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The State of New Hampshire
Department of Environmental Services

Robert R. Scott, Commissioner

51

JAN 07 2025



December 17, 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 to **RETROACTIVELY** amend a grant agreement (PO # 1091571 & 1091572) with the Red Sleigh Condo Association (VC# 407647-B001), Plymouth, NH, by extending the completion date to December 31, 2027, from December 31, 2025, for drinking water system improvements, effective as of January 1, 2026 through December 31, 2027 upon Governor and Council approval. The original grant was approved by Governor and Council on March 22, 2023, Item #97. This is a no cost time extension. 73% Federal Funds, 27% Drinking Water and Groundwater Trust Fund (DWGTF).

EXPLANATION

We are requesting **RETROACTIVE** approval of this grant amendment in order to provide the Red Sleigh Condominium Association (Grantee) with additional time to complete the project scope. The project involves reactivating a second well and constructing a new well house, above-ground storage tank, and water treatment system, and replacing the aging distribution system. The project went to bid in August 2025, and all bids were over budget. In response to insufficient funds, the Grantee rebid the distribution work only; this contract was awarded in October 2025, and construction is underway. The Grantee is now in the process of securing additional funds to complete the other components. A scheduled completion date extension is needed to complete the full scope of work, which was delayed due to bidding timelines and insufficient funds. This request is retroactive because interagency review was delayed while guidance regarding non-profit documentation was clarified. To date, \$83,909 out of \$245,900 ARPA grant, and none of the \$92,428 DWGTF grant has been spent.

In the event these funds become unavailable, general funds will not be requested to support this project.

This amendment has been approved by the Attorney General's Office as to form, substance and execution.

We respectfully request your approval of this item.


Robert R. Scott, Commissioner

**Red Sleigh Condominium Association
American Rescue Plan Act (ARPA) Grant
Drinking Water and Groundwater Trust Fund (DWGTF) Grant
Amendment #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 Red Sleigh Condominium Association, acting by and through its President, Jennifer Legier (hereinafter referred to as the Grantee).

WHEREAS, pursuant to an Agreement (hereinafter called the Agreement) approved by the Governor and Council on March 22, 2023, Item #97, 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 to December 31, 2027 from December 31, 2025.
 - (B) Delete Exhibit B and replace with Exhibit B - Amendment 1. Exhibit B – Amendment 1 is attached hereto and incorporated into this amendment and agreement by reference.
 - (C) Delete Exhibit C and replace with Exhibit C – Amendment 1. and Exhibit C – Amendment 1 is attached hereto and incorporated into this amendment and agreement by reference.
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.

**Red Sleigh Condominiums Association
American Rescue Plan Act (ARPA) Grant
Drinking Water and Groundwater Trust Fund (DWGTF) Grant
Amendment #1**

Accepted by:



Jennifer Legier, President
Red Sleigh Condominiums Association

11/6/2025
Date



Robert R. Scott, Commissioner
Department of Environmental Services

11/26/25
Date



Assistant Attorney General
Department of Justice

12/17/2025
Date

Approved as to form, substance and execution

Grantee Initials 
Date 11/6/2025

**Red Sleigh Condominiums Association
American Rescue Plan Act (ARPA) Grant
Drinking Water and Groundwater Trust Fund (DWGTF) Grant
Amendment #1**

**Exhibit B- Amendment 1
SCOPE OF SERVICES**

The Red Sleigh Condominium Association (Grantee) will use a combination of American Rescue Plan Act (ARPA) and Drinking Water and Groundwater Trust Fund (DWGTF) grant funds to address water system deficiencies and leaks in the distribution system. The project involves reactivating a second well and constructing a new well house with a 4,000 gallon above-ground atmospheric storage tank, water treatment system, and new electrical system. A new distribution system with inline valves, blow off hydrants, and new service connections to each unit would be installed.

As a requirement of this grant funding, the Grantee must prepare a small water system business plan and develop and adhere to an asset maintenance and renewal plan for the funded improvements and provide documentation supporting this requirement.

Changes to the Scope of Services outlined in Exhibit B require NHDES approval in advance and if applicable, as determined by the NHDES, may require approval by the Drinking Water and Groundwater Advisory Commission and a grant agreement amendment subject to approval by the Governor and Executive Council.

**Red Sleigh Condominiums Association
American Rescue Plan Act (ARPA) Grant
Drinking Water and Groundwater Trust Fund (DWGTF) Grant
Amendment #1**

**Exhibit C- Amendment 1
METHOD OF PAYMENT**

The New Hampshire Department of Environmental Services (NHDES) shall pay to the Grantee the total reimbursable program costs up to \$338,328 for eligible drinking water improvements costs not to exceed the total Grant Limitation of \$338,328 in accordance with the following requirements:

Reimbursement requests for program costs shall be made no more than once per calendar month by the Grantee using the applicable ARPA or DWGTF Disbursement Forms as supplied by the NHDES, which shall be completed and signed by the Grantee. The disbursement form shall be accompanied by proper supporting documentation based upon direct costs. The Grantee will maintain adequate documentation to substantiate all project related costs. All work shall be performed to the satisfaction of the NHDES before payment is made.

The funding for eligible drinking water system improvements is a combination of an ARPA grant of \$245,900, a DWGTF grant of \$92,428, and a DWGTF loan of \$277,313.

Each disbursement request will be paid 100% of eligible expenses as ARPA grant funds not to exceed \$245,900. ARPA funds shall be fully disbursed by June 1, 2026, and prior to disbursing the DWGTF grant and loan funds. In concert with the DWGTF loan of \$277,313, each DWGTF grant disbursement will be paid 25% of eligible expenses as grant funds, and 75% of eligible expenses as loan funds. The total DWGTF grant reimbursement shall not exceed the grant award of \$92,428.

All work must be completed prior to the completion date (section 1.7) in this Grant Agreement to be eligible for reimbursement.

Grantee Initials JS
Date 11/6/25

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 RED SLEIGH CONDO ASSOCIATION is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on August 19, 2020. 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: 849260

Certificate Number: 0005789117



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 9th day of June A.D. 2022.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

Filing History

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Business Name	Business ID
RED SLEIGH CONDO ASSOCIATION	849260

Filing#	Filing Date	Effective Date	Filing Type	Annual Report Year
0007202772	06/20/2025	06/20/2025	Nonprofit Report	2025
0004981832	08/19/2020	08/19/2020	Business Formation	N/A

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NH Department of State, 107 North Main St. Room 204, Concord, NH 03301 – [Contact Us \(/online/Home/ContactUS\)](#)

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Red Sleigh Condo Association

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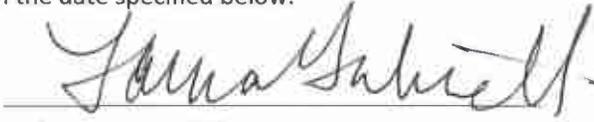
CERTIFICATE OF VOTE

I, Laura Gulinello, do hereby certify that:

1. I am the Treasurer of the Red Sleigh Condo Association.
2. At a meeting held on August 6, 2022, the Membership of the Association voted to accept funds and enter into a Grant Agreement with the **State of New Hampshire Department of Environmental Services** for a water system improvements project.
3. The Red Sleigh Condo Association further authorized Jennifer Legier, President, 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 Laura Gulinello, Treasurer of the Red Sleigh Condo Association on the date specified below.

Signature: _____



Date: _____

11-7-25

JENNIFER LEGIER

President, RSCA

Marysa Biore
NHDES
PO BOX 95
CONCORD, NH 03302

12 NOVEMBER, 2025

RE: Red Sleigh Condo Assn

Dear Marysa,

Please allow this letter to inform NHDES that the Red Sleigh Condo Assn does not currently have Workers Comp Insurance, due to the fact it has no employees, has never had employees, and has no expectation of having any in the future. We are a small condo association operated by a volunteer board that hires contractors for the purposes of having work done on site, including the water system in question.

Please feel free to reach out with any additional questions.

Sincerely,
Jennifer Legier

603-254-7033

5 Red Sleigh Rd
Campton, NH 03223

revyjen@yahoo.com