



# State of New Hampshire

42 - 7/8/26

DEPARTMENT OF SAFETY  
JAMES H. HAYES BUILDING  
33 HAZEN DRIVE  
CONCORD, NEW HAMPSHIRE 03305  
603-271-2791



EDDIE EDWARDS  
ASSISTANT COMMISSIONER

ROBERT L. QUINN  
COMMISSIONER

STEVEN R. LAVOIE  
ASSISTANT COMMISSIONER

July 8, 2026

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 **retroactively** amend a grant agreement awarded to the City of Lebanon (VC#177422-B009) to purchase a community shelter trailer by extending the completion date from August 31, 2025, to August 31, 2026, with no change to the grant funding of \$39,000, effective upon Governor and Council approval. The original grant agreement was approved by Governor and Council on June 4, 2025, item #88. **100% Federal Funds.**


### EXPLANATION

This request is **retroactive** due to the timing of the federal review and approval process for the grant extension. The project was originally intended to be funded under a different grant year; however, approval of a related extension request remains pending with the Federal Emergency Management Agency (FEMA). To avoid further delays and allow the City of Lebanon to proceed with the project, the Division of Homeland Security and Emergency Management (HSEM) has reassigned the project to an alternate grant year with available funding. This amendment will provide the City with sufficient time to complete the project. HSEM has coordinated with FEMA and has received confirmation that this adjustment will not affect the availability or eligibility of federal funding.

The Emergency Management Performance Grant (EMPG) 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 and C to their original grant agreement.

In the event that EMPG 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

Emergency Management Performance Grant (EMPG) Program – CFDA #97.042  
Grant Agreement Amendment  
**Extension of Performance Period**

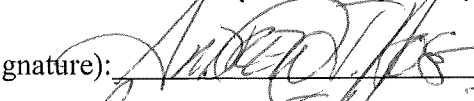
**Town of Lebanon (Subrecipient)**

It is hereby agreed that the grant agreement (PO #1107020) approved by the Governor and Executive Council on June 4, 2025, Item #88, between the City of Lebanon as “Subrecipient” and the Department of Safety, Division of Homeland Security & Emergency Management as “State” to purchase a shelter trailer for the community is amended as follows:

1. GENERAL PROVISIONS, Section 1.7, Completion Date;  
  
Change the project completion date from August 31, 2025 to August 31, 2026.
  
2. EXHIBIT B, Scope of Services, Number 2;  
  
Delete item two (2) in its entirety and replace with:  
  
“The Subrecipient” agrees that the project grant period ends August 31, 2026 and that a final performance and expenditure report will be sent to “the State” by September 30, 2026.
  
3. EXHIBIT C, Grant Amount and Payment Schedule:  
  
1. GRANT AMOUNT  
  
Change the Period of Performance End from 8/31/2025 to 8/31/2026  
Change the Budget Period End from 8/31/2025 to 8/31/2026
  
4. All other provisions of the grant agreement, approved by the Governor and Executive Council on June 4, 2025, shall remain in full force and effect.

EFFECTIVE DATE OF THE AMENDMENT: This Amendment shall be effective upon its approval by the Governor and Executive Council of the State of New Hampshire. If approval is withheld, this document shall become null and void, with no further obligation or recourse to either party. IN WITNESS WHEREOF, the parties have hereunto set their hands:

**Town of Lebanon (Subrecipient)**

By (signature): 	By (signature): _____
Print Name: <u>Andrew J. Hosmer</u>	Print Name: _____
Title: <u>CITY MANAGER</u>	Title: _____

Subrecipient Initials:  \_\_\_\_\_

Date: 2/10/26

By (signature): \_\_\_\_\_

By (signature): \_\_\_\_\_

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

State of: New Hampshire

County of: \_\_\_\_\_

Approval by State of New Hampshire, acting through its Department of Safety:

By (signature): *Melvin O'Neil* <sup>Assistant</sup> <sub>Director for</sub>  
Director of Administration

Approval by State of New Hampshire Attorney General as to form, substance, and execution:

By: *Anna Pagano*, <sup>Assistant</sup> Attorney General, on 6/19/26.

Approval by State of New Hampshire Governor and Executive Council:

By: \_\_\_\_\_, on \_\_\_\_\_.

Subrecipient Initials \_\_\_\_\_

Date \_\_\_\_\_



**CERTIFICATE OF VOTE AUTHORIZATION**

**CITY OF LEBANON, NEW HAMPSHIRE**

I, Jaseya Ewing, City Clerk of the City of Lebanon, do hereby certify that:

1. I am the duly appointed City Clerk of the City of Lebanon, New Hampshire;
2. The City of Lebanon, NH, per vote of the Lebanon City Council on June 6, 2001, for the adoption of Grants Policy #01-01-C, has authorized the City Manager to execute any documents necessary for grant agreements;
3. I hereby certify that this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof;
4. This Authority remains valid for thirty days from the date of this Certificate of Authority.
5. Andrew Hosmer is the current duly appointed City Manager of the City of Lebanon, New Hampshire.
6. Andrew Hosmer is authorized on behalf of the City of Lebanon to enter into said contract with the State and to execute all documents, agreements, and other instruments.

IN WITNESS WHEREOF, I have hereunto set my hand as the City Clerk of Lebanon, New Hampshire this 5<sup>th</sup> day of March 2026.

Jaseya Ewing, City Clerk  
State of New Hampshire  
County of Grafton

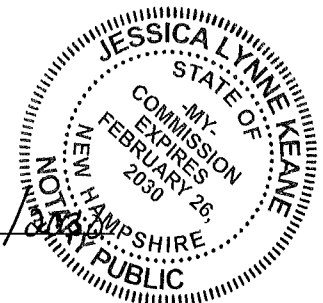
On this 5<sup>th</sup> day of March 2026, before me Jessica Keane, the undersigned officer, personally appeared Jaseya Ewing who acknowledged herself to be the City Clerk of the City of Lebanon, being authorized so to do, executed the following instrument for the purposes therein contained.

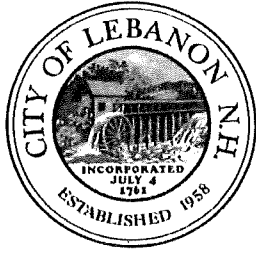
In witness whereof, I have set my hand and official seal.

  
Justice of the Peace/Notary Public

Commission Expiration Date: 03/26/2026

(seal)





## City of Lebanon, NH

City Manager's Office

51 North Park Street

Lebanon, NH 03766

(603) 448-4220

[www.LebanonNH.gov](http://www.LebanonNH.gov)

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February 10, 2026

New Hampshire Homeland Security and Emergency Management

25 Triangle Park Drive

Concord, NH 03305

Dear New Hampshire Homeland Security and Emergency Management:

As the City Manager, I have been granted the authority by the Lebanon City Council to manage all grants for the City of Lebanon. I subsequently acknowledge the period of performance update for the City of Lebanon NHEMPG Grant from August 31, 2025, to August 31, 2026.

Sincerely,

Andrew Hosmer

City Manager

**CERTIFICATE OF COVERAGE**

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) 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, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> 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 Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> 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 Primex<sup>3</sup>. 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.

<i>Participating Member:</i>	<i>Member Number:</i>	<i>Company Affording Coverage:</i>
Primex3 Members as per attached Schedule of Members Property & Liability Program		NH Public Risk Management Exchange - Primex <sup>3</sup> 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:	
<input checked="" type="checkbox"/>	<b>General Liability (Occurrence Form) Professional Liability (describe)</b>  <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	1/1/2026	1/1/2027	Each Occurrence	\$ 2,000,000
				General Aggregate	\$ 10,000,000
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
<input type="checkbox"/>	<b>Automobile Liability</b> Deductible    Comp and Coll:  <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)  Aggregate	
<input type="checkbox"/>	<b>Workers' Compensation &amp; Employers' Liability</b>			<input type="checkbox"/> Statutory	
Each Accident					
Disease – Each Employee					
Disease – Policy Limit					
<input type="checkbox"/>	<b>Property (Special Risk includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)	

**Description:** Proof of Primex Member coverage only.

<b>CERTIFICATE HOLDER:</b>	<b>Additional Covered Party</b>	<b>Loss Payee</b>	<b>Primex<sup>3</sup> – NH Public Risk Management Exchange</b>
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			<b>By:</b> <i>Mary Beth Purcell</i>
			<b>Date:</b> 1/6/2026    mpurcell@nhprimex.org
			Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> <b>603-225-2841 phone</b> <b>603-228-3833 fax</b>

**PRIMEX****P&L Members with Jan 2026 Renewals**

<b>Name</b>	<b>Member Number</b>	<b>Effective Date</b>
Bay District Sewer	558	1/1/2026
Belknap County	607	1/1/2026
Capital Area Fire Compact	546	1/1/2026
Carroll County	600	1/1/2026
Cheshire County	601	1/1/2026
City of Claremont	141	1/1/2026
City of Lebanon	217	1/1/2026
Community Power Coalition of New Hampshire	470	1/1/2026
Emerald Lake Village District	535	1/1/2026
Kearsarge Lighting Precinct	464	1/1/2026
Lakes Region Mutual Fire Aid	529	1/1/2026
Lamprey Regional Solid Waste	505	1/1/2026
Littleton Water & Light	524	1/1/2026
Lower Beech Pond Village District	463	1/1/2026
Merrimack County	604	1/1/2026
Milford Area Communications Center	545	1/1/2026
North Conway Water Precinct	557	1/1/2026
Pembroke Water Works	532	1/1/2026
Penacook Rescue Squad	531	1/1/2026
Plymouth Village Water & Sewer District	559	1/1/2026
Rockingham County	609	1/1/2026
Rye Beach Village District	453	1/1/2026
Southern New Hampshire Planning Commission	525	1/1/2026
Strafford County	605	1/1/2026
Strafford County Conservation District	465	1/1/2026
Sullivan County Conservation District	472	1/1/2026
Tilton & Northfield Aqueduct Co., Inc.	467	1/1/2026
Tilton-Northfield Water District	585	1/1/2026
Town of Acworth	100	1/1/2026
Town of Allenstown	103	1/1/2026
Town of Alton	105	1/1/2026
Town of Ashland	109	1/1/2026
Town of Atkinson	110	1/1/2026
Town of Bedford	116	1/1/2026
Town of Bethlehem	119	1/1/2026
Town of Boscawen	122	1/1/2026
Town of Brentwood	125	1/1/2026
Town of Bristol	127	1/1/2026
Town of Brookline	129	1/1/2026
Town of Canaan	131	1/1/2026
Town of Candia	132	1/1/2026
Town of Canterbury	133	1/1/2026
Town of Center Harbor	135	1/1/2026
Town of Chesterfield	139	1/1/2026
Town of Chichester	140	1/1/2026
Town of Conway	146	1/1/2026
Town of Croydon	148	1/1/2026
Town of Danville	151	1/1/2026
Town of Deerfield	152	1/1/2026
Town of Dublin	157	1/1/2026
Town of Dummer	158	1/1/2026
Town of Dunbarton	159	1/1/2026
Town of East Kingston	161	1/1/2026

**CERTIFICATE OF COVERAGE**

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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.

<i>Participating Member:</i>	<i>Member Number:</i>	<i>Company Affording Coverage:</i>
Primex3 Members as per attached Schedule of Members Workers' Compensation Program		NH Public Risk Management Exchange - Primex <sup>3</sup> 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:	
<input type="checkbox"/> <b>General Liability (Occurrence Form)</b> <input type="checkbox"/> <b>Professional Liability (describe)</b> <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence	
			General Aggregate	
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
<input type="checkbox"/> <b>Automobile Liability</b> Deductible    Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)	
			Aggregate	
<input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>	1/1/2026	1/1/2027	<input checked="" type="checkbox"/> Statutory	
			Each Accident	\$2,000,000
			Disease – Each Employee	\$2,000,000
			Disease – Policy Limit	
<input type="checkbox"/> <b>Property (Special Risk includes Fire and Theft)</b>			Blanket Limit, Replacement Cost (unless otherwise stated)	

**Description:** Proof of Primex Member coverage only.

<b>CERTIFICATE HOLDER:</b>	<b>Additional Covered Party</b>	<b>Loss Payee</b>	<b>Primex<sup>3</sup> – NH Public Risk Management Exchange</b>
			<b>By:</b> <i>Mary Beth Purcell</i>
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			<b>Date:</b> 1/6/2026    mpurcell@nhprimex.org
			Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> <b>603-225-2841 phone</b> <b>603-228-3833 fax</b>

**PRIMEX****WC Members with Jan 2026 Renewals**

<b>Name</b>	<b>Member Number</b>	<b>Effective Date</b>
Bay District Sewer	558	1/1/2026
BCEP Solid Waste	510	1/1/2026
Belknap County	607	1/1/2026
Berlin Housing Authority	527	1/1/2026
Bethlehem Village District	568	1/1/2026
Campton Village Precinct	565	1/1/2026
Capital Area Fire Compact	546	1/1/2026
Carroll County	600	1/1/2026
Cheshire County	601	1/1/2026
City of Claremont	141	1/1/2026
City of Keene	210	1/1/2026
City of Laconia	213	1/1/2026
City of Lebanon	217	1/1/2026
Claremont Housing Authority	528	1/1/2026
Colebrook Fire Precinct	577	1/1/2026
Community Power Coalition of New Hampshire	470	1/1/2026
Concord Housing Authority	522	1/1/2026
Coos County	602	1/1/2026
Derry Housing and Redevelopment Authority	530	1/1/2026
Dover Housing Authority	551	1/1/2026
Emerald Lake Village District	535	1/1/2026
Exeter Housing Authority	503	1/1/2026
Goffstown Village Water Precinct	553	1/1/2026
Governor Wentworth Regional School District	721	1/1/2026
Greenville Estates Village District	556	1/1/2026
Hillsborough County	608	1/1/2026
Hopkinton Village Precinct	554	1/1/2026
Kearsarge Lighting Precinct	464	1/1/2026
Keene Housing	504	1/1/2026
Laconia Housing and Redevelopment Authority	555	1/1/2026
Lakes Region Mutual Fire Aid	529	1/1/2026
Lamprey Regional Solid Waste	505	1/1/2026
Lebanon Housing Authority	523	1/1/2026
Littleton Water & Light	524	1/1/2026
Lower Beech Pond Village District	463	1/1/2026
Manchester Housing and Redevelopment Authority	520	1/1/2026
Merrimack County	604	1/1/2026
Merrimack Village District	561	1/1/2026
Milford Area Communications Center	545	1/1/2026
Mountain Lakes District	534	1/1/2026
Nashua Housing and Redevelopment Authority	549	1/1/2026
New London/Springfield Water	539	1/1/2026
Newfields Water & Sewer	560	1/1/2026
North Conway Water Precinct	557	1/1/2026
North Haverhill Precinct	508	1/1/2026
Pembroke Water Works	532	1/1/2026
Penacook Rescue Squad	531	1/1/2026
Penacook-Boscawen Water Precinct	548	1/1/2026
Pillsbury Lake Village District	540	1/1/2026
Plymouth Village Water & Sewer District	559	1/1/2026
Portsmouth Housing Authority	572	1/1/2026
Precinct/Haverhill Corner	544	1/1/2026
Rockingham Regional Planning Commission	563	1/1/2026
Rye Beach Village District	453	1/1/2026
Salem Housing Authority	521	1/1/2026
Somersworth Housing Authority	533	1/1/2026
Southeast Regional Refuse Dist 53-B	536	1/1/2026



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

ROBERT L. QUINN
COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

April 23, 2025



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

G&C 88
06/04/2025

Approved

REQUESTED ACTION

Authorize the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) to enter into a grant agreement with the City of Lebanon (VC#177422-B001), Lebanon, NH, for a total amount of \$39,000.00 to purchase a shelter trailer for the community. Effective upon Governor and Council approval through August 31, 2025. 100% Federal Funds.

Funding is available in the SFY 2025 operating budget as follows:

02-23-23-236010-80920000 Dept. of Safety - HSEM- EMPG
072-500574 Grants to Local Gov't - Federal SFY 2025
Activity Code: 23EMPG 2022 \$39,000.00

EXPLANATION

The purpose of this grant is for the City of Lebanon to purchase a shelter trailer for the community. The grant listed above is funded by the FFY 2022 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, HSEM, from the Federal Emergency Management Agency (FEMA). The grant funds are to be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the State and local level. Grant guidance and applications are available to all Emergency Management Directors and other qualified organizations in the State. Sub-recipients submit applications to this office, which are reviewed by the HSEM EMPG Program Manager, EMPG Program Coordinator, and Stakeholder Liaisons, and approved by the HSEM Director. The criteria for approval is based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

EMPG 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 and 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,

[Signature]
Robert L. Quinn
Commissioner of Safety