



# 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

ROBERT L. QUINN  
COMMISSIONER

STEVEN R. LAVOIE  
ASSISTANT COMMISSIONER

April 23, 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 enter into a grant agreement with the City of Lebanon (VC#177422-B001), Lebanon, NH, for a total amount of \$39,000.00 to purchase a shelter trailer for the community. Effective upon Governor and Council approval through August 31, 2025. **100% Federal Funds.**

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

02-23-23-236010-80920000	Dept. of Safety - HSEM- EMPG	
072-500574	Grants to Local Gov't - Federal	<u>SFY 2025</u>
Activity Code: 23EMPG 2022		\$39,000.00

### EXPLANATION

The purpose of this grant is for the City of Lebanon to purchase a shelter trailer for the community. The grant listed above is funded by the FFY 2022 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, HSEM, from the Federal Emergency Management Agency (FEMA). The grant funds are to be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the State and local level. Grant guidance and applications are available to all Emergency Management Directors and other qualified organizations in the State. Sub-recipients submit applications to this office, which are reviewed by the HSEM EMPG Program Manager, EMPG Program Coordinator, and Stakeholder Liaisons, and approved by the HSEM Director. The criteria for approval is based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

EMPG is 50% Federally funded by FEMA with a 50% 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 Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

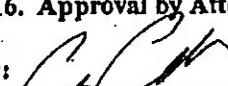
Respectfully submitted,

  
\_\_\_\_\_  
Robert L. Quinn  
Commissioner of Safety

**GRANT AGREEMENT**

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

**1. IDENTIFICATION AND DEFINITIONS**

<b>1.1. State Agency Name</b> NH Department of Safety, Homeland Security and Emergency Management		<b>1.2. State Agency Address</b> 33 Hazen Drive Concord, NH 03305	
<b>1.3. Subrecipient Name</b> City of Lebanon (VC# 177422-B009)		<b>1.4. Subrecipient Address</b> 12 South Park Street, Lebanon, NH 03766	
<b>1.5 Subrecipient Tel. #</b> (603)535-2330	<b>1.6. Account Number</b> AU #80920000	<b>1.7. Completion Date</b> August 31, 2025	<b>1.8. Grant Limitation</b> \$39,000.00
<b>1.9. Grant Officer for State Agency</b> Sheila Dupere, EMPG Program Coordinator		<b>1.10. State Agency Telephone Number</b> (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."			
<b>1.11. Subrecipient Signature 1</b> 		<b>1.12. Name &amp; Title of Subrecipient Signor 1</b> Shawn M. McLaughlin City Manager	
<b>Subrecipient Signature 2</b>		<b>Name &amp; Title of Subrecipient Signor 2</b>	
<b>Subrecipient Signature 3</b>		<b>Name &amp; Title of Subrecipient Signor 3</b>	
<b>1.13. State Agency Signature(s)</b> By: 		<b>1.14. Name &amp; Title of State Agency Signor(s)</b> On: 04/24/2025 Amy L. Newbury, Director of Administration	
<b>1.15. Approval by the N.H. Department of Administration, Division of Personnel (if applicable)</b>			
By:		Director, On: / /	
<b>1.16. Approval by Attorney General (Form, Substance and Execution) (if G &amp; C approval required)</b>			
By: 		Assistant Attorney General, On: 05/15/2025	
<b>1.17. Approval by Governor and Council (if applicable)</b>			
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.)  2.) \_\_\_\_\_ 3.) \_\_\_\_\_

Date: 10/31/24





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.) 



Date: 12/31/24

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.)     *hu*          2.) \_\_\_\_\_      3.) \_\_\_\_\_

Date:     12/31/24

**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 City of Lebanon (hereinafter referred to as "the Subrecipient") \$39,000.00 to purchase a shelter trailer for the community.
2. "The Subrecipient" agrees that the project grant period ends August 31, 2025 and that a final performance and expenditure report will be sent to "the State" by September 30, 2025.
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. In these records, "the Grantee" shall maintain documentation of the 50% cost share required by this grant.

Subrecipient Initials: 1.)     *SL*     2.) \_\_\_\_\_ 3.) \_\_\_\_\_

Date:     12/31/24

EXHIBIT C

Grant Amount and Payment Schedule

I. GRANT AMOUNT

Federal Award Information	
<b>Awarding Agency:</b> Federal Emergency Management Agency	<b>Pass-through Entity:</b> Homeland Security & Emergency Management
<b>Federal Award:</b> \$4,036,504.00	<b>Assistance Listings Number/Title:</b> Emergency Management Performance Grant / 97.042
<b>Federal Award Date:</b> 9/21/2022	<b>R&amp;D:</b> No
<b>Indirect Cost Rate:</b> 12.67%	<b>Federal Award Identification Number (FAIN):</b> EMB-2022-EP-00006
Subrecipient Information	
<b>Name:</b> City of Lebanon	<b>UEI:</b> DS2ND13K3UL8
<b>Current Subaward Amount:</b> \$0	<b>Total Subawards Amount:</b> \$39,000.00
Project Cost	
<b>Applicant Share (Match Required):</b> \$39,000.00	<b>Grant (Federal Funds):</b> \$39,000.00
Period of Performance	
<b>Start</b>	<b>End</b>
10/1/2022	8/31/2025
Budget Period	
<b>Start</b>	<b>End</b>
10/1/2022	8/31/2025

2. PAYMENT SCHEDULE

- a. "The Subrecipient" agrees the total payment by "the State" under this grant agreement shall be up to \$39,000.00.
- 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.)      3.)     

Date: 12/31/24

- c. Upon review and approval of the invoices and supporting match documentation "The State" shall reimburse up to \$39,000.00 to "the Subrecipient" upon "the State" receiving a reimbursement request on letterhead, copies of purchase orders, vendor invoices, cancelled checks, and required match documentation.
- d. Upon State Approval, allowable match may be incurred for this project from the start of the federal period of performance of this grant, 10/1/2022, to the identified completion date (block 1.7).

Subrecipient Initials: 1.)     *h*          2.)                           3.)                     

Date:     12/31/24



CITY of LEBANON, NH

City Manager's Office

51 North Park Street

Lebanon, NH 03766

(603) 448-4220

[www.LebanonNH.gov](http://www.LebanonNH.gov)

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January 13, 2025

New Hampshire Homeland Security and Emergency Management

25 Triangle Park Drive

Concord, NH 03305

Dear New Hampshire Homeland Security and Emergency Management:

As the City Manager, I have been granted the authority by the Lebanon City Council to manage all grants for the City of Lebanon. I subsequently have made the Lebanon City Council aware of the receipt of the NHHSEM Emergency Preparedness Grant for shelter trailers to be used for emergency shelter operations. The total project cost is \$78,000. The total grant award is \$39,000 and will require a 50% match ( \$39,000) from the City of Lebanon.

Sincerely,

Shaun Mulholland

City Manager



City of Lebanon  
New Hampshire

<b>COUNCIL POLICY</b>			
<b>Grant Policy</b>			
<i>Policy Number</i>	<i>Effective Date</i>	<i>Last Revision</i>	<i>Page No.</i>
<b>CC-109</b> <i>Formally 01-01-C</i>	<b>06/06/2001</b>	<b>08/04/2021</b>	Page 1 of 5
<i>Approved by:</i>	City Council <small>DocuSigned by: Timothy J. McNamee 708445F11304ED...</small>		

**Section 1.0: Purpose**

The purpose of this Policy is to establish guidelines and conditions to be used in applying for, accepting and expending unanticipated and anticipated funding from a state, federal or other governmental unit or private grant source which becomes available during the fiscal year.

**Section 2.0: Scope**

This policy applies to all personnel, officials and entities of the City in which the authority to accept grants is bestowed on the City government.

**Section 3.0: Definitions**

**Section 4.0: Policy Detail**

**4.1 City Council Resolution of December 17, 1996.** The following Resolution, passed by the Lebanon City Council, acting in special session on Tuesday, December 17, 1996, is herewith repealed subject to adoption of this Policy:

"FOR THE PURPOSE OF authorizing the City Manager to apply for and expend unanticipated money from state, federal or other governmental unit or private sources which become available during the fiscal year.

NOW THEREFORE BE IT RESOLVED, by the City of Lebanon, that, after approval by the City Council, the City Manager is herewith authorized to apply for, accept and expend, without further action by the City Council, unanticipated money from state, federal or other governmental unit or private source which becomes available during the fiscal year.

NOW THEREFORE BE IT FURTHER RESOLVED, by the City of Lebanon, that said authorization shall be indefinite until specific rescission of such authority by the City Council."

**4.2 Authority**



City of Lebanon  
New Hampshire

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<i>Approved by:</i>		City Council	

The City Manager is authorized to apply for, accept and expend unanticipated and anticipated funding from a state, federal or other governmental unit or private source which becomes available during the fiscal year.

1. Such funding shall be used only for legal purposes for which the City may appropriate money and shall not require the expenditure of other City funds except those funds lawfully appropriated for the same purpose.
2. Nothing in this Policy shall prevent the City from complying with the approval and authorization terms and conditions of any federal or state grant including the specificity of such approvals and authorizations and the conducting of required public hearings.
3. This authorization is indefinite until specific rescission of such authority by the City Council.

## **Section 5.0: Procedures**

**5.1 Determination as to Unanticipated Moneys.** Analysis of the inherent uncertainty of grant or other state, federal or governmental unit or private source funding, including certainty of availability, application time lines, appropriateness in terms of consistency with, and support of, established City and department goals and objectives, and funding levels is required. The identification of a potential funding source as *unanticipated* is subject to a determination based on past experience and on the best information currently available which conservatively categorizes the potential funding source as being either (a) *available with reasonable certainty* (clearly evidenced by official, binding written commitments); (b) *potentially available* (reasonably susceptible of being available); or (c) *uncertain as to availability*.

**5.2 Unanticipated Moneys.** A determination made concluding that the application for, acceptance and expenditure of, a potential funding source from a state, federal or other governmental unit or private source may be reasonably categorized as either "*potentially available*," or "*uncertain as to availability*" qualifies such source as *unanticipated*.

**5.3 Anticipated Moneys.** Anticipated funding is subject to the normal budget process including appropriation and identification and designation of revenue sources. A determination made concluding that the application for, acceptance and expenditure of, a potential funding source from a state, federal or other



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<i>Approved by:</i>	City Council		

governmental unit or private source is "available with reasonable certainty" qualifies such source as "anticipated."

**5.4 City Manager Approval Required.** Application for unanticipated and anticipated funding requires prior City Manager approval. The acceptance and subsequent expenditure of unanticipated or anticipated funding is likewise contingent on City Manager approval subject to analysis and determination as outlined in this Policy.

**5.5 Local Matching Share.** The responsible City Department proposing the application for unanticipated or anticipated funding is required to clearly identify the source of local financial matching requirements, if there are any.

1. If the local matching share consists of appropriated, funded and available spending authority, no further action is required beyond identification and earmarking.
2. If the local matching share does not consist of appropriated, funded and available spending authority, the procedures applicable to effecting a supplemental appropriation must be followed taking into consideration any special noticing requirements in connection with specific grant requests.

**5.6 Preliminary Information Required Prior to Application.** In order to understand the potential financial risks the City will bear by entering a grant program, or other program supported in whole or part through from other unanticipated or anticipated state, federal or other governmental unit or private source funding which becomes available during the fiscal year, and because financial and administrative requirements will affect City programs and costs, the following information shall be provided prior in connection with the City Manager's consideration and approval:

1. Title of Grant; Purpose of Grant; and General Description of Grant
2. Size of the grant in the current year and in future years if funding is continued.
3. Identify: a) grant administrator; and b) In the event the grant application is to be written/submitted by a consultant, information on cost, which may be a good faith estimate, and the source of funds to pay the consultant.
4. Number of employees it will add to the City's payroll, not including employees who may have to be paid from local funds if the grant is



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<i>Approved by:</i>	City Council		

- withdrawn or terminated -- if the City is to absorb these costs, the expenditure should be reviewed as a new program.
5. Level of operating and maintenance costs, to be funded locally, associated with the grant program.
  6. Number of residents to be served and the method of service.
  7. Capability of the City's financial management system to adequately monitor grant monies.
  8. Probability of grant continuation, including how continuation is to be determined, and what long-term authorization has been given for the program at the granting source.
  9. Obligations imposed by accepting grant.
  10. Likelihood of continuing the program with City funding once the grant is exhausted or terminated.
  11. How will local/other financial matching requirements be met?
  12. Will a City operational or financial procedures have to be changed to meet grant requirements?
  13. Will any ongoing City programs be brought under state or federal regulations because of the grant program and, if so, in what way?
  14. What problem or need will go unmet if the grant is not accepted?
  15. How will utilization and implementation of grant funds contribute to the achievement of City and department/division goals and objectives?
  16. What is the time period the grant funds may be used?
  17. Project to be included in Capital Improvement Program?

**5.7 Reporting to City Council.** Upon application for unanticipated or anticipated funding the City Manager shall apprise the City Council in summary fashion of the forgoing issues. Nothing in this Policy shall preclude the City Council from rejecting any grant offer.

**Section 6.0: References (Charter/Code/State Statues)**

1. NH RSA 31:95-b Appropriations for Funds Made Available During Year
2. NH RSA 47:1 In General
3. City Charter § C419:23 General Powers
4. City Charter § C419:30 Powers And Duties Of Manager.



City of Lebanon  
New Hampshire

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<i>Approved by:</i>	City Council		

### Section 7.0: Policy & Procedure Revision History

	<b>Section</b>	<b>Revisions</b>	<b>Date</b>
Original Adoption		01-01-C	6/6/2001
Amendment		Preliminary Info Req. prior to application	12/11/2009
Amendment		Re-formatted, references added	08/04/2021



## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only. Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. 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.

<b>Participating Member:</b> Primex3 Members as per attached Schedule of Members Property & Liability Program		<b>Member Number:</b>		<b>Company Affording Coverage:</b> NH Public Risk Management Exchange - Primex <sup>3</sup> 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"/> <b>General Liability (Occurrence Form)</b> <b>Professional Liability (describe)</b> <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)		
<input type="checkbox"/> <b>Automobile Liability</b> Deductible    Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)		
<input type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>			Statutory		
			Each Accident		
			Disease - Each Employee		
			Disease - Policy Limit		
<input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)		
Description: Proof of Primex Member coverage only.					

<b>CERTIFICATE HOLDER:</b>	<b>Additional Covered Party</b>	<b>Loss Payee</b>	<b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			By: <i>Mary Beth Purcell</i>
			Date: 12/30/2024    mpurcell@nhprimex.org
			Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> 603-225-2841 phone 603-228-3833 fax

**PRIMEX****Member Programs - PL with Jan 2025 Renewal**

<b>Name</b>	<b>Member Number</b>	<b>Effective Date</b>
Bay District Sewer	558	1/1/2025
Belknap County	607	1/1/2025
Capital Area Fire Compact	546	1/1/2025
Carroll County	600	1/1/2025
Cheshire County	601	1/1/2025
City of Claremont	141	1/1/2025
City of Lebanon	217	1/1/2025
Community Power Coalition of New Hampshire	470	1/1/2025
Emerald Lake Village District	535	1/1/2025
Kearsarge Lighting Precinct	464	1/1/2025
Lakes Region Mutual Fire Aid	529	1/1/2025
Lamprey Regional Solid Waste	505	1/1/2025
Littleton Water & Light	524	1/1/2025
Lower Beech Pond Village District	463	1/1/2025
Merrimack County	604	1/1/2025
Milford Area Communications Center	545	1/1/2025
North Conway Water Precinct	557	1/1/2025
Pembroke Water Works	532	1/1/2025
Penacook Rescue Squad	531	1/1/2025
Plymouth Village Water & Sewer District	559	1/1/2025
Rockingham County	609	1/1/2025
Rye Beach Village District	453	1/1/2025
Southern New Hampshire Planning Commission	525	1/1/2025
Strafford County	605	1/1/2025
Strafford County Conservation District	465	1/1/2025
Tilton & Northfield Aqueduct Co., Inc.	467	1/1/2025
Tilton-Northfield Water District	585	1/1/2025
Town of Acworth	100	1/1/2025
Town of Allenstown	103	1/1/2025
Town of Alton	105	1/1/2025
Town of Ashland	109	1/1/2025
Town of Atkinson	110	1/1/2025
Town of Bedford	116	1/1/2025
Town of Bethlehem	119	1/1/2025
Town of Boscawen	122	1/1/2025
Town of Brentwood	125	1/1/2025
Town of Bristol	127	1/1/2025
Town of Brookline	129	1/1/2025
Town of Canaan	131	1/1/2025
Town of Candia	132	1/1/2025
Town of Canterbury	133	1/1/2025
Town of Center Harbor	135	1/1/2025
Town of Chesterfield	139	1/1/2025
Town of Chichester	140	1/1/2025
Town of Conway	146	1/1/2025
Town of Croydon	148	1/1/2025
Town of Danville	151	1/1/2025



## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) is organized under the New Hampshire Revised Statutes Annotated, Chapter 5-B, Pooled Risk Management Programs. In accordance with those statutes, its Trust Agreement and bylaws, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are applicable to the members of Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> Board of Trustees. The Additional Covered Party's per occurrence limit shall be deemed included in the Member's per occurrence limit, and therefore shall reduce the Member's limit of liability as set forth by the Coverage Documents and Declarations. The limit shown may have been reduced by claims paid on behalf of the member. General Liability coverage is limited to Coverage A (Personal Injury Liability) and Coverage B (Property Damage Liability) only, Coverage's C (Public Officials Errors and Omissions), D (Unfair Employment Practices), E (Employee Benefit Liability) and F (Educator's Legal Liability Claims-Made Coverage) are excluded from this provision of coverage.

The below named entity is a member in good standing of the New Hampshire Public Risk Management Exchange. The coverage provided may, however, be revised at any time by the actions of Primex<sup>3</sup>. 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.

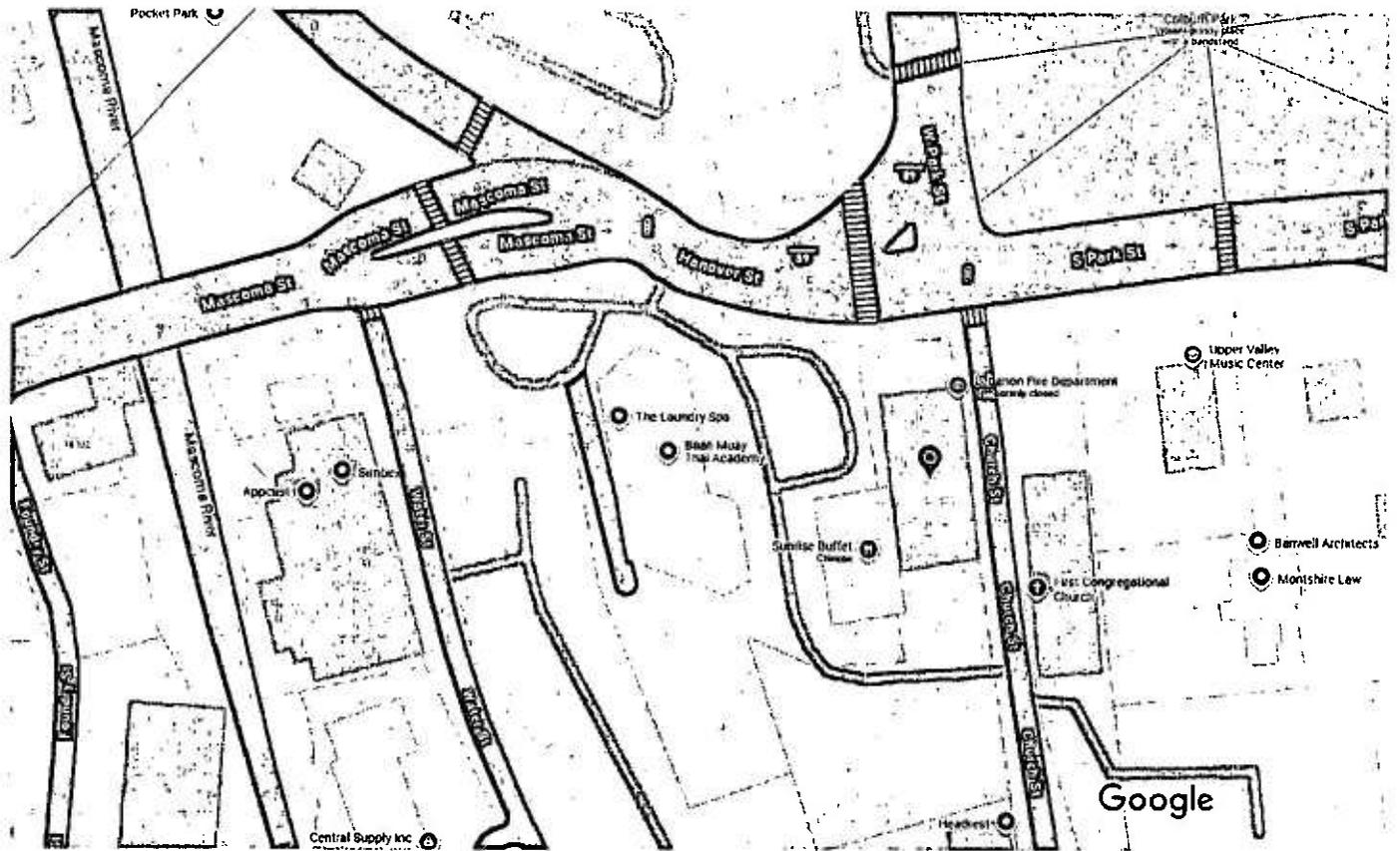
<b>Participating Member:</b> Primex3 Members as per attached Schedule of Members Workers' Compensation Program		<b>Member Number:</b>		<b>Company Affording Coverage:</b> NH Public Risk Management Exchange - Primex <sup>3</sup> PO Box 23 Hooksett, NH 03106-9716	
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits, May Apply, If Not:		
<input type="checkbox"/> <b>General Liability (Occurrence Form)</b> <input type="checkbox"/> <b>Professional Liability (describe)</b> <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"/> <b>Automobile Liability</b> Deductible    Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)		
			Aggregate		
<input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>	1/1/2025	1/1/2026	<input checked="" type="checkbox"/> Statutory		
			Each Accident	\$2,000,000	
			Disease - Each Employee	\$2,000,000	
			Disease - Policy Limit		
<input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)		
Description: Proof of Primex Member coverage only.					

<b>CERTIFICATE HOLDER:</b>	<b>Additional Covered Party</b>	<b>Loss Payee</b>	<b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			<b>By:</b> <i>Mary Beth Purcell</i>
			<b>Date:</b> 12/30/2024    mpurcell@nhprimex.org
			Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> 603-225-2841 phone 603-228-3833 fax

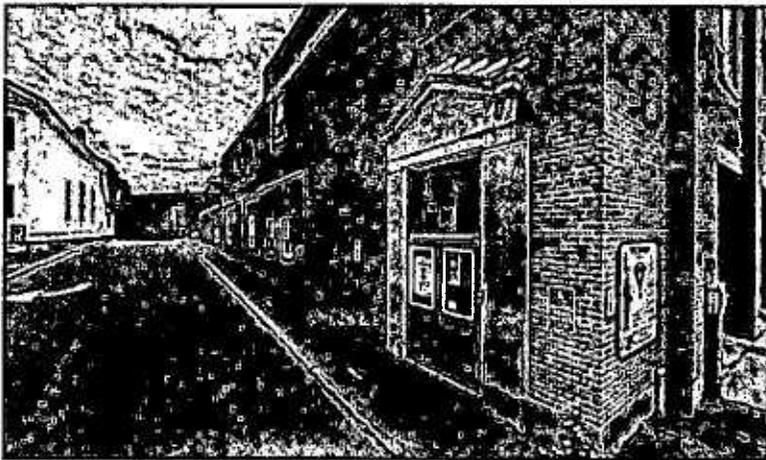
**PRIMEX****WC Members with Jan 2025 Renewal**

<b>Name</b>	<b>Member Number</b>	<b>Effective Date</b>
Belknap County	607	1/1/2025
Carroll County	600	1/1/2025
Cheshire County	601	1/1/2025
City of Claremont	141	1/1/2025
City of Keene	210	1/1/2025
City of Laconia	213	1/1/2025
City of Lebanon	217	1/1/2025
Coos County	602	1/1/2025
Hillsborough County	608	1/1/2025
Merrimack County	604	1/1/2025
Strafford County	605	1/1/2025
Town of Acworth	100	1/1/2025
Town of Albany	101	1/1/2025
Town of Alexandria	102	1/1/2025
Town of Allenstown	103	1/1/2025
Town of Alstead	104	1/1/2025
Town of Alton	105	1/1/2025
Town of Andover	107	1/1/2025
Town of Antrim	108	1/1/2025
Town of Ashland	109	1/1/2025
Town of Atkinson	110	1/1/2025
Town of Auburn	111	1/1/2025
Town of Barrington	113	1/1/2025
Town of Bartlett	114	1/1/2025
Town of Bath	115	1/1/2025
Town of Bedford	116	1/1/2025
Town of Belmont	117	1/1/2025
Town of Bennington	118	1/1/2025
Town of Bethlehem	119	1/1/2025
Town of Boscawen	122	1/1/2025
Town of Bow	123	1/1/2025
Town of Brentwood	125	1/1/2025
Town of Bristol	127	1/1/2025
Town of Brookfield	128	1/1/2025
Town of Brookline	129	1/1/2025
Town of Campton	130	1/1/2025
Town of Canaan	131	1/1/2025
Town of Candia	132	1/1/2025
Town of Canterbury	133	1/1/2025
Town of Carroll	134	1/1/2025
Town of Center Harbor	135	1/1/2025
Town of Chesterfield	139	1/1/2025
Town of Chichester	140	1/1/2025
Town of Clarksville	142	1/1/2025
Town of Colebrook	143	1/1/2025
Town of Conway	146	1/1/2025
Town of Cornish	147	1/1/2025

12 S Park St



Map data ©2025 50 ft



12 S Park St

Building



Directions



Save



Nearby



Send to  
phone



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