MLC

CJG

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

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

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FEB 11 2026

December 18, 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 award a grant to the Town of Lancaster (VC#177421-B001) in the amount of $4,000 to update the community's Local Emergency Operations Plan (LEOP). Effective upon Governor and Council approval through August 31, 2026. **100% Federal Funds.**

Funding is available in account, 100% EMPG Local Match, as follows:

	SFY2026
02-23-23-236010-80920000-072-500574 – Grants to Local Gov't - Federal Activity Code: 23EMPG 2022	$ 4,000.00

EXPLANATION

This grant will support the Town of Lancaster's efforts to update its Local Emergency Operations Plan (LEOP), a critical planning document that guides municipal response to emergencies and disasters. Funding is provided through the Federal Fiscal Year 2022 Emergency Management Performance Grant (EMPG), awarded by the Federal Emergency Management Agency (FEMA).

EMPG funding is intended to strengthen all-hazards planning and preparedness capabilities, including mitigation, preparedness, response, and recovery activities, at both the state and local levels. Grant guidance and application materials are made available statewide to all Emergency Management Directors and other eligible entities. Applications submitted by local jurisdictions are reviewed by the HSEM EMPG Program Manager, EMPG Program Coordinator, and Stakeholder Liaisons, and are approved by the HSEM Director based on eligibility requirements and documented local needs.

This request is being submitted for Governor and Council approval because the cumulative year-to-date expenditures exceed the $10,000 threshold established in MOP150.

EMGP 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 & 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

1.1. State Agency Name NH Department of Safety, Homeland Security and Emergency Management		1.2. State Agency Address 33 Hazen Drive Concord, NH 03305	
1.3. Subrecipient Name Town of Lancaster (VC# 177421-B001)		1.4. Subrecipient Address 25 Main Street, Lancaster, NH 03584	
1.5 Subrecipient Tel. # (603)788-3391	1.6. Account Number AU #80920000	1.7. Completion Date August 31, 2025	1.8. Grant Limitation $4,000.00
1.9. Grant Officer for State Agency Sheila Dupere, EMPG Program Coordinator		1.10. State Agency Telephone Number (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."			
1.11. Subrecipient Signature 1		1.12. Name & Title of Subrecipient Signor 1 Shane Beattie, Select Board	
Subrecipient Signature 2		Name & Title of Subrecipient Signor 2 Jessica Cyr, Town Manager	
Subrecipient Signature 3		Name & Title of Subrecipient Signor 3 Leon Rideout, Select Board	
1.13. State Agency Signature(s) By: On: 12 12 25		1.14. Name & Title of State Agency Signor(s) Amy L. Newbury, Director of Administration	
1.15. Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: Director, On: / /			
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Laura Raymond Assistant Attorney General, On: 12 12 25			
1.17. Approval by Governor and Council (if applicable) 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: 5/12/25

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.17, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds affected by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision 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 Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement those regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3. The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 Failure to perform the Services satisfactorily or on schedule;

8.1.2 Failure to submit any report required hereunder; and/or

8.1.3 Failure to perform any other covenant, term or condition of this Agreement.

Subrecipient Initials: 1.)_____ 2.) JR 3.)_____ Date: 5/12/25

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
8.2.1 Give the Contractor 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 cured, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;
8.2.2 Give the Contractor 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 contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;
8.2.3 Give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or
8.2.4 Give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.
8.3. 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 of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default 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 Event of Default on the part of the Contractor.

9. TERMINATION.
9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) days written notice to the Contractor that the State is exercising its option to terminate the Agreement.
9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT B. In addition, at the State's discretion, the Contractor shall, within 15 days of notice of early termination, develop and submit to the State a Transition Plan for services under the Agreement.

10. DATA/ACCESS/CONFIDENTIALITY/ PRESERVATION.
10.1 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, papers, and documents, all whether finished or unfinished.
10.2 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.
10.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

11. CONTRACTOR'S RELATION TO THE STATE. In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.
12.1 The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice, which shall be provided to the State at least fifteen (15) days prior to the assignment, and a written consent of the State. For purposes of this paragraph, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.
12.2 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State. The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. INDEMNIFICATION. Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, its officers and employees, from and against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement, or other claims asserted against the State, its officers or employees, which arise out of (or which may be claimed to arise out of) the acts or omission of the Contractor, or subcontractors, including but not limited to the negligence, reckless or intentional conduct. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. 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 in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.
14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any

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.

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.

Subrecipient Initials: 1.)_____ 2.) JC 3.)_____ Date: 5/12/25

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.)_____ 2.) JL 3.)_____ Date: 5/12/25

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 the Town of Lancaster (hereinafter referred to as "the Subrecipient") $4,000.00 to update the community's Local Emergency Operations Plan (LEOP).

2. "The Subrecipient" agrees that the project grant period ends August 31, ~~2025~~ 2026 JL and that a final performance and expenditure report will be sent to "the State" by September 30, ~~2025~~ 2026 JL.

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.)_____ 2.) JL 3.)_____ Date: 5/12/25

EXHIBIT C

Grant Amount and Payment Schedule

1. GRANT AMOUNT

Federal Award Information		
Awarding Agency: Federal Emergency Management Agency		**Pass-through Entity:** Homeland Security & Emergency Management
Federal Award: $4,036,504.00		**Assistance Listings Number/Title:** Emergency Management Performance Grant / 97.042
Federal Award Date: 9/21/2022		**R&D:** No
Indirect Cost Rate: 12.67%		**Federal Award Identification Number (FAIN):** EMB-2022-EP-00006
Subrecipient Information		
Name: Town of Lancaster		**UEI:** TKZLP6CBJ4Q5
Current Subaward Amount: $4,000.00		**Total Subawards Amount:** $4,000.00
Project Cost		
Applicant Share (Match Required):		**Grant (Federal Funds):**
$4,000.00		$4,000.00
Period of Performance		
Start		**End**
10/1/2022		8/31/~~2025~~ 5/2026 JC
Budget Period		
Start		**End**
10/1/2022		8/31/~~2025~~ 5/2026 JC

2. PAYMENT SCHEDULE

a. "The Subrecipient" agrees the total payment by "the State" under this grant agreement shall be up to $4,000.00.

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.) JC 3.)_____ Date: 5/12/25

c. Upon review and approval of the invoices and supporting match documentation "The State" shall reimburse up to $4,000.00 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, 10/1/2021, to the identified completion date (block 1.7).

MINUTES

SELECT BOARD MEETING **March 17, 2025**
TOWN HALL – UPSTAIRS **6:30 PM**

Select Board Members present: Leon Rideout, Kathy-Jean Lavoie

Others in attendance: Town Manager Jessica Cyr, Charity Baker, Michael Nadeau, Department Heads, Members of the Public

The meeting was called to order at 6:30 p.m. by Selectman Leon Rideout.

PLEDGE OF ALLEGIANCE

DEPARTMENT HEAD UPDATES:

Selectman Rideout began with appointing the new chair to the board.

Motion made by Selectman Rideout and seconded by Selectman Lavoie to appoint Selectman Shane Beattie as the chair of the Lancaster Select Board. All in favor. Motion carried.

Fire Chief Randy Flynn reported their call statistics since last meeting, year-to-date and comparison to 2024 (attached). He mentioned all Fire and EMS trucks are in working order and the EMS revenues are in decent shape. The ambulance that was approved 2 years ago and the one that was just approved at last weeks Town Meeting will be delivered on Thursday. The dealer will be dropping off 2 ambulances and taking 2 in trade back with them.

Police Chief Jon Woodworth reported their call statistics since last meeting, year-to-date and comparison to 2024. He also reported the mileage for each cruiser and that they are all in good working order. Cruiser 1 has been stripped of its equipment and the decals will be stripped off and then it will be ready to go out for bid. He updated the board on the K9 and outfitting the new cruiser.

He also mentioned they posted the open position and as of today they have received 3 applications. It was mentioned that the cruiser will be put out to bid and advertise in the Town & City Magazine, the newspaper and on the website.

Librarian Barbara Robarts reported they had a major flood a week or so ago due to the catch basin that was plugged. Primex has been made aware of the claim and there is a $1,000 deductible. She would like to discuss a plan for checking the catch basin and who will be responsible to do so. She also reported they have spoken to several companies and unfortunately have not been able to get anyone to commit to the furnace replacement work. She mentioned, the quote they had was for a complete replacement however that is no longer

and not just phone calls by the Highway Foreman. Alan asked in the meantime are they going to continue getting gravel from Beattie until the competitive bids are received and Town Manager Cyr mentioned Highway Foreman Brown ended up purchasing from AB's gravel pit.

Selectman Lavoie confirmed that the bid will go out in the Caledonian.

REVIEW OF MINUTES: March 3, 2025, work session, regular & non-public

The board is unable to vote to accept the minutes of March 3rd because Selectman Rideout was not present at those meetings and Selectman Beattie is not present at this meeting. They will approve at the next meeting.

PAPERWORK TO SIGN:

- 2025 General Assessing Services Agreement – Selectman Rideout wanted to make sure the penalty for not submitting in a timely manner was still in the contract. Town Manager Cyr confirmed it is and has gone up from $50 a day to $100 a day.

Motion made by Selectman Lavoie and seconded by Selectman Rideout to accept the 2025 General Assessing Services contract of Northtown Associates. All in favor. Motion carried.

- The MS232 the Report of Appropriations Actually Voted was signed.

NEW BUSINESS:

Acceptance of Unanticipated Funds from the Emergency Management Performance Grant in the amount of $4,000 for the LEOP update and the Board acknowledges that the total cost of the project will be $8,000 and the town is responsible for the 50% match. Selectman Lavoie confirmed the project will be completed by August 31st and Town Manager Cyr reported that is their plan.

Motion made by Selectman Lavoie and seconded by Selectman Rideout to accept the unanticipated funds from the Emergency Management Performance Grant in the amount of $4,000 and to authorize Town Manager Jessica Cyr to sign any and all paperwork relative to the grant. All in favor. Motion carried.

NHDOT Bridge Funding Opportunity – Cost Escalation Update. Town Manager Cyr explained that the original estimated cost to rehabilitate/replace the bridge on McGary Hill Road over Bone Brook was $1,195,200 in 2023 which the town would be responsible for the 20% match. NHDOT is now projecting the cost of the project to be $1,755,000 with the town's 20% match now estimated at $351,000. She also wanted to remind the board that the

Rob mentioned it was great that the master plan was accepted and approved by the planning board and he made them aware that it is also 5 years into the accepted plan and that is the recommended time frame to work on updates.

He also mentioned he hasn't heard anything about the Payment In Lieu of Taxes (PILOT) being renegotiated and he believes it is usually done around this time of year and wonders if the board will be renegotiating them in the upcoming meetings.

Rob also mentioned the boards that are appointed, and is concerned that they are the same members that have been appointed and reappointed over the last 10 years and it is the same members that didn't get the master plan completed for some time and recommends possibly some stimulus in their direction would be a good idea.

There was discussion regarding updating the master plan and the best way to get input from the community.

Motion made by Selectman Lavoie and seconded by Selectman Rideout to adjourn. All in favor. Motion carried.

Respectfully submitted,

Charity M. Baker

Board of Selectmen Date: May 5, 2025

Leon M Rideout

Leon Rideout

Shane Beattie

Kathy-Jean Lavoie

Primex³
NH Public Risk Management Exchange

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:	*Member Number:*	*Company Affording Coverage:*
Primex3 Members as per attached Schedule of Members Property & Liability Program		NH Public Risk Management Exchange - Primex³ 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:**	
X	**General Liability (Occurrence Form)**	7/1/2025	7/1/2026	Each Occurrence	$ 2,000,000
	Professional Liability (describe)			General Aggregate	$ 10,000,000
	☐ Claims Made ☐ Occurrence			Fire Damage (Any one fire)	
				Med Exp (Any one person)	
	Automobile Liability Deductible Comp and Coll:			Combined Single Limit (Each Accident)	
	☐ Any auto			Aggregate	
	Workers' Compensation & Employers' Liability			Statutory	
				Each Accident	
				Disease – Each Employee	
				Disease – Policy Limit	
	Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)	

Description: Proof of Primex Member coverage only.

CERTIFICATE HOLDER:	☐ **Additional Covered Party**	☐ **Loss Payee**	**Primex³ – NH Public Risk Management Exchange**
			By: *Mary Beth Purcell*
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			**Date:** 7/9/2025 mpurcell@nhprimex.org Please direct inquires to: **Primex³ Claims/Coverage Services** **603-225-2841 phone** **603-228-3833 fax**

Town of Columbia	144	7/1/2025
Town of Cornish	147	7/1/2025
Town of Dalton	149	7/1/2025
Town of Danbury	150	7/1/2025
Town of Deering	153	7/1/2025
Town of Derry	154	7/1/2025
Town of Dorchester	155	7/1/2025
Town of Durham	160	7/1/2025
Town of Eaton	163	7/1/2025
Town of Enfield	166	7/1/2025
Town of Epping	167	7/1/2025
Town of Epsom	168	7/1/2025
Town of Errol	169	7/1/2025
Town of Farmington	171	7/1/2025
Town of Fitzwilliam	172	7/1/2025
Town of Gilsum	180	7/1/2025
Town of Goshen	183	7/1/2025
Town of Grafton	184	7/1/2025
Town of Grantham	185	7/1/2025
Town of Greenland	187	7/1/2025
Town of Groton	189	7/1/2025
Town of Hampstead	190	7/1/2025
Town of Hampton	191	7/1/2025
Town of Hancock	193	7/1/2025
Town of Hanover	194	7/1/2025
Town of Harrisville	195	7/1/2025
Town of Haverhill	196	7/1/2025
Town of Hebron	197	7/1/2025
Town of Henniker	198	7/1/2025
Town of Hinsdale	201	7/1/2025
Town of Holderness	202	7/1/2025
Town of Hooksett	204	7/1/2025
Town of Hopkinton	205	7/1/2025
Town of Hudson	206	7/1/2025
Town of Jaffrey	208	7/1/2025
Town of Jefferson	209	7/1/2025
Town of Kensington	211	7/1/2025
Town of Kingston	212	7/1/2025
Town of Lancaster	214	7/1/2025
Town of Landaff	215	7/1/2025
Town of Langdon	216	7/1/2025
Town of Lee	218	7/1/2025
Town of Lempster	219	7/1/2025
Town of Lincoln	220	7/1/2025
Town of Littleton	223	7/1/2025
Town of Londonderry	224	7/1/2025
Town of Lyman	226	7/1/2025
Town of Lyme	227	7/1/2025
Town of Lyndeborough	228	7/1/2025
Town of Marlow	233	7/1/2025
Town of Mason	234	7/1/2025
Town of Merrimack	236	7/1/2025

Primex³
NH Public Risk Management Exchange

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:	*Member Number:*	*Company Affording Coverage:*
Primex3 Members as per attached Schedule of Members Workers' Compensation Program		NH Public Risk Management Exchange - Primex³ 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:	
☐ **General Liability (Occurrence Form)** ☐ **Professional Liability (describe)** ☐ Claims Made ☐ Occurrence			Each Occurrence	
			General Aggregate	
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
☐ **Automobile Liability** Deductible Comp and Coll: ☐ Any auto			Combined Single Limit (Each Accident)	
			Aggregate	
X **Workers' Compensation & Employers' Liability**	1/1/2026	1/1/2027	X Statutory	
			Each Accident	$2,000,000
			Disease – Each Employee	$2,000,000
			Disease – Policy Limit	
☐ **Property (Special Risk includes Fire and Theft)**			Blanket Limit, Replacement Cost (unless otherwise stated)	

Description: Proof of Primex Member coverage only.

CERTIFICATE HOLDER: ☐ **Additional Covered Party** ☐ **Loss Payee**	**Primex³ – NH Public Risk Management Exchange**
	By: *Mary Beth Purcell*
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305	Date: 1/6/2026 mpurcell@nhprimex.org Please direct inquires to: **Primex³ Claims/Coverage Services** **603-225-2841 phone** **603-228-3833 fax**

Town of Epsom	168	1/1/2026
Town of Errol	169	1/1/2026
Town of Exeter	170	1/1/2026
Town of Farmington	171	1/1/2026
Town of Francestown	173	1/1/2026
Town of Franconia	174	1/1/2026
Town of Freedom	176	1/1/2026
Town of Fremont	177	1/1/2026
Town of Gilford	178	1/1/2026
Town of Gilmanton	179	1/1/2026
Town of Gilsum	180	1/1/2026
Town of Goffstown	181	1/1/2026
Town of Gorham	182	1/1/2026
Town of Goshen	183	1/1/2026
Town of Grafton	184	1/1/2026
Town of Greenfield	186	1/1/2026
Town of Greenville	188	1/1/2026
Town of Groton	189	1/1/2026
Town of Hampstead	190	1/1/2026
Town of Hampton Falls	192	1/1/2026
Town of Hancock	193	1/1/2026
Town of Harrisville	195	1/1/2026
Town of Henniker	198	1/1/2026
Town of Hill	199	1/1/2026
Town of Hillsborough	200	1/1/2026
Town of Hollis	203	1/1/2026
Town of Hopkinton	205	1/1/2026
Town of Jackson	207	1/1/2026
Town of Jaffrey	208	1/1/2026
Town of Jefferson	209	1/1/2026
Town of Kensington	211	1/1/2026
Town of Kingston	212	1/1/2026
Town of Lancaster	214	1/1/2026
Town of Langdon	216	1/1/2026
Town of Lempster	219	1/1/2026
Town of Lincoln	220	1/1/2026
Town of Lisbon	221	1/1/2026
Town of Litchfield	222	1/1/2026
Town of Littleton	223	1/1/2026
Town of Loudon	225	1/1/2026
Town of Lyman	226	1/1/2026
Town of Lyndeborough	228	1/1/2026
Town of Madbury	229	1/1/2026
Town of Madison	230	1/1/2026
Town of Marlborough	232	1/1/2026
Town of Mason	234	1/1/2026
Town of Meredith	235	1/1/2026
Town of Middleton	237	1/1/2026
Town of Milan	238	1/1/2026
Town of Milford	239	1/1/2026
Town of Milton	240	1/1/2026
Town of Monroe	241	1/1/2026
Town of Mont Vernon	242	1/1/2026
Town of Moultonborough	243	1/1/2026
Town of Nelson	244	1/1/2026
Town of New Boston	246	1/1/2026
Town of New Ipswich	253	1/1/2026
Town of Newfields	250	1/1/2026
Town of Newington	252	1/1/2026
Town of Newport	256	1/1/2026
Town of Newton	257	1/1/2026