting the Town to ask USACOE for permission to clean up river near Ramsdell Bridge Parking Area

Tabled

Item 4: Request by Johnathan Verilli to build a class VI road

Johnathan and his brother Anthony have pulled the correct permits and now need the board to sign the Agreement and Release so that it can be recorded at the Merrimack County Registry of Deeds. After the Agreement and Release is recorded they will return to the Town Hall to have their Building Permit issued to build on a Class VI Road.

Motion carried all members signed

Item 5: Discussion regarding sewer abatements for outside water usage

Based on the recommendations of Ken Levesque and after consulting with Russ Roy, Chair Blomback supports removing the meter #86055809. Vice Chair Hooper stated they need to get a discharge meter. Selectman Parker stated that there are 3 other meters at the property. Selectman Osgood stated that taking 1 of the 4 meters is not an abatement. Vice Chair Hooper stated that there is something hitting that meter. Chair Blomback replied he is content with Ken's recommendation.

Selectman Parker motioned to abate \$257.45 and remove meter 86055809 from acct 2108cs from further billing for sewage. Selectman Flynn seconded. Motion carried 4-0-1 (Hooper)

FINAL

Water feature abatement:

Selectman Osgood stated the applicant determined there was leak found it and fixed it with supporting documentation.

Selectman Osgood motioned to above request of McGraw for \$1043.14 as noted. Selectman Flynn seconded. Motion carried 5-0

Remaining 5 abatements do not have enough data to support for an abatement. Tabled

Bruce Trivellini commented on the abatement of water users. He stated there are people well drilling, illegally for minimum lot usage. He was surprised to see a statement on the town webpage about there needing to be a 1 acre minimum in order to drill a well as stated in the zoning ordinance. The variance is misleading as it is nearly impossible to meet all 5 criteria. Bruce stated that a legal opinion is needed, not that of a land consultant. Bruce stated the water department has been open to just disconnecting people off and not verifying that they need to be connected according to town zoning.

Vice Chair Hooper stated the board had not received an opinion from legal yet. Selectman Parker stated the zoning board is dealing with situations where a variance was rejected and how difficult it would be for anyone to get a variance on basis that was mentioned in the information on the town website. Vice Chair Hooper stated that entire situation needs to be addressed with town council and then there will be board discussion.

Item 6: Request to award LED street light contract

Vice Chair Hooper motioned to table and referred to Energy Committee. Chair Blomback seconded. Motion carried 5-0.

Item 7: Discuss rental fees for Community Center Park/Band Stand, the Community Center and Grange Buildings

Town Secretary stated that when there is a rental there is a considerable amount of time involved to get the required information, and residents pay the same as non-residents. There are a lot of non-residents renting the buildings and the feeling amongst residents is that non-residents should pay more to rent the buildings. Vice Chair Hooper asked if the whole fee needed to be raised and if it was discrimination to charge more to non-residents. It is not discrimination.

Town Secretary stated the resident fee would increase \$25-\$50 while no- resident \$25-\$100.

Selectman Flynn stated this should have had a first reading, then a second if needed. He also agreed with the Town Secretary that the fee needed to be raised to cover the cost of cleaning, heating, lighting, etc.

FINAL

Vice Chair Hooper suggested tabling and putting on the agenda for a first reading next meeting. Tabled.

Item 8: Review public and non-public minutes of June 19, 2018

Chair Blomback motioned to approve the minutes with the correct spelling of Vice Chair Hooper's name. Selectman Flynn seconded. Motion carried 5-0.

Selectman Parker motioned to approve the non-public minutes of June 19, 2018. Chair Blomback seconded. Motion carried 5-0.

Item 9: Town Administrator Reports

The RFP for Town Forester was sent out on 06.2018 and is due back July, 18, 2018 at noon. The bids will be forward to the Conservation commission for them to discuss August 2, 2018. It will be bought before the Board of Selectmen to award a contract on August 21, 2018.

The primary election is coming up on September 11, 2018. Please check your schedules so we can set up Board coverage schedule at the August 21, 2018 meeting.

Dr. Trivellini asked about drilling wells and disconnecting from water system in the RV and CV zone.

Pike paving Western Ave, as of the message left for pike July 13, 2018 Pike has not responded with a paving date.

Hall Ave/Prospect Ave repaving and TAP project: **Easement letters have gone out**, met with Mike Friday morning and he had the go ahead from Water and Highway to bid Hall Ave and Prospect. The scheduled bid went out July 16, 2018, there is a pre-bid meeting Town hall on July 23, 2018 and bids are due back August 3, 2018.

Unpermitted driveways, the Highway Supervisor has been on top of any intents to cut in regards to driveways or temporary driveway permits.

Highway Superintendent Leo Aucoin stated he spoke with Caleb and Caleb said July is a busy month. Vice Chair Hooper stated that road work projects can not be done after October 15, 2018. The Highway Supervisor already knows and is working on it. Leo stated there is a bid hang-up in regards to one property not granting an easement for temporary access. The old Sunoco station lot had not signed the temporary easement yet. Without the release for the temporary easement there is no project.

Chair Blomback asked if there were any bids out on Ramsdell Road. Leo stated an RFP needed to be put out to see who is available. Vice Chair Hooper would like to see all the ducks in a row since permits for Western Ave were supposed to be filed first thing this spring.

FINAL

Chair Blomback stated the Board should instruct the Town Administrator to work with the Road Agent to determine what to pave before snow flies this season and move forward.

Special meeting August 7 2018 at 6:15pm

Item 10: Select Board reports

Selectman Osgood met with the Historic District Commission who swore in new members and a new chair. He also mentioned looking at the town of Hopkinton TIFT districts to see who that is going for them.

Vice Chair Hooper deferred Road Management Committee to Selectman Parker.

Chair Blomback met with the OHRV Committee and they obtained another grant for enforcement. The Economic Development Committee put forth the recommendations from the round table that was previously hosted.

Selectman Flynn's meeting with the Athletic Committee was canceled and Wednesday July 18, 2018 is the Energy Committee meeting.

Selectman Parker recalled concern with budget request for capital reserve funds over a year ago for the Hall Ave project to ensure there would be enough money to complete the project. The RMC did not follow through with their education efforts and had a problem getting the engineering done. The priority of Western Ave should have been the first part, then the second part and that is not how it was handled. The engineering needs to be done and we need to figure out what we need so we can plan for the future. We need to appropriate money for capital reserve fund and give a presentation to the townspeople.

Public forum #2

Bruce Trivellini spoke in regards to dealing with abatements, sewer, etc. If the Board continues down this road all that will happen is a rate increase for users. The Board needs to be conscience of this because when something goes wrong at the plant it is a financial catastrophe. The Board needs to be proactive instead of reactive.

Bruce Trivellini spoke in regards to Foster Hill Road. During the testimony it was revealed a second commercial spot on the property described as a wood working shop. He asked if that is considered to be grandfathered? There are several buildings on the property that need to be checked out.

Keith DeMoura stated the woodworking shop is currently being used as they rebuild the house.

FINAL

Item 11: Non-Public RSA 91-A:3II(b) hiring

Vice Chair Hooper motioned to go into non-public. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to move out of non-public. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to allow job description in the hiring of a temporary employee for up to 28 hours a week at the rate of \$25/hour, to expire Aug 31 2018 for the Henniker Transfer Station and Parks. Chair Blomback seconded. Motion carried 4-1 (Osgood)

Selectman Flynn motioned to hire Doug Howard at labor grade 15 step 1 at \$16.60/hour to the Transfer Station and Parks Department. Chair Blomback seconded. Motion carried 4-1 (Hooper).

Vice Chair Hooper motioned to adjourn. Selectman Flynn seconded. Motion carried 5-0.

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, August 7, 2018
Henniker Town Hall**

Members Present: Vice Chair Tia Hooper; Selectman Peter Flynn; Selectman Scott Osgood;
Selectman Leon Parker

Members Absent: Chairman, Kris Blomback

Town Administrator:

Recording Secretary: Kelly Hughes

Guests: Bruce Trivellini, Kristen Bergeron, Bill Marko, Warren Mattiello, Susan Adams,
Leo Aucoin, Mike Lambert, Alison & Ray Mrohs

Consent Agenda

1. Building Permits – July 1, 2018 – July 31, 2018
2. Appointment: Kelley LaPlante to the 250th Anniversary Committee
3. Authorization for reimbursement from the Fire Truck Fund in the amount of \$3,990
4. Authorization for reimbursement from the DW & EL Cogswell Parks Fund in the amount of \$1,861.38
5. Authorization for reimbursement from the Proctor Family Trust in the amount of \$5,000
6. Authorization for reimbursement from the Fire Rescue Building Fund in the amount of \$9,800
7. Authorization for reimbursement from the Fire Equipment Fund in the amount of \$33,090
8. Land Use Change Tax Warrant; Lot 1-726-A for \$8,550
9. 2018 Application for Reimbursement to Towns and Cities in which Federal and State Forest Land is Situated
11. Approve the hiring of E. Scot Gould as a temporary part-time (28 hours a week, until 8/31/18) employee for the Henniker Transfer Station Department at a rate of \$25.00 per hour
12. Petition and Pole License PSNH#: 12-0667

Selectman Flynn motioned to approve the consent agenda. Selectman Parker seconded. Motion carried 4-0.

Vice Chair Hooper thanked the 250th Committee for an amazing 250th celebration this past weekend.

Public forum #1
No public comment

Old Business: The following action items are still awaiting response and need to be followed up with at the next meeting.

1. Having the information regarding the installation of solar panels and when to file exemptions by, should be written on the building permits for solar panels.
2. Solar abatement request
3. Pool Assessments
4. Keys for the Board of Selectmen to all municipal buildings.

Board of Selectmen

August 7, 2018

FINAL

Vice Chair Hopper motioned for the Town Administrator to issue keys to the Board of Selectmen for the following buildings: Town Hall, Henniker Community Center, and Grange buildings. Selectman Flynn seconded. Motion carried 4-0.

Vice Chair Hooper announced that August 21 is the last evening for concerts at the band stand. Vice Chair Hooper motioned to move the August 21 meeting to August 28 in order for the Board of Selectmen to show their support for the live music in the park. Selectman Flynn seconded. Motion carried 4-0.

Item 1: Request to award LED street lighting contract

Bruce Trivellini speaking for the Energy Committee, recommend to approve LED street light contract to Affinity of Dover NH. Selectman Parker asked where the funds would be coming from. Vice Chair Hopper stated she had spoken to Russ who would find the funds before the end of the year. Affinity is the same contractor doing the NH Pike contract.

Bid amount: \$24,575.21 rebate \$7,825.00 net bid \$16,770.21

Bruce stated the process began late march and early April as the Energy Committee was looking for ways to save the town money. One member of the Energy Committee has been advocating for converting to LED since 2011. The Energy Committee started by contacting the Department of Transportation (DOT) who had recommended Affinity. Affinity gave an educational presentation to the Energy Committee and the resulting proposal was written based off of the DOT recommendations as well as what other towns had written for their LED conversion.

Selectman Flynn motioned to award street light conversion proposal bid to Affinity LED lighting in the amount \$24,571.21 net bid \$16,750.21 after rebate. Vice Chair Hooper seconded. Motion carried 4-0.

Bruce stated the return on investment for this project is less than 2 years. Selectman Osgood asked when the work will begin. Bruce answered that project will take less than 2 days, however an official start date has not been established. Selectman Parker stated Affinity Lighting did good job of selling the Energy Committee of selling Affinity, and asked Bruce why he selected the most expensive bid.

Bruce stated that the other bids did not include projected results of what the town would actually save. Affinity manages their entire supply chain. Everything is assembled in Dover NH and brought to the site in addition to being warrantied. The other bids did not include where their bulbs would be coming from or if there was a warranty. Additionally, the DOT approved Affinity for the Pike Contract because it had been determined Affinity bulbs can survive the New Hampshire elements.

Item 2: Request Award Paving bid

The Highway Supervisor presented bids for paving projects. He bid for Ramsdell Road, Ruffled Road, and to shim on Gulf Road. The lowest bidder was GMI at \$206,670.00. He asked the Board to choose which projects to move forward on. He is most concerned about Ramsdell and Ruffled Road because trucks are dropping through the shoulders. Those roads have not been reclaimed since the 1970's and half of the culverts need to be replaced on Ruffled Road.

FINAL

Ramsdell Road needs storm drainage at the top, because it is in a flood control area. The area needs a to GPS center line elevation and not to increase any material in flood control. The Army Corps gave the Highway Supervisor the green light to do so. The town maintains the rights to mangle and maintain the road and shoulders while the Army Corp owns the easement.

Completing a 1inch shim on Gulf Road will hold the road for 5 more years before the road will need to be reclaimed. There has been a lot of patch done from Butter Road to Flanders Road that was straight shim and no overlay. Given the present condition of the road the overlay will not last much longer.

The Highway Supervisors' top 2 choices are Ramsdell and Ruffled Road. Ruffled Road is in a state of disrepair and needs to be reclaimed. Vice Chair Hooper stated the 2018 budget was \$697,830.22 leaving \$430,000.22 after the GMI bid.

Selectman Parker motioned to accept the GMI bid of \$134,100 for Ramsdell Road, \$92,720 for Ruffled Road, and \$40,850 for Gulf Road; Totaling \$267,670. To start according to the Highway Supervisors plans. Vice Chair Hooper seconded. Motion carried 4-0.

There was a question of if Ramsdell Road will be rebuilt. The Highway Supervisor stated that it was to be reclaimed and repaved. GMI had stated that if they grind on a Monday they will finish grinding on Friday with the finish the following week. There would be notice to the residents and lots of updates regarding the impacted areas. Vice Chair Hooper stated to allow the roads to deteriorate past being able to reclaim and past repaving and shimming, would be a complete rebuild which would double or triple current cost. The Highway Supervisor stated that he will try and do more preservation this coming year.

Selectman Osgood asked if chip sealing was done on Western Ave on the Hillsboro side? Highway Supervisor responded yes. He had also wanted to put it done on Flanders Road, although he was cautious putting it down in residential neighborhoods with lots of children because it has a rough finish and would not be pleasant to fall on. He would also like to bring back chip sealing with a sander because it helps preserve the roads.

Residents of Ramsdell Road: Warren Mattiello came before the board to discuss the traffic problem on Ramsdell Road and how the road is so deteriorated for the exceptional amount of traffic it receives; trucks, cars, and pedestrians. His major concern is once the road is repaved it is only going to exacerbate speeding, and it is just a matter of time until there is an accident and someone gets hurt. He stated that anyone who spends one hour on the road can hear tires and breaks squeaking. Something needs to be done to try and control the speed on that road, by making it a one-way road or a T shaped road, he is unsure which would be better. However, the main concern is doing something about the speed on that road. The letter he wrote was addressed to the Board of Selectmen as well as the Chief of Police since he believes something needs to be done by both parties.

Vice Chair Hooper thanked Warren for bringing this matter to the boards' attention. She stated the Chief of Police is very concerned about residential safety concerns. Selectman Flynn stated the Highway Safety Committee should take over. Vice Chair Hooper responded that the Chief of Police needs to evaluate first. Selectman Parker would also like to have the Highway Safety Committee review as well and is concerned about the pedestrian traffic on Ramsdell Road and suggested a compact walkway off the road. Vice Chair Hooper responded that would require dealing with the Army Corp and the town needs to be cautious of easements and the relationship that is being built with the Army Corp.

FINAL

The Highway Supervisor stated he will be rebuilding the shoulder as he works through reclaiming the road and would like to make it more walking friendly. There is a lot of government oversight and with the Shoreline Act he will need to be careful with what material will be used and how it will be draining. He stated it's a beautiful area.

Mike Vignale, Engineer, came to discuss Hall Ave phase 1; Western Ave phase 2- Colby Hill Road to the town line; and Western Ave phase 3- Main street to The Oaks.

Vice Chair Hooper requested to start with Hall Ave. Mike had opened bids on Friday and so far he had received bids from a few people. The way the funding is broken down is between town funds and water funds. The water pipeline is in the same package, but the funds for the pipeline are coming from the water budget. The set up is made up of 1 bid broken down into 2 work or cost centers. It is not uncommon to have funding coming from different budgets on the same bid.

Mike stated the plan for Hall Ave is to have the line constructed, put in the drain line first, then build the roadway up, and finally have sidewalks done. The sidewalk has not been bid yet since he is still waiting for DOT approval. All of the papers are into the DOT and just waiting for the ok to go bid. Vice Chair Hooper asked if Mike had worked for the town on Rush Road for the drainage. Yes, he did.

Total project cost: \$530,233 road portion: \$309,667 water portion \$220, 566.
No action taking.

Selectman Parker stated that the town has been waiting for DOT approval for the TAP grant project for a while. He asked Mike if the DOT does not grant approval until the end of August what percent chance is there of the project being completed this year. Mike stated ideally it would be completed by November 30th. The completion date in the bid is June 2019. Mike is hoping to get most of it done this year, however it is not likely. Selectman Parker asked for a timeline. Mike responded if contractors work closely together it should be a 2-3 month project; in theory it is possible this fall, but percent chance of it being completed is unknown until the DOT gives the ok to bid.

Vice Chair Hooper started to discuss Western Ave phase 3 from Main Street to the oaks and the total project costing \$890,472. She asked if that includes construction and reconstruction of the sidewalks. Mike responded yes. Selectman Parker asked if there was a high probability of drainage involving the sidewalk. Mike responded yes. Bill Marko asked what the status of the large drain past the funeral home is. Mike responded it will need to be replaced at some point and is part of the bid. A minimum 4ft pipe would need to be replaced, as well as rebuilding stone wall near it.

Mike stated that Western Ave phase 2 from Colby Hill to town line is about 7300ft, there are 11 culverts, and it is a bigger project but it is not as wet up there. The survey has been done and the total cost is \$1,041,475. He stated that designs will be ready this fall for Phase 2 and Phase 3. Selectman Parker asked if the permits were completed. Mike responded all the permits will be ready January 1st. Selectman Parker asked if the sidewalk for phase 3 could be done this fall. Mike stated it is unknown at this time.

Item 3: request by Selectmen Osgood to approve NHDES wetland permits

The permits are for Azalea Park, which require wetlands and shore permits. Selectman Osgood has the DOT wetlands permit and needs the board to approve the permit.

FINAL

Vice Chair Hooper motioned to approve Wetlands and Non-Site Specific Permit 208-01741 as presented. Selectman Parker seconded. Motion carried 4-0.

Consent agenda item #10

Selectman Flynn addressing the appointment of Doug Howard as a new Transfer Station employee and how it was confusing last week without having all the information available at the time. Vice Chair Hooper stated that although his hiring was in the public minutes, it should not be discussed outside of non-public.

Selectman Flynn stated there is serious disconnect with a lot of the detail discussed and the public in the audience with no information. Even if people are listening carefully it is difficult to figure out exactly what is going on.

Selectman Flynn motioned to direct the Town Administrator to provide minimal support material for each audience member since it is in the public's best interest and shows transparency. Vice Chair Hooper seconded. Motion carried 3-1 (Osgood).

Selectman Osgood stated that all of the material is online and it is all public knowledge. Vice Chair Hooper stated not everyone can afford to print all of the supporting documents online, and that not everyone has access to the internet or mobile data plans. Selectman Osgood is concerned about how much time it would take to make up the information. Selectman Flynn stated 10 minutes. Selectman Osgood does not want to add to anyone's work load.

Item 4: Review public and non-public minutes of July 17, 2018

Selectman Parker motioned to approve the public minutes of July 17th with edits. Selectman Osgood seconded. Motion carried 4-0

Vice Chair Hooper motioned to approve the first Non-public minutes. Selectman Osgood seconded. Motion carried 4-0.

Selectman Parker motioned to approve the second Non-public minutes. Selectman Flynn seconded. Motion carried 4-0.

Item 5: Town Administrator Report

Request for Proposal (RFP) for Town Forester, sent out June 18, 2018 and due back July 18, 2018. The bids were brought to the Conservation Commission on August 2, 2018 for them to discuss. They will provide their recommendation to award the contract at the August 21, 2018 meeting, which was rescheduled for August 28, 2018.

Hall Ave/ Prospect repaving and Tap Project: **Easement letters have gone out and been received. Certification letters were sent out Friday August 3, 2018**

Item 6: Board of Selectmen Reports

Selectman Osgood had already discussed Azalea Park in item 3. He attended the meeting of Friends of Mink Hills, who are concerned about ATVS and minks. The majority of the Tookie Valley Committee

FINAL

attended and discussed what is being done on their end to make the OHRV experience something everyone can enjoy.

Selectman Parker provided an update on the drainage project being done behind the school. It is complete now and they are waiting for grass to grow before remove the stunts.

Vice Chair Hooper stated the planning board meeting had not made a decision until after meeting with the Road Management Committee on August 14, 2018.

Selectman Flynn had attended the Energy Committee and reviewed the LED proposals where the committee recommended Affinity Lighting.

Selectman Parker provided an update for the Road Management Committee (RMC) and how impressed and pleased they are with the Highway Supervisors great work and progress. He also expressed frustration regarding receiving all of the material the RMC had requested until this evening, regarding The Oaks to Western Ave.

Public forum #2

No comment

Item 7: non-public RSA 91-A:3 II (a)

Selectman Parker motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Selectman Parker motioned to exit non-public. Selectman Flynn seconded. Motion carried 5-0

Selectman Flynn motioned to adjourn at 8:50pm. Chair Blomback seconded. Motion carried 5-0.



**Town of Henniker
Board of Selectmen Meeting
Tuesday, August 28, 2018
Henniker Town Hall**

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

Town Administrator: Christine Trovato

Recording Secretary: Kelly Hughes

Guests: Bruce Trivellini; Mike Lambert; Raelyn Viti; Michael Pon; Dan Gearan; Lynne Morse; Cordell Johnston; Butch Joos; Andre Cote; Darrin R Brown, Esq.; Bob McCourt; Matt French, *Police Chief*; Leo Aucoin, *Highway Superintendent*; Mike Costello, *Henniker Fire and Rescue*; Kristen Bergeron, *Transfer Station Superintendent*, Tom French, *Rescue Chief*; Jim Morse, *Fire Chief*;

Consent Agenda

1. Re-appointments:

- Eugene Fox to Azalea Park/Riverwalk Committee
- Susan Adams to Azalea Park/Riverwalk Committee
- Sachie Howard to Azalea Park/Riverwalk Committee
- Gail Hayden to Azalea Park/Riverwalk Committee
- Sachie Howard to Conservation Commission
- Gary Guzouskas to Highway Safety Committee
- Ray Grande to Concert Committee
- Leon Parker to Road Management Committee
- Michael Flecchia to Road Management Committee
- MaryEllen Schule to the position of Ballot Clerk Holly Green to the Conservation Commission

2. Motion to release \$24,000 to East Coast Excavating
3. Motion: To allow the Fire Department to offer old retired Scott Air Packs and carbon fiber tanks to our compact towns that come to our mutual aid and to scrap aluminum bottles for market price
4. Intent to Cut Lot 1-723-F 5.
5. Yield Tax Levy and Warrant: Lots 1-092, 1-743, 1-584-B1, 1-584-B2, 1-584-B3, 1-581-B Lots 1-580, 1-579-A, 1-640, 1-579, 1-711 Lots 1-386-D, 1-388-A, 1-135-001, 1-135-002 Lot 1-628 Lot 1-044 (99)
6. 6. Application for Assembly: NEC Dance Party on the covered bridge
7. 7. Letter of Commitment : Household Hazardous Waste Vote to approve consent agenda

Selectman Parker made a motion to approve the consent agenda as presented. Vice Chair Hooper seconded. Motion carried 5-0.

Public forum #1

No comment

Item 1: Request from Chief Matt French to discuss rates for detail work.

Chief French noted that the spreadsheet presented contains raw data from surrounding communities in regards to their current detail rates. The rates for detail work have not been addressed since 2007 and as a result the town is losing revenue. Compared to the other 11 communities surrounding Henniker and of similar size, Henniker has nearly the lowest detail rate. The other towns with lower rates are in discussion or in the process of raising their current rates. Discussion ensued amongst the board in reference to how the rate was calculated.

Selectman Parker made a motion to approve the recommendation to increase the detail rate at \$70.00 per hour, with and without a cruiser. Selectman Flynn seconded the motion. Prior to voting Chairman Blomback requested an amendment to the motion, to have the motion also include that the rate be increased on an annual basis at the same amount as the COLA. Vice Chair Hooper seconded. Motion including the amendment passed 5-0.

Item 2: Request from NEC (New England College) to approve new banner designs

Dan Gearan, Assistant Vice President of Capital and Facilities Projects spoke on behalf of NEC. Mr. Gearan advised that New England College is seeking the Boards approval of their new banner design. NEC recently redesigned their logo and the new banners will be simple red, white, and blue in color with the new NEC College Logo, including the school name and Henniker, New Hampshire located at the bottom. NEC Director of Marketing Chris Bogle provided color copies of the banner for the board to review.

Selectman Flynn motioned to authorize the designs as presented. Chair Blomback seconded. Motion carried 5-0.

Item 3: Request by Mr. Cote to discuss property and ditch lines on Davison Road.

Darrin Brown, Esq., representing Mr. Andre Cote (Davison Road) and his contractor Butch Joos, provided background information stating that the driveway permit for ____ Davison Road was filed with the town on April 24th 2018 and Mr. Cote's contractor was told to utilize the maps from the Town website. He noted one is attached to the permit application. The application for the permit was issued on June 6th 2018 and he noted it was fully compliant with RSA 236-39 which allows permission to clear brush from the road side ditch, and allows the rocks to be placed in a line as long as it does not impede the ditch line.

Attorney Brown advised the board that his client's rearranged the rocks in the ditch line and cleared the brush and put a little fill behind the stones as well. He also noted that there had not been a survey conducted. He again noted that the driveway was granted a permit and follows the requirements stated in RSA 236, that state the ditch must be restored to the same or better condition before excavation began. The culvert is not on the property line where the rocks are, and is only 6 feet on the town side of the property line. The actual center line of the drainage ditch has been maintained in the same location. Attorney Brown explained that he is not sure what the big complaint of the Highway Supervisor is other than the drop off on the town side; he stated he is unsure what will remedy the current situation since the conditions are complying with RSA 236-11 and was done with a permit from Town Hall. The alignment is slightly off but the culvert and the ditch line are looking nice up there.

Selectman Osgood asked to see the driveway permit.

Selectman Flynn asked for the map Attorney Brown had referenced. The Board reviewed color pictures of the area.

Selectman Parker stated he had a problem with the assertion that all the rocks were already lined up in that current position since he drives by that area every day and has seen the rocks moved around, and he would suggest moving the rocks back to the property line.

Selectman Osgood stated the driveway permit did not include the modifications that have been made to the frontage, and that the driveway permit and the modifications made to the frontage are two different issues.

The Highway Supervisor addressed the board and stated he was not familiar with the setback requirements since this was the first time something like this has occurred that he is aware of. His concern is that right now is dirt gathering in the ditch line. Initially when he stopped, it was unofficial as he wanted to see what was going on and to suggest moving the rocks back to avoid crowding the ditch line; to which he was told that was not an appropriate request and it has since escalated to bring brought in front of the board tonight, which he regrets. He stated the ditch line has been impeded and that it is going to be difficult to maintain. The Highway Supervisor admitted he issued the driveway permit and a 15inch culvert on the side, and told Mr. Cote that he could clear the brush on his property, but he never gave permission to build the rocks up on the Town's right of way.

Vice Chair Hooper asked if Davidson Road was given to the town by the State. Highway Superintendent Aucoin stated it was, and that it had been part of the access system, and had been given to or sold to the town with a 60ft right of way. He also stated there was a dated subdivision plan that the Town Planner had brought out to Mr. Cote and shows the property line is another 2 feet behind the telephone pole that is still in place. Selectman Osgood asked what the downside to leaving the stones there is. The Highway Superintendent responded maintenance, and that it will be more difficult to clear the ditch with the rocks right up against it. There is no room for the bucket to clear the dirt out. He stated he appreciates citizens upgrading their properties to make them look nice, but they cannot hinder the ditch lines. He stated the rocks are in the toe of the slope and the shoulder was removed, and that it is way too tight and needs to be moved back. He requested the board decide since it is Town property.

Selectman Osgood asked if it would be a benefit if he had more room to do work. The Highway Superintendent responded yes and that even with brush that was growing under the power lines.

Vice Chair Hooper asked how much time and effort would be needed to move everything back. Mr. Cote's contractor, Butch Joos, responded that it would be an unreasonable amount of time and that it fits the neighborhood and the natural land scape and to move it back would not only be a disservice to the neighborhood, but would also look terrible. Chair Blomback asked Butch Joos how much time, and asked if it would take a day. Butch responded that it was a 3 or 4 days of machine time and would be a \$5,000 job.

Darrin Brown, Esq., continued his comments and stated that as far as dirt over the wall, that was because after the incident out there all work ceased. There has been no hydro seeding and no silt fence installed. This escalated because of the behavior of a town official and he did not want it to appear that is was his client who escalated it. In regards to the sand coming over he stated that when it is time to do the final grade Butch will clear it out to retain the soil that was put there. Attorney Brown stated that no one had been working on that 60ft pass that is deeded and it was very clear when Mr. Cote met the Town Planner with official plans, there is no easement, it is a hard and fast property line that meets with all the statutes. He stated Mr. Cote would like an amicable resolution besides complete removal, and agreed that if some sort of understanding can be made that it would be beneficial to all parties involved.

Selectman Parker responding to Attorney Brown advised that he had made an assertion on conduct of town employee, and asked if he (Attorney Brown) had witnessed the incident. Attorney Brown advised that he had not, but both Mr. Cote and Butch Joos where present and would be able to swear under oath and testify tonight if needed.

Selectman Osgood believes that soil and water will come through the stones and compromise the ditch. Vice Chair Hooper advised the board of the amount of water that comes off the property in question and that it had been going into the roadway. She also stated that water on the road would undermine the paved surface, further deteriorating it.

Attorney Brown, Esq., stated there is no additional water going in to the road way, and that there is no silt fence or hydro seeding, because all work stopped. Once the silt fence and hydro seeding is done Butch will clear the ditch and no soil or water will go through.

Butch Joos, Mr. Cote's contractor stated that the term right of way is incorrect. After the State took the land through eliminant domain for the construction of 202/9, it was given to the town when the construction was finished. When he lined the rocks up on Mr. Cote's side of the ditch line and cleaned out the ditch line, he had no idea it would end up before the board. He did not disturb the shoulder other than clearing vegetation and did not disturb the ditch line. He stated he was rearranging the rocks on his Mr. Cote's side of the ditch line to make it look sharp and classy and that all the work he has done the property has been a benefit to the town by improving drainage. He acknowledges silt was presently running through because the work is unfished until the board decides how they want to proceed. Once it is buttoned up it will not be an issue, but presently it is an unfinished project.

Chair Blomback advised Mr. Joos that the Board was not questioning the quality of the contractors work, the question is the location of the boundary.

Andre Cote stated how the incident happened from his point of view. He stated he was on the edge of the road when the Highway Supervisor pulled up, and he greeted him and asked him if he could ask some questions. According to Mr. Cote the Highway Supervisor allegedly cursed and told Butch to alter

something without first consulting him when it is his property to his knowledge, and if it was not his property he asked the Highway Supervisor where the property line is. Then it escalated when he asked the Highway Supervisor what the real issue was, which apparently was the 3 rocks on the end, which he tried to discuss with the Highway Supervisor, and told the Highway Supervisor he would move them behind the telephone pole and the Highway Supervisor became “hot headed”.

Mr. Cote asked the board to understand from a homeowner’s point of view in that he pays his taxes and to see 25 years of overgrowth, the ditch was not visible making it unknown if water was actually flowing. He asked for the grace of town to continue with the project and is willing to work with the town in order to finish landscaping his beautiful property.

Selectman Osgood stated it looked to him like a flat and wide ditch from the photos and that he wants a ditch with a bottom and side that will run instead of pooling water. Mr. Cote stated that is what the Highway Supervisor also wanted and knowing the ditch was town property that is what he was paying his contractor to do. Selectman Osgood wants the work to be done properly to protect property and the road, stating there needs to be a ditch there. Darrin Brown, Esq., stated the property meets the statutes and he would not like to see this escalate further and would like to see everyone come to an agreement.

Selectman Osgood stated that it is Town land and he does not see how the Town can be taken to court for working on town owned land.

Vice Chair Hooper stated that ignorance is not an excuse. Darrin Brown Esq. stated that everything is in compliance with RSA 236 9-12 and that it needs to be clear where the line is and that Town Council should review before it becomes more escalated. Selectman Parker stated he wants to see the Town property line designated.

Selectman Parker made a motion to ask the Town Engineer to arrange for a survey and marking of property line, to determine where the boundary really is. Vice Chair Hooper asked for an amendment to the motion and that in addition all work shall cease at the bottom portion until the survey is completed, while the upper portion can be seeded and stabilized. Chair Blomback also asked that all cost be handled by the applicant.

Selectman Osgood seconded. Motion carried 5-0

Item 4: Request by Michael Lambert to give an update on the Trail Committee

Michael Lambert is waiting to receive a special permit from the Army Corps in order to begin clearing the step system to the boat path on the Ramsdell Bridge property. No mineral soil will be removed but they will be picking up beer cans, plastics, and cutting up giant logs to make the path accessible again. Hopefully the permit will be ready by the September 4th meeting.

Michael mentioned grant opportunities and how a dialoged would need to be stated with the Central Regional Commission to see if the town qualifies for the grant. He asked the board if the they would grant the Town Administrator permission to begin the initial research.

Board approved by consensus.

Raelyn Viti spoke on behalf of the trails committee, to request a special use permit for a trail race/ road race on old Concord Road and would be similar to the Fire on the Mountain trail race.

They are planning on having the race in 2 months. It would be about 5.5 miles and there will be 2 points where people would be crossing the road. They are still waiting on one land owners signature (they will have it Tuesday September 4th) and would like to start promoting it now.

The board stated once the Trails Committee has the final signature they can start promoting. The Army Crop was advised the race will be October 20th and they do not have an issue.

Item 5: First reading of the rental fees for Community Center Park/ Band Stand and the Community Center and the Grange Building.

Christine Trovato noted that the \$50 key deposit is to be collected in a separate check; if they key is not returned the \$50 check will be deposited, if they key is returned the check will be returned. Rental fees increased for residents and non-residents in 4 hour increments. It is requested the Henniker Music School be grandfathered for the 2018/2019 school year.

Vice Chair Hooper made a motion to move the policy to a second reading. Selectman Flynn seconded. Motion carried 5-0.

Item 6: Request to award contract for Town Forrester

Vice Chair Hooper made a motion award the contract for Town Forester to Michael Lambert based on the Conservation Commission recommendation. The motion was seconded by Selectman Parker. Motion carried 5-0.

Item 7: Appoint Board member to be the Voting delegate for the NHMA Legislative Policy Conference

Selectman Osgood volunteered.

Vice Chair Hooper motioned to appoint Selectman Osgood to represent the Board at the NHMA Legislative Policy Conference. Selectman Flynn seconded. Motion carried 5-0.

Item 8: Discuss Class Action lawsuit regarding PILT for fiscal years 2015, 2016 & 2017

Several towns had entered and it was forwarded to Bart to review, and it was asked if Henniker would like to be entered into a class action suit. Both Chair Blomback and Vice Chair Hooper requested Bart review it prior to board approval. The Town Administrator will have Bart issue an opinion letter for the next board meeting. Selectman Osgood stated essentially it is a reimbursement for land taken. Tom French stated it seemed like a win-win for the town and cannot see the downside. Chair Blomback stated the devil is in the details and he believed the town had already been reimbursed by the state, nor does he wish to deal with the wrath of the federal government. Selectman Osgood believes the town was underpaid for those parcels of land.

The Board came to an agreement and by consensus will request a summary letter from the Town Attorney.

Item 9: Request from Fire Chief Morse and Rescue Chief French to fill vacant full-time position.

Recue Chief Tom French stated the vacant position is Mick's and publicly thanks him for 17 year and 2 months of service; he will still be a member of the call department, just no longer full time. Looking over the numbers there is an option to fill that position with 2 fill time people working an average of 42 hours a week, which is either cost the same or save money.

As of this meeting 78 of 970 shifts were unfilled. 18 calls were missed this year to date and when billing at \$2,000-\$4,000 a call, if they had been staffed that could have brought in an additional \$36,000. With the increased billing fees, projected to do an additional \$100,000 in revenue and it would be a good idea to have 2 full time positions, which will have no impact on this year's budget or within the next 10 years for the budget with a net savings of a couple thousand dollars. A job description had been created for an EMT/Firefighter and they will accept lower qualifications to start if the other qualifications are sought within the first year. There is no extended cost on equipment, and they are still always trying to pick up good part timers. There is also no need to modify the Braford contract; the board just needs to create the position and give them (Fire and Rescue Chief) authority to move forward so they can come back at next meeting to hire candidates.

Chair Blomback was concerned about the impact to the Fire department budget and would like to see concrete numbers. Vice Chair Hooper had asked about overtime. Rescue Chief French stated at there was still another 11 hours before they would hit overtime. Chair Blomback wanted modeling for 5 years or 10 years just to see the cost for town.

All action tabled until next meeting.

Item 9a: Rock wall at the transfer station

The hopper at the transfer station has upcoming repairs, however the rock wall by the hopper has shifted. It has been at 6 inches and now it is at 13 inches, and is being held with a single wire. Miche Corp provided a quote just for the rocks and not the labor to install.

Vice Chair Hooper reference an email she sent to Kristen over the weekend and provided the board with the background information she was able to gather. On February 6, 2018 during a public hearing for the town budget the following motion was made. "a Motion was made by Selectman Flynn to amend Warrant Article 24 to raise \$25,000 to repair the hopper as well as office building and furthermore, to authorize the Selectmen to withdraw \$25,000 from Fund Balance for that purpose (no tax impact)". Vice Chair Hooper advised that the article at town meeting passed in the amount authorized.

Vice Chair Hooper noted that \$20,000 was approved to repair the hopper, piston, and office building and that the Transfer Station Superintendent was advised to get bids for the work to be done.

Kristen advised that money was spent on the piston and hopper repair.

Selectman Parker stated that the rock wall at the transfer station is 30 years or older.

Vice Chair Hooper corrected her earlier statement of \$20,000 being approved for transfer station repairs, the amount was \$25,000 and that a scope of work needs to be done in order to determine how much money will be required to repair the rock wall.

Selectman Osgood wants the Town Engineer to take a look at it. It is stated that it will most likely be a 2-week project or longer that will impact access to the hopper. Mike Vignale will look at the rock wall to determine how stable it is and will help Kirsten draft an RFP (request for proposal).

Item 10: Review of public and non-public minutes of August 7, 2018

Selectman Flynn motioned to approve the non-public minutes with edits. Selectman Parker seconded. Motion carried 5-0

August 23, 2018 non-public minutes

First non-public minutes selectman Parker motioned to approve. Vice Chair Hooper seconded. Motion carried 4-0-1 (Flynn)

Second non-public. Selectman Parker motioned to approve the minutes. Selectman Osgood seconded. Motion carried 4-0-1 (Flynn)

Item 11: Town Administrator Reports

- House Hold Hazardous Waste day will be October 27, 2018
- September primary election is September 11th. Selectman Flynn will be covering 7am-noon. Selectman Osgood will be there all day. Selectman Parker will be coming in at noon. Chair Blomback is a way that week and Vice Chair Hooper is checking her work schedule.
- There is a Highway Safety Committee meeting October 11th at the Town Hall.
- Pike will be paving Western Ave and it should be done after Labor Day.

Item 12: Select Board Reports

Selectman Parker had a Road Management Committee meeting and there was a motion to inform the Planning Board that the road in question was not considered a paved road given it was not on the paved road inventory and is more of an island of pavement in a sea of dirt roads.

Selectman Flynn had nothing new to report since there had been no meeting since the last board meeting.

Chair Blomback had an Economic Development committee meeting were there has been discussion with NEC staff about their initiatives and talks with Hopkinton regarding their TIFT districts.

Vice Chair Hooper spoke regarding the dirt road the Planning Board had received a 5-acre lot subdivision application for and how it will be discussed at the next planning board meeting now that the road management committee had weighed in.

Selectman Osgood spoke regarding Azalea Park having an on sight meeting with DES and the Shoreland permit person next week.

Public Forum # 2

Bruce Trivellini spoke on behalf of the energy committee for information regarding internal lighting and computes, asking for the hardware requirements for the computes and the number of internal lights.

FINAL



**Town of Henniker
Board of Selectmen Meeting
Tuesday, September 4, 2018
Henniker Town Hall**

Members Present: Vice Chair Tia Hooper; Selectman Peter Flynn; Selectman Leon Parker
Members Excused: Chairman, Kris Blomback; Selectman Scott Osgood
Town Administrator: Christine Trovato
Recording Secretary: Kelly Hughes
Guests: Fire Chief Jim Morse, Rescue Chief Tom French, Kristen Bergeron,
Highway Supervisor Leo Aucoin,

Consent agenda

1. Building Permits issued August 1-31, 2018
2. Reappointment of MaryEllen Schule to Community Center Activities Committee
3. To authorize the Highway Superintendent, Leo Aucoin, to sign the 2018 paving contract with GMI Asphalt
4. Assembly Permits:
Road/Off Road race to support Henniker Food Pantry 10/20/18
NEC Athletic Alumni BBQ & Reception 9/29/18
Fall Festival BBQ 9/29/18

**Selectman Parker motioned to approve the consent agenda. Selectman Flynn seconded.
Motion carried 3-0.**

Public Forum#1
No comment

Item 1a: Request from Fire Chief Morse & Rescue Chief Tom French to fill vacant full-time position (tabled from 8/28/2018)

Postponed until September 10, 2018 at 6:15pm.

Item 1b: Request to fill vacant position in the Transfer Station/Recycling Center, Properties & Parks department

Postponed until September 10, 2018 at 6:15pm

FINAL

Item 1c: Request to fill vacant position in the Highway Department

The Highway Supervisor received notice today from one of his crew and is now down 2 full time positions. He would like to advertise for 2 full time positions. He would like to do away with having either a truck driver or heavy equipment operator since he needs both. He is looking to advertise at truck labor grade with light equipment. At the budget hearing he would like to go over the numbers, but is requesting to start advertising this month.

Selectman Flynn motioned to approve The Highway Supervisor to advertise for the positions. Selectman Parker seconded. Motion carried 3-0.

Ramsdell Road is ready for reclaim. Ruffle Road all cross culverts have been changed and every culvert on that road was rotted out, the Highway Supervisor was pleased to be able to handle that. Pike industries looking at week of September 17th weather permitting. Same week GMI coming in to start process in Henniker and may have to have Mike McNally oversee the pike operation.

Board stated the Highway Supervisor is doing a great job.

Item 2: Second reading of rental fees for Community Center Park/ Band Stand, The Community Center, and the Grange buildings

Selectman Flynn supports the way it is written and believes the corrections in rates are long overdue. The only exception or grandfathered party for the previous rates is the Henniker Music School, which shall continue to receive the old rate for the 2018/2019 school year.

Selectman Parker motioned to approve the increase of rental fees and waive the 3rd reading. Selectman Flynn seconded. Motion carried 3-0.

Item 3: discuss class action lawsuit regarding PILT for fiscal years 2015, 2016, & 2017 (tabled for 8/28/18)

The Town Administrator had Town Council review the lawsuit and they are not persuaded it has any application to the Town of Henniker's reimbursement rights.

Selectman Flynn motioned to not participate in the class action suit PILT based on legal advice from Town Council. Selectman Parker seconded, motion carried 3-0.

Item 4: Review of public and non-public minutes from 8.28.18

Vice Chair Hooper motioned to table the non-public minutes until the next meeting. Selectman Flynn seconded. Motion carried 3-0.

Vice Chair Hooper motioned to table the public minutes until the next meeting. Selectman Parker seconded. Motion carried 3-0.

FINAL

Item 5: Town Administrator Report

September Primary elections are September 11, 2018. The Highway Safety Committee is meeting October 11th at 7pm at Town Hall to discuss the intersection of Ramsdell Road and Mt. Hunger Road. Pike is going to be paving Western Ave and per the Highway Supervisors it should be completed after Labor Day. Selectman Osgood had emailed regarding the NHMA Legislation Policy conference on September 14th asking how the board would like him to vote.

Item: 6 Select Board Reports

The Board has nothing new to report at this time

Public forum#2

No comment

Selectman Parker motioned to adjourn. Selectman Flynn seconded. Motion carried 3-0.

FINAL



**Town of Henniker
Board of Selectmen Meeting
Monday September 10, 2018
Henniker Town Hall**

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

Recording Secretary: Kelly Hughes

Guests: Bruce Trivellini, Kristen Bergeron, Scott Dias, James Morse, Greg Aucoin, Daniel & Heidi Aucoin, Tom French, Leo Aucoin, Russ Roy

Public forum #1

Scott Dias speaking on behalf of the Henniker Chamber of Commerce. Over the years the Chamber has noticed a lot of overflowing dumpsters, especially when students of NEC (New England College) first move in and move out. There are mattresses and rubbish overflowing from the landlords' dumpsters and it is obvious that some critters that have gotten into the rubbish and spread it further. It is up to the landlords to keep adequate trash storage behind Daniels, the Pharmacy, Gin Gin, and other off campus student housing. The Chamber of Commerce has been spending money to make downtown a friendly walking area and area to visit. To drive through and see thrash overflowing from dumpsters is irresponsible on the landlords' part. The Planning Board has spoken with the landlords but it has fallen on deaf ears.

The Chamber of Commerce is hoping the Board of Selectmen can work with the Health Inspector or the Police to have landlords empty their dumpsters an extra time during move in and move out week since the landlords are charging the students top rent, they can at least pay to have the dumpster emptied and additional time during move in and move out week. The Chamber of Commerce recommends the first offense could be a fine of what it would cost to have the dumpster emptied an additional time during the week, while the second offense could be more demanding.

Chair Blomback asked if NEC works with the local landlords. Vice Chair Hooper stated NEC does not work directly with the landlords, however there are resources for off campus students with information and on campus students are moved in on a rotating cycle to control the chaos of move in weekend. Selectman Flynn stated he also has seen all the dumpsters overflowing and it is a problem that would fall under the Board of Health or the Health Officer and he will start working on that.

FINAL

Item 1 REQUEST FROM Fire Chief Morse and Recue Chief Tom French to fill a vacant position. (Tabled from 8.28.18 and 9.4.18)

Rescue Chief Tom French reviewed the table in the agenda packet and noticed the cost for 2023 and 2018 displayed a cost difference of \$32,000 over 5 years. Rescue Chief French stated as he had in the previous two meetings, that having 2 fulltime positions would either be a wash or a savings for the town, which the table does not show. By converting part time dollars over into full time hours and by bringing in two new staff at a lower labor grade, it is anticipated to be a wash on cost alone. At this time Fire and Rescue has earned just under \$400,000 in revenue and the conservative projection for the end of 2018 was \$450,000. There is still 1/3 of the year left to earn revenue if Fire and Rescue are adequately staffed. Having 2 full time people will not cost any additional payroll money and the Rescue Revenue is projected to increase next year, making it crucial Fire and Rescue is adequality staffed. Rescue Chief Tom French stated the net is a significant increase which creates a significant decrease to the tax payers from last year.

Selectman Flynn stated in July of 2001 there were 2 full time employees with benefits. Rescue Chief French stated that was the case until 2009 when one of the full-time employees become per diem, and now the Fire and Rescue station needs 2 full time employees in order to have adequate coverage. Rescue Chief French proposed 2 full-time employees working 4/12 hour days on a rotating basis so there is always someone at that station, since they have been having trouble ensuring they are adequately staffed on the weekends.

Chair Blomback asked if there is anything the Board can do to relieve the work load of the Fire and Rescue department. Fire Chief Morse stated that department has to do fire inspections as well as school inspections. Rescue Chief Tom French stated the inspections are necessary because they are commercial properties. Fire Chief Morse stated they receive lot of questions regarding the codes, which is time consuming given how many there are.

Rescue Chief French stated the position had been posted internally and 3 interviews have been completed. Once they have completed the interviewing and vetting out process both Chiefs would like to know what they will be able to offer when they reach that stage, and then would follow up requesting a non-public in order to hire the candidate(s).

Chair Blomback asked about FICA. Russ replied that it would be \$595 per employee and the total budget is \$21,000. Selectman Parker asked about the minimum qualifications in the description and what will happen if the candidate does not receive the rest of the qualifications within a year of being hired. Rescue Chief French stated if the additional qualifications are not gained within the first year, the position would need to be advertised again. At this time there have only ever been 3 full-time employees. Selectman Parker stated it should be clearly documented that if the candidate does not receive the other qualifications within a year of hire, it would be grounds for termination. Fire Chief Morse stated they will need to pass the CPAP (Certified Physical Agility Program).

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Selectman Flynn motioned to authorize both Fire Chief Morse and Rescue Chief French to hire additional employees as presented. Chair Blomback seconded. Motion carried 5-0.

Chair Blomback commended the Chiefs for presenting a plan and the option of obtaining more revenue for the town. Rescue Chief French stated there will be no increase in payroll, however the benefits will increase for the town.

Item 2: request to fill vacant position in the Transfer Station/ Recycling Center, Properties & Parks Department (tabled from 9.4.18)

Kristen Bergeron asked the board for permission to hire a 3rd full-time employee at the Transfer Station/ Recycling Center, Properties & Parks Department, and to advertise for a 4th full time employee once Mark is finished working part-time. Presently Kristen and Doug are the only full-time employees and there are 3 or 4 part-time employees. Kristen has been advertising for a 3rd full time employee, however there have not been many qualified candidates.

Selectman Osgood asked if a CDL driver's license is required and Kristen responded yes. Selectman Flynn asked if a CDL license was needed. Kristen responded yes and that Doug has his class B.

Unanimous board consensus to allow Kristen Bergeron to hire a 3rd full-time year-round employee at the Transfer Station/ Recycling Center, Properties & Parks Department.

Item 3: Town Administrator job description review.

Selectman Osgood asked about Fire Department and the Water Department not being listed as departments the Town Administrator oversees. Selectmen Flynn responded that the board affirms certain appointments but are not selected by the board, thus the Town Administrator acts as a liaison for those departments and the board.

Vice Chair Hooper reviewed the 2014 Town Administrator advertisement and is unsure if the salary range should be posted. Chair Blomback stated it could be rewritten to pay commensurate with experience. Selectman Flynn stated that the position asks for a degree in management, but if someone applies who has 27 years' experience they should also be considered. Vice Chair Hooper stated any requirements could be substituted for work experience. Selectman Parker stated typically after the degree is mentioned that "or equivalent work experience" could be added to the description. Chair Blomback asked how long the board wanted to set to collect resumes and suggested a month. Vice Chair Hooper stated to leave it open for a month and see what comes in.

The deadline for Town Administrator resumes and applications is October 10, 2018.

Selectman Osgood asked if the 2014 advertisement was still accurate with 33 full-time and 20 part-time employees and if the operating budget was still close to 5.5 million dollars. Russ stated the bottom line for 2018 was 7.8 million dollars.

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Bruce Trivellini stated that there is standard wording that can be used when looking to hire with a degree or experience and most usually state the salary as well. He stated having the salary will weed out a lot of people who do not have the experience, however he does recommend putting the salary range and rather a starting salary. Selectman Osgood stated the compensation should be listed as commensurate so as not exclude qualified candidates who may not apply with a low starting salary, since qualified candidates will be looking for greater compensation. The position will be advertised in the Union Leader, Concord Monitor, Maniple, Indeed, and is ok to share with higher education institutions.

Item 4: Town administrator hiring committee discussion

The 2018 Town Administrator Hiring Committee will consist of: Heidi Aucoin, Scott Dias, Debbie Hooper, Cordell Johnson, Debra Kreutzer, Bill Marko, Ryan Towle, and Bruce Trivellini.

Chair Blomback would like to see at least 3 candidates, 5 at the maximum. Selectman Parker stated the past Highway Superintendent Hiring Committee only received 2 qualified candidates and the 3rd was only interviewed for protocol.

Scott Dias served on the last two Town Administrator hiring committees and stated the last group of applicants was fairly weak compared to the group before. He also stated that he would like to revamp the hiring questions since the hiring committee has seen the same faces in the last two times and would like the board input on the questions. He also asked the board to trust the hiring committee members to set forth qualified candidates instead of focusing on numbers, and to trust the committee to select solid candidates.

Selectman Parker stated the committee may need guidance on questions that cannot be asked. Scott Dias still has those packets from the last 2 hiring committees. He also mentioned the last hiring committee meeting had lots of conversations over skype interviews and if they should be allowed. Scott Dias does not support skype interviews and Heidi Aucoin stated it is very difficult to read body language over a skype interview. It is agreed candidates will need to interview in person.

Vice Chair Hooper motioned to approve the 2018 Town Administrator Hiring Committee consisting of: Heidi Aucoin, Scott Dias, Debbie Hooper, Cordell Johnson, Debra Kreutzer, Bill Marko, Ryan Towle, and Bruce Trivellini. Seconded by Selectman Parker. Motion carried 5-0.

Item 5: Review public and non-public minutes from August 28, 2018

Selectman Parker motioned to approve the public minutes as edited by Vice Chair Hooper. Selectman Flynn seconded. Motion carried 5-0.

Item 13 Vice Chair Hooper motioned to approve Item 13 non-public minutes. Chair Blomback seconded. Motioned carried 5-0

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Vice Chair Hooper motioned to approve Item 14 non-public minutes. Selectman Parker seconded. Motioned carried 5-0

Vice Chair Hooper motioned to approve Item 16 non-public minutes. Chair Blomback seconded. Motioned carried 5-0

Item 6: Town Administrator Report
No report

Item 7: Select board reports

Selectman Parker and Selectman Flynn had nothing new to report.
Chair Blomback stated the Economic Development Committee will be meeting with the president of NEC on September 26, 2018 to discuss a few initiatives.
Vice Chair Hooper reminded everyone the election is tomorrow September 11, 2018.
Selectman Osgood stated Azalea Park received the wetland and shoreland permit, and Jeff will be cutting 4 trees for which landowner permission for access has already been granted.

Item 8: Non-public RSA 91-A:3 II (b) Interim Operations

Chair Blomback motioned to enter non-public. Vice Chair Hooper seconded. Motion carried 5-0.

Selectman Flynn motioned to exit non-public. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Osgood seconded. Motion carried 5-0.

Item 9: RSA 91-A:3 II (e) Legal Counsel update

Vice Chair Hooper motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Selectman Osgood motioned to exit non-public. Selectman Parker seconded, Motion carried 5-0.

Vice Chair Hooper motioned to seal the non-public minutes. Selectman Parker seconded. Motion carried 5-0.

Item 10: Request to advertise for Winter Snow Plow Operators and Rate of Pay

Highway Supervisor Leo Aucoin will be short staffed 2 full-time employees after September 17th leaving 4 full-time employees. He would like to fill those full-time positions in addition to hiring

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2 part-time truck drivers and a snow blower operator. He would like to scale back so the snow blower is out first thing in the morning ahead of the school runs and does not see why the snow blower needs to be in at the same time as the plow and salt operation employees.

The Highway Supervisor is looking at using the 2-way plow again, the problem last year was the plow was not rigged for their equipment. He will be using the B plow on the sidewalks in order to get the sidewalks open and if necessary will come back through with the blower. He is looking to make a lot of different changes and make it more efficient.

He is looking to hire 2 CDL plow drivers, 2 pick up truck drivers, and 1 side walk operator as part-time seasonal employees for the up coming winter. Currently Hillsboro pays \$22/hr and he would like to leverage and advertise for \$20-\$22/hr for part-time operators. These part-time seasonal employees work the storms and may incur some overtime if there are multiple storms throughout the week, however they will not qualify for benefits being part-time.

Vice Chair Hooper motioned to authorize advertising for 2 CDL plow operators at \$22.50/hr; plus, the 2 regular pick-up truck operators and one sidewalk operator at \$17/hr. Selectman Flynn seconded. Motion carried 5-0.

The Highway Supervisor stated that the claiming and repaving of Ruffle Road and Gulf Road from Flanders Road will be completed by GMI. Pike update stands from the last meeting and is weather dependent.

Public forum #2

Bruce Trivellini asked why Item 8 was non-public and if it needed to be non-public since it involved hiring and should be public. Chair Blomback responded it was requested to be a non-public. Selectman Flynn stated it may involve reassigning another employee and Vice Chair Hooper stated if potential concerns are addressed that they should be non-public.

Adjourn

**Vice Chair Hooper motioned to adjourn. Selectman Flynn seconded. Motion carried 5-0.
Adjourned at 7:45pm**

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, September 18, 2018
Henniker Town Hall**

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

Members Excused: Vice Chair Tia Hooper

Interim Town Administrator: Cherry Palmisano

Recording Secretary: Kelly McCutcheon

Guests: Bruce Trivellini, Ted Parkins, Stef Costello, Jenn McCourt, Leo Aucoin, Walt Pollard, Danny & Heidi Aucoin, James Morse, Tom French.

Consent Agenda

1. Re-appointment:

Bill Marko to Road Management Committee

Milli Knudsen to Concert Committee

Susan Adams to Historic District Commission from alternate to full member

2.Appointment:

Bob Pagano to Economic Development Committee
as an alternate

3.Petition and Pole License: PSNH#: 12-0699

4.Intent to Cut: Lot 1-729

5.Refund: Michie Corporation \$243.00

6. Abatement: Contoocook River Lumber \$257.45

7.Warrant for collection of PA-28 Inventory Form Penalty Taxes

**Selectman Parker motioned to approve the Consent Agenda. Selectman Flynn seconded.
Motion carried 4-0.**

Chair Blomback announced the passing of former Transfer Station employee Peter Fernandes after a long battle with cancer. Peter served the community from 2007 until 2015 when he retired in addition to have served in Iraq. There will be a service this Saturday September 22 at the Water's Funeral Home in Concord.

Public forum 1

No comment

Item 1: Request by the Pollards to bring forth the plans for Quaker street relocation

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Jenn McCourt of McCourt Engineering Associates, representing the Pollards. Jenn has been working with the Town Planner as well as legal council to create the new right of way which a survey had been submitted on September 5th to the board. She has been working to submit a plan with the design in order to condemn the current easement and right of way and create a new right of way.

Jenn McCourt had proposed a new gravel road way and worked with the Highway Supervisor on the types of drop inlets that would be required. Based on a 25-year storm plan, the drop inlet will be placed on the low point on the property in addition to having a driveway culvert which will carry water down to the existing culvert on Quaker Street. The road is designed with the high point to the north allowing water to flow off on either side and across and underneath into the woods where it exits now. From the exiting culvert down to the low point where the wetlands have been mapped will not be impacted and silt fence will be used to protect the wetlands during road construction. The roadway cross sections are proposed as a 10ft wide travel way with the entire road being 20ft with 1 ft shoulders. Initially when the road is constructed it will be 22ft with the ditch 3ft over and a foot deep which is deeper than the current ditches. The ditches will have a 3/1 slope back up which will be gentler compared to 2/1 slope.

Selectman Osgood asked about the right of way. Jenn responded it is a 50ft right of way. Jenn stated the reason there needs to be a drop inlet is because of cut and fill on either side so water does not run out too fast and cause erosion and to control the velocity of water coming out. Selectman Osgood asked if there would be grass on the side slopes. Jenn responded yes and that Mr. Pollard offered to put in maple trees as well. Selectman Osgood asked who was writing the right of way deeds? Jenn responded the Town's Legal Council and that the Pollards will be paying for it.

Selectman Osgood stated the planning board will need to do a lot line adjustment Jenn stated that was her understanding, but it will be the same ownership and it is not uncommon in Henniker to have a lot separated by the road. Selectman Osgood asked who was doing the construction. Jenn stated it will be sent out to bid. Jenn is looking for the board to accept the plans and move forward with process Town Legal Counsel had written out. Selectman Osgood asked if a 50ft right of way is the standard, Jenn responded it is.

Walt Pollard addressed the board and stated he had worked with a conservation and historical appraiser who understands conservation easements and the value of his lot use to be \$440,000 without the conservation easement, now with the conservation easement the value is \$240,000. The bottom line is about an acre of conservation land will be lost and is valued at \$1,000.

Chair Blomback had questions on the 25-year storm plan. Jenn stated she had looked out to 50 years and with the proposed design it will not overflow the road. Selectman Flynn would like to move onto the next phase which he believes is public hearing with respects to eminent domain. Walter Pollard stated he believed the next step is for the board to approve Town Counsel to

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send a letter of initial contact to the Forest Society with appraisal number and designs to move forward, to then be followed by public hearing.

Selectman Flynn motioned to send the Initial Letter of Intent to the Forest Society. Chair Blomback seconded. Motion carried 4-0.

Item 2: Request from Stephanie Alexander, Central Regional Planning Commission to discuss Hazard Mitigation Update Letter of Agreement.

Stefanie Costello representing Stephanie Alexander; Hazardous Mitigation is due every 5 years and it is time to update. There is a grant that will cover the majority of the cost however the town needs to provide 25% in kind. In order to move forward with updating the letter of agreement the board needs to establish a committee to review the changes.

Chair Blomback stated that if update does not take place the town will lose access to a lot of grants. Selectman Flynn stated he appreciated Stephanie Costello bringing this before the board on a timely basis and taking the initiative.

Selectman Flynn motioned to accept the proposal from the Central NH Regional Planning Commission in preparation and preparing for the 5-year Hazardous Mitigation Update. Selectman Parker seconded. Motion carried 4-0.

Selectman Osgood motioned to open Hazardous Mitigation Committee. Chair Blomback seconded. Motion carried 4-0.

Item 3: Review public minutes from September 4, 2018 and non-public minutes of September 10, 2018

September 4, 2018 public minutes are tabled.
September 10, 2018 public minutes are tabled.

Chair Blomback motioned to approve September 10, 2018 non-public interim operations. Selectman Parker seconded. Motion carried 4-0.

Chair Blomback motioned to approve September 10, 2018 non-public Legal Counsel update. Selectman Parker seconded. Motion carried 4-0.

Item 4: Town Administrator Report

Kristen Bergeron submitted a light count of all town buildings which was emailed to the chair of the Energy Committee.

Members of the 250th Anniversary Committee will be attending the October 16, 2018 Selectmen meeting. Certificates and banners will be presented.

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Building permits issued August 1-31, 2018 were pulled from the consent agenda at the last meeting (September 4) and need to be approved. Selectman Flynn stated Vice Chair Hooper has asked to pull them from the consent agenda because there was some kind of backup to each permit required. Cherry stated the permits had already been issued. ***The board signed off on building permits issued August 1-31, 2018.***

Wetland permits for Western Ave will be signed once Western Ave has been completed and Pike Industries is supposed to be in the week of September 24th weather permitting. The Town Administrator position has been posted to NHMA, town website, Villager, Messenger, Concord Monitor, Union Leader, and Indeed.

Approval to advertise for the TAP (Transportation Alternatives Program) #40440- Rush Road, Maple Street, Prospect Street, and Hall Ave. Cherry has been in touch with Mike Vignale and an ad will be running in the Union Leader as well as trade publications on Friday September 21, 2018. Pre-bid meeting is at 9am September 28th at Town Hall and bid opening is October 12th starting at noon at Town Hall.

The Highway Supervisor is addressing concerns on Butter Road brought forth in a letter from Spencer Bennett and Linda McGuire, and the Highway Supervisor will be responding via a written letter.

GMI will be starting reclaiming Ruffled Road on Wednesday (September 19th) morning and then moving directly to Ramsdell Road. All equipment is on site.

Request from Hopkinton Resident Peter Ohl, to utilize the Henniker Transfer Station. He is the second resident from Hopkinton to make the request and currently there are 3 Warner residents who utilize the Henniker Transfer station. Russ sends a bill to the residents' town in the amount of \$171 per resident and in the turn the towns send a payment to Henniker which goes into the General Fund as revenue.

Selectman Flynn motioned to approve Peter Ohl to utilize the Henniker Transfer Station. Chair Blomback seconded. Motion carried 4-0.

Item 5: Select Board Reports

Selectman Osgood reported that Jeff Dearborn will be cutting trees in Azalea Park hopefully next week.

Selectman Flynn will be meeting with the Energy Committee on September 19, 2018.

Selectman Parker noted that the Road Management Committee meeting was cancelled due to the Primary Election taking place.

Selectman Osgood voiced that Cordell Johnston did a great job as Town Moderator at the Primary Election.

Public form #2

Leo Aucoin stated that Hatfield Road is different from allowing people on Old Warner Road since the Town plows Old Warner Road. By allowing one resident on Hatfield Road the board is

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opening Pandora's box, and he is not sure if it will be lucrative to the town to allow non-residents access to the Transfer station. *Consensus from the board Kristen Bergeron will contact Hopkinton to get the average billing for year per resident.*

Selectman Flynn asked who the main contact at town hall would be for Affinity lighting. Chair Blomback asked who is in charge of street lights. Cherry responded the Highway Department technically. Bruce Trivellini stated there will be an online portal to check the work progress but Affinity needs a main person to contact.

Item 6: Non-public RSA 91-A:3 II (b) Hiring

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to exit non-public. Selectmen Osgood seconded. Motion carried 4-0.

Selectman Flynn motioned to high Christine Archibald and Keaton Gagne at Grade 17 Step 3 at \$18.73/hr upon recommendations of Fire Chief Morse and Rescue Chief French. Seconded by Selectman Parker. Motion carried 4-0.

Item 7: Non-public RSA 91-A:3 II (b) Interim Operations.

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to exit non-public. Selectmen Osgood seconded. Motion carried 4-0.

Selectman Flynn motioned to appoint Cherry Palmisano as Interim Town Administrator immediately until a permanent Town Administrator is found; and once a permanent Town Administrator is found for Cherry's title to change to Assistant Town Administrator at pay Grade 18 Step 3. Chair Blomback seconded. Motion carried 4-0.

Chair Blomback motioned to seal the minutes. Selectman Parker seconded. Motion carried 4-0.

Item 8: Non-public RSA 91-A:3 II (e) Legal

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to exit non-public. Selectmen Osgood seconded. Motion carried 4-0.

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Chair Blomback motioned to seal the minutes. Selectman Parker seconded. Motion carried 4-0.

Item 9: Non-public RSA 91-A:3 II (e) Legal

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to exit non-public. Selectmen Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to seal the minutes. Selectman Parker seconded. Motion carried 4-0.

Item 10: Non-public RSA 91-A:3 II (b) Interim Operations.

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to exit non-public. Selectmen Osgood seconded. Motion carried 4-0.

Chair Blomback motioned to seal the minutes. Selectman Parker seconded. Motion carried 4-0.

Adjourn:

Chair Blomback motioned to adjourn. Selectman Flynn second. Motion carried 4-0.

Adjourned at 8:50pm

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, October 2, 2018
Henniker Town Hall**

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

Town Administrator: Cherry Palmisano, Interim

Recording Secretary: Kelly McCutcheon

Guests: Bruce Trivellini, Scott Dias, Tom French, Susan Adams, Dan Butler, Butch Joos, Heidi Aucoin, Leo Aucoin, Bill Marko, Russ Roy, Neal Martin, Kristen Bergeron

Consent Agenda

1. Building Permits September 1, 2018 – September 30, 2018
2. Motion to send the following items to White Farm in Concord: Water Tank (old military), Dump body insert for pickups, Whelen strobe bar, Conveyor, Push frame, Head gear, Plow and wing

Vice Chair Hooper motioned to approve the consent agenda. Selectmen parker seconded. Motion carried 4-0-1 (Osgood).

Public forum #1
No public comment

Appointments:

Neal Martin, appointment to the Energy Committee

Selectman Flynn knows Neal from previous Energy Committee meetings. Selectman Flynn had since been informed that the Energy Committee has only been approved for 5 members and he requested the Board make the Energy Committee 7 members or 5 members with 3 alternates.

Vice Chair Hooper motioned to expand the Energy Committee to 7 members. Selectman Parker seconded. Motion carried 5-0.

Selectman Flynn asked what Neal could bring to the Energy Committee. Neal responded he has worked for the Police and Fire Departments and knows the infrastructure. He understands that the relationship between the town and the energy companies could always be better, and he can bring knowledge and for what he does not know he can research. He has worked with non-

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profits where every dime counts and states that converting to LED lights was a no brainer. Neal stated that heat exchangers should be considered next and uses air conditioners as an example of how when they are not in use that heat escapes through the windows as the temperature drops. He stated that there are more fuel efficient and energy efficient ways to heat and cool the buildings with grant research, and that he has a successful history with writing grants for the town.

Vice Chair Hooper motioned to appoint Neal Martin to the Energy Committee. Selectman Parker seconded. Motion carried 5-0.

Dan Butler appointment to the Budget Advisory Committee

Selectman Flynn welcomed Dan and explained the tradition of bringing volunteer members before the Board to answer a few questions such as why he wants to serve and why he wants to serve on this committee.

Dan responded he is new to the community and bought a house on Juniper Ridge. His background is in finance operations and he saw on the town website that the Budget Advisory Committee is looking for volunteers and thought that volunteering was a great way to contribute to the community. He has never owned a home before and is excited to be more involved in the community.

Selectman Flynn stated for the record that the Budget Advisory Committee does not have final say. The committee meets until the public hearing in February then they are done until next budget the following year. Selectman Osgood stated Dan picked a good committee that has a lot of views of the town. Selectman Flynn stated it was also a good way to meet the people who run the departments.

Selectman Flynn motioned to appoint Dan Butler to the Budget Advisory Committee. Vice Chair Hooper seconded. Motion carried 5-0.

Item 1: Andre Cote, ROW Davison Road – removed from agenda

Selectman Parker stated there is enough information to make a suggestion. Chair Blomback stated the homeowner was asked to meet with the Town Engineer. Selectman Parker stated they should consider making a decision since it is going into winter and needs to be dealt with before heavy snow and plowing. Chair Blomback stated the board will wait for the homeowner before taking action.

Item 2: Town Administrator Hiring Committee

Volunteer applications have been received from the following individuals: Heidi Aucoin, Scott Dias, Debbie Hooper, Cordell Johnston, Deb Kreutzer, Bill Marko, Lynn Piotrowicz, MaryEllen Schule, Ron Taylor, Ryan Towle, Bruce Trivellini

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Selectman Parker stated that to ensure there is no suspicion regarding the process, any board member who is considering applying to the position should recuse themselves from all discussion. Second, he thinks the committee is too big at 11 and the committee should be established of 7 and the board should determine who to cut from the list of volunteers.

Selectman Osgood agreed that any Board member who is considering applying should recuse themselves from the discussion. He disagrees with the committee being too big and thinks that 11 people will be healthy for conversation since the committee is made of people who know the town well and have different points of view.

Chair Blomback asked if any member of the board wished to recuse themselves. Selectman Flynn has not decided if he will or will not apply and recused himself from the discussion. Chair Blomback stated they will proceed as a Board of 4.

Rescue Chief Tom French asked if department heads would have the option to work with the committee or the Board to talk about the position and become involved. Selectman Parker has an issue with department heads hiring their supervisor. Vice Chair Hooper agreed with Selectman Parker. Selectman Osgood stated that all candidates' meetings are non-public. Bruce Trivellini spoke regarding Tom French's comment and stated that it is important for department heads to be engaged and to gather their input before interviewing with candidates.

Vice Chair Hooper stated the committee needs to be established then that is something that can be discussed. Chair Blomback asked what the size of the last hiring committee was (it was 7). Selectman Osgood is for a committee of 11. Chair Blomback also supports a committee of 11.

Selectman Parker motioned to approve the volunteer application list as the 2018 Town Administrator Hiring Committee. Vice Chair Hooper seconded. Motion carried 4-0-1 (Flynn)

Item 3: Award Fuel Bid

Russ Roy recommends the fuel contract be awarded to Ayer & Goss for propane and #2 heating oil for the 2018-2019 heating season. The bid opening was after 10am on Friday September 21, 2018. One bid was received.

Ayer & Goss	
7600 gallons fuel oil	\$2.549 per gallon
11600 gallons propane	\$1.499 per gallon

Vice Chair Hooper stated it was a no brainer because Ayer & Goss makes sure town building generators are supplied in emergency situations. Chair Blomback stated they are a large employer in town and tremendous charity giver.

Selectman Parker motioned to award the fuel bid to Ayer & Goss for the 2018-2019 heating season. Vice Chair Hooper seconded. Motion carried 5-0.

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Item 4: Russ Roy, 2019 Wage Discussion, 2018 Revenues, Budget Report and Tax Rate Estimate

Russ took a look at the state contract and the state granted a 1.5% increase effective January 1, 2019. That 1.5% is in addition to 2% authorized by the state in 2018 and the Board decided to cut to 1%. Potentially there is up to 2.5% COLA on table. Russ went through the wage report to see what departments were looking for in change of wages and presented to the Board the cost of COLAS from 1%-2.5% showing a net effect cost of COLA to .5% which is \$9,300 at 1.5%; \$18,567 at 2%; and \$27,851 at 2.5% representing all the adjustments to social security, Medicare and the employee contribution.

Chair Blomback asked Russ to confirm that the total labor cost was \$2.5 million and increasing the COLA by 1.5% would cost the town \$9,300. Russ Confirmed. Selectman Osgood was concerned about gaps of information in Russ' packet and would like all the information before deciding. Vice Chair Hooper stated the percentage can be changed in the budget process and believed 2% was used last year. Russ confirmed 2% was initially used but he doesn't remember when it was dropped to 1%. Chair Blomback asked if nothing is done will it default to the 2.5% on January 1, 2019 and Russ confirmed it would.

Chair Blomback stated the policy is to try and keep pace with the state. Vice Chair Hooper stated to use the 2% for now and the Board will speak with the Budget Advisory Committee. Russ stated that since switching the benefits, the cost will continue to go down in 2019. Selectman Parker stated they need to be careful since there are a variety of agencies and employers where current employees can go to make more money and stated Amazon is starting all employees at \$15/hr. Selectman Parker stated they have to be careful and be competitive.

Russ stated the revenue picture is better than he anticipated and that they are ahead of the game in motor vehicles with \$659,000 in August. He stated that the Rescue Department is the emerging revenue center for the town and his conservative estimate of their revenue is \$400,000, which lowers the tax rate. Based on the audit no funds are being used from reserve fund and there is \$1.4 million in the account. The few gaps in the report are due to not having received the funds yet which typically arrive toward the end of the year such as the flood control money and Rooms and Meals Tax.

Vice Chair Hooper asked if there has been any word from the state regarding paving or highway projects. Russ had not heard anything. Chair Blomback asked if there would be a surplus like last year. Russ responded no, and that surplus was a surprise. Chair Blomback asked how much was in the town check book. Russ responded \$1.4 million in the unreserved fund balance which was confirmed by the auditor.

Selectman Flynn asked if there was a chunk of money that had not arrived yet. Russ confirmed the Highway Block Grant and the Rooms and Meals Tax had not been received yet and the numbers were based off the numbers from last year. He stated the Rooms and Meals Tax can be volatile but has been consistent the last 3 years. Selectman Flynn stated the motor vehicle

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registration fees should be higher than projected. Russ had conservatively brought the number up.

Selectman Osgood had a question on Rooms and Meals Tax and asked if there is a correlation on what the state gets and if it is population based. Selectmen Flynn believes it is tax based and Russ does not know what formula the state uses. Bruce Trivellini stated that until 1998 it had been a 40/60 split with the state with 40 going to the town. However, it has dropped to 20% going to the town. Over the years this has been low funded by the state and the Legislature does not have the stomach to raise it.

Selectman Osgood had a question on long term debt for \$230,000. Russ stated \$200,000 went to Cogswell Spring and \$30,000 to waste water management. Vice Chair Hooper clarified the \$200,000 was applied to the Hall Ave project for the waterline. Selectman Parker stated the estimate for the town's portion for the other phase of Western Ave is estimated at \$778,000 but Russ shows a warrant article for \$515,000 for road improvement and asked Russ if the \$24,300 from the TAP grant can be applied to the town portion. Russ stated he believed so.

Selectman Parker had a question on page 9 regarding where the \$179,000 is coming from. Russ hopes to roll as much of that money into the Highway Block Grant. Vice Chair Hooper stated they want to expend what is in the operating budget before touching other funds. Russ stated he looks at everything and tries to roll the money over, if it is needed he has the authority to take money from the Highway Block Grant and charge it to the operating budget. Vice Chair Hooper asked if funds not expended can be held onto and rolled into an already established account? Russ responded if he has a contract and there are extra funds yes.

Selectman Parker stated there is enough money on hand to move ahead with the next phase of the Western Ave project from the square to The Oaks (without raising anything from warrant articles). The other phase of Western Ave from Cote Hill to the town line is estimated to be over a million dollars and will need to go through the budget process, but a capital reserve could be established for the rest of the project. Russ stated a capital reserve would give available money in the operating budget that could be carried from period to period and is a very clean way to do it, although there are multiple methods to carry funds from year to year. Russ said the revenues from 2018 would likely put more money in the fund balance and he is not planning on having any unexpended funds in appropriations. With his conservative revenue estimates there should be more unreserved fund balance going into the bank to redo the roads or whatever the Board's pleasure is.

Russ stated the cost of Group II retirement dropped 1%. Selectman Flynn asked if the Anthem Insurance rates went up even though the town saw a decrease in overall cost of insurance. Russ replied that in 2018 we had six months of School Care and 6 months of Anthem, but in 2019 we only have 12 months of the lower cost Anthem. Russ stated the official numbers have not been released as of yet. Russ heard there maybe a surplus return; when he met with Health Trust they had not done a payout in a couple of years, although the town did receive the School Care payout. It is unknown if there will be a surplus next year.

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Chair Blomback stated the net affect for COLA numbers on the budget seemed low. Russ replied the formula used was based on 2018 rates. Chair Blomback asked Russ to confirm if the Board gives a 2.5% raise to all town employees, the net impact on the budget is \$27,851. Russ confirmed, but Chair Blomback thinks it is still low for a \$2.5 million wage budget. Russ stated the budget for part-time and over-time is done in bulk, so there is no change for those employees or seasonal employees. Russ stated not every town employee is at the max pay grade and because some are seasonal they do not qualify for the raise. Chair Blomback cannot argue. Vice Chair Hooper suggested moving forward with 2% for now then break out what has come in from each department head and then look at the wage increase once all the information is in. Chair Blomback does not want to announce anything. Selectman Flynn suggested using the 2.5% and seeing where the numbers come out to. Vice Chair Hooper is comfortable with 2.5% as a place holder, Selectman Parker and Chair Blomback are on board with 2.5%, and Selectman Osgood is comfortable with 2.5%. Russ will run the numbers again and double check them. Vice Chair Hooper asked for a breakdown of 2% and 2.5%.

Item 5: Rescue Chief Tom French, Intercept Agreement with Concord Fire Department

Rescue Chief Tom French asked the Board to allow him to enter into an Intercept Agreement with Concord Fire Department (CFD). In the past it has been authorized by the Board and CFD requested the date approved, to receive and provide service.

Selectman Parker asked what will happened from a cost stand point. Rescue Chief French stated they earn more at the intercept then they are spending and that they usually have to request intercept for things their paramedics cannot do or if their pracademics are busy. Henniker is more of a provider with advance life support which is commonly needed on 202 for accidents.

Vice Chair Hooper motioned to allow Rescue Chief Tom French to enter into an Intercept Agreement with Concord Fire Department and other fire departments. Selectman Parker seconded. Motion carried 5-0.

Item 6: Azalea Park Committee, accepting donations and permission to begin work on Entrance project

Susan Adams would like approval of donated items 3 benches, the arch replica, and informational kiosk.

Selectman Flynn motioned to approve the donations as presented. Vice Chair Hooper seconded. Motion carried 5-0.

Susan needed permission to begin work on the entrance project; they have removed trees and are doing site prep work now with the final work to be completed in the spring. Excavation of the new path and entry are scheduled to be done now, that the hardscaping and landscaping will be done in the spring. The work is being donated by a volunteer. Vice Chair Hooper asked

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for an estimate of what the labor would cost if the town had to pay for the service. Susan will find out and email the information to Cherry.

Item 7: Review public and non-public minutes

Vice Chair Hooper motioned to approve the public September 4, 2018 minutes. Selectman Parker seconded with edits. Motion carried 3-0-2 (Blomback & Osgood)

Vice Chair Hooper motioned to approve the September 10, 2018 public minutes with edits. Selectman Osgood seconded. Motion carried 5-0.

Selectman Parker motioned to approve the public minutes of September 18, 2018 with edits. Selectman Osgood seconded. Motion carried 4-0-1 (Hooper).

Chair Blomback motioned to approve September 18, 2018 non-public item 6. Selectman Osgood seconded. Motion carried 4-0-1 (Hooper).

Selectman Osgood motioned to approve September 18, 2018 non-public item 7 with edits. Selectman Parker seconded. Motion carried 4-0-1 (Hooper).

Chair Blomback motioned to approve September 18, 2018 non-public item 8 with edits. Selectman Osgood seconded. Motion carried 4-0-1 (Hooper).

Chair Blomback motioned to approve September 18, 2018 non-public item 9. Selectman Osgood seconded. Motion carried 4-0-1 (Hooper).

Selectman Osgood motioned to approve September 18, 2018 non-public item 10. Selectman Flynn seconded. Motion carried 4-0-1 (Hooper).

Item 9: Town Administrator Reports

New:

1. With the passing of Janice Mae Walsh, the Historical Society was tasked with locating the oldest Henniker resident. It was determined that Ruth Jarvis is currently the oldest resident. It has been requested that a Selectmen present a Proclamation to her at the Hillsboro House Nursing Home. *Selectman Flynn volunteered*
2. Police Chief French has a major goal to have the PD call log available to the public and will be submitting the log to Town Hall weekly to be published on the website with non-public information redacted.
3. Assessing Contract: the one-year contract with Corcoran Consulting Associates Inc expires on December 31, 2018. A contract has been submitted for January 1 – December 31, 2019 if the Board wishes to waive the bid process and continue with them. *Added as an agenda item for the next meeting.*
4. The Community Center has been selected to receive a \$9,000 Conservation License Plate Grant. The Board needs to accept the grant and appoint a legal signer. The Board requested additional information. This will be put on the next Agenda for discussion.

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5. Letter of resignation from Jeff Stillman

Updates:

1. Updates on ongoing projects from Mike Vignale are in the Selectmen's books
2. Western Ave Wetland Permits have been signed and will be mailed 10.3.2018
3. Concerns on Butter Road brought forth in a letter from Spencer Bennett and Linda McGuire – Leo will be responding now that paving is almost complete
4. Request form Hopkinton resident Peter Ohl, to utilize the Henniker Transfer Station. He is the second Hopkinton resident to make this request and there are 3 Warner residents. Russ sends a bill to the residents' town in the amount of \$171 each and in turn the towns send payment to Henniker, which goes into the general fund as revenue. *Cherry contacted Mr. Ohl and informed him of the associated cost. Last correspondence stated he would contact her. Waiting to hear back from Hopkinton Transfer station on annual cost to residents.*
5. Reminder: Budget meetings are November 3rd and 17th. *Russ is working on the budget sheets for Department Heads and Committee Chairs, which will be sent to them soon along with the budget presentation schedules.*
6. Quaker Street relocation: *Bart Mayer is working with Mr. Pollard and Jenn McCourt on what was needed for the Initial Letter of Intent. Received and sent out to the Forest Society on 10.2.2018*
7. Hazardous Mitigation Committee: *Stefanie Costello is working diligently on gathering the required members*
8. TA Position – multiple resumes have been received
9. Trash compactor – *additional repairs were needed in the amount of \$6980 and authorization to proceed was given*
10. Transfer Station Retaining Wall - *The bid is being sent to 5 local contractors, Bids will be open publicly on October 16th at 3pm*

Item 9: Select Board Reports

Selectman Parker had nothing new to report, the Road Management Committee will meet October 9th.

Selectman Flynn stated the Energy Committee received an inventory of lightbulbs and proposals for samples of implementing solar power for the town.

Chair Blomback stated the Economic Development Committee met with the NEC (New England College) president regarding the new performing arts center that will be breaking ground in a few weeks. In addition, NEC was asked if they need any zoning changes for increased enrollment and trying to improve the relationship between the school and the town in addition to improving the sidewalks and walkways.

Vice Chair Hooper stated the Planning Board had a meeting looking at the draft language of a paved road and will be moving forward to adjust the ordinance.

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Selectman Osgood met with the Historic Committee and the tax benefits of upgrading historical building was discussed. He also attended Friend of the Mink Hills which was very informative. They are putting in a lot of effort into mitigating the trails.

Public Forum #2
No public comment.

Item 10- Non-public RSA 91-A:3 II (B) hiring

Chair Blomback motioned to enter non-public. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Flynn seconded. Motion carried 5-0.

Chair Blomback motioned to hire Chazz Freeman as Transfer Station Attendant at grade 15 step 1 at \$16.67/hour starting October 9, 2018; subject to the condition outlined by the Board of Selectmen for a background check. Selectman Parker seconded. Motion carried 5-0.

Item 11: Non-public RSA 91-A:3 11 (b) hiring

Chair Blomback motioned to enter non-public. Selectman Osgood seconded. Motion carried 5-0.

Selectman Flynn motioned to exit non-public. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to hire Stephen Johnstone as a Heavy Equipment Operator effective October 24, 2018 at labor grade 16 step 2 at \$18.09/hour. Once he obtains his CDL B license he will be moved to labor grade 16 step 4 at \$19.55/hour. Seconded by Chair Blomback. Motion carried 5-0.

Vice Chair Hooper motioned to approve a pay increase for Troy Powers effective immediately from labor grade 15 step 4 at \$18.82/hour to labor grade 15 step 5A at \$19.55/hour. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve the vacation buyout for Justin Johnson of 122 hours at a rate of \$24.98/hour for a total of \$3047.56 subject to any tax or withholding to be paid before the end of the year. Selectman Flynn seconded. Motion carried 4-1 (Osgood)

Selectman Osgood motioned to amend the vacation buy-out as a onetime approval due to extenuating circumstances, a limited amount of vacation time can be carried over, is use it or lose it. Selectman Parker seconded. Motion carried 5-0.

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Vice Chair Hooper motioned to approve the part-time hourly rate increase to \$18 for E. Scott Gould effective immediately. Chair Blomback seconded. Motion carried 5-0.

Selectman Parker motioned to approve filling Jeff Stillman's open position. Vice Chair Hooper seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve advertising for snow plow drivers. Selectman Parker seconded. Motion carried 5-0.

ITEM 12 Non-public RSA 91- A:3 II (e) discussion of pending litigation

Vice Chair Hooper motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectmen Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Chair Blomback seconded. Motion carried 5-0.

Adjourn

Selectman Osgood motioned to adjourn. Chair Blomback seconded. Motion carried 5-0.

Adjourned at 8:35pm

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, October 16, 2018
Henniker Town Hall**

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

Town Administrator: Cherry Palmisano

Recording Secretary: Kelly McCutcheon

Guests: Bruce Trivellini, Robert French Jr, Kelley LaPlante, Kristen Maclean, Holly Currier, Gwen Airgood, Jeff Brechbuhl, Scott Dias, Joyce Bosse, Warren Mattiello, Terry Trier, Lisa Hustis, Darrin Brown, Esq., Andre Cote

Consent Agenda:

1. MS-1
2. MS- 535
3. Intent to Cut: Lot 1-357-F
4. State of NH Notice for Voting
5. Petition and Pole License: PSNH#: 32-1097, 32-1099, 32-1101, 32-1102, 32-1103, 32-1108, 32-1109, 32-1107, 32-1098, 32-1095, 32-1100

Vice Chair Hooper motioned to approve the consent agenda. Selectman Flynn seconded. Motion carried 5-0.

Item 1: 250th Anniversary Committee

Vice Chair Hooper invited the 250th Anniversary Committee to formally thank them for putting together a phenomenal program that showcased the heart of the town, and that so many people enjoyed. The community as a whole recognizes all the months of planning that was put in. Vice Chair Hooper hands out the 250th banners to: Morgan Murdough, Caroline McQueen , Holly Currier, Kristen McQueen, Kelly Laplante, Gwen Airgood, Bob French, Jeff Brechbuhl, Ken Murdough, and special thanks to Terry Trier.

Terry stated the Chronical episode will air in November. Cherry suggested raffling the last banner as part of a food pantry drive.

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Item 2: 2019 Assessing Contract

Selectman Flynn asked if Cherry had any recommendations. Cherry had outlined the differences in the contracts and recommend staying with the current vendor. Selectman Osgood asked if the contractors had put the contract together, they had, and stated the contracts look thorough. Selectman Osgood asked what the cost increase would be. Chair Blomback responded less than \$2,000.

Selectman Osgood motioned to approve the contract submitted by the current vendor. Selectman Parker seconded. Motion carried 5-0.

Item 3: Historic District Commission to discuss Conservation License Plate Grant

Lisa Hustis and Warren had been working very hard to get contractors bids to put a/c in Community Center. During the time period of accepting the grant the Historic Commission had meet with several contractors over 10 days. 2 contractors did not bid however there are 3 bids for the Community Center.

Warren Matellio spoke regarding the bids. The commission looked over previous bids and contractors and only found LeBlanc in Bedford. The commission was hesitant to use them because of the equipment and location they had suggested for the a/c in addition to adding more outside lines to the proposed units impacting the esthetics of inside and outside the Community Center.

Denron Plumbing and Heating seemed the most professional thus far. They suggested 2 two-ton units with 3 heads (so the Teen Center maybe added at a later time) which would use one outside unit with the 2 units in the Community Center and 1 unit in the Teen Center. Denron would utilize the crawl space between the Community and Teen Center to run the lines from the corner closet where the furnaces are and to install spilt wall units right above the doors. The Commission found that to be the most practical and esthetically pleasing.

The final bid came from Al Terrywho would utilize the present furnaces in the closet rooms and put a/c on the furnaces while the condensers would be outside. This was not acceptable to the commission who prefers to go with Denron since there is the option to add the Teen Center at a later time and because all the units would run off the one outside unit.

Initially the commission had only discussed a/c in pricing when mutual heat and a/c units are much ore practical. It was estimated \$13,000 just for a/c and \$15,000 for heat and a/c, leading to an ultimate savings for propone.

Selectman Flynn was concerned that heat and a/c units do not function well at low temperatures. Warren stated they will function in minus 15-degree weather. Additionally, the units are not overly noisy and are very efficient.

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Chair Blomback had a question on the financing of the project. Lisa stated there is \$9,000 available from the grant that needs to be accepted, then the board will have to decide if a warrant article should be raised. Warren stated he hopes the town will help and that the Commission is looking into private financing as well.

Selectman Flynn stated the money should be requested in a warrant article for the next budget.

Vice Chair Hooper motioned to accept Conservation License Plate Grant in the amount of \$9,000 to be signed by Interim Town Administrator Cherry and Russ Roy. Seconded by Selectman Flynn. Motioned carried 5-0.

Item 4: Review public and non-public minutes of October 2, 2018

Vice Chair Hooper motioned to approve the October 2, 2018 public minutes with edits. Chair Blomback seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve non-public item 10 minutes. Chair Blomback seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve non-public item 11 minutes with edits. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve non-public item 12 minutes. Selectman Parker seconded. Motion carried 5-0.

Item 5: Interim Town Administrator Report

1. The Fund amount revealed \$42,000 with interest and is behind on putting money in for what was estimated.
2. Plowing contract with Warner, no contract has been found but there is record of different correspondences with minutes. No formal contract can be found.
3. Transfer Station retaining wall bid was open today. 3 bids received. Mike McNally recommend the wall be done ASAP, however, there is not enough money in the budget and Russ may have to petition for emergency funding for the end of the year. *Board by consensus have Mike Bean fix retaining wall at the Transfer Station.*
4. Tucker free library was named library of the year for the state of New Hampshire. There will be a celebration November 1st.
5. Central Regional Planning Commission would like to come to next meeting for trails and transportation plan update.
6. Health insurance was estimated at 5% and came in at 4.9%. It could change in July but will go down not up.
7. Leo and Russ and have completed everything to be in compliance for TAP grant.
8. 2018 Tax rate Estimated
9. Ramsdell road should be paved on Friday the 19th.
10. Hopper repair at the Transfer station came out to \$19,420

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11. Complaints of all the dumpster in town, certified letters have been sent out and trying to get it all under control. The dumpster from behind the pharmacy now up again the river and Dennis will be submitting a plan for its relocation.
12. Leo responded to Spencer Bennet and Linda McGuire.
13. TAP grant for Prescott and Rush Road received one bid which was over what the town had estimated and is being reviewed by DOT to see if the bid will need to be sent out again for being too high.
14. Budget meetings are November 3rd and 17th

Item 6: Select Board Reports

Selectman Parker has a Road Management meeting next Tuesday and they will be looking for updates on projects by Mike Vignale to formulate the budget proposal going forward. The Safety Committee Meeting had interesting discussions. One being a letter from the Bed and Breakfast regarding Ramsdell Road and how they would like to see half of the road turned into a sidewalk. The committee decided against making any recommendations regarding turning half the road into sidewalk since it is Army Corps of Engineering land. The letter also asked if the committee would make Ramsdell Road a one-way which the committee is considering. Central Regional planning would like to spread trail maps which the Committee is also against.

Selectman Flynn will not be able to attend the Energy Committee meeting tomorrow and had celebrated Ruth Jarvis 101 ½ birthday at the Hillsborough House.

Chair Blomback had no report.

Vice Chair Hooper attended the Central Regional Planning Commission presentation. There was a big discussion on the economic development which was tabled for additional input. Regional transportation plan and improvement plan will be sending out info shortly. The West Central rails trail plans, Jen McCourt sent a letter regarding this plan in the documentation indicated that they will be publishing trails within the community, and were advised the trails committee and friends of Mink Hills had been reached out to. The board had previously voted to not make public any plans.

Selectman Osgood asked about Browns way being a class 6 road and doesn't understand why it is not listed since it is a public road. Vice Chair Hooper stated that is a small subset of what is being asked for. Selectman Osgood asked the concern is trails on private land. Vice Chair Hooper responded yes.

Selectman Osgood attended the scenic byway committee meeting, who will be hosting their annual event at the Henniker Brewery this year. He also attended the NH Housing conference and there was an economist who spoke regarding housing issues and affordable housing and that with tiny houses starting to be approved it will start taking care of itself in a small way.

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Item 7: 66 Davison Road, Andre Cote, ROW

Darrin Brown, representing Mr. Cote. Due to the holiday between this meeting and the last time Mr. Cote met with the board, the Town Engineer has not had adequate time to review all the documents that were submitted. A new survey had been done, in addition to acquiring the original survey. It was clear no work was to be done on the top portion and a silt fence will start being installed this week. Darrin Brown and Mr. Cote wanted to provide the board with an update and will see them at the next meeting.

Item 8: Non-public RSA 91-A:3 II (If applicable)

Chair Blomback motioned to enter non- public. Vice Chair Hooper seconded. Motion carried 5-0.

Chair Blomback motioned to exit non-public. Vice Chair Hooper seconded. Motion carried 5-0.

Public Forum #2

Bruce Trivellini spoke regarding the emails he had sent asking for the number of computers used by the town and the minimum operating requirements. There is some confusion over what Bruce meant by operating system, and Bruce clarifies he and the Energy Committee are looking for the total number of computers (desktop and laptops) used by the town and what the minimum requirements are to run the computer (such as the RAM and processing power for example) to determine the energy consumption and see if there are more energy efficient technologies. The Energy Committee is looking into establishing a solar farm to meet the town buildings energy needs, in order to determine the size of the solar farm the Energy Committee needs to know how much energy is currently being consumed in town owned/maintained buildings.

Selectman Flynn would like to see this as an agenda item at the next meeting with an outline and breakdown of what needs to be done then the board will delegate how it is done. Chair Blomback asked Bruce to email Cherry what the Energy Committee is looking for and for Cherry to email the IT company and ask how long and how much it will cost for that information.

Adjourn

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**Town of Henniker
Special Board of Selectmen/Budget Advisory Committee Meeting
Saturday, November 3, 2018
Henniker Town Hall**

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

Town Administrator: Cherry Palmisano, Interim

Finance Administrator: Russ Roy

Budget Committee: Bruce Trivellini, Mike Cyr, Stephanie Payeur, Rocky Bostrom, Dan Butler

Guests: Kristen Bergeron, Patti Osgood, Lynn Piotrowicz, Chief Matt French, Leo Aucoin, Carol Conforti-Adams, John Capuco, Anne Crotti, Angelica Ladd, Deb Kreutzer

Recording Secretary: Colleen Gagnon

Chairman Blomback opened the meeting at 8:30am with the Pledge of Allegiance.

Chairman Blomback thanked all for attending this special Selectman's meeting with the Budget Committee. Chair Blomback stated that at this meeting the department heads will review their budgets with the board. It was explained that this is one of two public meetings. The second meeting will be on November 17, 2018.

Solid Waste – Kristen Bergeron explained that full time wages decreased and part time wages increased due to staffing changes. Overtime increased to accommodate snow removal and building repair. Insurance and benefits decreased due to employees being on single plans versus family plans. Training and licensing increased due to new staff, uniforms have a slight increase. Telephone increased due to the addition of the department head's personal cell phone which is used for work purposes. Electricity increased due to repairs needed on a heating element in the hopper, equipment repair increased by \$10,300 due to significant repairs needed on older equipment, trash transportation increased by 3.5%, parks and landscaping increased \$500 to repair trash can lids and replace whiskey barrels around town. The Solid Waste budget request is \$480,679 reflecting a 10% increase.

Library- Patti Osgood and Lynn Piotrowicz presented. The library was congratulated on receiving the 2018 NHLTA Library of the Year award. Wages reflect an increase due to projected raises for full and part time employees. Benefits reflect a decrease, FICA and retirement reflect an increase, utilities has increased by \$2,000 to reflect the current contract with the oil company, library programs show a slight increase and there is an increase to membership/mileage for promoting. It was discussed that the garaventa lift, handicapped access, is no longer able to be serviced by the previous company. The Library Board of Trustees is interviewing three new companies to provide repairs to the garaventa lift as needed and a plan should be in place by March 2019. Chairman Blomback stated that the library presents their budget as a courtesy. The Library budget request is \$227,730 reflecting a 5.2% increase.

Election- Russ Roy presented that elections are requesting a budget of \$6,870 reflecting a decrease of 34.7%. The decrease is due to the number of elections.

Police- Chief Matt French discussed that his largest budget increase is overtime. The requested overtime budget has gone from \$16,000 to \$20,000 due to lack of part time officers available to cover the extra shifts needed. There is a requested increase in vehicle fuel and equipment maintenance. Vehicle maintenance reflected an increase of 22.2% due to a large amount of major maintenance required on the police cruisers. The Police Department currently has two sedans (2013 and 2014), two explorers (2016 and 2017) and the expedition (2011). Merrimack County Dispatch reflects an increase of 31% related to an increase in calls. There is an increase in phones to cover the cost of the cell phone service. Chief Matt French discussed the difficulties the department is having attempting to hire new officers. It was stated that the Henniker Police Department is one of the best qualified departments in the area.

Police Department requests a budget of \$1,276,828 reflecting a \$38,438 increase.

Animal Control- It was discussed that Animal Control is doing well, call volume went up more than expected. A system has been put in place for repeat offenders and/or any dog left overnight. Animal Control requests a flat budget of \$9,408

Break 9:55am - 10:05am

Chairman Blomback called the meeting back in session at 10:05am

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Patriot Purposes- Requesting a flat budget of \$2,000

Planning- Russ Roy discussed there is a minor reduction in fees from Central Regional Planning due to population. Planning budget request is \$48,268 reflecting a 0.1% decrease.

Highway- Leo Aucoin presented the Highway Department budget. Mr. Aucoin discussed an increase in wages. Mr. Aucoin has two vacant positions he is actively trying to fill. Wage increases are due to merit and salary. It was suggested that Mr. Aucoin utilize social media and the town website to advertise the Highway Department open positions.

Mr. Aucoin provided an overview of work he has completed since taking over as the Head of the Highway Department. Ramsdell Road, Ruffled Road and Gulf Road were highlighted. It was also discussed that Mr. Aucoin has cleaned out numerous ditches. Mr. Aucoin stated he has a good crew who work well together.

The uniforms budget of \$4,050 reflects a decrease due to a decrease in the need of the uniform cleaning company. Uniforms will now be cleaned onsite. The uniform cleaning company will continue to clean the throw rugs bi-weekly. The money to pay for the throw rugs cleaning service has been moved to the Buildings Repairs/Shop Equipment line. Mr. Aucoin would like to add high visibility jackets to the Highway Department uniforms. The high visibility jackets would need to be replaced yearly. The proposed uniform would also consist of pants, a high visibility company t shirt, boots and vests.

Water/Sewer budget of \$2,500 reflects an increase of 116.3% due to water used to rinse off trucks at the end of snowstorms. The trucks are washed to rinse the salt off of the trucks in order to prevent damage.

Alarm (security) budget of \$750 reflects an increase of 33.9%. The Highway Department is having difficulty with the alarm and need to call the alarm company to fix it frequently. It was stated that the fire alarm is working fine.

Buildings Repairs/Shop Equipment budget of \$6,300 reflects an increase of 50% due to the addition of a washer and dryer. The throw mat cleaning service bill will now be in this line.

Office Supplies budget of \$600 reflects an increase of 500% due to a new laptop and the updating of other supplies.

Fuel Gasoline and Fuel Diesel reflect the standard industry increase.

Vehicle Maintenance budget of \$20,000 reflects an increase of 90.5% due to needed repairs.

Supplies Other budget of \$2,000 reflects increase of 185.7% due to cleaning supplies, water, Gatorade, detergent and other day to day supplies needed for the Highway Department employees.

Equipment Purchase \$15,500 reflects an increase of 100.0% due to the need to purchase a reversible plate compactor. Mr. Aucoin stated that the reversible plate compactor is out for quote

now. He feels this machinery is important for the Highway Department to adequately complete pipe work. Mr. Aucoin would also like to purchase a large leaf/debris blower.

Communication Repairs budget of \$1,200 reflects an increase of 50%. Mr. Aucoin put in a new repeater on the tower. He would also like to upgrade the speakers in all the trucks.

Rental Equipment budget of \$15,000 reflects an increase of 150% due to the renting of excavators, a screener to screen sand and a road widener.

The Highway Department requests a budget of \$735,128 reflecting an increase of \$92,322.

Highway/Streets- Leo Aucoin presented the Highway/Streets budget.

The Sand budget is increased to \$6,000 due to rental of equipment. This is a 100% increase.

The Bridge Repairs budget of \$3,000 reflects a 500% increase due to the sealant needed for the bridges.

The Line Striping budget of \$6,300 reflects 14.5% increase. The pricing of line striping went up and additional striping is being done.

The Culverts/Drains budget of \$8,500 reflects an increase of 183.3% due to the large amount of pipe used this year.

The Chip Seal/Crack Seal budget of \$90,500 is to be used to chip seal Craney Hill and possibly Quaker Street.

The budget total for Highway/Streets is \$597,800 which reflects an increase of \$152,300.

There is a quarter million dollar increase between both the Highway Department and Highway/Streets budgets. The board feels Mr. Aucoin is doing a great job.

The board discussed that 80 street lights were replaced around town. The lights were successfully put up in one day. The new lights are expected to produce a savings of about 42% for the town.

Welfare- Carol Conforti-Adams presented the Welfare budget. Ms. Conforti-Adams is asking for the same flat budget allotment of \$80,000. Ms. Conforti-Adams reported that she will be \$10,000 over budget due to rentals. She has tried to work with landlords 1:1 and will provide education to landlords. Ms. Conforti-Adams tries to educate landlords, utilize the health inspector, and code enforcement with fire and health to educate landlords. She is trying to do more preventative work and is working cooperatively with other services. It was discussed that the chronic cases are less over the last few years. Ms. Conforti-Adams has 5-10 ongoing cases that she sees weekly. The board discussed if the budget should be increased or continue to be level funded. Russ Roy will report the history to the board and the board can decide.

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Zoning- Requesting a flat budget of \$5,521.

Tax Maps- Requesting budget of \$4,725 which reflects an increase of 2.7% due to tax map maintenance.

Legal- Requesting a flat budget \$20,000.

Insurance- Russ Roy explained that Workers Compensation, General Liability and Unemployment Insurance are with Primex. The amounts are based on the projections for 2019. There was a slight reduction to match the exact estimates. The Insurance budget request is \$151,061 reflecting a 1.4% decrease.

Debt Service- Russ Roy presented that this is the first year that the transfer station debt service was paid off. There are still \$280,000.00 out that have not been acquired for debt relating to the highway fire. Mr. Roy plans to request to the board to allow that \$280,000.00 to slide to the unreserved fund balance. Mr. Roy will make his request/recommendation at the December 2nd meeting. Mr. Roy was asked to map out what the fees would be if the board does not take his recommendation. Debt Service budget request is \$330,418 reflecting a decrease of 2.4%

Municipal Dues- Russ Roy presented that there is an increase of \$11.00 due to an increase in membership cost. Municipal Dues budget request is \$4,035 which reflects a 0.3% increase.

The board discussed the health insurance for town employees. Mr. Roy was asked about combining health insurance with another entity, such as the Town of Weare, to increase numbers and decreased costs. Mr. Roy does not believe that is possible.

The next Budget Meeting is at 8:30 am on Saturday November 17, 2018 at the Town Hall.

The Budget Advisory Committee is scheduled to return their report back to the Selectboard in mid December. An exact date will be provided at the next Budget Meeting on November 17, 2018.

There is no Selectboard meeting on November 6, 2018. The meeting has been moved to Thursday November 8, 2018. Peter Flynn requested he be excused from the November 8th meeting due to a conflict.

Vice Chairwoman Tia Hooper made a motion to adjourn the meeting, Peter Flynn seconded the motion. Motion passed unanimously.

Meeting adjourned at 12:14 pm

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**Town of Henniker
Board of Selectmen Meeting
Thursday November 8, 2018
Henniker Town Hall**

- Members Present:** Chairman, Kris Blomback; Vice Chair Tia Hooper; Selectman Leon Parker
- Members Excused:** Selectman Peter Flynn; Selectman Scott Osgood
- Town Administrator:** Cherry Palmisano
- Recording Secretary:** Kelly McCutcheon
- Guests:** Police Chief Matt French, Rescue Chief Tom French, Mick Costello, Scott Dias, Danny & Heidi Aucoin, Jennifer McCourt, Joyce Bosse, Leo Aucoin

Item 1: Non-public RSA 91-A:3 (b) hiring

Vice Chair Hooper motioned to enter non-public. Selectman Parker seconded. Motion carried 3-0.

Chair Blomback motioned to exit non-public. Vice Chair Hooper seconded. Motion carried 3-0.

Vice Chair Hooper motioned to hire Luis Berdecia as a full-time police officer at grade 19 step 3 at \$24.14 an hour. Selectman Parker seconded. Motion carried 3-0.

Consent Agenda

1. Motion to approve Jonathan Gould as a Temporary Ballot Clerk for the 2018 Election
2. Building Permits October 1-31, 2018
3. Accept donation of excavation work from Nate Kimball of Valley Excavating for Azalea Park
4. Tara Marvel from alternate to full member of the Azalea Park/Riverwalk Committee
5. 2018 Equalization Municipal Assessment Data Certificate
6. Abatement: Deduct Meter 85782688 \$411.54, Deduct Meter 85783801 \$173.10
7. Abatement - System errors on read: Account #1710BS \$3,023.72, #1493ES \$2,991.97, #2096S \$3009.24
8. Appeal of yield taxes
9. Hiring of Morgan Murdough as a part-time seasonal snow plow driver
10. Hiring of Bob French as a part-time seasonal snow plow sidewalk operator

Selectman Parker motioned to approve the consent agenda. Vice Chair Hooper seconded. Motion carried 3-0.

Public forum #1
No comment

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Item 2: Fire Department Grant

Mick Costello speaking for and representing the Henniker Fire Department, had wrote the grant back in July 2018 for a pump. The grant is through the State matching up to \$2,000 towards equipment. There is a pump that cost \$5,010.95 of which \$2,000 would come from the grant leaving the town responsible for \$3,010.95. The pump will be used for pumping and filling tankers. There are potable pumps at the station however their age is unknown and he is looking to replace one of them. He came before the board seeking permission to follow through with the grant since the remaining funds are currently in the fire budget.

Vice Chair Hooper motioned to approve the grant in the amount of \$2,000 leaving the town responsible for \$3010.95 to come from the fire budget this current year and authorize the Interim Town Administrator to sign. Selectman Parker seconded. Motion carried 3-0.

Item 3: Rescue Squad Update -Rescue Chief Tom French

Rescue Chief Tom French announced he will be retiring on March 28, 2019 after serving as Rescue Chief for 16 years and serving as a Chief Officer for over 20 years. In his time with the Rescue Squad he had seen 100 people come and go and he still plans to stay on the Rescue Squad and work with them.

Rescue Chief French stated he had accepted the position with a specific vision and he hopes that vision will carry forward. He stated back in the late 1960's the tragedy of Jim Crane's brother and there being no way to get people to the hospital (Concord hospital did not exist at this time) and the need to find a way to get people high quality care and help people survive was the leading force in establishing the rescue squad in 1969. Initially the Rescue Squad was the Henniker Police Rescue Squad.

Rescue Chief Tom French joined the rescue squad in 1994 after his neighbors' 7 years old girl was having an asthma attack and unfortunately did not survive; if she had she would be 31. Rescue Chief Tom French works hard for the Rescue Squad because he does not want to see anyone else perish unnecessarily. He strives for Henniker to be the leader in providing services in the capital region and providing top notch compassionate care to patients.

When Rescue Chief French started with the Rescue Squad as Deputy Chief it was 99% volunteer only. Recently the department had stated charging insurance companies and now is staffed with full time employees, allowing them to move away from volunteer only, in order to focus on delivering compassionate high-quality care. He stated the focus on compassionate high-quality care is too important to just be a volunteer hobby. Initially the Rescue Squad was 100% tax payer funded, now it is the 2nd highest revenue generator for the town.

Rescue Chief French stated his primary reason to retire is his two young kids, and that he has been Chief longer than his oldest daughter has been alive. He is extremely proud of the Henniker Rescue Squad and the highly skilled and compassionate people they are and their commitment to compassion toward the people they serve.

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Rescue Chief French still plans to remain active and on the Rescue Squad. He plans to work closely with next chief and chief officers, hopes to leave squad with 3 things:

1. Approach to budget – The budget should support the mission and spending tax payer money should pass 2 tests. The first being approving patient care or staff safety. The second would be convincing his mom who is a resident. He understands the majority of the seniors in town are on a fixed income and how increases in taxes can greatly impact them.
2. Staff advocacy
3. Compassion and care – It is easy to get in a private ambulance, however he wants the department to remember they service the people who live here and the people who need the Rescue Squad.

Rescue Squad Chief Tom French thanked to board for its support and treating the Rescue Squad fairly.

Chair Blomback asked how the Rescue Squad Chief is selected. Chief Tom French responded there is a bi-annual election similar to the Fire Department. The Rescue Squad votes every 2 years on the 4th of March for Rescue Chief and Deputy Chief. Those voted for are then recommended to the Board of Selectmen and historically the board has always supported the recommendations.

Item 4: 66 Davison Road, ROW

Postponed until December 4th meeting.

For record the Town Engineer had submitted a recommendation to remediate the situation. The recommendation is to remove the rocks from the Town right of way. Regarding the postponement, it was received at 11am Thursday November 8th from the homeowner who had to attend business out of state at the last minute and was unable to attend the meeting tonight. The home owner's lawyer was able to attend however the homeowner also wished to be present.

Selectman Parker stated he had an issue with postponing. Chair Blomback stated that out of respect for the homeowner the board should postpone. Vice Chair Hooper stated they had already heard the homeowner's case and believed there is enough information to make a decision. Chair Blomback stated again the board will abide by the homeowner's request and will wait until the next meeting.

Item 5: Highway Superintendent to Discuss Excavator Rental Agreement

Highway Superintendent stated the excavator the Highway Department has been renting for summer is scheduled to be returned, and he is asking for a warrant article to purchase the machine. 80% of the rent paid toward renting the machine this past summer would be applied to the purchase price. The Highway Department was given the option to keep the excavator on site this winter with the rent being suspended. If there is need to use the machine this winter it would be at a rate of \$37/hr.

Vice Chair Hooper asked how much it would cost to purchase the excavator. The Highway Superintendent stated that he has been struggling to get a straight answer from the sales representative and that its purchase price varies from \$170,000 to \$190,000. The Highway Superintendent was offered unlimited winter use of the exactor for one month's rental agreement. Selectman Parker asked how the excavator would be used in the winter. The Highway Superintendent stated if there is an ice problem the excavator can be used to chisel ice.

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Chair Blomback asked if purchasing the excavator would replace the back hoe. The Highway Superintendent responded no because he likes being able to have 2 machines to do multiple jobs across town and to break up his team. He stated he would not buy a new back hoe, since it is an older machine but it has a new motor and updated transmission and is pretty solid.

Vice Chair Hooper asked about delivery fees. The Highway Superintendent stated that there is a fee to deliver/return the excavator to the company it is being rented from. He stated the excavator works great for road construction and was used on Ramsdell Road for the culverts and ditches and was used the other day to scoop asphalt. He is asking the board to consent to keeping the excavator in possession of the Highway Department and pay one month's budget. He also stated that if the excavator is sold by the renter, that the 80% rent that was offered to be applied would no longer be valid towards a different excavator.

Vice Chair Hooper asked how many hours are on the excavator. The Highway Superintendent responded that there are about 500 hours on the machine and that is throwing out codes like crazy, but he is waiting for a new part to arrive. He is very comfortable with the company the machine is being rented from although he is not as comfortable with their sales representative. Vice Chair Hooper stated there would need to be a town meeting regarding the rental agreement and potentially purchasing.

Chair Blomback stated there is an advantage of being able to apply past rent payments and asked how much is spent annually on rental equipment. The Highway Superintendent stated last year the budget was for \$6,000 and it was spent within 6 months, which is why purchasing this excavator would be a capital purchase. Chair Blomback asked if it would displace any other machines used by the highway department. The Highway Superintendent replied no.

Chair Blomback confirmed there is no cost to the town to keep the excavator at the Highway Department, unless it is turned on and used, which would then cost \$37 an hour to run.

The board is good by consensus to allow the excavator to stay at the Highway Department.

Item 6: Review public and non-public minutes of October 16, 2018

Selectman Parker motioned to approve the public minutes with edits. Vice Chair Hooper seconded. Motion carried 3-0.

Vice Chair Hooper motioned to approve the non-public minutes. Chair Blomback seconded. Motion carried 3-0.

Item 7: Interim Town Administrator report

Update:

1. Transfer Station Retaining Wall- The wall was completed by Mike Bean of M.A. Bean Associates who put quote in for \$38,500. There was miscommunication and he did not use town gravel and paved it himself. The final invoice has been negotiated down to \$36,000.
2. Mike Tardiff and Craig Tufts of the CNHPRC (will be attending the December 4th board meeting
3. Thank you letter to the Highway Supervisor for addressing the concerns on Butter Road

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4. TAPS project will need to be sent out to bid again because the DOT stated the one bid that was received was too high, and to rebid the project in January.

New:

1. Dec 4th - Public hearing on petition for Acquisition of interest in property of Walter and Catherine Pollard for Quaker Street. It has been published in the newspapers and all abutters have been notified
2. The front of Town Hall is extremely dark and there are no lights on the front of the building. The Historic District Commission will be bringing forward ideas to better light the front of Town Hall.
3. The Historic District Commission is requesting the board support an article for the town warrant for the additional funding for the HVAC project
4. A Hillsborough resident reached out stating he is installing a solar farm and asked if the Town would like to purchase from him at a 20% discount, but he would need 3 months of utility bills. *The board by consensus sends this to the Energy Committee to look into.*
5. GMI invoice increased to \$18,300 due to tonnage calculation being off and addition work that was in the best interest of the Town to have done at the time.
6. Leo Aucoin completed the LPA and is now complaint
7. Health Officer Jill Fournier submitted her letter of resignation effective December 21, 2018

Item 8: Select Board reports

Vice Chair Hooper did not have any new reports.

Chair Blomback did not have any new reports.

Selectman Parker reported at the last RMC (Road Management Committee) meeting Mike Vignale was there to discuss Phase 2 of Western Ave. Phase 2 will be ready to go out to bid right after New Years and he has compiled the figures. The information that is still needed is how much money will be left in the budget after this year's paving has been paid.

Public forum #2

Leo Aucoin, Highway Superintendent, stated it would be prudent if the TAP program goes out to bid to include Prospect Street and Hall Ave as well. He suggested bidding in late December or early January since bidding early is better.

Danny Aucoin stated it is not only the front of Town Hall that is poorly lit, the center of town is nearly impossible to see anyone on the street or side walk. He has a high concern for safety especially for the college students.

Vice Chair Hooper stated the lamppost need to be cleaned.

Scott Dias agrees that the college kids wear black sweats and black jackets and you cannot see them once it is dark outside. Heidi Aucoin stated there were college students jumping into the street one and laughing; she stated the college needs to communicate and talk to the students.

Chair Blomback asked for confirmation that the Town installed the lampposts and that NEC (New England College) pays the electric bill. It is confirmed NEC pays for the section of lamppost in front of them. The Energy Committee has been tasked to increase the lighting as a priority item.

Board of Selectmen

November 8, 2018

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Danny Aucoin stated there have been numerous accidents since the light in center of town was removed and asked if it is possible to put the light back. Chair Blomback stated it was removed because it was not to code. Leo Aucoin suggested the Energy Committee should be tasked to looking into that light as well.

Item 9: Non-public RSA 91-A:3 II (b) hiring

Vice Chair Hooper motioned to enter non-public. Selectman Parker seconded. Motion carried 3-0.

Vice Chair Hooper motioned to exit non-public. Selectman Parker seconded. Motion carried 3-0.

Vice Chair Hooper motioned to hire Christine on the condition of her passing the CPAT within 6 months of hire. Chair Blomback seconded. Motion carried 3-0.

Item 10: Non-public RSA 91-a:3 II (e) pending litigation.

Vice Chair Hooper motioned to enter non-public. Selectman Parker seconded. Motion carried 3-0.

Vice Chair Hooper motioned to exit non-public. Selectman Parker seconded. Motion carried 3-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Parker seconded. Motion carried 3-0.

Adjourn

Chair Blomback motioned to adjourn. Vice Chair Hooper seconded. Motion carried 3-0.

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**Town of Henniker
Special Board of Selectmen/Budget Advisory Committee Meeting
Saturday, November 17, 2018
Henniker Town Hall**

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

Town Administrator: Cherry Palmisano, Interim

Finance Administrator: Russ Roy

Budget Committee: Mike Cyr, Stephanie Payeur, Dan Butler

Guests: Christopher Woodbury, Ken Levesque, Kim Johnson, Mark Mitch, Tim McCommish, Ruth Zax, Millie Knudsen, Paul Knudsen, Erin Reed, Beth Hayward, Stefanie Costello, Mick Costello, Rescue Chief Tom French, Greg Aucoin, Marc McMurphy, Steve Burritt

Recording Secretary: Colleen Gagnon

Chairman Blomback opened the meeting at 8:30 a.m. with the Pledge of Allegiance.

Athletics: Christopher Woodbury presented the Athletics budget. It was discussed that there are approximately 150 participants per sport. Overall the trend toward recreational sports is declining. This is possibly due to the many options of sports available to students. It was noted that recreation sports are cyclical and the amount of participants can vary from year to year. Athletics is requesting a flat budge of \$40,145.

The athletics committee has a revolving account to be used for larger expenses and for the possibility of a paid athletics director. The revolving account currently has approximately \$37,000.

Wastewater: Ken Levesque presented the Wastewater budget. Mr. Levesque stated that wages and retirement saw an increase. There are three full time employees. The majority of most increases are due to rate/service contract increases. The Equipment Repair and Maintenance is the largest increase due to the price of the equipment and parts needed. Mr. Levesque said that he will be getting estimates on equipment that needs replacing. The board discussed that a

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dewatering system may need to be replaced in the future. Wastewater is requesting a budget of \$613,317 reflecting a 6.3% increase.

Mr. Russ Roy stated that sewer rates may need to be raised. Mr. Roy discussed that customers are lowering their consumption and the full budget was not raised. The rate increase will need to be looked at before the April billing. Mr. Roy will provide rate increase options to the Selectboard.

Town Clerk: Kim Johnson presented the Town Clerk budget. Ms. Johnson stated that postage was increased by \$200 in anticipation of an increase in postage fees from the post office. There is a new line for Equipment Purchase, \$6,107. This money is requested to purchase software. Ms. Johnson reported that the Town Clerk's office has successfully begun online motor vehicle registrations. Town Clerk is requesting a budget of \$84,227 reflecting an increase of 9.1%

Tax Collector: Kim Johnson presented the Tax Collector budget. Ms. Johnson stated that postage was increased by \$800 in anticipation of an increase in postage fees from the post office. Tax Collector wages reflected an increase and insurance reflected a decrease. Tax Collector is requesting a budget of \$80,605 which reflects a 2.2% increase.

Conservation: Mark Mitch presented the Conservation budget. Mr. Mitch requested a \$600 increase in the Lake Monitoring line. French Pond and Keyser Pond were discussed. Keyser Pond was shut down by the State from early July, 2018 through October 15, 2018. Keyser Pond was shut down due to the amount of phosphorous in the pond. Mr. Mitch is looking into potential long-term and short-term solutions. Mr. Mitch is working to apply for a grant to develop a watershed management plan. Conservation is requesting a budget of \$3,390 reflecting an increase of 21.5%.

Cemeteries: Tim McCommish presented the cemeteries budget. Mr. McCommish reviewed that there are four cemeteries primarily cared for by the town. Mr. McCommish stated that the requested Cemeteries budget reflects an increase of \$2,500 in Ground Maintenance and a \$1,250 increase in Stone Repair. Tree Removal reflects a decrease of \$2,000. Cemeteries is requesting \$13,700 reflecting an increase of 14.7%.

Community Concerts: Ruth Zax and Millie Knudsen presented the Community Concerts budget. Ms. Zax reported that Community Concerts brought in \$1,637. Ms. Zax reported that the Community Concerts have been well attended and appreciated by Henniker residents as well as some residents of neighboring towns. Henniker Septic donated a handicapped accessible porta-potty for the 2018 season and plan to do so again for the 2019 season. The Community Concerts

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committee is asking for the Selectboard to send a thank you to Henniker Septic for their donation of the porta-potty. The approximate value of the porta-potty donation is \$300. Community Concerts plans to hold the Acoustic Cafe at NEC again this winter as well as a series of eleven concerts for their outdoor concert series. Henniker Family Dentistry would like to continue to sponsor the outdoor concert series. The Community Concerts committee is requesting an increase of \$75 for Advertising as the cost of promoting the concerts has increased. A Miscellaneous line has been added to cover the cost of flags and other items purchased for the Independence Day concert. Community Concerts is requesting a budget of \$7,195 reflecting an increase of 2.5%

Break 10:00-10:10

Community:

- Community Action Program- Erin Reed and Beth Hayward from the Warner Area Center presented the Community Action Program (CAP) budget. Ms. Hayward began by thanking the board for the continued support and funds provided. Ms. Hayward provided an overview of services Henniker residents received from the Warner Area Center in the 2018 year. Highlighted services were the Food Pantry, Fuel Assistance Fund, Electric Assistance, Neighbor Helping Neighbor and Homeless and Housing Services. Community Action Program is requesting \$14,000 reflecting increase of 16.7%.
- White Birch Center- Steve Burritt and Marc McMurphy presented the White Birch Center budget. Mr. McMurphy stated that this year White Birch Center is requesting a slight increase of \$2,500. Mr. McMurphy went on to explain that the funds requested would go directly to the Active Living Program at the White Birch Center. This Active Living Program provides a space for seniors to be as well as other programs such as Dial A Ride which enables seniors to get to medical appointments, assistance at Rush Square, and follow ups with social service agencies and police when needed. It was stated that this is a great program for seniors. It was presented that last year the staff benefits were reduced and no raises were provided. The senior program is currently serving approximately 240 seniors and about 70% of those seniors are from Henniker. Those seniors not from Henniker are charged a fee. The senior program does do local fund raising and the seniors themselves have participated in that fund raising by holding a large yard sale. The White Birch Center has applied for grants but does not typically receive funds from grants. White Birch Center does receive funds through donations. It was stated that the White Birch Center has helped with emergency management and have been a great town resource. The White Birch Center is requesting \$65,000 which reflects an increase of 4.0%.

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- VNA: Mr. Roy reported that the VNA is not requesting funds.
- Riverbend: Mr. Roy reported that Riverbend was contacted and did not present.
- CASA: Mr. Roy reported that CASA was contacted and did not present.
- Fuller Library: Mr. Roy reported that Fuller Library was contacted and did not present.

Emergency Management: Stefanie Costello presented the Emergency Management budget. The board asked if the shelter was opened last year. Ms. Costello reported that there were weather emergencies but the shelter was not opened. The weather emergencies noted were the extreme cold and ice jams. It was discussed that the Hazard Mitigation Plan is due every five years. The Hazard Mitigation Plan will be updated in 2019. Emergency Management is requesting a flat budget of \$1,492.

Code: Mr. Russ Roy presented the Code budget. Mr. Roy reported that there has been a change in the code enforcement officer. The board discussed the possibility for increased funds due to a potential need for more inspections. It was decided to keep the funds the same. Code is requesting flat budget of \$6,583.

Patriotic Purposes: Mr. Russ Roy presented the Patriotic Purposes budget. It was discussed that the patriotic budget pays for a band in the parade and water and ice cream for children who participate in the parade. Patriotic Purposes is requesting a flat budget of \$2,000.

Fire/Rescue: Chief of Henniker Rescue Squad, Tom French; Assistant Deputy Chief of Henniker Fire Department, Mick Costello and Deputy Chief of Henniker Rescue Squad, Greg Aucoin presented the Fire and Rescue Budget. Chief Tom French explained that Henniker Fire and Rescue are two separate departments. Henniker Fire and Rescue each have their own independent budget as well as a combined budget for resources/assets they share.

- Combined Fire and Rescue Budget- Chief Tom French stated that there have been staffing changes at the Fire/Rescue building. Mr. Costello has moved on to take a full time position in Concord. The one full time position, previously held by Mr. Costello, has been converted to two full time lieutenants and some part time hours. These changes were approved by the Board of Selectman. Due to the staffing changes wages overall reflect a slight decrease and benefits reflect an increase due to a second full time employee. Telephone has increased due to rates. Electricity reflects an increase due to expected consumption . Building maintenance reflects a minor increase. Office supplies reflects an increase due to the need to maintain required software in the office and on the

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ambulance. Fire/Rescue is requesting a combined budget of \$537,897 reflecting a 0.8% increase.

- Rescue - Chief Tom French presented the Rescue budget. Chief French stated that the largest increase this year is due to Billing Service Fees. It was stated that the Billing Service Fees are in direct correlation to revenue. It was discussed that revenue has almost tripled and the Billing Service Fees are proportional to the revenue. Rescue is requesting budget of \$84,272 reflecting an increase of 9.2%.
- Fire- Mr. Costello presented the Henniker Fire budget. Mr. Costello reported that the Fire Department has begun to bill for false alarms. It was explained that the fee for consistent/malicious false alarms has been increased. Equipment reflects an increase due to an increase in the cost of purchasing required fire gear. Equipment Maintenance and Repair reflects an increase due to wear and tear. It was discussed that fire hydrants have been repaired and removed. The board asked if more hydrants are needed. Fire is requesting a budget of \$145,299 reflecting an increase of 2.4%.

Total Fire/Rescue budget requested is \$767,468 reflecting a total increase of 2.0%.

Town Offices: Mr. Russ Roy presented the Town Offices budget. Mr. Roy discussed that wages and benefits are considered tentative until a new hire is finalized. The board asked about part time employees in the budget. The idea of turning a part time position into a full time position was discussed. Ms. Palmisano was asked to put together a list of her responsibilities in order to more effectively further the discussion of adding a full time employee. That discussion will take place at a Selectboard meeting. Electricity and Heat reflect an increase due to rates and consumption. Mr. Roy reported that telephone reflects a reduction due to converting to a new system. Mr. Roy explained Equipment Purchases reflects an increase due to the plan to replace front line computers. Mr. Roy plans to replace four computers this year and four computers next year. Town Offices is requesting a budget of \$558,469 reflecting a 2.2% increase.

Executive: Mr. Russ Roy presented the Executive budget. Mr. Roy stated that the only increase of \$1,500 is due to the change in background checks. It was discussed that the Health Officer is leaving so that amount of \$2000 is tentative. Executive is requesting a budget of \$23,817 reflecting an increase of 6.7%.

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Tab 1 Changes: Mr. Roy stated that the Tab 1 changes reflect the changes that Chief French had made to his budget. Mr. Roy stated that he continues to track the Capitol Reserve and Warrant Articles are slowly coming in.

Chairman Blomback stated he would entertain a motion to adjourn the meeting. Vice Chairwoman Tia Hooper made a motion adjourn the meeting. Motion passed and the meeting adjourned at 11:25pm.

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, December 4, 2018
Henniker Town Hall**

- Members Present:** Chairman, Kris Blomback; Vice Chair Tia Hooper; Selectman Peter Flynn; Selectman Scott Osgood; Selectman Leon Parker
- Town Administrator:** Cherry Palmisano, Interim
- Recording Secretary:** Kelly McCutcheon
- Guests:** Bruce Trivellini, Scott Dias, Susan Adams, Jenn McCourt, Bill Goss, Kim Jordan, Cordell Johnson, Lori & Bill Marko, Walt Pollard, Reagan Bissonnette, Deb Moskey, Darrin Brown Esq., Mike Tardiff, Craig Tufts, Joanne M. Grady, Andre Cote, Mike French

Introduction of new Town Administrator

Matt Henry will be starting January 2, 2019 as the new Town Administrator. The Board voted unanimously to bring him on and looks forward to working with him. He brings with him an array of skills and experience. He has a masters of Public Administration from UNH (University of New Hampshire).

The Board specially thanked Cherry Palmisano for serving as the Interim Town Administrator the last several months and thanks everyone for their patience. The Board also thanked the Search Committee for referring the candidates to them.

Matt thanked the Search Committee and the Board for the opportunity and the manner in which he has already been welcomed, which has been very touching. He is really excited to start working with the community. Matt thanked Cherry Palmisano and is excited to be working alongside her and learn from her.

Consent agenda

1. Building Permits November 1-30, 2018
2. Limited Public Right of Way Revocable License
3. Contract Agreement- Town of Henniker and Planning Consultant
4. Volunteer Agreement- Christopher Woodbury for Athletic Committee
5. Intent To Cut- 1-079, 1-736 and 1-738
6. Fire Department approval to spend
7. Waive rental fee, The River of Grace Church group
8. Sewer Abatement/Refund, 87 Maple St

Board of Selectmen

December 4, 2018

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Selectman Parker motioned to approve the Consent Agenda, Vice Chair Hooper seconded. Motion carried 5-0.

Public forum #1

Susan Adams speaking for Azalea Park. They would like to include \$3200 for the work Nate Kimball had completed. The original amount had been \$4800 but there was additional work that needed to be completed.

Selectman Flynn motioned to accept the \$3200 donation for the work and labor Nate Kimball provided. Selectman Parker seconded. Motion carried 5-0

Susan requested the Board to type a formal recognition for Nate Kimball's donations. He had worked 3 solid days completing the entrance.

By consensus the Board will present Nate Kimball with a certificate of appreciation.

Item 1: Tax Collector – deeding discussion

Kim Johnson stated that certified letters will be going out next week. The majority of past agreements have made consistent payments in the past. She would like to have a meeting on the next round of letters going out in order to stay on top of everything.

Selectman Flynn was impressed with the list which was completed by Helga so the list would be easier to read. He is interested in 2014 and beyond stating that the deeding process is serious and he would like to sit down with Kim in non-public (since the reasons people are not paying their taxes is most likely non-public) to discuss further. Kim agrees with Selectman Flynn and stated it should be between the tax payer and the Board. Selectman Flynn is happy with what was presented tonight and would like to return to discuss one by one after the holidays prior to the regularly scheduled meeting.

Item 2: Pubic hearing for acquisition of .94 acres on Quaker Street

Walt Pollard stated the petition would be filed as the next step based on the vote from the last town meeting and that this should be last public hearing on the matter. He is requesting to move a portion of Quaker Street onto the other side of his garage and has a proposed road redesigned with the aesthetic of the area in addition to being safer which he believes is in the public's best interest. He is absorbing the cost of the project and one of the last items is the section of land owned by the Forestry Society who are unable to enter into negotiation on the land which is why the land has to be obtained through eminent domain. Walt asked the Board for their continued support of this project as they have over the last 3 years and asked for their continued support. He stated he is happy to take questions from the Board and the Public.

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Jenn McCourt stated the final design is completed and that she had spoke with Highway Department to coordinate the culverts and spoke highly of the drop inlets which function well without much maintenance. There will be no wetland impact and the plan is fairly simple.

Selectman Osgood has a question on the resolution and for it to be further explained. Walt Pollard stated the resolution came from town council to him and the big piece is that it is in the public's best interest in making the improvements and that this is the only practical relocation for the street due to geography. Walt is willing to give the property to the town but the Forestry Society is unable to enter into negotiations with the town. Chair Blomback asked Walt what the vote was at the town meeting and that information was not presently available.

Scott Dias spoke regarding the rock walls and planting for trees which has not been mentioned. Walt stated the stone walls will be done right away and the trees will be planted in the fall. Walt would like to plant an orchard and contour the stone walls as part of his long-term plan and it is important to him to make the road look as if it has always been there and not like a new section of road.

Ted Parkins stated there has been no commitment to having the stone walls rebuilt and stated Walt Pollard will not have the stone walls put in.

Joe Grady reminded the board that Town Meeting was given major erring and the vote was to have occasion for the layout and request the selectman proceed with that. The vote at Town Meeting passed 83-36. Walt stated he bought the house for its aesthetics and is committed to rebuilding the stone walls.

Selectman Parker motioned to approve the resolution as drafted. Vice chair Hooper seconded. Motion carried 5-0.

Selectman Osgood wished to amend with the stonewalls to be relocated within 48 months for roughly 75% of the existing stone walls subject to the Highway Superintendents and Conservation Commission approval. Walt Pollard offered to bond \$10,000 to be held by the town for stone walls; Selectman Osgood preferred a time line over bonds. Selectman Osgood asked Jen McCourt if the stone walls make the road safer, she responded the stone walls do not impact safety. Vice Chair Hooper stated that the Highway Superintendent had been working with Jen McCourt and approved the plan.

Selectman Osgood motioned that approximately 75% of the relocated road will have stone walls within 48 months from when the road is formally accepted, upon review and approvals of the Conservation Committee and Highway Superintendent. Chair Blomback seconded. Motion carried 5-0.

Item 3: Central New Hampshire Regional Planning Commission to discuss Western Central Trails Plan Kickoff of 10 Year Transportation Plan Update

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Mike Tardiff started with the 10-year plan. Every two years CNHRPC kicks off with an update and each of the 9 planning commissions update the 10-year plan. He is here to make a pitch to highlight support for the intersection project currently funded at 1 million dollars and stated hopefully more funding will be available when the construction phase starts. He is here to make an offer to coordinate another meeting to continue to talk about the project and about what Hopkinton is doing with their TIFF districts and intersection issues moving forward in the 10-year project. Over the next month Mike would like a letter of support for the project from the board and committees to show the DOT and continue conversation and keep the project in place.

Selectman Flynn asked if the Economic Development committee was involved. Vice Chair Hooper stated they were along with the Planning Board and it would be prudent for both to submit letters of support. Selectman Flynn personally supports the idea of another conference and Vice Chair Hooper would like to sit down with the Hopkinton Board. Selectman Osgood stated that the TIFF districts were residential. Mike Tardiff responded that there is commercial mix in as well. Selectman Osgood restated that it is mostly residential even though Henniker has a business district.

Selectman Parker invited to Board to submit additional projects. Mike responded that every 2 years CNHRPC seeks regional projects, however it is difficult to get into the 10-year plan and equally hard to continue to move through the process once on the 10-year plan. There are a number of projects in the region and every two years they do an update. Chair Blomback asked if local roads qualify or if it is only for state roads. Mike responded it is only for state roads and bridges. Mike stated it is a scale for larger projects and a long-term planning process like a marathon.

No formal action needed from the Board, but letters of support for the project would be helpful to show continued support and to hold a spot for the project. Vice Chair Hooper stated the letter of support should be written after a meeting to bring everyone up to date. Mike stated there would also need to be a conversation about funding over next several years. The original proposal was a higher number and when the cost is looked at it is more than 1 million dollars.

Craig Tufts spoke regarding the west central rail trails including opportunities and issues. From Concord to Sunapee their rail trail is being led by volunteers. Came to the attention of CNHRPC that there is a railroad bed from Contoocook to Hillsborough through Henniker, and they have included that trail as part of the study. CNHRPC met with Trails Committee and talked to people in Henniker. They have looked where the railroad bed went and are looking to see what the challenges and opportunities are. CNHRPC will work with the town and all committees and boards to see what the town would like to do with the trail.

Vice Chair Hooper stated there have been concerns about publicizing the trails due to concerns of ATVs and class VI roads, and originally the Board had voted to not publicize the trails based on past concerns. Selectman Osgood asked the Vice Chair if they had voted against class VI roads being on the plan. Vice Chair Hooper stated there was no vote, there was to be a hearing with the community to flesh things out. Vice Chair Hooper asked Craig if he had met with any of

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the other boards or committees, he stated he had not this was first step to see what next steps to take if any. Craig stated the maps are intently vague and maps out the historical rail road bed could not be used for navigation, and there is no intent for ATVs. Craig reiterates there are no maps that could be used for navigation purposes at this time.

Vice Chair Hooper stated Browns Way has been a hot topic since it is a class vi road that tax paying residents are paying to maintain. ATVs are using the road which increases traffic and to add bikes and pedestrians when the ATV club has been posting speed limits that local law enforcement agencies and NH Fish and Game are struggling to enforce, there are lot of things that need to be discussed before publicizing these maps. Craig reiterated he was there to have a discussion on the best use for the corridors. Vice Chair Hooper stated that the plan was put together before even speaking to the Board. Selectman Osgood stated it was not a formal plan and was more like a rough draft. He also stated that Browns Way is a public way and that the trails system could link Henniker to the whole region and would be a missed opportunity. Vice Chair Hooper stated there were a lot of things the Board needed to discuss in addition to a letter of concern submitted by a resident that needed to be taken into consideration.

Selectman Flynn stated he is vaguely familiar with the rail trail and had a question on funding; He stated that it typically takes funding to fix the trials and make safe walking trails and asked if this trail would require funding. Craig stated it is up to the community; and that is what the plan is about, outlying the opportunities and options. The Trail could be left natural or could be paved to be a commuter trail.

Chair Blomback asked if the plan was online to be able to look at. Craig responded yes and that it can be found at cnhrpc.org.

Selectman Osgood stated that some of the property is under private ownership and asked if the goal was to give easements back to the public. Craig stated yes. Selectman Osgood asked if there had been any success is private land owners giving back with public easements. Craig stated the Concord to Sunapee trail had been the most successful and has trails opening and been working with private owners who have donated easements for the trail.

Selectman Parker stated that within Henniker, if staying true to the original rail road, that there are several places where there were bridges in addition to a house in the middle of the trail, and asked where that money would be coming from. Craig stated other communities have picked small sections using independent utility to work on sections seen as worth while and connecting existing trails or looking at a map and getting creative.

Selectman Osgood stated it is a big economic developer. Craig stated that short trails are great but the economic development increases as the trail length increases, using Concord to Sunapee as an example being close to 30 miles. There can start to be bike tours and it will be good for bed and breakfast.

Jenn McCourt is the resident who submitted the letter and is part of the Contoocook ATV club who has gone through a lot of effort to not publish their maps because of concerns with class VI

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roads like Browns Way and having ATV's, bikes, and pedestrians in addition to the house in the middle of the trail. Usually communities look at this and decide if they want to publish the trails and she is put off by the CNHRPC for deciding to publish for the communities without talking to the communities to see if it is even feasible for them to do.

Selectman Osgood stated it is a regional effort. Vice Chair Hooper stated the Board should have been consulted before it was published and it should have been the town's decision since we all live here and pay taxes here. Chair Blomback stated there are no commitments to anything at this time. Craig stated that town has options and it is up to the town what they want to do. The map is just showing the corridor and if there are any sensitive issues like Browns Way they can go in and edit the language to make sure there are no problems caused. Mike Tardiff met with the Trails Committee to speak with them. Vice Chair Hooper asked if it was the Henniker Trails Committee or a private committee. Craig answered it was the Henniker Trails committee. Vice Chair Hooper asked when they met with the committee. Craig answered he didn't remember the exact dates but it was maybe early spring and late summer. Vice Chair Hooper stated the trails committee was not established until late summer. Craig responded he was at the first meeting and there were a lot of people there and the second meeting did not have as many people. Vice Chair Hooper asked if he was thinking of the Friends of Mink Hills and he responded he was not and they are a different group. Chair Blomback stated as long as CNHRPC does not try to tie the town's hands in any way he thinks it is a great idea and has seen how they can be a real money maker for the town. With that said there are some asterisks but doesn't hurt to look at.

Selectman Osgood asked what the next steps are. Craig stated he is seeking direction from the Board and is willing to meet with the Trails Committee to see what changes should be made. Selectman Osgood stated if they are using mainly railroad trails, then it is not really using any private trails. Craig stated they are not using anything, and are just mapping out the corridor for potential trails.

Chair Blomback asked Craig to keep the lines of communication open with both the Trails Committee and the ATV club. Jen McCourt would also like the ATV club to be included. Vice Chair Hooper stated there should be a public hearing to discuss it. Selectman Parker stated he did not believe there were enough details to have a public meeting and that there needs to be better review of where the railroad's bed went and where the real disconnects are. It looks like there is more staff work that needs to be done. Craig stated it is conceptual and a conversation starter. Selectman Flynn said that this is a good conversation starter. Craig stated if any other individuals or groups are interested, he will speak with them in addition to reaching out to the ATV club and including Vice Chair Hooper and Selectman Osgood in the communications.

Item 4: Energetic Committee Presentation

Bruce Trivellini speaking for the Energy Committee, they were tasked with several items. Starting with Ted Kupper's complaint on Water Street. There was a discussion regarding Mr. Kupper's complaint and it was concluded that the light should not be removed and a back shield should be added. The light is in the middle of Water Street before NEC. The other concerns in considerations with regards to cross walks and downtown area; Affinity has looked

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at the current poles and there is a bulb that can be added to the system, but will require rewiring within the globes. Bullet lights add illumination to the cross walks but has not been seen in person at this time (there is a bullet light in place in Keene right now). The estimated amounts will be sent to the board.

Bruce stated the 114 bridge should be better lit depending on what the Board wants to do. Vice Chair Hooper stated the ramps need to be lit as they are dark all the way through. Bruce stated the light in front of the post office on 114 should be lit, but is presently out of order. He also stated the light at the corner of 114 and the Patenaude's road is scheduled to be dismantled and the town would need to contact Eversource to have it added to the Town ledger if the town wants to keep it. Selectman Flynn stated street lights come from the highway budget.

In regards to the resident with the solar farm in Hillsborough, he was informed the town is in the process of putting together an RFP (request for proposals) and would be notified when the RFP goes out to bid. Vice Chair Hooper asked when the RFP would be going out. Mike French responded he was hoping for the 2019 town hall meeting in order to do everything right, although it may have to be at the next town meeting. Currently there are no zoning laws for solar farms.

Ted Kupper addressed the board regarding the light in front of his house which he purchased in 2009 when the street light was not functioning. He stated the light is so bright in addition to the lights from NEC that he can see in his house in the middle of the night with all the shades drawn. He also mentions NEC students trespassing since the light has been turned back on. In terms of safety he stated the road is not used very often besides for him and his neighbors and it is a private road; and from an energy standpoint removing the light saves the town money on energy cost.

Selectman Flynn stated he is against shutting off or removing the light. Selectman Parker stated from what he has heard he would like the Highway Superintendent to install a light shield and try that.

By consensus the board approves the Highway Superintendent to purchasing the light shield.

Bruce also asked for the Board's consensus or vote on rewiring for one of the globe lights and top post in addition to a bullet light to see if those resolve the cross-walk visibility. Selectman Parker would like the Energy Committee to get information from another party besides Affinity and suggested he speak with the chief of Police to see what he proposes. The Energy Committee will meet with the chief and review his research as well.

By consensus the Board will allow the Energy Committee to move forward with testing out and rewiring 1 of the poles in addition to the bullet light at a cross walk.

By consensus the Energy Committee will meet with Highway Safety Committee and Police Chief.

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The record shows the Energy Committee has been asked to gather information from other parties besides Affinity moving forward.

Selectman Flynn motioned to authorize the chair of the Energy Committee the authority to notify the parties to begin the turn key light audit and collect the information and send in a report to the Board. Vice Chair Hooper seconded. Motion carried 5-0.

Item 5: 66 Davidson Road ROW

With regards to the late submitted information for tonight's meeting Selectmen Parker recommends taking action as does Vice Chair Hooper. Selectman Flynn expressed concern taking action regarding the letter received today from Mr. Cote's attorney specifically "urge the Board to accept current legal analysis submitted on Mr. Cotes behalf and let the matter rest according, or submit to legal review of Mr. Mayer (town council) prior to a potentially regrettable decision" and does not want to speak legally tonight without town council present. Due to the time line ongoing since April 24, 2018 Selectman Parker made a motion.

Selectman Parker motioned the Board to direct the Town Attorney to prepare a notice for Mr. Cote, owner of 66 Davidson Road, demanding the removal of his stone wall from town property. The letter should allow Mr. Cote 30 days from receipt of the letter to accomplish the remediation of the town property, with significant financial penalties for each day after 30 that to rocks still encroach on town property. Vice Chair Hooper seconded.

Selectman Parker stated Mr. Cote's lawyer does not understand the difference between a Town Manger or Town Administrator, and that ground will be frozen in 30 days because the Board was continuously stonewalled. In addition to insulting the Town Highway Supervisor who has more experience in his field than Mr. Cote's attorney Darrin Brown. Selectman Osgood agreed with Mike Vignale's original assessment dated November 6th that the wall be moved outside the right of way and the ditch returned to its original condition.

Darrin Brown stated there were a few inaccuracies in the historical rendition such as the survey, which was not sent back to Mr. Cote and that Mike Vignale did not contact him, but the report came from the Interim Town Administrator begrudgingly. Back in August Darrin Brown requested it was sent to Town Council to review, but the statues have already covered the actions and reconstruction. The grade has not changed at all and it is still the same just cleaned out. The legal aspects should be reviewed by Town Council before it becomes a legal action. Mike Vignale stated he does not know about the legal aspect of this to Darrin Brown. Darrin is not trying to make it more contentious and is trying to work with the town in the least costly way for everyone involved. A resolution can be found without litigation from the Superior Court level or threatening daily fines that do not have basis in statute.

Vice Chair Hooper stated for the recorded that they did not work quickly to get the work done. Darrin brown stated the antagonist tone by Vice Chair Hooper and does not believe the time line hurt anybody. Selectman Parker stated they are dealing with the fact the town owns a 60-foot-wide path and at this point there is stone wall built by the contractor for Mr. Cote on town

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land, and what the town wants is the rocks moved off the land. Darrin stated the rocks are town rocks. Selectman Parker stated not all of them, he watched the rocks being moved into the wall. Darrin Brown stated he is hoping to move forward to a resolution and put the standoffish aside to make sure there is no unnecessary expense.

Chair Blomback stated it was evident during the walk that the wall was on the town property, why was the contractor not hired to move the wall back. Darrin stated the plan Vignale brought out was not stamped or approved and he was not provided with a copy. The documents he obtained came from the New Hampshire Department of Transportation stated a 60-foot deed ownership of land changing the legal structure. His client is not trying to claim the land and if the town wants to move the rocks 15 years from now, they have the right, but his client has improved the water flow and drainage in that area. Everything east of his client's wall is shedding water across the road and his client's contractor has met the statute. His client shouldn't have to pay to move the rocks twice since it is an unnecessary burden. Darrin Brown asked the Board to have Town Council review the matter.

Chair Blomback suggested deferring to Town Council even with Selectman Parker's motion. Selectman Parker stated he is sorry it will cost money to move it but the wall is on town land. Vice Chair Hooper stated ignorance is not an excuse. Darrin Brown stated they are no civil penalties applicable in this case. Chair Blomback would support the motion if removed the 30 days and changed to June 1st. Selectman Parker has an issue with this being dragged out since August. Darrin stated the survey was done September 18th. Chair Blomback stated it was clear on September 18th the wall was on town property. Darrin stated according to the RSA it is allowed, and there would not be so much paper work if it had just been reviewed by town council when he asked for it to be reviewed the first time.

Selectman Parker motioned the Board to direct the Town Attorney to prepare a notice for Mr. Cote, owner of 66 Davidson Road, demanding the removal of his stone wall from town property. The letter should allow Mr. Cote 30 days from receipt of the letter to accomplish the remediation of the town property, with significant financial penalties for each day after 30 that the rocks still encroach on town property. Vice Chair Hooper seconded. Motion passed 4-1 (Blomback).

Chair Blomback motioned to make an amendment to the motion to remedy by June 1, 2019. Motion failed.

Item 6: Review of public and non-public minutes of November 8th, November 3rd and November 1st

Vice Chair Hooper motioned to approve the minutes of November 8th with edits. Selectman Parker seconded. Motion carried 3-0-2 (Flynn & Osgood)

Chair Blomback motioned to approve the November 3rd minutes. Selectman Flynn seconded. Motion carried 5-0.

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Vice Chair Hooper motioned to approve the November 17th minutes. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve Item 9 non-public minutes of November 8th with edits. Motion carried 3-0-2 (Flynn & Osgood).

Vice Chair Hooper motioned to approve Item 10 non-public minutes of November 10th. Selectman Parker seconded. Motion carried 3-0-2. (Flynn & Osgood).

Item 7: Interim Town Administrator report

Arrangement made for plowing Warner portion of School House Road and Cross Road; an invoice has been sent to their Town Administrator and will be sent annually on December first in the amount of \$1750.00 payable to the Town of Henniker.

Warrant articles need to be submitted before the end of January.

Voting day is March 12th and Town Meeting is March 16th.

The Board photo is schedule for the next meeting December 18th.

Item 8: Select Board Reports

Selectman Osgood attend the NH Municipal Association 2-day meeting and attended a few good classes such as the zoning and tenants' rights. He was surprised how many sponsors were there.

Vice Chair Hooper had no report. Chair Blomback had no report.

Selectman Flynn attended the same conference as Selectman Osgood and enjoyed networking with all the vendors as well the right to know class. The Energy Committee meeting was very productive.

Selectman Parker started that they were working on warrant articles at the last Road Management meeting and focusing on what funds are available.

Chair Blomback asked if all the bills for paving had been paid and if Russ can confirm the Budget for the Road Management Committee.

Public forum #2

Leigh of the Monitor paper asked if pending or existing litigation is public record. It is unknown at this time, deferred to town council.

Item 9: non-public RSA 91-A:3 II e (pending litigation)

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Vice Chair Hooper motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

Item 10: non-public RSA 91-A:3 II e (pending litigation)

Vice Chair Hooper motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Flynn seconded. Motion carried 5-0.

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**Town of Henniker
Board of Selectmen Meeting
Tuesday, December 18, 2018
Henniker Town Hall**

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

Recording Secretary: Kelly McCutcheon

Guests: Rocky, Bruce Trivellini, Bill Marko, Matt French, Penny Savor, M. Mitchell, J. Colby, Leo Aucoin, April Berdecia, Jim Morse, Kathleen LaBonte, Mike French

Consent agenda

1. Abatement Lots #1-318-P93, 1-619-088, 1-619-039, 1-119-A55A, 1-619-084B, 1-619-048A, 1-119-A31, 1-119-A49, 1-119-A4, 1-619-005, 1-619-002, 1-318-P77, 1-119-A50
2. Pole License PSNH#: 12-0729
3. Application for Assembly – NEC Founders Day 1-15-19
4. Intent to Cut Lot 1-030

Vice Chair Hooper motioned to approve the Consent Agenda. Selectman Parker seconded. Motion carried 5-0.

Public forum #1
No comment

Item 1: Appointment of Luis Berdecia as new officer; Police Chief Matt French

Officer Luis Berdecia is formally pinned as a Henniker Police Officer.

Item 2: Staffing at Town Office

Selectman Flynn requested that given the lack of staffing that the Board considers 1 or the 2 following options. The first option is to make one of the part-time clerk workers full time, or to bring in another part time employee for 12 hours a week.

Chair Blomback asked for specific reasons such as specific projects where the staffing is not adequate. Selectman Flynn stated that there are lots of documents that are not always seen by the Board and there are a lot of things that are not prepared to his standards. There are several

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full-time employees who are extremely busy and have a lot on their plates and cannot take on any additional projects or assignments. Selectman Flynn would like for the Town Hall to be adequately staffed for when the new Town Administrator starts on January 2nd.

Vice Chair Hooper stated that in November during the budget meetings it was discussed adding additional personal and the Town Hall employees where directed to come back to the Board with a list of their daily activities which had not been delivered. She stated there maybe a lot of work they have taken on since the former Town Administrator retired and the Board really needs the activity breakdown before a decision is made.

Selectman Parker agreed with Selectman Flynn regarding the shortage of staff, citing when Police Chief French was running the Town Hall for a week when the staff was on leave. He suggested letting the new Town Administrator start and allow him to determine if additional personnel are needed to run the office and suggested giving the new Town Administrator a month to determine what was needed and come up with a proposal.

Selectman Osgood stated the Interim Town Administrator was overtasked with planning and zoning in addition to her other responsibilities. Chair Blomback stated he was inclined to give the new Town Administrator a clean canvas to shape and is concerned about the financial impact, but would like the new Town Administrator to review. Vice Chair Hooper stated that some technology upgrades and making things digital also needs to be encompassed before adding additional staff and would like a daily duties list from all the personnel in Town Hall.

Item 3: Energy Committee to present RFP for Energy improvements at Town Hall, Community Center, and the Grange

Mike French the Vice Chair of the Energy Committee had a proposal for energy upgrades to conserve energy primarily during the heating seasons using serval different reports including the 2014 Astar Building report and the 2011 Jordan Institute report. He stated most of the upgrades are low cost and short payback period. There were still a few things Mike French needed to check and needed access to, and he will present the Board with a completed report for the January 8th meeting.

Selectman Flynn stated the Energy Committee had been moving amazingly fast in a short amount of time. Selectman Osgood would like the upstairs windows in Town Hall to be looked at as well as insulating the top part of the floor. Bruce Trivellini stated the a/c at the Community Center has a deft through the roof line that needs to be repaired and will need to be considered before moving forward with the a/c project for that building. Chair Blomback would like to see the estimated payback at the next meeting, which Bruce stated will most likely come from the RFP (request for proposal).

Item 4: Budget Discussion for Warrant Articles

The Board is waiting for the Budget Committee input which will take place at the January 8th meeting. Selectman Flynn had concerns over the wording of some of the articles. Vice Cahir Hooper stated she will draft them to ensure proper terms.

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Chair Blomback stated that if the new tax rate passes it will be a \$1.20 increase. Selectman Flynn had a question on monies coming from trust. Vice Chair Hooper stated that if monies were coming out of a trust it would need to be in the warrant article.

Chair Blomback stated there is \$172,000 towards road improvements; \$250,000 for a fire vehicle; \$51,000 to repair the fire house roof; \$180,000 for highway dept excavator; and \$50,000 for a hotbox for the highway department totally \$375,000.

Vice Chair Hooper stated the road improvement is funded by the highway block grant from the state and the town needs to accept the money to spend it. She stated additional funds can be added to a warrant article and will be discussed at the January 8th meeting. Selectman Flynn asked how much was added to the road budget since last year. Vice Chair Hooper and Selectman Parker stated they are still discussing it with the Town Engineer since there has been discrepancies on what the Hall Ave and Sidewalk project will require. Selectman Parker stated that even though there is a grant for the sidewalk project that the town will need to pay upfront and then will be reimbursed by the state.

Chair Blomback stated the water dept replacing water line and the initial bid was rejected by DOT (department of transportation) for being too high. Selectman Parker suggested rebidding everything in January. Vice Chair Hooper stated that the obligated funds need to be determined in order to know what will need to be raised in warrant articles. The Road Management Committee will be meeting with the Water Commissioners on January 3rd to discuss doing the water main and sidewalks at the same time.

Selectman Flynn stated he would like all warrant articles in by the first week of February so they are not being edited at the public hearing. Chair Blomback stated there are reserves the town has been building up. The top 3 concerns this year are Fire Equipment, Rescue Ambulance, and Highway Equipment and suggested increasing the capital reserves to level the tax rates.

Vice Chair Hooper stated the reserves should not drop to \$0 so there is money for additional projects. Chair Blomback stated it was premature to make any budget decision without input from the Budget Advisory Committee and stated there is about \$600,000 in capital reserves. The proposed budget with warrant articles and all capital reserves from last year is \$7,446,906 and is inclusive of COLAs (cost of living adjustments).

Rocky stated the fire house is 25 years old and the sprinkler system is starting to show problems as well as the roof and windows. Fire Chief Morse stated he may be able to get another year out of the roof but will need a full crew to patch it. There is about \$22,000 in the fire reserves. Vice Chair Hooper suggested a warrant article for half the cost of a new roof.

Highway Superintendent Leo Aucoin stated the floors need to be sealed in the Highway department shop, which he is in the process of getting quotes on. The bridge decks for Ramsdell road and several other bridges need to be sealed as well; a 55-gallon drum cost a

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couple thousand dollars and the money is believed to be in the budget, and will have a solid figure for the January 8th meeting. *Vice Chair Hooper recorded the bridge decks as action item.*

Bruce Trivellini stated the Waste Water Treatment plant needs capital reserves to fund changing over the equipment since it is costing over \$70,000 in operation cost. *Vice Chair Hooper recorded the Waste Water Treatment as an action item.*

Item 4a: Highway Superintendent to discuss advertising for a Heavy Equipment Operator/ Truck Driver vs. Truck Driver/ Laborer for the Highway Department

Highway Superintendent Leo Aucoin stated he would like to start advertising for a new hire of a Heavy Equipment Operator in order to run the department more efficiently by having 2 equipment operators who can be in charge of the crews. He suggested pay scale grade 16 step 3 or 4 at \$18.82 or \$19.55 an hour depending on experience.

Chair Blomback stated it is a positive move to hire more skilled workers so the department does not have to rely on sub-contractors so heavily. Leo stated there is no shortage of work and with being short staffed now he would like to have 5 full time positions and 1 permanent part-time at 30 hours a week. He stated hiring another truck driver/ laborer does not meet the current department needs and there is a need for someone with heavy equipment experience.

Based on the 2019 budget of 6 full time employees the Highway Superintendent requested permission to advertise now for a heavy equipment operator and to staff the department with 5 full time employees and one permanent part time employee at 30 hours a week.

By consensus the Board approved advertising for a heavy equipment operator.

Selectman Flynn asked about the excavator figure and where in the process Leo was with that. Leo stated it was rented last summer from Volvo who proposed selling the machine to the town and applying the rent already paid toward the total cost. The machine is capable of handling everything the department needs to do and is very versatile. The current lease is through the operating budget of \$3000/ month. Leo stated he could keep leasing the excavator and purchase a hot box or split the difference, which ever the Board prefers. Chair Blomback asked about the hot box which Leo stated will eliminate the need to by patch in addition to better maintain the roads since cold patch does not always take. By having a hot box, the town will save money repairing culverts and cutting up the roads when needed, since the constant replacement of asphalt adds up.

Item 5: Review public and non-public minutes of Dec 4th

Vice Chair Hooper motioned to approve the public minutes with edits. Selectman Parker seconded. Motion carried 5-0.

Vice Chair Hooper motioned to approve item 9 non- public minutes. Selectman Osgood seconded. Motion carried 5-0.

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Vice Chair Hooper motioned to approve item 10 non-public minutes. Selectman Osgood seconded. Motion carried 5-0.

Item 6: Select Board Reports

Selectman Parker and the RMC (road management committee) will be meeting with the Water Commission on January 3rd to discuss putting in the new water main at the same time as the road work is being done and hopefully the RMC will have solid budget figures for the January 8th meeting.

Selectman Flynn stated the Energy Committee followed up with the light shield for Water street which just needs to be installed as well as the test light for the cross walks. The Turn Key indoor lighting audit will take place in January through an Eversource consultant.

Chair Blomback had no new report.

Vice Chair Hooper stated Planning Board had been discussing warrant articles and one is going back for edits.

Selectman Osgood stated the Trails Committee is meeting this Thursday. He also attended the friends of Mink Hills who talked about 3 different bills looking for ways to help with the concerns people have about ATVs.

Public forum #2

Kathleen LaBonte of Gulf Road stated the road is in really bad shape and asked when it will be repaired. Vice Chair Hooper stated the RMC has been discussing projects for the next year. Highway Superintendent Leo stated the road is not ready for reconstruction and that he will be patching it hopefully Thursday weather permitting and stated every hole in town is on the radar.

Leigh of the Messenger asked if the Board had heard from town counsel regarding if the title of pending litigation and the subject matter are public knowledge. Chair Blomback stated he will find out for him.

Item: 7 Non-public RSA (i)

Chair Blomback motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Parker seconded. Motion carried 5-0.

Item 8: Non-public RSA 91-A:3 II e (pending litigation)

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Chair Blomback motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Parker seconded. Motion carried 5-0.

Item 9: Non-public RSA 91-A:3 II e (pending litigation)

Chair Blomback motioned to enter non-public. Selectman Flynn seconded. Motion carried 5-0.

Vice Chair Hooper motioned to exit non-public. Selectman Osgood seconded. Motion carried 5-0.

Vice Chair Hooper motioned to seal the minutes. Selectman Parker seconded. Motion carried 5-0.

Upcoming meetings and important dates:

Board of Selectmen January 8th and 22nd

RMC and Water Commissioners January 3rd

RMC January 15th

Board of Selectmen February 5th and 19th with a possible special meeting February 12th at the community center at 6:30.

February 1st is the last day to declare for selectman; Selectman Parker is up

February 5th Warrant Articles are due

February 15th is the last day to hold a public hearing on the annual budget