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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of HISTORICAL RESOURCES

93

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301
Phone: 271-3483 Fax: 271-3433

December 14, 2022

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of Historical Resources, to amend a Conservation Number Plate (Moose Plate) grant agreement with the City of Somersworth (VC#177476) by increasing the grant limitation by \$15,000 from \$10,000 to \$25,000 and extending the completion date from September 30, 2023, to October 31, 2024, for the rehabilitation of the well house roof in Forest Glade Cemetery effective upon Governor and Council approval. The original grant agreement was approved by Governor and Council on January 12, 2022, item #60. 100% Other Funds (Agency Income).

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

	<u>FY 2023</u>
03-035-035-350010-34050000-073-509074 – Grants Non-Federal	\$15,000

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 Forest Glade Cemetery, established in 1851, is the city's oldest cemetery and is a good example of the mid-19th century rural cemetery movement. It was listed to the National Register of Historic Places in 2007 and the New Hampshire State Register of Historic Places in 2021. The city received a Conservation License Plate (Moose Plate) grant in FY 2022 for \$10,000 to repair/replace the well house roof in the cemetery. After going out to bid, the project costs increased dramatically given the rising costs of material and labor. The city applied for and were awarded a second grant in the amount of \$15,000 to cover the additional costs.

The Attorney General's Office has reviewed and approved this grant as to form, substance and execution.

Respectfully submitted,

Sarah L. Stewart
Commissioner

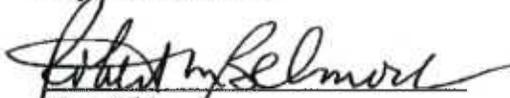
Amendment of G-1 Grant Agreement

The Department of Natural and Cultural Resources, Division of Historical Resources, and the City of Somersworth, hereby mutually agree to amend the Conservation License Plate Grant for repair and replacement of the well house roof in Forest Glade Cemetery originally approved by the Governor and Executive Council on January 12, 2022, Item #60.

1. Amend Exhibit C, Terms of Payment, by increasing the contract total by \$15,000 from \$10,000 to \$25,000.
2. Amend Exhibit C, Terms of Payment, by extending the date of completion from September 30, 2023 to October 31, 2024
3. All other terms and conditions of the original grant agreement shall remain the same in full force and effect as originally set forth; and
4. This amendment is subject to approval by the Governor and Executive Council.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year written.

City of Somersworth


Name/Title
ROBERT M. BELMORE, City Manager

12-15-22
Date

Department of Natural and Cultural Resources


Sarah L. Stewart, Commissioner

12/29/2022
Date

Approved as to form, substance, and execution:


Attorney General

01/12/2023
Date

Municipality Certification of Authority

I, Kristen LaPanne (Name), hereby certify/attest that I am duly elected Clerk/Secretary of City of Somersworth (Name of Municipality), New Hampshire. I hereby certify the following is a true copy of the resolution adopted during a meeting of the Municipality Officers, duly called and held on December 12, 2022, at which a quorum of the Municipality Officers were present and voting.

RESOLVED: That Robert M. Belmore, City Manager (Name and Title of Official Signing the Agreement) is duly authorized to enter into contracts or agreements on behalf of City of Somersworth (Name of Municipality) with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources, and is further authorized to execute any documents on behalf of this Municipality which may be in his/her judgement desirable or necessary to effect the purpose of this resolution.

I hereby certify that the foregoing resolution has not been amended or repealed and remains in full force and effect as of December 12, 2022. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Municipality. This authority remains valid for thirty (30) days from the date of this certificate.

DATED: 12/15/2022

ATTEST: K. LaPanne
(Secretary/Clerk Signature Completing this Certificate)



City of Somersworth – Resolution

Resolution No: **18-23**

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO AN AMENDED AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES AND TO ACCEPT AN ADDITIONAL MOOSE PLATE PROGRAM GRANT AWARD

November 14, 2022

WHEREAS, the City Council adopted Resolution No. 12-22 on October 25, 2021 authorizing the City Manager to accept a Moose Plate Program Grant from the New Hampshire Division of Historical Resources in the amount of \$10,000 (Ten Thousand Dollars), to be used for replacing the Italianate Well House Roof at Forest Glade Cemetery, requiring no local matching funds; and

WHEREAS, City Staff solicited bids from qualified contractors for the project; and

WHEREAS, the project bids received were in excess of the \$10,000 (Ten Thousand Dollar) grant amount awarded to the City from the New Hampshire Moose Plate Grant Program; and

WHEREAS, City Staff applied for additional funds to complete the restoration and received notification the City was awarded an additional grant in the amount of \$15,000 (Fifteen Thousand Dollars) for a total project award of \$25,000 (Twenty-Five Thousand Dollars);

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to enter into an agreement with the New Hampshire Division of Historical Resources for an additional Moose Plate Program Grant, and to execute any documents and agreements necessary for the grant's execution, and take any and all other such actions relative to this grant project's completion determined to be in the best interest of the City.

Authorization

Sponsored by Councilors:

David A. Witham
Denis Messier
Nancie Cameron
Richard Michaud
Donald Austin
Martin Pepin
Kenneth Vincent

Approved:

City Attorney

I hereby certify the foregoing to be

A TRUE COPY

ATTEST: 
City Clerk, Somersworth, NH



CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex³) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex³ is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex³, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex³ Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex³. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

Participating Member: City of Somersworth One Government Way Somersworth, NH 03878		Member Number: 293	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624	
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not:	
<input checked="" type="checkbox"/> General Liability (Occurrence Form) <input type="checkbox"/> Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	7/1/2022	7/1/2023	Each Occurrence	\$ 5,000,000
			General Aggregate	\$ 5,000,000
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input checked="" type="checkbox"/> Automobile Liability Deductible Comp and Coll: \$1,000 <input type="checkbox"/> Any auto	7/1/2022	7/1/2023	Combined Single Limit (Each Accident)	\$5,000,000
			Aggregate	\$5,000,000
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	7/1/2022	7/1/2023	<input checked="" type="checkbox"/> Statutory	
			Each Accident	\$2,000,000
			Disease - Each Employee	\$2,000,000
			Disease - Policy Limit	
<input checked="" type="checkbox"/> Property (Special Risk includes Fire and Theft)	7/1/2022	7/1/2023	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$1,000
Description: Proof of Primex Member coverage only.				

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ - NH Public Risk Management Exchange
NH Department of Natural and Cultural Resources 172 Pembroke Road Concord, NH 03301			By: <i>Mary Beth Purcell</i>
			Date: 10/31/2022 mpurcell@nhprimex.org Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax



DEC 16 '21 PM 4:00 RCVD

SR
LED

STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of HISTORICAL RESOURCES
19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301
Phone: (603) 271-3483 FAX: (603) 271 3433

December 8, 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, Division of Historical Resources, to award a Conservation Number Plate (Moose Plate) Grant to the City of Somersworth (VC #177476) in the amount of \$10,000 for roof repairs to the historic well house in Forest Glade Cemetery effective upon Governor and Executive Council approval through September 30, 2023. 100% Other Funds (Agency Income).

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

	<u>FY 2022</u>
03-035-035-350010-34050000-073-509074 – Grants Non-Federal	\$10,000

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 Forest Glade Cemetery is the oldest cemetery in Somersworth, established in 1851 and listed to the National Register of Historic Places in 2017. In addition to the burials, the cemetery features architecturally significant structures like the Furber Chapel and several Italianate style well houses.

Respectfully submitted,

(1511)

Sarah L. Stewart
Commissioner

GRANT AGREEMENT Grant #MP-21-06

New Hampshire Division of Historical Resources

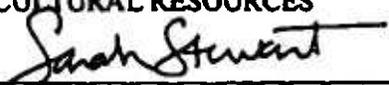
This agreement between the State of New Hampshire, Division of Historical Resources (hereinafter "DHR") and the City of Somersworth (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

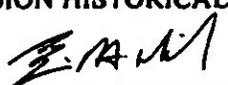
1. GRANT PERIOD: Pending G&C Approval - September 30, 2023
2. OBLIGATION OF THE GRANTEE: The Grantee agrees to accept \$10,000 and apply it to the project(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.

As required by the Conservation License Plate Grant Program and the DHR, Grantee agrees to prominently place a DHR provided grant information sign on site or within the community throughout the project funded by this grant, and to acknowledge support of the DHR and the Conservation License Plate Program on any materials promoting the project.

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 shall cease.

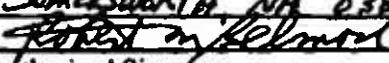
3. PAYMENT of 50% will be made following review by the NH Attorney General's Office and Governor and Council (as appropriate). Payment of the final 50% will be made upon receipt and approval of the final report documentation.
4. REPORTING: The Grantee agrees to submit a narrative report of progress to the DHR by April 1 and September 1 annually for the duration of the grant which summarizes progress on the project. The Grantee agrees to submit a final financial and project report in a format provided by the DHR, no more than 30 days after the end of the grant period.
5. SOVERIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

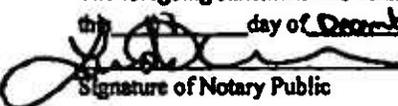
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES

 Sarah L. Stewart, Commissioner Date 12/10/21

DIVISION HISTORICAL RESOURCES

 Benjamin H. Wilson, Director/SHPO Date 12/18/21

Approved as to form, substance and execution:

 Office of Attorney General Date 12/15/2021

GRANTEE
 Name Robert M. Belmore
 Address 1 GOVERNMENT WAY
SOMERSWORTH, NH 03878

 Authorized Signature Date 12-09-21

STATE OF NEW HAMPSHIRE, COUNTY OF
 The foregoing statement was acknowledged before me on the _____ day of December, 2021

 Signature of Notary Public


November 2021

Scope of Work-Italianate Well House Roof Replacement Project.

1. Background

Italianate Well House, Avenue A, ca. 1857.

Located near the front entrance gate, this Italianate-style well house is a well-preserved example of a rare property type. Set on a stone foundation, the wood-framed octagonal structure displays wooden quoining on the sides of the rectangular openings and recessed panels below. The overhanging eaves are supported by paired brackets. Historic images indicate that at one time the building was capped by a finial. Cedar Shingles were used for the roofing material as part of the original construction. Inside the structure there is a round projection with the partial remains of a pump. The well opening has been filled with concrete.

2. Project Scope

The scope of work is as follows:

- 1. Contractor shall remove existing roofing material dispose of construction debris according to standard industry practices.**
- 2. Contractor shall install cedar breather underlayment.**
- 3. Contractor shall install approximately 250 square feet of cedar shingles to match existing.**
- 4. Contractor shall install new cedar hip and ridge caps.**

A map of the Cemetery for reference is shown in Attachment A: Site Map.

Municipality Certification of Authority

I, Jonathan Slaven (Name), hereby certify/attest that I am duly elected Clerk/Secretary of the City of Somersworth, New Hampshire. I hereby certify the following is a true copy of the resolution adopted during a meeting of the Municipality Officers, duly called and held on October 25, 2021, at which a quorum of the Municipality Officers were present and voting.

RESOLVED: That Robert M. Belmore, City Manager, is duly authorized to enter into contracts or agreements on behalf of, the City of Somersworth, with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources, and is further authorized to execute any documents on behalf of this Municipality which may be in his/her judgement desirable or necessary to effect the purpose of this resolution.

I hereby certify that the foregoing resolution has not been amended or repealed and remains in full force and effect as of October 25, 2021. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Municipality. This authority remains valid for thirty (30) days from the date of this certificate.

DATED: 11-16-2021

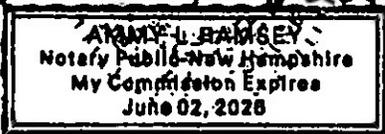
ATTEST: [Signature]
(Secretary/Clerk Signature Completing this Certificate)

STATE OF New Hampshire
COUNTY OF Stafford

On this the 16 day of November, 2021, before me Ammy L Ramsey, the undersigned officer, personally appeared Jonathan Slaven, known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal:

[Signature]
Justice of the Peace, Notary Public

My Commission Expires: 6-2-26





CITY OF SOMERSWORTH - RESOLUTION

Resolution No: 12-22

TO AUTHORIZE THE CITY MANAGER TO ENTER INTO A PROJECT AGREEMENT WITH THE STATE OF NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES AND TO ACCEPT A MOOSE PLATE PROGRAM GRANT AWARD

October 25, 2021

WHEREAS, the City of Somersworth has successfully utilized the New Hampshire Moose Plate Grant Program to support the City's historical preservation efforts, and

WHEREAS, the New Hampshire Division of Historical Resources has awarded the City a grant of \$10,000.00 (Ten Thousand Dollars), to be used for replacing a Italianate Well House Roof at Forest Glade Cemetery and requires no local matching funds, and

WHEREAS, the grant funds will be used to restore the roof to cedar shingles which was used in the original construction of the Well House in 1857,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOMERSWORTH THAT the City Manager is authorized to execute any documents and agreements necessary for the grant's acceptance and execution, and take any and all other such actions relative to this grant project's completion determined to be in the best interest of the City.

Sponsored by:

Mayor Dana S. Hilliard

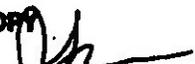
Approved:

City Attorney

I hereby certify the foregoing to be

A TRUE COPY

ATTEST:


City Clerk, Somersworth, NH

City Council Resolution No. 12-22

First Read Date:	10/25/2021	Tabled:	
Public Hearing:		Removed From Table:	
Second Read:	10/25/2021		

10/25/2021

Councilor Paradis made a motion to waive Council rules to allow for a second reading of Resolution No. 12-22. The motion was seconded by Councilor Witham and passed 8-0. City Clerk Slaven performed a second reading of Resolution No. 12-22.

Councilor Paradis made a motion to adopt Resolution No. 12-22 as presented. The motion was seconded by Councilor Cameron and passed 8-0 by roll call vote.

Ward/Councilor	Name	Y	N
Ward 1 Councilor	Pepin	X	
Ward 2 Councilor	Vincent	Excused	
Ward 3 Councilor	Dumont	X	
Ward 4 Councilor	Austin	X	
Ward 5 Councilor	Michaud	X	
At Large Councilor	Witham	X	
At Large Councilor	Gerding	X	
At Large Councilor	Cameron	X	
At Large Councilor	Paradis	X	
TOTAL VOTES:		8	0
On 10/25/2021 Resolution 12-22		PASSED	FAILED

I hereby certify the foregoing to be

A TRUE COPY

ATTEST:

[Signature]
City Clerk, Bozonsworth, NH



CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex[®]) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex[®] is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex[®] is entitled to the categories of coverage set forth below. In addition, Primex[®] may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex[®], including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex[®] Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex[®]. As of the date this certificate is issued, the information set out below accurately reflects the categories of coverage established for the current coverage year.

This Certificate is issued as a matter of information only and confers no rights upon the certificate holder. This certificate does not amend, extend, or alter the coverage afforded by the coverage categories listed below.

Participating Member: City of Somersworth One Government Way Somersworth, NH 03878		Member Number: 293	Company Affording Coverage: NH Public Risk Management Exchange - Primex [®] Bow Brook Place 48 Donovan Street Concord, NH 03301-2624		
COVERAGE CATEGORIES					
<input checked="" type="checkbox"/>	General Liability (Occurrence Form)	7/1/2021	7/1/2022	Each Occurrence	\$ 5,000,000
<input type="checkbox"/>	Professional Liability (describe)			General Aggregate	\$ 5,000,000
	<input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Fire Damage (Any one fire)	
				Med Exp (Any one person)	
<input checked="" type="checkbox"/>	Automobile Liability	7/1/2021	7/1/2022	Combined Single Limit (Each Accident)	\$5,000,000
	Deductible Comp and Coll: \$1,000			Aggregate	\$5,000,000
	<input type="checkbox"/> Any auto				
<input checked="" type="checkbox"/>	Workers' Compensation & Employers' Liability	7/1/2021	7/1/2022	<input checked="" type="checkbox"/> Statutory	
				Each Accident	\$2,000,000
				Disease - Each Employee	\$2,000,000
				Disease - Policy Limit	
<input checked="" type="checkbox"/>	Property (Special Risk includes Fire and Theft)	7/1/2021	7/1/2022	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$1,000
Description: Proof of Primex Member coverage only.					

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex[®] - NH Public Risk Management Exchange
NH Department of Natural and Cultural Resources 172 Pembroke Road Concord, NH 03301			By: <i>Way Bill Powell</i>
			Date: 11/16/2021 mpurcell@nhprimex.org
			Please direct inquiries to: Primex [®] Claims/Coverage Services 603-225-2941 phone 603-225-3833 fax