

CJG



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

SF

March 7, 2025

Her Excellency, Governor Kelly A. Ayotte
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 amend the grant agreement with the Town of Springfield (159951-B001), PO Box 22, West Springfield, NH 03284, to update their Hazard Mitigation Plan (HMP). This amendment will change the completion date from October 29, 2026 to May 2, 2026. This grant was initially approved by Governor and Council on May 1, 2024, item #146. Effective upon Governor and Council approval. Funding source: 100% Federal Funds. No additional funds are being requested.

EXPLANATION

This request for a change in completion date is needed due to an incorrect date listed on the initial agreement. It was agreed that a change to May 2, 2026, approved through Governor and Council, would be necessary in order to update their HMP. HSEM has reviewed this request with the Federal Emergency Management Agency (FEMA), and it was determined that the date change will not affect Federal Funding.

The Hazard Mitigation Grant Program (HMGP) is 90% Federally funded by FEMA with a 10% match requirement supplied by the sub-recipient. The sub-recipient acknowledges their match obligation as part of Exhibits B and C to their grant agreement.

In the event that HMGP 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

Federal Award Title & #: Hazard Mitigation Grant Program (HMGP) 4516DRNHP00000085

Federal Awarding Agency: Federal Emergency Management Agency (FEMA)

Assistance Listings: 97.039

Applicant's Unique Entity Identifier (UEI): LAE8LDFGZ43

Grant Agreement Amendment

Extension or Change of Period of Performance

Town of Springfield (Sub-Recipient)

It is hereby agreed that the grant agreement (PO#1099500) approved by the Governor and Executive Council on May 1, 2024, Item #146, between the Town of Springfield as "Sub-recipient" and the Department of Safety, Division of Homeland Security & Emergency Management as "State" for upgrades to the community's Local Hazard Mitigation Plan is amended as follows:

1. GENERAL PROVISIONS, Section 1.7, Completion Date;

Change the project completion date from October 29, 2026 to May 2, 2026

2. EXHIBIT B, Scope of Work, Project Tasks & Deliverables, and Project Review & Conditions, Number 1;

Delete item three (3) in its entirety and replace with:

"The Subrecipient" agrees that the period of performance ends on May 2, 2026 and by that date the aforementioned hazard mitigation plan must be completed and have received formal approval by New Hampshire Homeland Security and Emergency Management (HSEM). All completed invoices must be sent to "the State" by June 2, 2026, thirty (30) days after the period of performance ends.

3. Exhibit C, Grant Amount and Payment Schedule, Number 2, section b

Change task completed schedule from:

Sub-Recipient Initials: 1.)



2.)

3.)

Date: 2.10.2025

Task Completed	% of Individual Plan Cost to be Billed
Task 1. Document the Planning Process	20%
Task 2. Conduct a Hazard Identification and Risk Assessment	20%
Task 3. Identify Mitigation Actions	20%
Task 4. Prioritize Mitigation Actions	20%
Task 5. Submit completed plan for review, revisions, and receive APA status	15%
Task 6. Submit Adopted Plan and receive Formal Approval	5%

To:

Task Completed	% of Individual Plan Cost to be Billed
Task 1. Document the Planning Process <ul style="list-style-type: none"> • Grant Award and Contracting • Select and Hire a Vendor • Convene a Local Hazard Mitigation Planning Committee 	20%
Task 2. Conduct a Hazard Identification and Risk Assessment <ul style="list-style-type: none"> • Revisit the Hazard Profiles • Facility Inventory • Vulnerability Assessment 	20%
Task 3. Identify Mitigation Actions <ul style="list-style-type: none"> • Mitigation Goals 	20%
Task 4. Prioritize Mitigation Actions <ul style="list-style-type: none"> • Mitigation Actions 	20%
Task 5. Submit completed plan for review, revisions, and receive APA status <ul style="list-style-type: none"> • Plan Review, Evaluation, and Implementation • Plan Maintenance • Public Review of Draft 	15%
Task 6. Submit Adopted Plan and receive Formal Approval <ul style="list-style-type: none"> • Review and Approval 	5%

4. All other provisions of the grant agreement, approved by the Governor and Council on May 1, 2024 shall remain in full force and effect.

EFFECTIVE DATE OF THE AMENDMENT: This Amendment shall be effective upon its approval by the Governor & Council. If approval is withheld, this document shall become null and void, with no further obligation or recourse to either party. IN WITNESS WHEREOF, the parties have hereunto set their hands:

Sub-Recipient Initials: 1.)  2.) 3.) Date: 2-20-2025

Town of Springfield (Sub-Recipient)

By (signature): 

By (signature): _____

Print Name: PAUL HETZMANN

Print Name: _____

Title: CHAIR, BOARD of SUPERVISORS

Title: _____

By (signature): _____

By (signature): _____

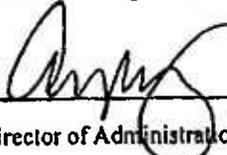
Print Name: _____

Print Name: _____

Title: _____

Title: _____

Approval by State of New Hampshire, acting through its Department of Safety:

By (signature): 
Director of Administration

Approval by State of New Hampshire Attorney General:

By (signature): 
Attorney General

Sub-Recipient Initials: 1.)  2.) _____ 3.) _____

Date: 2.10.2025

Approval by State of New Hampshire Governor & Council / Secretary of State:

By (signature): _____

Governor & Council / Secretary of State

Sub-Recipient Initials: 1.) 

2.) _____

3.) _____

Date: 2-10-2025

Board of Selectmen
Memorial Building

February 10, 2025
4:30 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Selectmen Present: Poul Heilmann, Chair; Amy Lewis, Vice Chair; Steve Dzubak

Others: Jen Roberts; George Grant, State Representative; Luke Gorman, MBC Representative; Neal Huntoon; Jeff Haley, Emergency Management Director

Scheduled Appointments:

George C. Grant, state representative, appeared before the Board to introduce himself and answer any questions the Board might have regarding things happening on the state level. Mr. Grant is a member of the Housing Committee. Amy asked what the current status was of HB283, adequate education bill. Mr. Grant stated that house bill was before the committee today. Mr. Grant stated the idea of this bill is to create a criteria for credits, it's setting new minimum standards to graduate.

Tim Bray brought up Senate Bill 188, where they want to issue building permits by private inspectors; so builders can hire their own inspector. Mr. Grant hasn't seen this bill, but will look into it.

Mr. Grant added one of the bills coming up is on parental rights. This bill would allow parents to go to the school and ask about their child and get a direct response, information would not be allowed to be withheld. Luke Gorman asked if the Department of Child and Family Services is involved and the parent is the person being reported upon; would information be divulged from the school to that parent. Jen Roberts stated if it is a parent or family member that has been reported then they are automatically not given information regarding what was reported. Luke agreed, that is a HIPAA medical standpoint, he questions whether that is in the state statute proposed for parental rights. Mr. Grant did not have an answer for that.

There was discussion on the petitioned warrant article going before many towns this year at their annual town meetings. The main concern is on accountability and oversight of monies being spent in regard to the voucher program; that is how the petition was represented to the town. Mr. Grant believes the petition is full of a lot of misinformation. Mr. Grant stated any money going out of the state to a parent is academically and financially accounted for; that parent has to prove their child is being educated. Steve stated we are being told that the voucher program is being run by a sole source bidder out of New York City, that is currently unwilling to turn over their audit records to the state as to where the money is being spent. Mr. Grant will check in to these issues and get an answer back to the Board.

Steve mentioned another House Bill coming up, HB683 AN ACT relative to off-highway recreational vehicles. This is another bill Mr. Grant will look into and get back to the town with some information.

Luke Gorman, Springfield MBC Representative, appeared before the Board as requested to answer any questions the Board or audience may have regarding the school budget. Luke stated that in 2024 NH was 8th from the bottom in the country for cost per pupil funding according to the education law center; that's not acceptable. Luke added it is a very inadequate balance in NH between state and municipality funding. Luke doesn't feel we should shift all the cost of education to the state level, but it needs to be equitable and not passed on to us, to be funded out of property taxes. There was some discussion surrounding the NH Lottery and its contribution to funding education. Luke stated likely similar to what is happening at Kearsarge, it's encumbered costs to run the lottery that are becoming more expensive. Same goes for the benefit package for school district employees; that makes up a significant piece of the 1.96% increase in the budget that will be voted on. There are certain things we can't avoid when it comes to the school budget. Another problem is the aging infrastructure in the district.

Jen Roberts asked what was being looked at, as ways to trim the school budget; is the staff being asked their thoughts on how to cut costs. Luke can only speak to the budget committee and presentations they get. As far as Luke knows the principals are soliciting teachers on a yearly basis as they put their budgets together to see where funds should be expended and where funds haven't been expended. Tim Bray stated the bottom line is the performance of the student; are we at the 50th percentile, is that statewide, are we doing better than that; does the budget committee link it to performance to see what is and isn't working. Luke stated he has to trust the administration and the teachers in the district to do their job with the adequate funding we provide. Luke doesn't want to make decisions on programs based on performance because he is not a professional educator. If they are presenting rational reasons behind the spending to the budget committee he has to trust their expertise. Tim also asked who is accountable to matching how much money they are getting and performance score; initially that would be the superintendent. Tim stated when voters go to the voting booth to vote on whether to spend more of their taxes on schools or not, it would be helpful for that person to know if we are doing better performance wise. It's easier to pay more money if you know something is working. Luke, speaking for himself, stated educational success is a difficult thing to measure; not everyone tests well, everyone learns differently has different strengths and different successes in their life.

Luke stated for those that take advantage of the education freedom account, there are no mandates. The person at home is getting money, and not mandated to do the numerous things the school district is mandated to do; the dollars are being spent completely different. That goes back to the accountability concern. The Board thanked Luke for coming and being engaged. Luke added that everyone seems to question why the school board and budget committee always have the same number on the ballot, which is valid. Luke explained the process has become very

collaborative and they have so many discussions in advance and that is why they are ending up with the same numbers. Tamara asked why then one number isn't presented by the school board and budget committee. Luke explained that is just how the statute is written. It allows for two separate budgets to be presented if they were to disagree.

Jeff Haley, Emergency Management Director - Hazard Mitigation Grant: Jeff presented the draft of the amendment to the grant program reflecting a change in completion date.

The Select Board, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program (HMGP) amendment as presented, to reflect the change of Period of Performance dates from October 29, 2026 to May 2, 2026.

Poul Heilmann, Select Board chair, is authorized to sign all documents related to the grant.

Poul made a motion to accept the terms of the Hazard Mitigation Grant Program as amended.

The motion was seconded by Amy. Poul, Amy and Steve voted in favor of the motion.

Zoning/Health Officer Report:

REPORT: ZONING COORDINATOR *Select Board Meeting, Monday, 2/10/2025*

Applications for Zoning Permit - APPROVED

1. Ayangar, Arjun 112 Philbrick Hill, Application for roof-mounted solar panel array on existing home. Applicant meets all local zoning requirements, Application approved

Zoning Permits - PENDING

1. Stone, Timothy and Shannah, Short Term Rental of a "tent" at 2513 Route 4A, Special Exception Approved on 10/8/24, Site Plan Review application pending. Will contact applicant with Site Plan requirements for PB meeting.
2. Woelz, Anthony / Horizons Engineering, submitted new application for Special Exception due to architectural revisions to the approved plan, public hearing held on February 4th, 2025. Continued for site visit by the ZBA and review of NHDES Shoreland Permit specifics (drainage, erosion and landscaping details. Continued to March 4th meeting.
3. Saggese, David, 30 Winding Wood Rd., email received 1/23 requesting assistance with Site Plan Review application. I broke down the checklist to items needed for his property and instructed him to begin site plan with graph paper from town office. Will meet to review missing items/ waivers required. Have not had response as of 2/20
4. Durgin and Crowell, new Site Plan review submitted for construction of an addition to present boiler building and to raze two smaller buildings. Scheduled for PB on 2/20?
5. Rowley, Tyler 2380 Main Street, *Notice of Violation* issued June 18, 2024, A Consent Decree was agreed upon on Monday, Oct. 21 at Newport District Court.. Site Plan application submission to Planning Board, public hearing on February 20th

Application for Individual Sewage Disposal System (ISDS) – APPROVED

Four Corners Rd., Map 28, Lot 233-60, Application for an ISDS (as-built) Construction (as amended) local permit approved for a 3-bedroom home. Met all requirements of Health and Zoning Regulations.

Tim stated that if the process he is using with Saggese goes smoothly he will use it as a template going forward.

It was clarified that Rowley and Durgin and Crowell are on the Planning Board agenda for February 20th.

Poul made a motion to accept the report of the Zoning Coordinator and Health Officer as amended. The motion was seconded by Steve. Poul, Steve and Amy voted in favor of the motion.

Meeting Minutes of January 27, 2025:

Page 1:

Selectmen Present: Poul Heilmann, Chair, via Zoom; Steve Dzubak; Amy Lewis, Vice Chair, absent

Page 2:

Amy asked Jim if a formal 91-A Right to Know request has been made for the information the state is not releasing.

Steve made a motion to accept the minutes of January 27th as amended. The motion was seconded by Poul. Steve, Poul and Amy voted in favor of the motion.

Unfinished Business:

- a. Budget – The budget was approved on Thursday, February 6th.
- b. Short-Term Rental – No new rentals show online.
- c. Digitizing Files – Marcy has completed scanning everything through Map 7; there are 50 map numbers.
- d. Safety Policy – Tamara provided a generic policy for the Board to review. The Board stated this policy needs to be part of the Personnel Policy. The Board will hold a non-public work session to address questions on the personnel policy and safety policy.

New Business:

Tamara has received no notification from the state about work starting on Georges Mills Road. We found out work had started, brush cutting, from Chief Zullo. Chief Zullo has been informed the project will begin in May. The Board would like communication from the state for the start and anticipated completion of the project so residents can be informed.

Legal Status Update: No updates to report.

Board and Department Updates:

- a. Agricultural Commission – No updates to report.
- b. Buildings/Grounds – Steve will try to get the Meetinghouse floor work on the schedule after March 15th, with the anticipation that it can be completed before April 15th.
The sink has been removed from the Protectworth room. Tamara found a shelf that would fit in that spot and could house the Wi-Fi equipment. The Board agreed to the purchase of the shelf.
Steve received a second quote for the electrical work and it was basically half of the first quote received. Poul made a motion to accept the bid up to \$1200 for the electrical work on the town buildings. The motion was seconded by Steve. Poul, Steve and Amy voted in favor of the motion.
Chris Gaherty is putting together a quote to work on the storage area in the highway garage which is currently supported by delineators. Employees have been instructed not to go up there for the time being as it is a safety issue.
- c. Conservation Committee – The committee met last week, no update to report.
- d. Fire Department – The admin meeting is Tuesday, February 11th. Things have been going well at the Fire Department, but are still looking for new volunteers.
- e. Highway Department – will be discussed at a later time.
- f. Library – There is an opening for a library trustee. Springfield has 17 graduating seniors this year and the trustees will be reviewing how to breakdown the scholarships for 2025.
- g. Planning Board – The next meeting is on February 20th.
- h. Police Department – The Georges Mills Road project will require some management on the Chief's part to do the details. They will need to do full-day details which can be difficult with a two-person department.
No servers are needed in the police department, everything is able to utilize cloud-based storage.
The police department is not able to enforce parking violations on private property unless it is obstructing traffic.
The department will likely need to purchase new body cams next year; something to discuss during the next budget season.
- i. Recreation Committee – The bonfire is scheduled for March 1st and will be held behind the Highway Garage. The potluck will be in the fire station. The event will take place from 5 to 8pm.
The Easter events will take place on April 13th.
Old Home Day will be a three-day event, July 18th through the 20th. The theme will be Now and Then.
- j. ZBA – The Kazenas special exception was approved.
- k. We received several photos to be considered for the cover of the Town Report. The Board was asked to select a photo for the front and back covers.

Signatures:

Intent to Cut

Appointment Renewals for Conservation Commission

Time off requests

Miscellaneous Business:

Tamara provided the Board with a cost breakdown of what we currently pay to Consolidated for phone lines that are only used for the security alarms. A quote was also received to install cellular lines for our alarms. The Board had several questions which she will take back to the cellular company to try to gather further information on switching to cellular for our alarm systems.

At 6:45 p.m. Amy made a motion to enter non-public session per RSA 91-A:3, II (a). The motion was seconded by Steve. By roll call vote Amy voted aye, Steve voted aye and Poul voted aye.

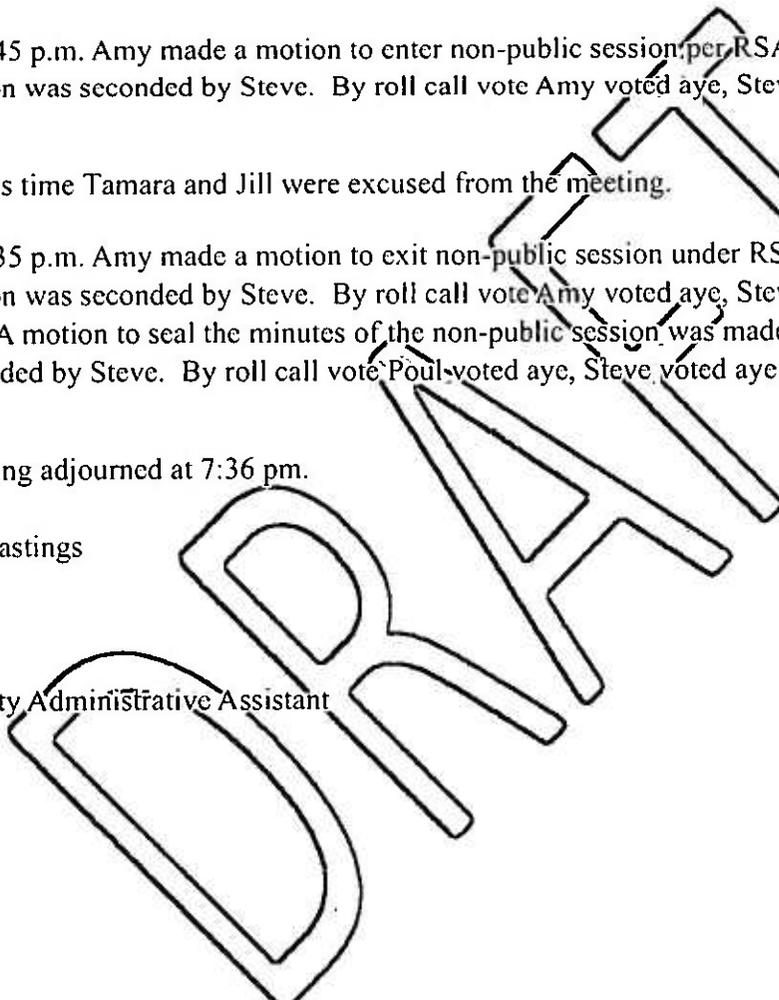
At this time Tamara and Jill were excused from the meeting.

At 7:35 p.m. Amy made a motion to exit non-public session under RSA 91-A:3, II (a). The motion was seconded by Steve. By roll call vote Amy voted aye, Steve voted aye and Poul voted aye. A motion to seal the minutes of the non-public session was made by Poul. The motion was seconded by Steve. By roll call vote Poul voted aye, Steve voted aye and Amy voted aye.

Meeting adjourned at 7:36 pm.

Jill Hastings

Deputy Administrative Assistant





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: Town of Springfield 2750 Main Street PO Box 22 Springfield, NH 03284		Member Number: 295	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ PO Box 23 Hooksett, NH 03106-9716		
X	Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, if Not:	
	General Liability (Occurrence Form) Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	1/1/2025	1/1/2026	Each Occurrence	\$ 2,000,000
				General Aggregate	\$ 10,000,000
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
X	Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto	1/1/2025	1/1/2026	Combined Single Limit (Each Accident)	\$2,000,000
				Aggregate	\$10,000,000
X	Workers' Compensation & Employers' Liability	1/1/2025	1/1/2026	X Statutory	
				Each Accident	\$2,000,000
				Disease - Each Employee	\$2,000,000
				Disease - Policy Limit	
X	Property (Special Risk Includes Fire and Theft)	1/1/2025	1/1/2026	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 ³ - NH Public Risk Management Exchange By: <i>Mary Beth Purcell</i> Date: 2/6/2025 mpurcell@nhprimex.org Please direct inquires to: Primex ³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax
State of NH, Dept of Safety 33 Hazen Dr Concord, NH 03305			



ROBERT L. QUINN
COMMISSIONER

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

April 2, 2024

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

G&C #146
05/01/2024

Approved

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 Springfield (VC# 15951-B001), West Springfield, NH 03284, in the amount of \$9,000.00 to update their Hazard Mitigation Plan. Effective upon Governor and Council approval through October 29, 2026. 100% Federal Funds.

Funding is available in the SFY 2024 operating budget as follows:

02-23-23-236010-29200000	Dept. of Safety - HSEM- HMGP	<u>SFY 2024</u>
072-500574	Grants to Local Gov't - Federal	\$9,000.00
Activity Code: 23DR4516HM		

EXPLANATION

Governor and Council approval is being sought because the amount of previous payments by the Department of Safety to the Town of Springfield plus the amount of this grant yields a cumulative amount that is over the Departments' approved threshold.

The purpose of this grant is for the Town of Springfield to update its Hazard Mitigation Plan (HMP). The grant listed above is funded by the Hazard Mitigation Grant Program (HMGP), which was awarded to the Department of Safety, HSEM from the Federal Emergency Management Agency (FEMA). HMGP provides funding to subrecipients for cost-effective hazard mitigation activities that complement a comprehensive mitigation program. FEMA provides HMGP funds to states that, in turn, provide sub-grants or contracts for a variety of mitigation activities, such as planning, and the implementation of projects identified through the evaluation of natural hazards.

HMGP is 90% Federally funded by FEMA with a 10% match requirement supplied by the subrecipient. The subrecipient acknowledges their match obligation as part of Exhibits B and C to their grant agreement.

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

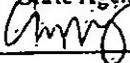
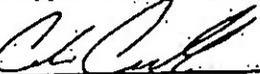
Respectfully submitted,


Robert L. Quinn
Commissioner of Safety

GRANT AGREEMENT

The State of New Hampshire and the Sub-Recipient, hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. 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. Sub-Recipient Name Town of Springfield (159951-B001)		1.4. Sub-Recipient Address PO Box 22, West Springfield, NH 03284	
1.5. Sub-Recipient Tel. # 603-763-4805	1.6. Account Number AU #29200000	1.7. Completion Date 10/29/2026	1.8. Grant Limitation \$9,000.00
1.9. Grant Officer for State Agency Virginia Casby, State Hazard Mitigation Officer		1.10. State Agency Telephone Number (603) 223-4310	
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. Sub-Recipient Signature 1 		1.12. Name & Title of Sub-Recipient Signor 1 PAUL E. HEITMAN, BOS. CHAIR	
Sub-Recipient Signature 2		Name & Title of Sub-Recipient Signor 2	
Sub-Recipient Signature 3		Name & Title of Sub-Recipient Signor 3	
1.13. State Agency Signature(s) By: 		1.14. Name & Title of State Agency Signor(s) On: 4/3/24 Amy Newbury, Director of Administration	
1.15. Approval by the N.H. Department of Administration, Division of Personnel (if applicable)			
By:		Director, On: 1/1	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required)			
By: 		Assistant Attorney General, On: 04/17/24	
1.17. Approval by Governor and Council (if applicable)			
By:		On: 1/1	

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").

Sub-Recipient Initials: 1.)  2.) _____ 3.) _____

Date: 2.26.25

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

Sub-Recipient Initials: 1.) Ref 2.) _____

3.) _____ Date: 2.26.24

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

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.

Sub-Recipient Initials: 1.) Rj 2.) _____

3.) _____ Date: 2.28.24

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

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.

Sub-Recipient Initials: 1.) BEF 2.) _____

3.) _____

Date: 2.26.24

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 Sub-Recipient" 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 Sub-Recipient" must be expended within thirty (30) days of receiving the advanced funds.
4. "The Sub-Recipient" 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 Sub-Recipient" 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 Sub-Recipient" has or will notify their auditor of the above requirements prior to performance of the audit. "The Sub-Recipient" 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 Sub-Recipient" will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular 2 CFR 200. "The Sub-Recipient" 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.

5. The "Sub-Recipient" will be required to provide the formally approved Local Hazard Mitigation Plan electronically at the completion of the project.

Sub-Recipient Initials: 1.) BJK

2.) _____

3.) _____

Date: 2-26-24

EXHIBIT B

Scope of Work, Project Tasks & Deliverables, and Project Review & Conditions

1. SCOPE OF WORK

The Department of Safety, Division of Homeland Security and Emergency Management (hereinafter referred to as "the State") is awarding the Town of Springfield (hereinafter referred to as "the Sub-Recipient") \$9,000.00 within the 4516 Hazard Mitigation Grant Program (HMGP).

"The Sub-Recipient" shall utilize the above referenced funding to update the hazard mitigation plans for the Town of Springfield in accordance with 44 CFR Part 201.

"The Sub-Recipient" agrees that the period of performance ends on October 29, 2026 and by that date the aforementioned hazard mitigation plans must be completed and have received formal approval by New Hampshire Homeland Security and Emergency Management (HSEM). All completed invoices must be sent to "the State" by November 29, 2026, thirty (30) days after the period of performance ends and a final performance and expenditure report will be sent to "the State" by November 29, 2026.

2. PROJECT TASKS AND DELIVERABLES – NEW LOCAL HAZARD MITIGATION PLAN

Project tasks and deliverables within this section are to be referenced for the reimbursement process. Per the Scope of Work, "the Sub-Recipient" is required to develop/update the community's local hazard mitigation plan in accordance with 44 CFR Part 201 to ensure formal approval.

The Town/City, NH will prepare a Local Hazard Mitigation Plan Update in accordance with FEMA guidelines for Hazard Mitigation Planning. The Town/City may be assisted, by a vendor of their choice, for this scope of work. The Town/City's updated plan will address mitigation of multiple natural hazards that may affect the community, including Avalanche, Coastal Flooding, Inland Flooding, Drought, Earthquake, Extreme Temperatures, High Wind Events, Landslide, Lightning, Severe Winter Weather, Solar Storms and Space Weather, Tropical and Post-Tropical Cyclones, and Wildfires.

The planning process will include the following actions and elements:

Task 1-3

1. Grant Award and Contracting:

The community will procure services to facilitate this planning process update

- Official Notification of Award
- Provide Contractor Selection to NH HSEM
- Execute a contract

2. Select and Hire a Vendor:

Sub-Recipient Initials: 1.) *RL*

2.) _____

3.) _____

Date: 2-26-24

The vendor will document the process used to develop the updated plan, including but not limited to:

- How the plan update was prepared
- Who was involved in this process
- How the public was involved (i.e., Community outreach, local planning team participation)

3. **Convene a local Hazard Mitigation Planning Committee:**

The Town/City will convene a local Hazard Mitigation Planning Team. Members should include a cross-section of the community, such as residents, government officials, community leaders and business owners. This team will serve as a liaison to the vendor and assist in the plan update by providing access to relevant local data, facilitating community input on plan recommendations and priorities, reviewing draft products, and assisting with outreach to community stakeholders. With the vendor's facilitation and technical assistance, the Town/City Hazard Mitigation Planning Team will:

- Develop a mission statement
- Assign roles and responsibilities
- Develop a specific timeline for planning activities
- Hold a minimum of two community public meetings during the planning process update, one during the production of the plan update, and one during the review of the draft plan update,
- Solicit input from key stakeholders in the community, including business associations, local or regional institutions, local NGO's, and residents.
- Conduct local outreach to stakeholders through postings on the municipal web site, outreach to local print and/or online press, and use of local access cable TV where available. Outreach to neighboring communities will also be conducted.
- Provide input regarding the feasibility and prioritization of mitigation measures
- Review the draft plan update and its goals and proposed mitigation projects
- Oversee the implementation, maintenance and updating of the plan update

Task 4. Revisit the Hazard Profiles for each Hazard that impacts the community:

- Using the best available existing data, the vendor will update a map of areas affected by multiple natural hazards for the Town/City. A set of hazard maps will be included within the updated Hazard Mitigation plan, and GIS files will be made available to the Town/City for integration with their other community plans. These maps will be the basis for the communities known hazards. The hazard identification update will include an assessment of the community's risks that summarizes the vulnerability of each hazard based on the location, extent, probability, and severity of the hazards. A vulnerability analysis will be conducted; your vendor may consider using FEMA's HAZUS-MH, as well as, a GIS map analysis to delineate those critical facilities that are located within mapped hazard areas.
- The Town/City will update the description and prioritization of the natural hazards that have occurred within the community since the last plan update.

Sub-Recipient Initials: 1.) BJR

2.) _____

3.) _____

Date: 2.26.24

Page 7 of 7

Task 5. Facility Inventory:

The Town/City will prepare an updated inventory of facilities and explain how these facilities intersect with the known hazards for the community. This task will be based on input from the community and the best available state and local information. This data may be used to develop updated GIS maps of the following items:

- Critical facilities, including the following, if they exist in the community:
 - Emergency operations centers
 - City or town offices
 - Water and wastewater treatment plants
 - Sewage pumping stations
 - Police or fire stations
 - Schools
 - Hospitals
 - Day-care facilities
 - Public works garages
 - Nursing homes/elderly housing
 - Emergency shelters
- Economic Drivers:
 - Large Businesses
 - Large Employers
 - Historical or Cultural sites
- All repetitive flood loss structures and structures which have incurred substantial damage, if they exist, as defined by FEMA. These buildings(s) must be analyzed by type (Commercial / Residential), number, and general location as it relates to the known hazard areas. The addresses and associated data will be provided, upon request to, the community by the State NFIP Coordinator.
- Land use maps that depict the location of developed land uses, delineated by categories based on use (e.g., residential, commercial, industrial, institutional, other public use, etc.) and how it intersects with known hazards.
- Anticipated future land use areas and how they intersect with known hazards.

Task 6: Vulnerability:

Based on the previous information from Task 5, the Town/City will update the overview of each of the specific hazards and the community's vulnerability to those specific hazards. This vulnerability assessment, if possible, will include:

- Problem Statements: These will summarize the biggest issues for the community in terms of; Types and numbers of buildings, infrastructure, and critical facilities located in the hazard areas.
- All existing multiple hazard protection measures within the community, including protective measures under the National Flood Insurance Program (NFIP).
- A description of each measure, the method of enforcement, and/or the point of contact responsible for implementation of each measure.
- Historical performance of each measure and a description of improvements or changes needed.
- General description of land uses and development trends to incorporate future land use decisions.

Task 7. Mitigation Goals:

Sub-Recipient Initials: 1.) *BJ* 2.) _____ 3.) _____

Date: 2.26.21

The Town/City, with vendor support, will update the mitigation strategies specific to the community's exposure to and impacts from identified natural hazards. The strategy will include:

- Create, edit, or delete goals as needed;
- Obtain public input;
- Analyze existing capabilities;
- Review mitigation actions in the previous plan and identify progress implementing those actions (include current status along with reasons why there may have been little or no progress).
- Describe how the community's priorities have changed since the previous Hazard Mitigation Plan.
- Include a description of the NFIP program and how the community will continue compliance over the next five years.
- Update a list of mitigation goal statements that focus on reducing the risks from the identified natural hazards. The goal development and project prioritization will be conducted by the Hazard Mitigation Planning Team. An example of a goal statement and an objective would be:
 - GOAL: Increase coordination between Federal, state, municipal, and private resources in pre-disaster planning, post-disaster recovery, and continuous hazard mitigation implementation.
 - OBJECTIVE: Identify the availability of additional private and public sector financial incentives for homeowners, businesses and municipalities that will allow the development and implementation of cost-effective hazard mitigation measures in high-risk areas.

Task 8. Actions:

A section that identifies and analyzes a comprehensive range of specific mitigation actions and projects being considered to reduce the effects of each hazard, with particular emphasis on new and existing buildings and infrastructure. This section will include a list of prioritized hazard mitigation projects that best meet the communities' needs for multiple hazard damage reduction:

- These projects may be non-structural (e.g., planning, regulatory measures, property acquisition, retrofitting, elevation) or structural (e.g., seawalls, dams, dikes) solutions.
- At a minimum, this list of prioritized projects will be based on a process that results in identification of cost-effective hazard mitigation projects with public input, including:
 - An analysis of proposed mitigation projects focused on several key areas, including but not limited to economic (including benefits and costs), engineering, technical, legal, environmental, social, and political feasibility. Selected options will best fit the community's needs and meet most or all aspects of the feasibility analysis.
 - Coordination with relevant Federal and state agencies for input and technical assistance.
- Revise and update the mitigation action plan.
- Identify integration opportunities throughout the community, as well as, how the data and information from the previous plan was integrated into other mechanisms over the last five years

Task 9. Plan Review, Evaluation, and Implementation

In order to continue to be an effective representation of the jurisdiction's overall strategy for reducing its risks from natural hazards, the mitigation plan must reflect current conditions. This will require an assessment of the current development patterns and development pressures as well as an evaluation of any new hazard or risk information.

- The plan must describe changes in development that have occurred in hazard prone areas and increased or decreased the vulnerability of each jurisdiction since the last plan was approved.

Sub-Recipient Initials: 1.) PH

2.) _____

3.) _____

Date: 2.26.24

- The plan must describe the status of the hazard mitigation actions in the previous plan by identifying those that have been completed or not completed. For actions that have not been completed, the plan must either describe whether the action is no longer relevant or be included as part of the updated action plan.
- The plan must describe if and how any priorities changed since the plan was previously approved. If no changes in priorities are necessary, plan updates may validate the information in the previously approved plan.

Task 10. Maintenance:

- The Town/City in conjunction with the planning team will monitor, evaluate, and update the plan.
- The Planning Team will assist the Town/City in the implementation and incorporation of the plan's goals into other local planning processes, such as a Comprehensive Plan, or other local by-laws and ordinances.
- The completed plan update will include an implementation schedule with procedures for ensuring the plan's implementation, updating and revision every five years.

Task 11. Public Review of Draft:

- The Planning Team will work with the community for continued public involvement to include public review of the draft plan.

Task 12. Review and Approval:

- Submit the plan update to NH HSEM /FEMA for review; revised based on NH HSEM/FEMA comments; submit revised plan update for approval pending adoption.
- When APA is received, the plan update will be brought before the City Council or Board of Selectmen in the community for adoption.
- Send the final adopted plan update to NH HSEM/FEMA, Receive approval by FEMA.
- Non-regulatory Grant Closeout

3. PROJECT REVIEW AND CONDITIONS

"The Sub-Recipient" shall submit quarterly progress reports, drafts, and final updated local hazard mitigation plans for aforementioned communities. Quarterly reporting shall begin in the quarter in which this grant agreement is approved, shall be submitted within fifteen (15) days after the end of a quarter, and shall continue until the project is completed.

"The Sub-Recipient" agrees to submit draft plans to HSEM, electronically, for review and comment. Upon notification of Approvable Pending Adoption (APA) the Sub-Recipient shall obtain community adoption of the plan no later than twelve months from APA and submit electronic copies of the adoption documentation and the final plan for Formal Approval.

"The Sub-Recipient" further agrees to promptly address all required revisions arising from HSEM reviews, and resubmit revised draft plan(s) to HSEM.

Sub-Recipient Initials: 1.) PK 2.) _____ 3.) _____

Date: 2.26.27

"The Sub-Recipient" agrees to provide copies of the formally approved plans to HSEM in electronic format upon receipt of the Federal Emergency Management Agency's approval letter.

"The Sub-Recipient agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.

"The Sub-Recipient" shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years from the grant period end date as identified in HSEM's closeout letter. In these records, "the Sub-Recipient" shall maintain documentation of the 10% cost share required by this grant.

Sub-Recipient Initials: 1.) RL

2.) _____

3.) _____

Date: 2.26.24

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EXHIBIT C

Grant Amount and Payment Schedule

1. GRANT AMOUNT

	Sub-Applicant Share	Grant (Federal Share)	Cost Totals
Project Cost	\$1,000.00	\$ 9,000.00	\$ 10,000.00
Project Cost is 90% Federal Funds, 10% Applicant Share			
Awarding Agency: Federal Emergency Management Agency (FEMA)			
Award Title & #: Hazard Mitigation Grant Program (HMGP) 4516DRNHP00000085			
Catalog of Federal Domestic Assistance (CFDA) Number: 97.039			
Applicant's Unique Entity Identifier (UEI): LAE8LDFGZ43			

2. PAYMENT SCHEDULE

- a. "The Sub-Recipient" agrees the total payment by "the State" under this grant agreement shall be up to **\$ 9,000.00** and allocated to individual plan development as follows:

Jurisdiction	Federal Share	Sub-Applicant Share
Springfield	\$9,000.00	\$1,000.00

Nothing in this allocation shall affect "the Sub-Recipient's" obligation to maintain financial records including documentation of the 10% cost share required by this grant.

- b. All services shall be performed to the satisfaction of "the State" before payment is made. All payments shall be made upon receipt and approval of stated tasks and upon receipt of associated reimbursement request(s). Documentation of completed deliverables and match committed shall be provided with each payment request. The amount per community is limited to the amounts stated in paragraph "a" above. Payment shall be made in accordance with the following schedule based upon completion of specific tasks and deliverables described in Exhibit A:

Task Completed	% of Individual Plan Cost to be Billed
Task 1. Document the Planning Process	20%
Task 2. Conduct a Hazard Identification and Risk Assessment	20%
Task 3. Identify Mitigation Actions	20%
Task 4. Prioritize Mitigation Actions	20%
Task 5. Submit completed plan for review, revisions, and receive APA status	15%
Task 6. Submit Adopted Plan and receive Formal Approval	5%

- c. Upon Governor and Executive Council Approval, allowable match may be incurred for this project from the start of the federal period of performance of this grant, August 5, 2021, to the identified completion date (block 1.7).

Sub-Recipient Initials: 1.) BJP 2.) _____ 3.) _____

Date: 2.26.24

BOARD OF SELECTMEN

February 26, 2024

MEMORIAL BUILDING

4:30 P.M.

The following are to be considered draft minutes only until approved by the Board at their next meeting.

Selectmen Present: Poul Heilmann, Chair; Don Hill

Others: Steve Dzubak; John Anderson; Tim Hayes, Road Agent; Erin Meding; Pixie Hill; Ed Shank

Poul announced that in Amy Lewis' absence, the Board will approve the personnel policy and vote on the defining use of STRs as the next scheduled meeting. Poul would like a full Selectboard to vote on those two items.

Scheduled Appointments:

John Anderson and Ed Shank appeared before the Board to review and re-sign the three-year agreement for Mascoma Valley Snow Travelers to have continued use of the roads listed in the agreement. There have been no changes, the roads listed are the same as in the prior three-year agreement. Don asked if there have been any complaints the MVST had heard. John stated the only complaint he is aware of was made by Mr. Argy and he believes that has been resolved with the help of the road agent, police department and Fish and Game. It has been determined the official name of the road in question is #3 Schoolhouse Road, located between Deer Hill and Sanborn Hill. There was some discussion on Schoolhouse Road, Don provided some town history on this road.

Poul asked that the MVST work over the next year to resolve some of the ongoing issues they have had, as much as they can, with the knowledge that the Selectboard is here to support them. Ed Shank stated these trails are only referred to as snowmobile trails because the snowmobile club maintains them. Every trail in Springfield is a multi-use trail; they are used by cross-country skiers, snowshoers, and even fat bikes. Don reminded everyone this does not include ATVs and side-by-sides. Ed pointed out they have been asked about ATVs and he has told those people he was willing to explain what the MVST goes through, but they would need to approach the Selectboard on their own.

John stated the culvert on the Schoolhouse Road trail is in bad shape. Tim Hayes, road agent, pointed out the MVST does have the right to maintain and repair those culverts, with the Selectboard's permission. The MVST can't add a culvert but can replace an existing one. John believes these culverts are stone, so they wouldn't be replaced, just repaired.

Poul stated the Board will sign the agreement but asked that they put some effort into issues that have or may come up. If any help is needed by the Selectboard they are here to help them. The Board thanked John and Ed for all the work the MVST does.

John Anderson and Ed Shank stated that the snowmobile ride-in was successful; it was a great day for all who attended.

Pixie Hill, town clerk/tax collector, appeared before the Board to request permission on election night, March 12th, to bring the ballots to the Town Office and use the Selectboard Office to close off so the books can be verified. Poul made a motion to grant permission to use the Selectmen's Office for vote counting on election night. The motion was seconded by Don. Poul and Don voted in favor of the motion.

Erin Meding, the current chair of the Conservation Commission, appeared before the Board to update them on what has been happening since she took over as chair. Erin took over as chair in December of 2023 and has been attending meetings throughout the area including Ausbon Sargent and LSPA, and bringing that information back to the Conservation Commission. The Commission has chosen their plant of the year and purchased it. It is the native NH Pussywillow; pots have been secured from Spring Ledge on donation so there will be no expense to the Commission on those. Erin is also working with Noel Eastman to get a donation, at least partially, of some loam and soil. The hope is to have that secured in the next couple of weeks.

Erin attended the Road Salt Initiative at LSPA and the Town of Springfield was commended on the salt reduction around Kolelemook. Erin has been asked to attend the Tri-Watershed Committee meetings in the future. Members of the Commission have been maintaining the trails, there was some bridge washout but that has been repaired. The Commission is looking to plan more community events this year, to involve the town. There has been talk amongst the commission of a potential screening of a film called Kiss the Ground. They would also like to have LSPA come out and give a presentation in the Fall to the community on road salt to educate them on other alternatives for property owners that may be a bit more environmentally friendly.

Erin attended a meeting last week at Ausbon Sargent; they have formed a committee to purchase a piece of land they are calling the Byron/Barton Woods. The land is in Grantham, however it is off of Stoney Brook Road. The benefit of this is it would connect to the Rency Forest and it would extend conservation land quite a bit, by another 160 acres. They are looking to raise funds towards this purchase from the surrounding communities. This would connect to the snowmobile trail that exists in the Rency Forest at present.

The current members of the commission are Erin Meding, chair, Brooks Weathers, vice chair, Ken Jacques, treasurer and Emily Cleveland, secretary; Martin Bean and Jeff Lewis are members. The alternates are Tim Fraser, Daphney Klein and Cynthia Bruss.

Josh McGraw came and thanked the Conservation Commission for the letter that was drafted in support of the two large tracts of land in the northwest corner of Springfield. That letter went to the executive committee and received an immediate unanimous approval, which is highly unusual.

The commission would like to have more community involvement. Erin will be hosting an event at her farm sometime in April, and will make sure everyone is aware of that. She will be having Ausbon Sargent come and present about the piece of land and open it up to the community, it will be very informal, but Erin wants to get the information out there to help Ausbon Sargent

raise the funds to obtain this piece of land that even though it isn't in Springfield it is very valuable being an adjacent community.

Ken Jacques made some metal tags, and signs are in the works, for the town trails; these just clearly identify different paths. Cynthia Bruss and Daphne Klein are going to be working on putting all those up. They are also coordinating with Grantham to walk the boundary lines for the town of Springfield and Grantham. The future goal of the commission is to host a quarterly event, starting in the second quarter of this year, for the community in hopes of getting them more involved. Next year, during February break, they would like to hold an activity for young individuals and to get the Kearsarge Regional School District involved to help the high school students get their community service hours doing work with the Commission. Erin stated the Commission would also like to educate the Springfield community on the bee population and the importance of them.

The Board thanked Erin and the commission for all the work they have done and continue to do.

Zoning/Health Officer Report:

REPORT: ZONING COORDINATOR *Board of Selectmen Meeting, Monday, February 26, 2024*

Application for Zoning Permit – APPROVED

None

Other Matters

1. Site visit requested by property owner (J. Chiarella) at 416 Nichols Hill Rd. Mr. Chiarella wanted me to look at his proposed modifications to his existing barn/garage once again. He also wanted to walk his dooryard and discuss another site location for a second structure (barn) that he is potentially proposing sometime in the future. Mr. Chiarella was advised of the 35' setbacks from property lines and was given a copy of the ArcGis wetland overlay map for his property, I further advised him that the wetlands on his property were NOT "designated" a.k.a. "prime" wetlands requiring a 100' buffer zone. It was reinforced during our conversation that he must not disturb any wetland on his property and if there was doubt as to the wetland border, he would need to hire a wetland scientist to make this determination and submit a supporting report to the Zoning Coordinator for review. Mr. Chiarella had additional concerns about the distance of his existing barn/garage to Nichols Hill Rd. I asked him to contact our Road Agent to determine the Town's right of way on Nichols Hill Rd. I then spoke to Tim Hayes, our Road Agent, that evening and he agreed to go visit the property and advise Mr. Chiarella. No application has been submitted to date.
2. Mr. John Chiarella sent me an additional email proposing quite a few land use, zoning and administrative procedural changes. I stated that the Zoning Coordinator did not have authority to make any of these changes and recommended he submit these ideas to the Select Board and/or Planning Boards as appropriate. I believed this more appropriate than forwarding the email myself without explicit permission from Mr. Chiarella.

3. Site visit requested by property owner (M. Hummel) 206 Old Grafton Rd. Mr. Hummel requested I come and look at some proposed building plans he has prior to submitting a Zoning Application. Some of the proposed structures are replacements of existing outbuildings and addition(s) to his existing home. A visit was scheduled for Monday afternoon, 2/26/24

REPORT: HEALTH OFFICER *Board of Selectmen Meeting, Monday, February 26, 2024*

Application for Sewage Disposal System Permit - APPROVED

None

Respectfully submitted,

Tim Bray

Zoning Coordinator / Health Officer

<<February 26, 2024>>

Don commented that he appreciated the detail where the Zoning Coordinator reinforced the wetlands issue/concerns with the property owner on Nichols Hill. This is a hole in our zoning; it is not designated so a landowner can go ahead and do site work because we've always allowed site work. But if you do site work and it turns out it was in a wetland you will not get a permit from the state because you are not allowed to touch it before you talk to them. Don stated it's a fascinating problem with our zoning as it's worded, and it is prudent for people that if they have a brook they must be very cautious about doing site work near that prior to getting permits.

Poul made a motion to accept the report of the Zoning Coordinator and Health Officer. The motion was seconded by Don. Poul and Don voted in favor of the motion.

Minutes of February 12, 2024:

Pg. 1, 2nd paragraph:

Mr. Ferland reviewed the project handouts with the Board and audience. The current layout of the design was provided, the signs will be 4ft x 6ft in size.

At the last Board meeting, there was some discussion on the possibility of changing the process of posting meeting minutes. Poul stated, that for now, we will stick with the current process.

Poul made a motion to approve the minutes as amended. The motion was seconded by Don. Poul and Don voted in favor of the motion.

Unfinished Business:

- a. Personnel Manual – approval – Postponed until the next Board meeting.
- b. STR's – Vote on defining use of 30 days or less – Postponed until the next Board meeting.
- c. Revaluation RFP status – The RFP has been published on the Municipal Association classifieds section and George Hildum has sent it out to companies/individuals that he knows that does that type of work.

- d. Organizing and Digitizing Files – There are no updates on this project.

New Business:

No new business to report on.

Board and Department Updates:

- a. Agricultural Commission – They will meet in March.
- b. Buildings and Grounds – The meeting has been noticed; it is on Wednesday February 28th.
- c. Cemetery – They have had some work sessions. The next meeting is in March. Tamara stated they have put all their records into a single binder now.
- d. Conservation Commission – We have been given a full update from Erin Meding.
- e. Energy Committee – There are no current updates. They will need to start working with the Selectboard after the March town meeting when we can focus more time and energy on the next steps with the Community Power Coalition of NH. There was an article that described three towns that went with Standard Power, which is not CPCNH, it is a different community power organization. Now what has happened, because Eversource has dropped its price from \$.22 last quarter to \$.08, which will be for the next sixth months is those towns are now in a bind because Standard Power rates are higher than that. CPCNH is still lower across the board than both the Co-op and Eversource. It is Steve's opinion that CPCNH does a better job of managing their pricing than Standard Power has.
Poul stated this is the type of thing we need to be sensitive to, because whatever is in the press may not be the full story.
- f. Fire Department – No updates to report.
- g. Highway Department – Tim Hayes stated they will be posting the roads tomorrow, six tons or less. They have been working on equipment, cleaning the shop, and will start cutting brush soon. Tim has a meeting with Jeff Milne tomorrow to talk about the Grader Task Force and then Thursday the Task Force will have a meeting at 5pm. The part-time employee is with us until mid-April; everything has been working well with that.

On the task force, Poul reached out to Jeff Milne, who's agreed to lead that, and he has come up with an outline of what the objectives are. The task force consists of Jeff Milne, Tim Hayes, Ken Jacques, B. Manning and Kevin Roberts. Their objective is to assess and determine whether we buy new, used or refurbish the current grader. With the objective of coming with a recommendation at budget time in December. Tim's goal is to nurse the grader through the next couple of years. The objective is just to gather the information, so the town is prepared when the time comes.

- h. Library – They will meet on Wednesday.

- i. Planning Board – There was a consultation with the property owner of the land on the corner of Bowman Road and Main Street. The planning board also reviewed and agreed to the nomenclature for adopted and revision dates.
- j. Police Department – No updates to report.
- k. Recreation Committee – The winter bonfire and potluck are all set for Saturday March 2nd, believe it begins at 5pm.
- l. ZBA – No updates to report.
- m. Administration – Poul stated the work on the new website is progressing well. Tamara has been working on adding minutes from 2023 to the new website. There was discussion on the tabs that will be found on the website. Poul is working on collecting necessary forms that will be loaded to the website.

Last week it was noticed that the FD/Highway garage was out of fuel and there was no heat, believe they ran out of fuel on February 20th. Tamara worked on this throughout the night with Irving and was able to arrange a delivery that night. Irving has been scheduled to deliver every Friday, and for some reason they missed two deliveries. Mason will be installing a new fuel level gage in that tank because the one in there is not accurate. Tamara called Irving again this afternoon to verify that a delivery was not made on Friday, February 23rd. Dispatch has not gotten back to Tamara as to why the delivery did not happen. Tamara is continuing to work with them to determine why these deliveries are being missed.

Tamara reached out to Erin Meding to get the Conservation Commission members to sign their appointment forms.

Tamara did research from a 2014 NH Retirement payment that was refunded to the town back in 2014 for a former employee. NH Retirement is stating the town requested this refund; Tamara doesn't believe the town would've made this request. Historical information was sent today stating that we overpaid this employee, and they were sending us a refund; we still don't know why. This all happened 10 years ago, and we no longer have those records, and the bank no longer has documentation that far back. NH Retirement is requesting the money back now, with interest. Tamara has done what she can to try to prove the town did not initiate this, we just don't have the records. Jill will be cutting the check on Thursday.

We received a draft of the annual report today. Tamara and Jill have gone through it. Tamara will be picking up a hard copy of the draft in the morning for closer review. The report needs to be available to the voters by next Tuesday.

Tamara received a call from a resident asking about water drainage on their property from a neighboring property. Tamara informed them that is not something the town gets involved in, DES needs to be contacted. The neighbor had recently done some work and

went through DES to get approval to do that work. This is something to be handled between the two neighbors and DES.

Our new copier has arrived and will be installed tomorrow.

Correspondence/Signatures:

Hazard Mitigation Grant application
Poul made a motion to accept this grant recognizing that it is \$9,000 and the town of Springfield will be responsible for \$1,000 for a total of \$10,000. The motion was seconded by Don. Poul and Don voted in favor of the motion.
Poul read the following statement: "The Selectboard, in a majority vote, accepted the terms of the Hazard Mitigation Grant Program (HMGP) as presented in the amount of \$9,000 for updating the local hazard mitigation plan. Furthermore, the Board acknowledges that the total cost for this project will be \$10,000, in which the town will be responsible for a 10% match (\$1,000).
Poul Heilmann, Board of Selectmen chair, is authorized to sign all documents related to the grant.

2. Land Use Change tax bill

Meeting adjourned at 5:40 p.m.

Jill Hastings



Deputy Administrative Assistant



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: Town of Springfield 2750 Main Street PO Box 22 Springfield, NH 03284		Member Number: 295	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	1/1/2024	1/1/2025	Each Occurrence	\$ 2,000,000
			General Aggregate	\$ 10,000,000
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input checked="" type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto	1/1/2024	1/1/205	Combined Single Limit (Each Accident)	\$2,000,000
			Aggregate	\$10,000,000
<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 checked="" type="checkbox"/> Property (Special Risk includes Fire and Theft)	1/1/2024	1/1/2025	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
			By: <i>Mary Beth Purcell</i>
State of NH, Dept of Safety 33 Hazen Dr Concord, NH 03305			Date: 3/12/2024 mpurcell@nhprimex.org
			Please direct inquiries to: Primex ³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax



U.S. Department of Homeland Security
FEMA Region I
220 Binney Street
Cambridge, MA 02142

FEMA

Sent Via Email

December 7, 2023

Robert M. Buxton, Director
New Hampshire Homeland Security and
Emergency Management
33 Hazen Dr.
Concord, NH 03305

Re: Major Disaster Declaration: FEMA-4516-DR-8P
Program: Hazard Mitigation Grant Program, Assistance Listing #97.039
Recipient: New Hampshire Homeland Security and Emergency Management
Subrecipient: New Hampshire Homeland Security and Emergency Management (NH HSEM)
Federal Award No.: 4516DRNHPO0000085
Project: NH HSEM LHMP Updates for Alexandria, Fitzwilliam, Hollis, Keene, Landon,
New Ipswich, and Springfield
Project #: HMGP-4516-8P

Dear Director Buxton:

The Federal Emergency Management Agency ("FEMA"), U.S. Department of Homeland Security has awarded the above-referenced project that the New Hampshire Homeland Security and Emergency Management submitted under the Hazard Mitigation Grant Program ("HMGP") application for FEMA-4516-DR-8P. The subrecipient for this project is New Hampshire Homeland Security and Emergency Management and the approved federal funding for the project is \$72,000.00, which is 90% of the total approved project cost of \$80,000.00. As a condition of the federal award, New Hampshire Homeland Security and Emergency Management is required to contribute a non-Federal cost-share of \$8,000.00.

By accepting this Federal award, you acknowledge that the terms and conditions set forth in the following documents are incorporated into the terms and conditions of this award and will ensure that you incorporate them into any subaward to the subapplicant.

- FEMA-State Agreement for FEMA-4516-DR-8P
- FY 2020 Department of Homeland Security Standard Terms and Conditions, v. 10
- Hazard Mitigation Assistance Guidance (2015)
- Acknowledgment of Programmatic Requirements (enclosed)
- Obligation Report (enclosed)
- Record of Environmental Consideration (enclosed)

Robert M. Buxton, Director

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December 7, 2023

If you have any questions, please contact the Region I Hazard Mitigation Assistance Grants Mailbox, Mitigation Division, FEMA Region I at FEMA-RI-HMA-Grants@fema.dhs.gov.

Sincerely,

**RICHARD H
VERVILLE**

Digitally signed by RICHARD
H VERVILLE
Date: 2023.12.07 08:08:55
-05'00'

Richard H. Verville
Deputy Director, Mitigation Division
FEMA Region I

Enclosures

cc: Austin Brown, Chief of Mitigation and Recovery, NH HSEM
Ginny Clasby, Assistant Chief of Mitigation, State Hazard Mitigation Officer, NH HSEM