

129C CSG



State of New Hampshire

DEPARTMENT OF SAFETY
JAMES H. HAYES BLDG. 33 HAZEN DR.
CONCORD, N.H. 03305
(603) 271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

November 1, 2024

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

REQUESTED ACTION

Authorize the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) to enter into a grant agreement with the Town of Kensington (VC#177268-B003), Kensington, NH 03833, for an amount not to exceed \$23,581.00 for the cost associated with replacing their fire department building's heating, ventilation, and air conditioning (HVAC) system. Effective upon Governor and Council approval through December 31, 2026. **100% Federal Funds.**

Funding is available in the SFY 2025 operating budget as follows:

02-23-23-236010-28530000	Dept. of Safety - HSEM-Kensington HVAC - ARPA	
072-500574	Grants to Local Gov't - Federal	<u>SFY 2025</u>
Activity Code: 00FRF602PH2314A		\$23,581.00

EXPLANATION

The purpose of this request is to award a grant to the Town of Kensington to update their fire department building's HVAC system. The fire department is in an older building with a furnace that is from approximately the 1960's. These funds will be utilized to procure a new propane heating system, a propane on demand water heater, and a mini split for an air conditioner for their meeting room upstairs.

These are allowable uses of State and Local Fiscal Recovery Funds (SFRF) in the American Rescue Plan Act of 2021 (ARPA) under Section 602 (c)(1)(A) to respond to the public health emergency or its negative economic impacts. In accepting ARPA SFRF funds, the Department agrees to work collaboratively with the Governor's Office for Emergency Relief and Recovery to ensure accurate and timely reporting to the U.S. Department of Treasury on the use of the funds.

In the event that Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

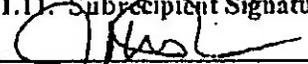
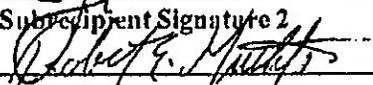
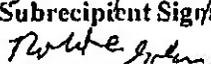
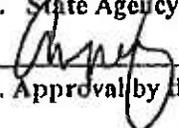
Respectfully submitted,


Robert L. Quinn
Commissioner of Safety

GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

I. IDENTIFICATION AND DEFINITIONS

1.1. State Agency Name NH Department of Safety, Homeland Security and Emergency Management		1.2. State Agency Address 33 Hazen Drive Concord, NH 03305	
1.3. Subrecipient Name Town of Kensington (VC# 177268-B003)		1.4. Subrecipient Address 95 Amesbury Road, Kensington, NH 03833	
1.5 Subrecipient Tel. # (603)772-5423	1.6. Account Number AU #28530000	1.7. Completion Date December 31, 2026	1.8. Grant Limitation \$23,581.00
1.9. Grant Officer for State Agency Sheila Dupere, EMPG Program Coordinator		1.10. State Agency Telephone Number (603) 271-2231	
"By signing this form, we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 		1.12. Name & Title of Subrecipient Signor 1 Joseph Pace, Selectman	
Subrecipient Signature 2 		Name & Title of Subrecipient Signor 2 Robert Gustafson, Selectman	
Subrecipient Signature 3 		Name & Title of Subrecipient Signor 3 Robert Solomon, Selectman	
1.13. State Agency Signature(s) By: 		1.14. Name & Title of State Agency Signor(s) On: 11 / 1 / 2024 Amy L. Newbury, Director of Administration	
1.15. Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: / /			
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By:  Assistant Attorney General, On: 11 / 14 / 24			
1.17. Approval by Governor and Council (if applicable) By: _____ On: / /			

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly

described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

Subrecipient Initials: 1.) JK

2.) R.E.H.

3.) ACS

Date: 10/28/24

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.17, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds affected by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no

event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

- 8.1.1 Failure to perform the Services satisfactorily or on schedule;
- 8.1.2 Failure to submit any report required hereunder; and/or
- 8.1.3 Failure to perform any other covenant, term or condition of this Agreement.

Subrecipient Initials: 1.) SO 2.) P. E. M.

3.) PLCS Date: 10/28/24

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 Give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 Give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 Give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 Give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

8.3. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT B. In addition, at the State's discretion, the Contractor shall, within 15 days of notice of early termination, develop and submit to the State a Transition Plan for services under the Agreement.

10. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

10.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes,

letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice, which shall be provided to the State at least fifteen (15) days prior to the assignment, and a written consent of the State. For purposes of this paragraph, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.2 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State. The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, its officers and employees, from and against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement, or other claims asserted against the State, its officers or employees, which arise out of (or which may be claimed to arise out of) the acts or omission of the Contractor, or subcontractors, including but not limited to the negligence, reckless or intentional conduct. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any

Subrecipient Initials: 1.) JH 2.) R. G. H.

3.) ACS Date: 10/28/24

subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 Commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 Special cause of loss coverage form covering all property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

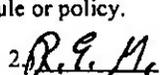
16. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

17. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

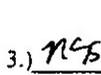
Subrecipient Initials: 1.)



2.)



3.)



Date: 10/28/24

18. **CHOICE OF LAW AND FORUM.** This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. Any actions arising out of this Agreement shall be brought and maintained in New Hampshire Superior Court which shall have exclusive jurisdiction thereof.

19. **CONFLICTING TERMS.** In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and/or attachments and amendment thereof, the terms of the P-37 (as modified in EXHIBIT A) shall control.

20. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. **HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. **SPECIAL PROVISIONS.** Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

23. **SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

EXHIBIT A

Special Provisions

1. This grant agreement may be terminated upon thirty (30) days written notice by either party.
2. Any funds advanced to "the Subrecipient" must be returned to "the State" if the grant agreement is terminated for any reason other than completion of the project.
3. Any funds advanced to "the Subrecipient" must be expended within thirty (30) days of receiving the advanced funds.
4. "The Subrecipient" agrees to have an audit conducted in compliance with OMB Circular 2 CFR 200, if applicable. If a compliance audit is not required, at the end of each audit period "the Subrecipient" will certify in writing that they have not expended the amount of federal funds that would require a compliance audit (\$750,000). If required, they will forward for review and clearance a copy of the completed audit(s) to "the State".

Additionally, "the Subrecipient" has or will notify their auditor of the above requirements prior to performance of the audit. "The Subrecipient" will also ensure that, if required, the entire grant period will be covered by a compliance audit, which in some cases will mean more than one audit must be submitted. "The Subrecipient" will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular 2 CFR 200. "The Subrecipient" will also ensure that all records concerning this grant will be kept on file for a minimum of three (3) years from the end of this audit period.

Subrecipient Initials: 1.) JB 2.) R.G.M. 3.) R.C.G. Date: 10/28/24

EXHIBIT B

Scope of Services

1. The Department of Safety, Division of Homeland Security and Emergency Management (hereinafter referred to as "the State") is awarding the Town of Kensington (hereinafter referred to as "the Subrecipient") \$23,581.00 to replace their fire department HVAC system.
2. "The Subrecipient" agrees that the project grant period ends December 31, 2026 and that a final performance and expenditure report will be sent to "the State" by November 30, 2026.
3. "The Subrecipient" agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.
4. "The Subrecipient" shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years from the grant period end date.

Subrecipient Initials: 1.)

JK

2.) P.L.H.

3.) DCG

Date: 10/28/24

EXHIBIT C

Grant Amount and Payment Schedule

1. GRANT AMOUNT

Federal Award Information	
Awarding Agency: Department of Treasury	Pass-through Entity: Homeland Security & Emergency Management
Federal Award: \$994,631,934.62	Assistance Listings Number/Title: Coronavirus State and Local Fiscal recovery Funds / 21.027
Federal Award Date: 3/11/2021	R&D: No
Indirect Cost Rate: 12.67%	Federal Award Identification Number (FAIN): SLFRP0145
Subrecipient Information	
Name: Town of Kensington	UEI: CDWCSVLG9Z65
Current Subaward Amount: \$23,581.00	Total Subawards Amount: \$23,581.00
Project Cost	
Applicant Share (Match Required): 0.00	Grant (Federal Funds): \$23,581.00
Period of Performance	
Start	End
3/3/2021	12/31/2026
Budget Period	
Start	End
3/3/2021	12/31/2026

2. PAYMENT SCHEDULE

- a. "The Subrecipient" agrees the total payment by "the State" under this grant agreement shall be up to \$23,581.00.
- b. "The Subrecipient" may request an advancement of grant funds in writing to the "The State". "The State" will forward the funds to "the Subrecipient" upon receiving and reviewing the request. "The Subrecipient" shall expend the grant funds within thirty (30) days and provide proof of this to "the State" within forty-five (45) days.

Subrecipient Initials: 1.) 2.) R.G.H. 3.) RCY Date: 10/28/24

- c. Upon review and approval of the invoices and supporting match documentation "The State" shall reimburse up to \$23,581.00 to "the Subrecipient" upon "the State" receiving a reimbursement request on letterhead, copies of purchase orders, vendor invoices, cancelled checks, and required match documentation.

Subrecipient Initials: 1.)

JK

2.) R.G.M.

3.) ACY

Date: 10/28/24

TOWN OF KENSINGTON
BOARD OF SELECTMEN MEETING
Kensington Town Hall
95 Amesbury Road
Kensington, NH 03833
MONDAY
OCTOBER 28, 2024
MEETING MINUTES - DRAFT
6:30pm

In Attendance: Joseph Pace, Robert Solomon, Robert Gustafson

**J. Pace called the meeting to order at 6:37pm.
There were no public comments at this time.**

DEPARTMENT HEADS:

- Police Department –Chief Scott Cain –
 - Chief Cain attended a conference in Boston and left early to assist a neighboring town with a standoff.
 - There have been a couple barricaded subjects with fire arms in the past few months that his department has been a part of.
 - There was a suicide in town today with a firearm. It has been a busy couple of weeks for the department.
- Fire Department – Fire Chief Jeffrey DiBartolomeo –
 - 14 calls since he came on at the beginning of October. 58 calls so far this year.
 - Discussions within the department about roles and responsibilities.
 - Major things need to be addressed at the fire department.
 - Radios need to be replaced, they are 20+ years old and no longer supported by the vendor.
 - SCBA replacement- 20+ years old and he is working with area towns on a grant to help with the replacement of these vital units.
 - Engine One replacement that is 28 years old and getting to the end of life for that fire truck.
 - First full fire dept meeting, they will be cleaning out the station, making a day room for longer calls or storm coverage so there is somewhere to rest.
 - Presented the budget to the Town Administrator.
 - Working on finishing the pickup project and just needs stripping and lettering, now using it to respond to calls.
 - Driveway project is still outstanding and they are hoping that it is done sometime in November
 - B. Solomon- fire danger- the department had one call for an unpermitted burn, that was permitted and was in a fire pit. There was not supposed to be brush in the firepit and reminded the resident to pay attention to the fire class. The town is still in a fire class 6 warning which is very high.
 - Working with the state on online permitting, then they can shut permits off if danger is high.

NEW BUSINESS:

- **BUDGET DISCUSSION**-First effort at the budget for 2025, there will be more detailed budget meetings in November and this is to see if these make sense.
 - **Library**- will work on appropriations and rework the way that the funds are disbursed. K. Felch will work with the library on the appropriation and the payroll deductions. The payroll taxes were calculated incorrectly when the budget has been presented in the past and the appropriations check was adjusted to account for that. There will be a longer discussion with the library and how their disbursements are paid. The town sends the library a spreadsheet with the weekly payroll and the monthly disbursement on a monthly basis.
 - **Cemetery**- nothing due at this point, they are 2-3 years out for stone repairs and fence is good for 5 years. There has been no change and last year the monthly costs are just a bit lower. Just mowing for the cemetery this year.
The cemetery will be doing a warrant article and the language of the warrant article is going to be a reflection of what the fire department does each year with left over funds that go into their expendable trust fund.

Library and Cemetery departments left.

- **Building**- the only additional expenses to this budget are the required building code books and a computer for the building inspector, he is currently working on just a laptop.
- The board went over the budget, starting with the overall budget asks and they would like the departments take another look at their budgets and see what they can do to adjust them before the 12th and 13th of November. There were additional budget discussions about what the actual budget percentage should be for an increase this year and out of the box ideas for increasing the revenue for the town to help offset the increases.
- The board will discuss taking Pest Management out of the budget and asking the town voters if they want to continue this with a warrant article. The cost estimate for 2025 is \$25,000. This will include more testing and larvasiding due to the increased level of our arboviral threat in 2024.

<ul style="list-style-type: none"> • EMERGENCY MANAGEMENT PERFORMANCE GRANT (ARPA FUNDS) ○ This grant is for the states ARPA funds that were opened up to the communities. The town submitted a few requests and the Fire Station HVAC system updates was the only one that was preliminarily approved. B. Gustafson made a motion that the Select Board, in a majority vote accept the terms of the American Rescue Plan Act (ARPA) as presented in the amount of \$23,581 for the HVAC system to be installed at the Fire Station, seconded by B. Solomon, all in favor.

- **ABATEMENT- RYDGREN**- the board received another recommendation for the abatement filed timely by Sarah Rydgren, this recommendation by Avitar states that the overall adjustment should be adjusted by \$40,900. This will constitute a refund to the resident for \$557.82, which includes interest. New total valuation will be \$436,700.
B. Gustafson made a motion to approve the abatement for \$557.82 abatement for M6 L7 228 Amesbury Road Kensington, B. Solomon seconded.

- **KIC ABATEMENT – FOR LOT THAT WAS MERGED BEFORE JULY BILLING.**
K. Felch explained that this parcel was merged before the July billing but was not recorded in the system.
B. Solomon made a motion to abate \$572.00 for Map 11 Lot 13 for 98 Amesbury Road for parcels that were merged before the first tax billing. B. Gustafson seconded, all in favor.

- **FIRE DEPARTMENT SHED-** Chief DiBartolomeo would like to build a shed at the rear of the lot towards the school to store other equipment like tables and chairs. The trailer and ATV will be moved offsite for the winter and he would like to install a shed to keep them onsite. The board went over the plan for the school that shows the boarder of the fire station. The fire association owns the lot that the fire building is located on. The town leases the building for \$1 yearly. Chief DiBartolomeo will talk with the Kes principal about the project.

- **Approval of Board Minutes**
B. Solomon made a motion to approve the minutes from 9/23 & 9/30, B Gustafson seconded, all in favor.
B. Gustafson made a motion to approve the 10/8, 10/15, 10/21, B. Solomon seconded all in favor.

- **BILLS AND PAYROLL-** the board signed off on bills and payroll submitted.

- **RSA 91-A:3, II (f)-** B. Solomon made a motion to enter non-public for legal advice at 8:46pm, seconded by B. Gustafson, all in favor.
Roll Call vote to enter nonpublic session:
Joe Pace
Bob Solomon
Bob Gustafson

- **B. Gustafson made a motion to leave nonpublic session at 8:53pm, seconded by B. Solomon all in favor.**
Roll Call vote to enter nonpublic session:
Joe Pace
Bob Solomon
Bob Gustafson

The board reviewed the next meeting dates:

- **NEXT MEETINGS**
 - **NOVEMBER 4, 2024-Election**
 - **NOVEMBER 12, 2024- BUDGET ONLY and November 13, 2024**
 - **NOVEMBER 18, 2024**

B. Gustafson made a motion to adjourn at 8:54pm, seconded by B. Solomon, all in favor.
Respectfully submitted,

Kathleen T Felch
Town Administrator



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: Primex3 Members as per attached Schedule of Members Property & Liability Program		Member Number:	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ PO Box 23 Hooksett, NH 03106-9716	
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	7/1/2024	7/1/2025	Each Occurrence	\$ 2,000,000
			General Aggregate	\$ 10,000,000
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)	
<input type="checkbox"/> Workers' Compensation & Employers' Liability			<input type="checkbox"/> Statutory	
			Each Accident	
			Disease – Each Employee	
			Disease – Policy Limit	
<input type="checkbox"/> Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)	
Description: Proof of Primex Member coverage only.				

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ – NH Public Risk Management Exchange By: <i>Mary Beth Purcell</i> Date: 6/20/2024 mpurcell@nhprimex.org Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			

Town of Hampstead	190	7/1/2024
Town of Hampton	191	7/1/2024
Town of Hancock	193	7/1/2024
Town of Hanover	194	7/1/2024
Town of Harrisville	195	7/1/2024
Town of Haverhill	196	7/1/2024
Town of Hebron	197	7/1/2024
Town of Henniker	198	7/1/2024
Town of Hinsdale	201	7/1/2024
Town of Holderness	202	7/1/2024
Town of Hooksett	204	7/1/2024
Town of Hopkinton	205	7/1/2024
Town of Hudson	206	7/1/2024
Town of Jaffrey	208	7/1/2024
Town of Jefferson	209	7/1/2024
City of Keene	210	7/1/2024
Town of Kensington)	211)	7/1/2024)
Town of Kingston	212	7/1/2024
City of Laconia	213	7/1/2024
Town of Lancaster	214	7/1/2024
Town of Landaff	215	7/1/2024
Town of Langdon	216	7/1/2024
Town of Lee	218	7/1/2024
Town of Lempster	219	7/1/2024
Town of Lincoln	220	7/1/2024
Town of Littleton	223	7/1/2024
Town of Londonderry	224	7/1/2024
Town of Lyman	226	7/1/2024
Town of Lyme	227	7/1/2024
Town of Lyndeborough	228	7/1/2024
Town of Marlow	233	7/1/2024
Town of Mason	234	7/1/2024
Town of Merrimack	236	7/1/2024
Town of Milan	238	7/1/2024
Town of Milton	240	7/1/2024
Town of Monroe	241	7/1/2024
Town of Nelson	244	7/1/2024
Town of Newbury	247	7/1/2024
Town of New Castle	248	7/1/2024
Town of New Durham	249	7/1/2024
Town of New Hampton	251	7/1/2024
Town of New London	254	7/1/2024
Town of Newmarket	255	7/1/2024
Town of Newport	256	7/1/2024
Town of North Hampton	259	7/1/2024
Town of Northumberland	260	7/1/2024
Town of Northwood	261	7/1/2024
Town of Nottingham	262	7/1/2024
Town of Orange	263	7/1/2024
Town of Orford	264	7/1/2024
Town of Pelham	266	7/1/2024
Town of Peterborough	268	7/1/2024



CERTIFICATE OF COVERAGE

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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: Primex3 Members as per attached Schedule of Members Workers' Compensation Program		Member Number:	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ PO Box 23 Hooksett, NH 03106-9716	
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, If Not:	
<input type="checkbox"/> General Liability (Occurrence Form) <input type="checkbox"/> Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence	
			General Aggregate	
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate	
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	1/1/2024	1/1/2025	<input checked="" type="checkbox"/> Statutory	
			Each Accident \$2,000,000	
			Disease – Each Employee \$2,000,000	
			Disease – Policy Limit	
<input type="checkbox"/> Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)	
Description: Proof of Primex Member coverage only.				

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ – NH Public Risk Management Exchange By: <i>Mary Beth Purcell</i> Date: 1/2/2024 mpurcell@nhprimex.org Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			

Town of Eaton	163
Town of Effingham	164
Town of Ellsworth	165
Town of Epping	167
Town of Epsom	168
Town of Errol	169
Town of Exeter	170
Town of Farmington	171
Town of Francestown	173
Town of Franconia	174
Town of Freedom	176
Town of Fremont	177
Town of Gilford	178
Town of Gilmanton	179
Town of Gilsum	180
Town of Goffstown	181
Town of Gorham	182
Town of Goshen	183
Town of Grafton	184
Town of Greenfield	186
Town of Greenville	188
Town of Groton	189
Town of Hampstead	190
Town of Hampton Falls	192
Town of Hancock	193
Town of Harrisville	195
Town of Henniker	198
Town of Hill	199
Town of Hillsborough	200
Town of Hollis	203
Town of Hopkinton	205
Town of Jackson	207
Town of Jaffrey	208
Town of Jefferson	209
City of Keene	210
Town of Kensington	211
Town of Kingston	212
City of Laconia	213
Town of Lancaster	214
Town of Langdon	216
City of Lebanon	217
Town of Lempster	219
Town of Lincoln	220
Town of Lisbon	221
Town of Litchfield	222
Town of Littleton	223
Town of Loudon	225
Town of Lyman	226
Town of Lyndeborough	228
Town of Madbury	229
Town of Madison	230
Town of Marlborough	232