

"The only Henniker on Earth."



Office of the Town Administrator

Diane Kendall

To: Board of Selectmen
From: Diane Kendall, Town Administrator
Date: July 19, 2022
Ref: **Town Administrator's Report**

This report encompasses updates, activities, projects, and meetings June 14th to July 14th.

Administrative:

- Resignation Wendy Baker
- Recruitment FT Executive Assistant and PT Admin Assist

Outreach:

- **From Cinde Warmington NH Executive Councilor, District 2. Governor & Executive Council meeting that I am hosting in my district, District 2, on Wednesday, July 27: 8:00 am: Breakfast Meeting, Daniels Restaurant and Pub (48 Main St, Henniker) 10:00 am: Regular Meeting, New England College Performing Arts Center (10 Weare Rd). Please notify Town Administrator if you will attend. Seeking representative from the Selectboard to speak at meeting for 2-3 minutes.**
- Risk Management: Met with Derek Martel – Risk Assessment will come to next JLMC – review transfer station / grange
- Met with Rachael French NEC Director of Student Engagement. Planning Community / College Event October 1st Family Outdoor Movie Night; will collaborate on more opportunities to build College / Community engagement
- Phone meeting with Bryan Christiansen, Sr. Manager Government Affairs Comcast regarding broadband expansion

Grant Opportunity:

- New Hampshire Department of Environmental Services (NHDES) has the availability of funding for Cybersecurity Implementation Grants through the American Rescue Plan Act (ARPA) for drinking water and wastewater systems. Applications are being accepted on an ongoing basis until December 31, 2022 or until funds have been exhausted.
- Meeting with Community Development Block Grant (CDBG) Director of Housing & Community Development Mollie Kaylor regarding funding eligibility for Public Facilities July 25th round. The proposed project to install ductless A/C heat mini-splits, remodel restroom, improve access, replace floor covering and improve furnace room to Project that supports general conduct of government are ineligible for funding. Since Human Services/Welfare Administration is a general function of town government.

Azalea Park:

- Alan Brown to donate \$9,000 to the Azalea Park Fund for the purpose of purchasing a bench and fabrication and installation of railings on the granite steps. Collaboration with Susan Adams and Allan Brown

Library:

- Garaventa lift plan rejected by state; appeal filed; BICE Garfield is working with stakeholders to resolve.

Health Officer:

- Investigation of rodent complaint

- Report of Housing Standards complaint of short-term rental unit on Main Street

Public Safety:

- Paramedic Will Amos to participate in CNHSOU
- Old Concord Rd Fire Pond Easement in test pit and feasibility
- Resignation Ofc. Jesse Colby
- Craney Hill Communication Tower project is work in progress

Finance:

- Recruitment
- Electricity Rates – town has power purchase agreement through 2023

Assessing/Clerk/Tax Collector:

- Research Discretionary Preservation Easement for installation of solar on barn
- [2022 Revaluation Information](#)

Planning/Zoning/Code Enforcement/Health/Economic Development:

- Facilitation of Amicable Resolution Dirt Bike Riding Noise Complaint; Riding took place on 5 occasions and the total hours for the month of June were 7.75 hours; Research compliant from abutter

Parks and Properties:

- Monica Rico has scheduled Fall Community Market on Saturday October 1st and seeks to expand into the Community Center. Will work with P&P Superintendent Mark Boisvert to prepare.
- Need to replace front doors on Community Building – recommend we get guidance from architect to build RFB – can use ARPA Funds for project
- Need to fireproof furnace room at the grange and upgrade restroom for ADA access – can use ARPA funds – need an estimate.

Other:

- NHMA Legislative Bulletin: [2022 NHMA Legislative Bulletin 23 | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [Events & Training | New Hampshire Municipal Association \(nhmunicipal.org\)](#)
- [NHMA Important Dates Calendar](#)