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**ATTORNEY GENERAL
DEPARTMENT OF JUSTICE**

1 GRANITE PLACE SOUTH
CONCORD, NEW HAMPSHIRE 03301

JOHN M. FORMELLA
ATTORNEY GENERAL



JAMES T. BOFFETTI
DEPUTY ATTORNEY GENERAL

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MAR 04 2026

February 9, 2026

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

Your Excellency and Members of the Council:

REQUESTED ACTION

Authorize the New Hampshire Department of Justice (DOJ) to amend an existing subgrant with the Manchester Police Department, Manchester, NH, (Vendor #177433-B012), for the Comprehensive, Opioid, Stimulant, Substance Abuse Site-based Program (COSSAP), from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, by increasing the price limitation amount by \$186,000 from \$186,000 to \$372,000, with no change to the completion date of September 30, 2026, effective upon Governor and Executive Council approval. The original contract was approved by Governor and Council on October 30, 2024, item #111 and subsequently amended on September 17, 2025, item #5I. 100% Federal Funds.

Funding is available in Fiscal Year 2026 as follows:

<u>Swift Sanctions Grant</u>	<u>FY 2026</u>
02-20-20-201510-58970000	
072-500574, Grants Federal	\$186,000

EXPLANATION

The U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance, COSSAP funding is specifically designed to help lower recidivism rates of overdose victims and provide support to families of those struggling with substance use disorder (SUD) through enhancing and expanding the Prevention, Enforcement, and Treatment (PET) program. This program funds dedicated police officers to respond to overdose calls to provide resources. These officers can assist individuals suffering from SUD, and affected family members, by connecting them with needed resources. The officers also focus on child family members to

Her Excellency, Governor Kelly A. Ayotte
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identify adverse childhood experiences (ACEs) with a goal of preventing children from becoming future users.

New Hampshire Police Departments suffered a shortage of staffing and turnover causing delays in implementing the PET Program with the communities. Due to these shortages several of the Police Departments are de-obligating funds as they will be unable to spend the funds during the project period. The de-obligated funds from other departments will be utilized by the Manchester Police Department to continue the PET program through designated overtime hours for PET trained police officers.

In the event that federal funds are no longer available, general funds will not be requested to support this program.

Please let me know if you have any questions concerning this request. Your consideration is greatly appreciated.

Respectfully submitted,



John M. Formella
Attorney General

#5433486

AMENDMENT TO GRANT AGREEMENT

This AMENDMENT TO GRANT AGREEMENT (the "Amendment") is entered into and effective as of the Effective Date (defined below) by and between as of the NEW HAMPSHIRE DEPARTMENT OF JUSTICE ("State") and the MANCHESTER POLICE DEPARTMENT ("Subrecipient"). State and Subrecipient are sometimes referred to herein singularly as a "Party" and collectively as the "Parties."

RECITALS

WHEREAS, the Parties entered into the Grant Agreement as approved by the Governor and Executive Council of the State of New Hampshire on October 30, 2024 at Item #111 (the "Agreement"), wherein the State agreed grant, and Subrecipient agreed to accept, certain sums upon the terms and conditions set forth therein; and

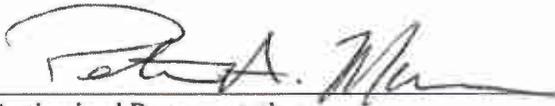
WHEREAS, in accordance with Paragraph 20 of the Agreement, the Parties wish to amend the terms and conditions of the Agreement as further specified herein;

NOW THEREFORE, for good and valuable consideration exchanged, the receipt and sufficiency of which are hereby conclusively acknowledged, the Parties hereby agree to amend the Agreement as follows:

1. Amendment to Block 1.8. The Grant Limitation as set forth in Block 1.8 of the Agreement is to increase from \$186,000 to \$372,000.
2. Amendment to Exhibit C. Awarded amount as set forth in Paragraph 3(a) of Exhibit C to the Agreement is to increase from \$186,000 to \$372,000.
3. Effect of Amendment. Except as provided in this Amendment, the terms and conditions of the Agreement shall remain in full force and effect for all purposes.
4. Construction. The recitals set forth at the outset of this Amendment are a part of this Amendment, as fully as if set forth in their entirety in the body hereof. The captions or headings in this Amendment are for ease of reference only, and no caption or heading shall affect in any way the interpretation, meaning, or construction of this Amendment. Capitalized terms that are not defined within the text of this Amendment shall have the same meanings respectively ascribed to them in the Agreement.
5. Effective Date. The terms and conditions of this Amendment shall become effective on the date that it is approved the Governor and Executive Council of the State of New Hampshire (the "Effective Date").
6. Counterparts: Facsimile and Electronic Signatures. This Amendment may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Amendment. A facsimile or portable document format (PDF) signature on this Amendment shall be equivalent to, and have the same force and effect as,

an original signature. In accordance with the New Hampshire Uniform Electronic Transactions Act, RSA 294-E:1 *et seq.*, the Parties hereby agree that this Amendment may be signed electronically, including any exhibits, schedules, addenda, or other attachments referenced herein.

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date adjacent to their respective signatures set forth below.

By:  2/4/26
Authorized Representative Date
Manchester Police Department

By: Thomas D. Kaempfer 2/6/26
Thomas Kaempfer, Deputy Director of Administration Date
New Hampshire Department of Justice

Approved by the Attorney General (Form, Substance and Execution)

By: Christen Lavers 2/9/26
Attorney Date

*Matthew Normand
City Clerk*



*JoAnn Ferruolo
Assistant City Clerk*

*Michael Intranuovo
Assistant City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

CERTIFICATE OF AUTHORITY

I, Matthew Normand, City Clerk of the City of Manchester, NH do hereby certify that:

- (1) On February 03, 2026, the Board of Mayor and Aldermen for the City of Manchester, NH voted unanimously to accept the terms of the COSSAP Grant as presented in the amount of \$186,000;
- (2) The Board of Mayor and Aldermen for the City of Manchester, NH further authorizes the Chief of Police to execute any documents which may be necessary for this contract;
- (3) This authority remains valid for thirty (30) days from the date of this Certificate of Authority; and
- (4) The following now occupies the office indicated above:

Peter A. Marr, Chief of Police

IN WITNESS WHEREOF, I have hereunto set my hand as the City Clerk this 4th day of February, 2026.

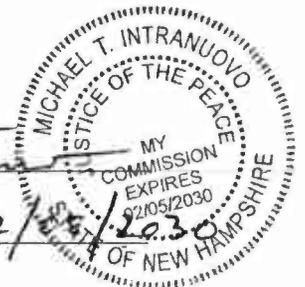
Matthew Normand, City Clerk

STATE OF NEW HAMPSHIRE
COUNTY OF HILLSBOROUGH

On this the 4th day of February, 2026, before me Michael Intranuovo, the undersigned officer, personally appeared Matthew Normand, who acknowledged their self to be the City Clerk for the City of Manchester, NH, being authorized to do so, executed the foregoing instrument for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my and official seal.

Justice of the Peace/Notary Public
Commission Expiration Date: 02/28/2030



To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$186,000 for CIP412522 2022 COSSAP Program be approved.

(Unanimous vote with the exception of Aldermen Goonan and Terrio who were absent)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 03, 2026, on a motion of Alderman O'Neil, duly seconded by Alderman Trisciani, the report of the Committee was accepted and its recommendation adopted.



City Clerk

Chief of Police
Peter A. Marr
Assistant Chief
Kenneth Loui



Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER
Police Department

December 8, 2025

To: Alderman Burkush, Chairman, CIP
From: Committee Whitney Dade, Grant Coordinator
Re: 2022 COSSAP Program 412522

Request a budget modification to the 2022 Comprehensive Opioid, Stimulant, and Substance Abuse Site-based Program (COSSAP) Program (CIP#412522) for additional funding in the amount of \$186,000.

The funds breakdown is as follows:

	Previous	Revision	Total
Salary (Overtime)	\$483,760.00	\$182,000.00	\$665,760.00
Other Project Costs	\$8,000.00	\$4,000.00	\$12,000.00
Total	\$491,760.00	\$186,000.00	\$677,760.00

The period of performance is December 31, 2024 to September 30, 2026.

Please process this for approval.

Sincerely,

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Eighty-Six Thousand Dollars (\$186,000) for the FY2022 CIP 412522 2022 COSSAP Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2022 CIP as contained in the 2022 CIP budgets; and

WHEREAS, the 2022 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate State funds from the New Hampshire Department of Justice for FY2022 412522 2022 COSSAP Program;

NOW, THEREFORE, be it resolved that the 2022 CIP be amended as follows:

By increasing:

FY2022 CIP 412522 2022 COSSAP Program -	\$186,000 State
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Resolved, that this Resolution shall take effect upon its passage

Kevin J. O'Neil
Risk Manager



CITY OF MANCHESTER

Office of Risk Management

CERTIFICATE OF COVERAGE

New Hampshire Department of Justice
33 Capitol Street
Concord, NH 03301

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 within the financial limits of RSA 507-B as follows:

	Limits of Liability (in thousands 000)
GENERAL LIABILITY	Bodily Injury and Property Damage
	Each Person 325
	Each Occurrence 1000
AUTOMOBILE LIABILITY	Aggregate 2000
	Bodily Injury and Property Damage
	Each Person 325
WORKER'S COMPENSATION	Each Occurrence 1000
	Aggregate 2000
	Statutory Limits

The City of Manchester, New Hampshire maintains a Self-Insured, Self-Funded Program and retains outside claim service administration. All coverages are continuous until otherwise notified. Effective on the date Certificate issued and expiring upon completion of contract. Notwithstanding any requirements, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded by the limits described herein is subject to all the terms, exclusions and conditions of RSA 507-B.

DESCRIPTION OF OPERATIONS/LOCATION/CONTRACT PERIOD

For the FY22 COSSAP Manchester PD State Grant Agreement with a POP of 4/21/2022 to 9/30/2026.

Issued the 21st of January, 2026

Kevin J. O'Neil, Risk Manager

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6503 • FAX: (603) 624-6528
TTY: 1-800-735-2964

E-Mail: koneil@manchesternh.gov • Website: www.manchesternh.gov