



The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

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November 24, 2025

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

REQUESTED ACTION

Authorize the New Hampshire Department of Environmental Services (NHDES) to amend an American Rescue Plan Act grant (PO# 1095343) to the Brookview Mobile Home Park Cooperative, Inc. (VC# 440111 B001) Northumberland, NH, for wastewater system improvements by increasing the grant limitation by \$30,000 to \$297,050 from \$267,050, and by extending the completion date to August 31, 2026, from February 28, 2026, effective upon G&C approval through August 31, 2026. The original grant agreement was approved by Governor and Council on September 6, 2023, Item #52. 100% federal funds.

Funding is available in the following account:

03-44-44-440010-2476-072-500574	<u>FY 2026</u>
Dept. Environmental Services, ARPA DES Loans, Grants Federal	\$30,000
Activity Code: 00FRF602WB4401F	

EXPLANATION

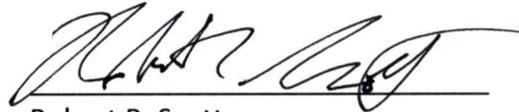
We are requesting approval of this amendment in order to provide the Brookview Mobile Home Park Cooperative (Cooperative) with additional grant funding and time to complete the original scope of services for necessary wastewater system improvements. The Cooperative is utilizing grant funding for wastewater system improvements. These improvements include replacement and upgrades to the sewer collection system, pump station, and other system components in the existing sewer system. Although the project is currently under construction and making significant progress, additional funding is required to complete the remainder of the work of the original scope. To keep the project within the current budget, a deductive change order was made to reduce the original scope of work. The project also requires additional time to obtain and install the new pump station. The project has faced long lead times with acquiring new pump station equipment.

NHDES, through the American Rescue Plan Act (ARPA) funds, has offered the Cooperative an additional \$30,000 in grant funds, increasing the total grant limitation to \$297,050, to be used towards the wastewater system improvements. The additional funding and time extension will allow the Cooperative to receive and install the pump station and equipment and complete the original intended scope of work. All improvements, especially the new pump station, are advantageous to the community, and the cost

of the equipment and installation will expend the entirety of the remaining and additional ARPA funds. This is an allowable use of ARP FRF funds under Section 602 (c)(1)(D) to make necessary investments in water, sewer, or broadband infrastructure. To date, \$79,025.43 of the original \$267,050 grant has been spent.

In the event federal funds become no longer available, general funds will not be requested to support this program. This grant amendment has been approved by the Attorney General's Office as to form, substance and execution.

We respectfully request your approval of this item.

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

Robert R. Scott
Commissioner

**Grant Agreement with the Brookview Mobile Home Park Cooperative Inc.
American Rescue Plan Act (ARPA) Grant (CW-334419-01)
Amendment No. 1**

This Agreement (hereinafter called the Amendment) is by and between the State of New Hampshire, acting by and through its Department of Environmental Services (hereinafter referred to as the State) and the Brookview Mobile Home Park Cooperative, Inc. acting by and through its President, Jonathan Woodworth (hereinafter referred to as the Grantee).

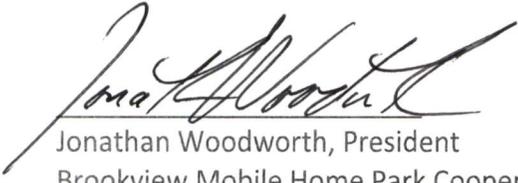
WHEREAS, pursuant to an Agreement (hereinafter called the Agreement) approved by the Governor and Council on September 6, 2023, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:
 - (A) The Completion Date as set forth in sub-paragraph 1.7 of the Agreement shall be changed from February 28, 2026, to August 31, 2026.
 - (B) The Grant Limitation as set forth in sub-paragraph 1.8 of the Agreement shall be changed to \$297,050 from \$267,050.
 - (C) The grant award as set forth in the first paragraph of Exhibit C, the Grant Limitation shall be changed to \$297,050 from \$267,050.
2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.
3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Accepted by:



Jonathan Woodworth, President
Brookview Mobile Home Park Cooperative, Inc.

22 Oct 2025
Date


Robert R. Scott, Commissioner
Department of Environmental Services

11/18/25
Date

Keely Lovato
Assistant Attorney General *Keely Lovato*
Department of Justice
Approved as to form, substance and execution.

11/21/2025
Date

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that BROOKVIEW MOBILE HOME PARK COOPERATIVE, INC. is a New Hampshire Consumer Cooperative registered to transact business in New Hampshire on March 16, 1999. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 312614

Certificate Number: 0007316766



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 22nd day of October A.D. 2025.

A handwritten signature in black ink, appearing to read "D. Scanlan", is written over a faint circular outline.

David M. Scanlan
Secretary of State

Brookview Mobile Home Park Cooperative, Inc.

16 Marietta Lane Northumberland, NH 03582

CERTIFICATE OF VOTE

I, Sandra McBey do hereby certify that:

1. I am the Treasurer of the Brookview Mobile Home Park Cooperative, Inc.
2. At a meeting held on 22nd of October 2025 the board voted to apply to submit an amendment request to modify a certain American Rescue Plan Act Fund (ARPA) grant agreement with the **State of New Hampshire Department of Environmental Services** for a wastewater system improvement project, as approved by the Governor and Council on September 6, 2023.
3. The Brookview Mobile Home Park Cooperative, Inc. further authorized the President, Jonathan Woodworth, to execute any documents necessary to effectuate this Grant Agreement.
4. This authority has not been revoked, superseded, or amended as of the date of this certification.

IN WITNESS WHEREOF, I have hereunto set my hand as the Treasurer, Sandra McBey, of the Brookview Mobile Home Park Cooperative, Inc.

Signature: Sandra McBey
Date: Oct 22, 2025

BROOKVIEW MHP COOPERATIVE
NORTHUMBERLAND, NH

October 22, 2025

To Whom it May Concern:

Please be advised that the Brookview MHP Cooperative currently does not have any employees. Our Cooperative is governed by a volunteer Board of Directors. All wastewater and water system operations are currently contracted. For these reasons, we do not carry a Workman's Compensation Policy.

Please feel free to reach out with any additional questions or concerns.

Sincerely,

A handwritten signature in black ink, appearing to read "Jonathan Woodworth", written over a horizontal line.

Jonathan Woodworth

President Brookview MHP