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STATE OF NEW HAMPSHIRE
 DEPARTMENT of NATURAL and CULTURAL RESOURCES
 STATE COUNCIL on the ARTS

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301
 Telephone (603) 271-2789 FAX (603) 271-3584

January 28, 2021

His Excellency, Governor Christopher T. Sununu
 and the Honorable Executive Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Pursuant to RSA 261:97-c, Use of Funds, authorize the Department of Natural and Cultural Resources, State Arts Council, to award a Conservation Number Plate (Moose Plate) Grant to the Town of Epsom, NH (VC #177257), in the amount of \$20,000 for the restoration of stained glass windows effective upon Governor and Executive Council approval through June 30, 2021. 100% Other Funds (Agency Income)

Funding is available in account, Conservation Plate Fund, as follows:

| | |
|--|----------------------------|
| 03-035-035-350010-34050000-073-509074 – Grants Non-Federal | <u>FY 2021</u> \$20,000 |
|--|----------------------------|

EXPLANATION

The Conservation Number Plate Fund is used to promote the use and conservation of cultural resources in New Hampshire and to preserve the cultural heritage that belongs to all New Hampshire citizens by providing for the preservation of publicly owned historic properties.

The goal of this project is to conserve artistic elements of the Old Meetinghouse, specifically the eight stained glass windows on the first floor of the building. Built in c1861, the Old Meetinghouse is a mix of Greek Revival, Italianate, and Renaissance Revival styles typical of that era, and is on the NH State Register of Historic Resources. It was built at a cost of \$2,200, dedicated on Christmas day in 1861, and since then has welcomed generations of townspeople through its doors. One striking feature of the building is its stained glass windows. Eight in number, they each have an etched black panel dedicated to a different family who donated the cost of the window. As works of art, stained glass windows were used at that time to beautify buildings, provide light control, and to tell a story. In 2019/2020 three windows were worked on with the assistance from the Moose Plate fund. During the process of repairs it was determined that re-leading would be necessary. The three remaining sets of windows will be repaired and/or re-leaded through three additional phases.

When completed the Old Meetinghouse will be used as part of a Town Center. Building usages will include public meetings, Town events, cultural events, senior activities, and other uses as suggested by the residents.

The Attorney General's office has approved the agreement as to form, substance and execution.

Respectfully submitted,

Sarah Stewart

Sarah L. Stewart
 Commissioner

(2)

177857
FY2021CC # 10321
Acct Code: 3405000-073



NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and Town of Epsom (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: FY2021

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$20,000.00 and apply it to the program(s) described in the grant application and approved budget for To support the restoration of stained glass windows in the Old Meetinghouse. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
- Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:



Town of Epsom is supported in part by a grant from the New Hampshire State Council on the Arts & the Mooseplate License Plate program.

- The Grantee acknowledges that the NHSCA Program Coordinator may schedule a site visit to the organization and may request a site visit from the NHSCA.
- The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.

3. PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council

4. FINAL REPORT: The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. Failure to submit the final report will render the Grantee ineligible for Council funding for two years.

5. SOVEREIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

Contracting Officer for State Agency

[Signature] 12/6/20
Signature Date

Name, Title: Virginia Lupi, Director

[Signature] 2/1/21
Signature Date

Name, Title: Sarah Stewart, Commissioner

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

[Signature] 2/3/2021
Office of Attorney General Date
Michael Haley, Attorney

GRANTEE SIGNATURE

Org/ Name: Town of Epsom

Address: PO Box 10 Epsom NH 03234

Virginia Drew, Chair Bd of Selectmen

Printed Name of Authorized Official for Grantee

[Signature]
Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Merrimack

On the 20 day of November 2020 before the undersigned officer, personally appeared

Virginia Drew
(Print name of person whose signature is being notarized) or satisfactorily proven to be the person who signed above and acknowledged that s/he executed this document in full capacity and voluntarily.

Andrew Naumeny
Notary Public// Justice of the Peace
Printed Name: Andrew J Naumeny
My Commission expires: 7/15/25



CERTIFICATE FOR MUNICIPALITIES

I (insert name) Laura Scarbo, of (insert Municipality name), Town of Epsom NH, do hereby certify to the following assertions:

- 1. I am a duly elected and acting Clerk/Secretary for the Municipality documented above, which is in the State of New Hampshire
2. I maintain and have custody of, and am familiar with, the minute books of the Municipality:
3. I am duly authorized to issue certificates with respect to the contents of such books:
4. The following are true, accurate and complete copies of the resolutions adopted during an official meeting of the Municipality. Said meeting was held in accordance with the laws and by-laws of the State, upon the following date (insert meeting date) 11/16/20.

RESOLVED: That this municipality shall enter into a contract with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources providing for the performance by this Municipality of certain services as documented within the foregoing grant application, and that the official listed, (document the title of the official authorizing the grant, and document the name of the individual filling that position) Virginia Drew, on behalf of this Municipality, is authorized and directed to enter into the said grant agreement with the State of New Hampshire, and that they are to take any and all such actions that may be deemed necessary, desirable or appropriate in order to execute, seal, acknowledge and deliver any and all documents, agreements and other instruments on behalf of this Municipality in order to accomplish the same.

RESOLVED: That the signature of the above authorized party or parties of this Municipality, when affixed to any instrument of document described in, or contemplated by, these resolution, shall be conclusive evidence of the authority of said parties to bind this Municipality, thereby:

- 5. The foregoing resolutions have not been revoked, annulled, or amended in any manner what so ever, and remain in full force and effect as of the date hereof;
6. The following person or persons have been duly elected to, and now occupy, the Office or Offices indicated:
Bos Chair:
Municipality Mayor: Virginia Drew
Municipality Clerk: Laura Scarbo
Municipality Treasurer: Paula Smith

IN WITNESS WHEREOF: As the Clerk/Secretary of this municipality, I sign below upon this date (insert date of signing) 11-19-2020

Clerk/Secretary (signature) Laura Scarbo

In the State and County of: (State and County names) NH, Merrimack

NOTARY STATEMENT: As Notary Public and/or Justice of the Peace, REGISTERED IN THE STATE OF: New Hampshire, County of: Merrimack

UPON THIS DATE (insert full date) 11/19/20, appeared before me (print full name of notary)

Andrea Nautney, the undersigned officer personally appeared (Insert officers name) Laura Scarbo who acknowledged him/herself to be (Insert the name of municipality) Epsom and that being authorized to do so, he/she executed the foregoing instrument for the purposes therein contained, by signing by him/herself in the name of the Municipality

In witness whereof I hereunto set my hand and official seal. (provide signature, seal and expiration of commission) Andrea Nautney

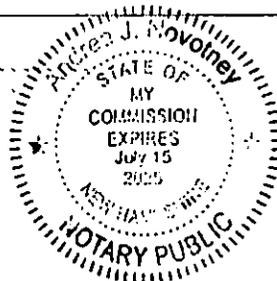


EXHIBIT 2
TOWN OF EPSOM, NEW HAMPSHIRE
Statement of Activities
For the Year Ended December 31, 2019

| | Expenses | Program Revenues | | | Net (Expense) Revenue and Changes in Net Position |
|--|---------------------|----------------------------|--|--|--|
| | | Charges for Services | Operating Grants and Contributions | Capital Grants and Contributions | |
| Governmental activities: | | | | | |
| General government | \$ 755,071 | \$ 11,907 | \$ 47,572 | \$ - | \$ (695,592) |
| Public safety | 1,259,154 | 315,318 | 17,399 | - | (926,437) |
| Highways and streets | 815,639 | - | 4,186 | 133,968 | (677,485) |
| Sanitation | 207,565 | - | - | - | (207,565) |
| Water distribution and treatment | 10,000 | - | - | - | (10,000) |
| Health | 11,417 | - | - | - | (11,417) |
| Welfare | 42,262 | - | - | - | (42,262) |
| Culture and recreation | 283,996 | 1,270 | 216 | - | (282,510) |
| Conservation | 11,952 | - | 34 | - | (11,918) |
| Capital outlay | - | - | - | 105,713 | 105,713 |
| Total primary government | \$ 3,397,056 | \$ 328,495 | \$ 69,407 | \$ 239,681 | (2,759,473) |
| General revenues: | | | | | |
| Property taxes | | | | | 1,585,544 |
| Other taxes | | | | | 293,673 |
| Licenses and permits | | | | | 1,141,099 |
| Grants and contributions not restricted to specific programs | | | | | 304,760 |
| Miscellaneous | | | | | 175,993 |
| Total general revenues | | | | | 3,501,069 |
| Change in net position | | | | | 741,596 |
| Net position, beginning, as restated, see Note III.D. | | | | | 9,981,833 |
| Net position, ending | | | | | \$ 10,723,429 |

The notes to the financial statements are an integral part of this statement.

*The Old Meeting House Revitalization Committee
C/O Epsom Town Offices – Board of Selectmen
940 Suncook Valley Highway South
Epsom, NH 03234*

New Hampshire State Council on the Arts
19 Pillsbury Street, 1st Floor
Concord, NH 03301

The Old Meetinghouse Revitalization Committee oversees the restoration and renovation of the Old Meetinghouse. The Committee is chartered by the Town of Epsom, Board of Selectman.

The Board of Selectman is made up of three members;

Virginia Drew, Chair
Cheryl Gilpatrick, Vice-Chair
Hugh Curley, Board Member

The Old Meetinghouse Revitalization Committee is made up of five members;

Chuck Dreisbach, Chair
Virginia Drew, Board of Selectman Liaison
Meadow Wysocki, Treasurer & Secretary
Kristy Ellsworth
Norman Yeaton

The Old Meetinghouse Revitalization Committee is working to create space which will provide surrounding residents access to a community space to enjoy cultural and arts activities, large functions as well as a variety of other opportunities. The geographic area serviced by the Old Meetinghouse would be Epsom, Pittsfield, Chichester Townships, Northwood, Pembroke, Allentown and Deerfield.

Meadow Wysocki

[REDACTED]
[REDACTED]

[REDACTED]

[REDACTED]

EXPERIENCE

DATES FROM 2006 TO 2008

ASSISTANT VICE PRESIDENT, GUARANTOR TECHNICAL SERVICES

GRANITE STATE MANAGEMENT & RESOURCES

The NHHEAF Network Organizations, Concord NH

DATES FROM 2005 TO 2006

ASSISTANT VICE PRESIDENT, SCHOOL SERVICES

GRANITE STATE MANAGEMENT & RESOURCES

The NHHEAF Network Organizations, Concord NH

DATES FROM 2004 TO 2005

SCHOOL SERVICES MANAGER

GRANITE STATE MANAGEMENT & RESOURCES

The NHHEAF Network Organizations, Concord NH

DATES FROM 2001 TO 2004

BUSINESS MANAGER / FINANCIAL & ADMINISTRATIVE SERVICES

GRANITE STATE COLLEGE (Formerly College for Lifelong Learning)

University System of New Hampshire, Concord NH

DATES FROM 1998 TO 2001

BUSINESS MANAGER / STUDENT SERVICES

GRANITE STATE COLLEGE (Formerly College for Lifelong Learning)

University System of New Hampshire, Concord NH

DATES FROM 1995 TO 1998

BUSINESS MANAGER

RADIOWORKS, INC

Concord, NH

DATES FROM 1991 TO 1995
STUDENT BILLING ACCOUNTANT
NOTRE DAME COLLEGE
Manchester, NH

DATES FROM 1989 TO 1991
ACCOUNTS RECEIVABLE DATA ENTRY
HESSER COLLEGE
Manchester, NH

EDUCATION

2010
MASTER OF BUSINESS ADMINISTRATION
PLYMOUTH STATE UNIVERSITY

1994
BACHELOR OF SCIENCE DEGREE – ACCOUNTING/BUSINESS ADMINISTRATION
SOUTHERN NEW HAMPSHIRE UNIVERSITY

1991
ASSOCIATE DEGREE – BUSINESS ADMINISTRATION
HESSER COLLEGE

ACTIVITIES

Extensive volunteer work with Concord Hospital. Cuddler program working with Neonatal Abstinence Syndrome Newborns. Patient Visitor with a specialty in delirium patients. Baby Cart, delivering handmade gifts to new mothers and fathers. Work with the Epsom Old-Meetinghouse Revitalization Committee in renovating the Old Meetinghouse to become a community center.

