



State of New Hampshire
 DEPARTMENT OF NATURAL & CULTURAL RESOURCES
 DIVISION OF HISTORICAL RESOURCES

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 nhdhr.dncr.nh.gov

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September 8, 2025

Her Excellency, Governor Kelly A. Ayotte
 and the Honorable Council
 State House
 Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Department of Natural and Cultural Resources (DNCR), Division of Historical Resources to **Retroactively** amend an existing grant agreement with Greater Wakefield Resource Center (VC#158408) Union, NH for the rehabilitation of the second floor of the former Union Hotel by extending the completion date from October 31, 2024, to December 31, 2025, with no change to the price limitation of \$20,000, effective upon Governor and Council approval. The original contract was approved by the Governor and Council on December 21, 2022, item #73. 100% Agency Income.

EXPLANATION

The request is **Retroactive** because the staff at Greater Wakefield Resource Center suffered abrupt staffing losses causing the project to take longer than expected. Without the appropriate staffing in place communication to DNCR regarding new project timelines and forecasts was hindered. The project is now complete, and this contract extension will facilitate final reimbursement and follow-on payment to the vendor.

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

DNCR has determined that the vendor is in good standing with the Secretary of State's Office, has secured the required levels of insurance, and has provided evidence of authority to execute and be bound by the contract. Documents supporting these assertions are available at the agency, for review upon request.

The Attorney General's office has reviewed and approved this contract amendment as to form, substance, and execution.

Respectfully submitted,

Sarah L. Stewart
 Commissioner



GREATER WAKEFIELD
RESOURCE
CENTER



25+ MAIN STREET, PO BOX 96 UNION, NH 03887 (603)473-8324 *Enrichment activities for a growing community.*

June 18, 2025

Nadine Miller
Deputy SHPO
NH Division of Historical Resources

Re: Greater Wakefield Resource Center, Moose Plate Grant extension request

Dear Ms. Miller:

The Greater Wakefield Resource Center, Union, NH was awarded a Conservation Number Plate (Moose Plate) grant in the amount of \$20,000 in 2022 for the rehabilitation of the second floor of the former Union Hotel. The project started at that time, and we were reimbursed for work in the amount of \$10,000 during the initial contract period. The contract expired on October 31, 2024.

Unfortunately, the project took longer than expected due to two abrupt staff losses, but we have completed the project now. The Greater Wakefield Resource Center is seeking a contract extension so that our organization can be reimbursed for the final payment we have made to our vendor.

Thank you for your patience during the extended completion of this important project.

Sincerely,

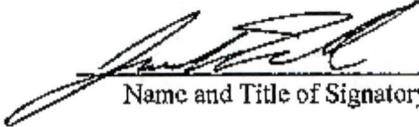
Theresa Crowell
Executive Director, GWRC

Amendment of G-1 Grant Agreement

The Department of Natural and Cultural Resources, Division of Historical Resources, and the Greater Wakefield Resource Center, hereby mutually agree to amend the Conservation License Plate (Moose Plate) grant, originally approved by the Governor and Executive Council on December 21, 2022, Item #73 with a completion date of October 31, 2024.

1. Amend Box 1.7, Completion Date, by extending the completion date December 31, 2025, from the original completion date of October 31, 2024;
2. All other terms and conditions of the original grant agreement shall remain the same in full force and effect as originally set forth; and
3. This amendment is subject to approval by the Governor and Executive Council.

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


Name and Title of Signatory

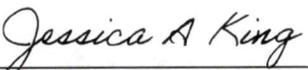
6/24/2025
Date

Department of Natural and Cultural Resources


Sarah L. Stewart, Commissioner

September 9, 2025
Date

Approved as to form, substance, and execution:


Attorney General
9/16/2025
Date



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

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

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November 21, 2022

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

REQUESTED ACTION

1. Pursuant to RSA 261:97-c, Use of Funds, authorize the Department of Natural and Cultural Resources, Division of Historical Resources, to award a Conservation Number Plate (Moose Plate) grant to the Greater Wakefield Resource Center (VC#158408), Union, NH in the amount of \$20,000 for the rehabilitation of the second floor of the former Union Hotel effective upon Governor and Executive Council approval through October 31, 2024. 100% Other Funds (Agency Income).
2. Further authorize an advance payment in the amount of \$10,000 to the Greater Wakefield Resource Center in accordance with the terms of the contract effective upon Governor and Council approval. 100% Other Funds (Agency Income).

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

03-035-035-350010-34050000-073-509074 – Grants Non-Federal

FY 2023
\$20,000

EXPLANATION

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

The former Union Hotel, located in Union Village, was built in 1885 and today services as the headquarters for the Greater Wakefield Resource Center (GWRC), a non-profit established in 2002 that provides important social service resources to community members of all ages. Most notably, the GWRC currently houses a kitchen that feeds the community lunches three days a week and is open to all ages at an affordable price. The building also houses area non-profits, such as the Meals on Wheels Program and a local land trust. This project will expand the useable space in the building so existing programs can expand and new initiatives can be housed. The Union Hotel was listed in the National Register of Historic Places in 1989.

The reason we seek approval to provide \$10,000 in advance is because the Division of Historical Resources Moose Plate grant pays 50% of the award up front to get the grant-funded project underway, with 50% withheld until the grantee can show that their project has been completed.

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

Respectfully submitted,

Sarah L. Stewart
Commissioner