



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner



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September 11, 2025

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

REQUESTED ACTION

Authorize the Department of Environmental Services (NHDES) to enter into a grant agreement with the Town of Litchfield, NH (VC# 177673-B002) totaling \$283,500 for partial funding for the replacement of one (1) fire truck, effective upon Governor and Council approval through December 31, 2026. 100% New Hampshire Volkswagen Environmental Mitigation Trust funds.

EXPLANATION

The New Hampshire Volkswagen Beneficiary Mitigation Plan provides that 20 percent of New Hampshire's allocation of the Volkswagen Mitigation Trust (VW Trust) funds will be available to public and private entities through a competitive solicitation process for the replacement of diesel vehicles and equipment. The intent is to reduce diesel emissions, and specifically to alleviate excess nitrogen oxide emissions caused by Volkswagen's violations. NHDES conducted a competitive Request for Proposals (RFP) termed "Granite State Clean Fleets" from April 7, 2025 through May 23, 2025. In response to this RFP, NHDES received seventeen (17) qualifying proposals. All proposals were selected for funding. Please refer to Attachment A for ranking and scores.

Under this Agreement, the Town will replace one (1) Engine Model Year (EMY) 1998 diesel-powered fire truck. The fire truck is almost three decades old and currently needs extensive repairs. Over the past two years, the Town has accumulated nearly \$6,000 in repair costs. Replacement parts are becoming increasingly difficult to source and repair times are lengthy. Future work on the unit would require replacement of major parts that have been compromised by rust, the engine exhaust brake system, and addressing an engine oil leak that has been seeping into the diesel fuel tank. In addition to increasing repair costs, the unit is considered obsolete by the National Fire Protection Agency, so the town has prioritized replacement to increase operational reliability.

The Granite State Clean Fleets program has a mandatory minimum cost share requirement for a diesel-powered fire truck replacement project of 30 percent. NHDES will provide a grant of \$283,500 or 70 percent, whichever is less, of the total replacement cost (estimated at \$405,000) to the Town of Litchfield

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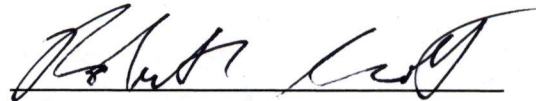
29 Hazen Drive • PO Box 95 • Concord, NH 03302-0095
(603) 271-3503 • (603) 271-2867 • TDD Access: Relay NH 1-800-735-2964

Her Excellency, Governor Kelly A. Ayotte
and the Honorable Council
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for the replacement of the fire truck. NHDES will not be holding VW Trust funds in its accounts; all funds will be transferred directly from the trustee, Wilmington Trust, to the Town of Litchfield, who will administer the project.

This Agreement has been approved as to form, substance, and execution by the Office of the Attorney General. In the event that VW Trust funds become no longer available, general funds will not be requested to support this program.

We respectfully request your approval.

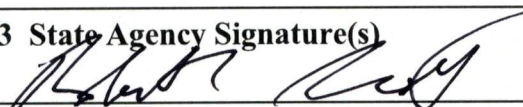
A handwritten signature in black ink, appearing to read "Robert R. Scott", is written over a horizontal line.

Robert R. Scott
Commissioner

GRANT AGREEMENT

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

1. Identification and Definitions.

1.1. State Agency Name Department of Environmental Services		1.2. State Agency Address 29 Hazen Drive Concord, NH 03301	
1.3. Grantee Name Town of Litchfield, New Hampshire		1.4. Grantee Address 10 Liberty Way Litchfield, NH 03052	
1.5 Grantee Phone # 603-424-8071	1.6. Account Number N/A	1.7. Completion Date 12/31/26	1.8. Grant Limitation \$283,500
1.9. Grant Officer for State Agency Samantha Bevier, Grants Coordinator		1.10. State Agency Telephone Number 603-271-8330	
If Grantee is a municipality or village district: "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. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Kim Kleiner, Town Administrator	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13 State Agency Signature(s) 		1.14. Name & Title of State Agency Signor(s) Robert R. Scott, Commissioner	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By:  Assistant Attorney General, On: 9 / 15 / 25			
1.16. Approval by Governor and Council (if applicable) By: _____ On: / /			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.16), or upon signature by the State Agency as shown in block 1.14 ("the Effective Date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything 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 Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits and RSA 31-95-b.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency, the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, unless otherwise required by the grant terms or the Agency pursuant to subparagraph 7.1, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these provisions
8. PERSONNEL.
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA; RETENTION OF DATA; ACCESS.
- 9.1. 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, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date 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, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
 - 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
 - 11.1.2 Failure to submit any report required hereunder; or
 - 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
 - 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
 - 11.2.1 Give the Grantee 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 remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
 - 11.2.2 Give the Grantee 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 Grant Amount which would otherwise accrue to the Grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
 - 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
 - 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit B without the prior written consent of the State.
16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or subcontractor, or subgrantee or other agent of the Grantee. 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 shall survive the termination of this agreement.
17. INSURANCE.
- 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
- 17.1.1 Statutory workers' compensation and employees liability insurance for all employees engaged in the performance of the Project, and
- 17.1.2 General liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
- 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Grantee shall furnish to the State, certificates 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.
18. WAIVER OF BREACH. 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, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver 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 default on the part of the Grantee.
19. 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 first above given.
20. 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 Council of the State of New Hampshire, if required or by the signing State Agency.
21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
22. 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.
23. 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 relating hereto.
24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

EXHIBIT A
SPECIAL PROVISIONS

N/A

EXHIBIT B
SCOPE OF SERVICES

Grant Number: NH-VW-2025-01-002

Project Title: NH Volkswagen Environmental Mitigation Trust - Granite State Clean Fleets with
Town of Litchfield – Fire Truck Replacement Project
Subgrant Program for New Hampshire Diesel Emissions Reduction Projects

This Scope of Services describes activities that have been agreed to between the New Hampshire Department of Environmental Services (NHDES) and the Town of Litchfield (Vendor Code #177673-B002) for a fire truck that operates in Litchfield, New Hampshire to reduce diesel emissions in the State using funds available via the Granite State Clean Fleets Grant Program, funded by the New Hampshire Volkswagen Environmental Mitigation Trust.

The project activities will be carried out in Litchfield, New Hampshire by the Town of Litchfield (hereinafter referred to as “the Recipient”).

This Agreement will become effective upon approval by Governor and Council. The project completion date is December 31, 2026, with additional reporting requirements.

NHDES and the Recipient will undertake under this Agreement the replacement of one (1) diesel-powered fire truck.

For the purposes of this Agreement, NHDES and the Recipient agree to the following:

1. NHDES shall assign the appropriate staff to coordinate this project with the Recipient.
2. The Recipient shall purchase and operate one (1) Engine Model Year (EMY) 2025 Ford F550 Mini Pumper VM8 fire truck (“replacement unit”) as a replacement for the EMY 1998 Freightliner FL70 fire truck (“existing unit”) identified in their proposal to the Request for Proposals or, with prior written approval from NHDES, the existing unit may be replaced with a comparable make/model. The Request for Proposals and the Recipient’s proposal are incorporated into the Agreement by reference.
3. The replacement unit will be an EMY 2025 or newer unit as specified in the project proposal.
4. NHDES shall reimburse the Recipient 70 percent of the eligible expenses, or \$283,500, whichever is less.
5. Eligible expenses under this grant include the cost of only: the replacement unit and attachments, accessories, modifications, or auxiliary apparatuses necessary to make the replacement unit usable for the purpose for which it is acquired.

Grantee Initials KK
Date 8/25/2025

6. Ineligible expenses include, but are not limited to: "optional" components or "add-ons" to the unit, unit registration, scrappage of existing unit, engineering, project management, and personnel costs.
7. The Recipient shall provide NHDES with the following information on the existing unit prior to purchasing the replacement unit:
 - a. Annual miles driven
 - b. Annual fuel use and fuel type
 - c. Annual idling hours
 - d. Vehicle Identification Number (VIN)
 - e. Engine Model Year
 - f. Gross Vehicle Weight Rating (GVWR)
 - g. Unit Class
 - h. Engine Manufacturer
 - i. Engine Serial Number
 - j. Engine Family Number
 - k. Description of routes or typical use
8. The existing unit shall be taken out of service no later than 15 days following the placement into service of the replacement unit.
9. The existing unit will be scrapped within 90 days from the date the replacement is put into service.
10. The Recipient shall use the replacement unit in normal service for a period of no less than five (5) years. In the event that the Recipient sells or surpluses the replacement unit within five years of the effective date of this contract, the Recipient shall follow the guidelines set forth in Title 2 Code of Federal Regulations, Subtitle A, Section 200.313, and shall reimburse the State of New Hampshire in accordance with the depreciation table below.

Project: Town of Litchfield Fire Truck Replacement

	Percent Value Remaining	Value to be Returned to NHDES
Year 1 value	20	\$56,700
Year 2 value	16	\$45,360
Year 3 value	12.8	\$36,288
Year 4 value	10.2	\$28,917
Year 5 value	7.6	\$21,546

Note: calculation is based on a maximum reimbursement value of \$283,500. If total reimbursements are less than \$283,500, the value to be returned to NHDES will be reduced proportionately.

11. The Recipient shall:
 - a. Register the replacement unit in accordance with New Hampshire law;
 - b. Maintain the replacement unit in accordance with manufacturer recommendations;
 - c. Not make modifications to the replacement unit, including its engine; and,
 - d. Make the replacement unit and related documents (including maintenance records) available for follow-up inspection for five years from date of grant approval, if requested by NHDES.
12. The Recipient shall scrap the existing unit or render it permanently disabled. NHDES shall be allowed the opportunity to witness the destruction of the engine and chassis with a two-week (minimum) advance notice of the event. The existing unit shall be permanently disabled by:

Grantee Initials Y/K
Date 8/25/2025

- a. Creating a minimum 3-inch diameter hole completely through the engine block; and
 - b. Cutting the chassis rail in half.
13. The Recipient shall supply documentation to NHDES confirming the scrappage requirements have been met for the existing unit within two weeks of the event. The documentation must be signed by the authorized representative listed on the grant application form or other duly authorized representative. The documentation must include:
- a. The date the existing unit was scrapped;
 - b. The engine model year, engine family name, engine serial number, and Vehicle Identification Number (VIN) for the existing unit;
 - c. The name and contact information for the entity that scrapped the existing unit; and
 - d. The following photographic images of the existing unit, clearly labeled:
 - i. Side profile of the unit;
 - ii. VIN;
 - iii. The engine tag that includes the engine serial number and engine family number (if available);
 - iv. Chassis rail cut in half;
 - v. Engine block prior to destruction; and
 - vi. Engine block after destruction.

Scrappage may be completed by the Recipient or by a salvage yard or similar service, provided all scrappage requirements have been met and all necessary documentation provided to NHDES.

14. The Recipient shall submit **Quarterly Project Status Reports** ("Quarterly Reports") to NHDES, the first of which is due upon completion of the first calendar quarter following the Effective Date of the Agreement and the last of which is due two years after acquisition of the replacement units. Quarterly Reports are due January 15th, April 15th, July 15th, and October 15th (e.g., if the Effective Date were in August, then the first report would cover activities through September, as part of the July-September calendar quarter, and would be due October 15th). Quarterly Reports shall include sufficient information for NHDES to know the status of the unit replacement and destruction of the existing unit, to know if the replacement unit is in service, and to estimate the emissions reductions attributable to the project, including:
- a. The status of the replacement unit's order and delivery, with estimates of delivery and in-use dates of the replacement unit not yet procured and put in service;
 - b. A description of each unit's (existing and replacement, as applicable) service status and maintenance (scheduled and unscheduled) during the preceding calendar quarter;
 - c. The amount of fuel (diesel gallons) used by each unit (existing and replacement, as applicable) during the preceding calendar quarter;
 - d. The number of hours each unit (existing and replacement, as applicable) was used in the preceding calendar quarter; and
 - e. The estimated amount of idling experienced by each existing unit in the preceding calendar quarter.
15. The Recipient shall submit three **Annual Project Status Reports** ("Annual Reports") to NHDES by January 15th beginning the January following the last quarterly report. Annual Reports shall include sufficient information for NHDES to estimate the emissions reductions attributable to the project, including:
- a. The amount of fuel (diesel gallons) used by the unit during the preceding calendar year;

Grantee Initials KK
Date 8/25/2025

- b. A description of the unit's service status and maintenance (scheduled and unscheduled) during the preceding calendar year;
 - c. The number of miles the unit was used in the preceding calendar year; and
 - d. The estimated amount of idling the unit experienced in the preceding calendar year.
16. The Recipient shall not use grant funds for any costs not specified in this Exhibit B, Scope of Services. The Recipient shall complete all activities, reports, and work products specified herein.

EXHIBIT C
METHOD OF PAYMENT

- 1) Payments under this Agreement are not to exceed \$283,500 or 70 percent of eligible project costs, whichever is less.
- 2) NHDES will reimburse the Recipient for eligible expenses provided the Recipient is in compliance with all provisions of this Grant Agreement, including the recordkeeping and reporting requirements in Exhibit B.
- 3) Invoices may be submitted for reimbursement upon payment. No more than 90 percent of the grant amount shall be reimbursed prior to registration of the replacement unit, if applicable, and scrappage of the existing unit. The final reimbursement request shall include the following:
 - a) Payment request on the Recipient's letterhead with the following information for each unit (existing and replacement):
 - i) Vehicle Identification Number (VIN);
 - ii) Engine and unit model year;
 - iii) Engine and unit manufacturer;
 - iv) Engine serial number;
 - v) Engine family number;
 - vi) Unit's class;
 - vii) Fuel type; and
 - viii) Cost of unit replacement.
 - b) A copy of the unit's registration, if applicable;
 - c) A copy of all vendor invoices;
 - d) A copy of cancelled checks or other documents verifying payment;
 - e) Proof of scrappage as per Exhibit B; Sections 12-13; and
 - f) Contact information for any questions related to reimbursement requests.
- 4) NHDES will process complete invoices within 45 days of receipt. Funds transferred directly from the Volkswagen Mitigation Trust are subject to approval by Trust administrators.
- 5) Invoices must be submitted by the Completion Date in Section 1.7 of this Grant Agreement. Invoices submitted after this date may be denied.
- 6) All obligations of NHDES and the State of New Hampshire are contingent upon availability and continued appropriation of funds for the services.

Board of Selectman Certificate of Vote

Grant Recipient: The municipality of Litchfield, NH, 2 Liberty Drive, Litchfield, NH.

I, Theresa Briand, Town Clerk, of the Town of Litchfield NH, do hereby certify that at a

Board of Selectmen vote held on August 11, 2025, granted Litchfield, NH the authority to enter into

an 2025 Granite State Clean Fleets Grant Agreement with the New Hampshire Department of

Environmental Services, Air Resources Division, which is a reimbursement project only,

(State grant may cover up to \$283,500 or 70% of eligible costs for your project, whichever is less).

The Board further voted that Kim Kleiner, Town Administrator is duly authorized to enter into

said agreement on behalf of the Town/City of Litchfield, NH and is further authorized to

execute any documents which may, in their judgement, be desirable or necessary to effect the purpose of

this vote.

IN WITNESS WHEREOF, I Theresa L Briand have hereunto set my hand as

Town Clerk of and for the Town/City of Litchfield, NH.
(Title) (Municipality)

Theresa L Briand (Print name)

Theresa L Briand
(Signature)

Aug. 27, 2025
(Date of signature)

STATE OF NEW HAMPSHIRE

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 Litchfield Two Liberty Way, Suite 1 Litchfield, NH 03052		Member Number: 222	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ PO Box 23 Hooksett, NH 03106-9716	
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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) ☐ Claims Made ☐ 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)	
☒ Automobile Liability Deductible Comp and Coll: \$1,000 ☐ Any auto	1/1/2025	1/1/2026	Combined Single Limit (Each Accident)	\$2,000,000
			Aggregate	\$10,000,000
☒ Workers' Compensation & Employers' Liability	1/1/2025	1/1/2026	☒ Statutory Each Accident	\$2,000,000
			Disease — Each Employee	\$2,000,000
			Disease — Policy Limit	
☒ 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. Pollution and hazardous waste related liabilities, expenses and claims are excluded from coverage in the coverage document.

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ – NH Public Risk Management Exchange By: <i>Mary Beth Purcell</i> Date: 8/11/2025 mpurcell@nhprimex.org Please direct inquiries to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax
State of NH Department of Environmental Services 29 Hazen Drive PO Box 95 Concord, NH 03302-0095			

ATTACHMENT A

**New Hampshire Volkswagen Environmental Mitigation Trust
April 2025 Granite State Clean Fleets Grant Program
Final Scoring Results and Funding Amounts of Eligible Proposals**

Grant Applicant	Project Location	Funding Amount	Score
Town of Madison	Madison	\$ 255,044.00	92
Town of Fitzwilliam	Fitzwilliam	\$ 132,958.00	89
Town of Epping	Epping	\$ 500,000.00	87
Town of New Hampton	New Hampton	\$ 316,400.00	83
Town of Marlow	Marlow	\$ 180,110.00	81
Town of Newmarket	Newmarket	\$ 444,500.00	81
Town of Wolfeboro	Wolfeboro	\$ 187,897.50	81
Waste Management of NH #1	Rockingham County	\$ 40,000.00	81
Waste Management of NH #2	Rockingham County	\$ 40,000.00	81
Town of Belmont	Belmont	\$ 193,706.45	76
Town of Loudon	Loudon	\$ 187,670.00	74
Town of Litchfield	Litchfield	\$ 283,500.00	73
Mount Washington Auto Road	Gorham	\$ 61,682.50	71
Town of Raymond	Raymond	\$ 171,500.00	68
Town of Washington	Washington	\$ 156,856.00	67
Town of Plainfield	Plainfield	\$ 117,473.00	64
Town of Milford	Milford	\$ 205,591.00	62

ATTACHMENT A (CONT'D)

Detailed Scoring Results

Applicant	Proposal Clarity & Project Readiness	Cost Eff. NOx Reductions	Cost Eff. PM2.5 Reductions	Cost Eff. CO2 Reductions	Additional Benefits	Total Base Score	Alternative Fuel Bonus	Priority NH Comm. Bonus	Govt. Entity Bonus	Final Score
Maximum	40	20	20	10	10	100	20	10	10	140
Town of Madison	35	20	18	5	4	82	0	0	10	92
Town of Fitzwilliam	35	16	12	8	3	74	0	5	10	89
Town of Epping	34	14	12	5	7	72	0	5	10	87
Town of New Hampton	35	12	12	4	5	68	0	5	10	83
Town of Marlow	35	14	4	3	5	61	0	10	10	81
Town of Newmarket	37	16	8	4	6	71	0	0	10	81
Town of Wolfeboro	36	12	12	1	5	66	0	5	10	81
Waste Management of NH #1	37	20	6	1	7	71	10	0	0	81
Waste Management of NH #2	37	20	6	1	7	71	10	0	0	81
Town of Belmont	38	6	2	2	8	56	0	10	10	76
Town of Loudon	35	4	12	3	5	59	0	5	10	74
Town of Litchfield	37	14	2	2	8	63	0	0	10	73
Mount Washington Auto Road	35	14	12	5	5	71	0	0	0	71
Town of Raymond	35	10	2	1	10	58	0	0	10	68
Town of Washington	35	10	2	6	4	57	0	0	10	67
Town of Plainfield	35	8	2	7	2	54	0	0	10	64
Town of Milford	38	4	2	3	5	52	0	0	10	62

Reviewers

Name	Agency/Organization	Title	Years of Experience
Jessica Wilcox	NHDES Air Resources Division Tech Services Bureau	Tech Services Administrator	8
Lucy St. John	NHDOT Bureau of Planning & Community Assistance	Senior Planner	9
Megan Stone	NH Department of Energy	Legislative Liaison	12
William Rose	NHDOT Bureau of Planning & Community Assistance	Policy & Planning Manager	16