



State of New Hampshire

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

82 - 9/16/26



EDDIE EDWARDS
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

September 16, 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 to **retroactively** amend an existing grant agreement with the Town of Monroe (VC#177439-B002) to allow the Town addition time to complete its Local Emergency Operations Plan by extending the completion date from August 31, 2026, to August 31, 2027, with no change to the price limitation of \$3,500, effective upon Governor and Council approval. The original grant agreement was approved by Governor and Council on March 4, 2026, Item #101. **100% Federal Funds.**

EXPLANATION

This request is **retroactive** because the Town was unable to complete its Local Emergency Operations Plan (LEOP) before the grant ended on August 31, 2026. Typically, the regional planning commission prepares the LEOP. In this instance, however, the Town's Emergency Management Director first prepared the plan. The completed plan then had to be submitted to the regional planning commission for review and approval before it could be finalized. This two-step process required more time than anticipated and prevented the Town from completing the LEOP by the grant end date.

The Town therefore requested an extension to complete the LEOP. At the Town's request, Homeland Security and Emergency Management (HSEM) reassigned the project to an alternate grant year and extended the project completion date to August 31, 2027.

HSEM coordinated with the Federal Emergency Management Agency (FEMA) and confirmed that the extension will not effect federal funding.

Completion of the LEOP is necessary to ensure the Town has a current, coordinated framework preparing for, responding to, and recovering from emergencies. The plan protects residents, property, and critical infrastructure by defining responsibilities and procedures for communication, resources, evacuation, sheltering, response, and recovery.

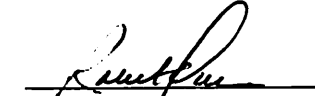
The original action was presented to Governor and Council on March 4, 2026, for approval due to the MOP150 rule around the cumulative vendor spend being above \$10,000.

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, Scope of Services and C, Payment Terms included in the original grant agreement.

Her Excellency, Governor Kelly A. Ayotte
And the Honorable Council
Page 2 of 2

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,

A handwritten signature in black ink, appearing to read "Robert L. Quinn", is written over a horizontal line.

Robert L. Quinn
Commissioner of Safety

Emergency Management Performance Grant (EMPG) Program – CFDA #97.042
Grant Agreement Amendment
Amendment to Change Federal Funding Year

Town of Monroe (Subrecipient)

It is hereby agreed that the grant agreement (PO #1111428) approved by the Governor and Executive Council on March 4, 2026, item #101, between the Town of Monroe as "Subrecipient" and the Department of Safety, Division of Homeland Security & Emergency Management as "State", to update their LEOP Project is amended as follows:

1. GENERAL PROVISIONS, Section 1.7, Completion Date;

Change the project completion date from August 31, 2026, to August 31, 2027.

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, 2027, and that a final performance and expenditure report will be sent to "the State" by September 30, 2027.

3. EXHIBIT C, Grant Amount and Payment Schedule

Delete and Add the following:

Federal Award Information	
Awarding Agency: Federal Emergency Management Agency	Pass-through Entity: Homeland Security & Emergency Management
Federal Award: \$3,544,752.00	Assistance Listings Number/Title: Emergency Management Performance Grant / 97.042
Federal Award Date: 9/20/2023	R&D: No
Indirect Cost Rate: 13.95%	Federal Award Identification Number (FAIN): EMB-2023-EP-00005
Subrecipient Information	
Name: Town of Monroe	UEI: DFMARJNCAFG5
Current Subaward Amount: \$3,500.00	Total Subawards Amount: \$3,500.00
Project Cost	
Applicant Share (Match Required): \$3,500.00	Total Project Cost: \$7,000.00

Subrecipient Initials

OR *SK*

Date 7-7-26

Period of Performance		
Start		End
10/1/2022		8/31/2027
Budget Period		
Start		End
10/1/2022		8/31/2027

4. All other provisions of the grant agreement, approved by the Governor and Executive Council on March 4, 2026, 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 Monroe (Subrecipient)

By (signature): [Signature]

Print Name: Ken Remick

Title: Selectman

By (signature): [Signature]

Print Name: Scott Powers

Title: Selectman

By (signature): [Signature]

Print Name: Brandon F. Miller

Title: Selectman

By (signature): _____

Print Name: _____

Title: _____

State of: New Hampshire

County of: _____

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

By (signature): [Signature] Assistant Director
Director of Administration

Subrecipient Initials OR BFM SW

Date 7-7-26

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

By: *Laura Raymond*, Attorney General, on 8/20/2026.

Approval by State of New Hampshire Governor and Executive Council:

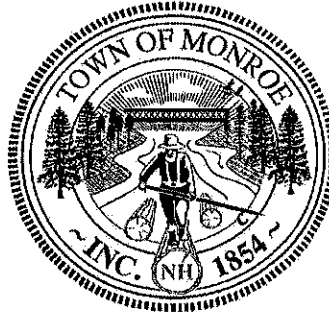
By: _____, on _____.

Subrecipient Initials

DL *BM SW*

Date

7-7-26



Town of Monroe
PO Box 63
Monroe, N.H. 03771
Phone 603-638-2644
Fax 603-638-2021
Email: monroeselectmen@monroenh.org

SELECTMEN MEETING Minutes
July 7, 2026

Present: Oren Remick, Brandon Millett, Scott Powers

Oren moved to open the meeting at 7:00 p.m.

1. Approval of the June 30, 2026 Selectmen Meeting Minutes. Scott moved to approve the June 30, 2026 Selectmen Meeting Minutes and Brandon seconded the motion. The minutes passed unanimously.

2. Public Input

- a. A concerned citizen noted that the new Trash Hauler did a good job but still did not pick up on Lang Road and did pick up on Judys Lane (Private Road). Diane will contact Timberwolf to review.
- b. A question about the grading of Smutty Hollow was asked. Tom Gould of the Highway Department stated this was scheduled but there was an issue so it will need to be rescheduled.
- c. Tom said there is a second culvert (near 1743 Coppermine Road) that needs to be changed. Wants to know if the Town wants 2 patches done or have the 2 areas combined into one patch. The decision was to make it one patch to be smoother.

3. Discussion items.

- a. Homeowners on Winchester Drive stated they would like to adjust their building permit for the garage. They have decided to add a utility shed. The Board approved this change.
- b. Buffam Fund review. Diane stated she brought the original will as well as the legal interpretation that was requested at an earlier time. Discussion evolved around how the fund was intended to be used versus the spirit of how to use it. Was decided that any request will be reviewed and discussed when presented and the Selectmen will make the determination on the fund's usage or not.

- c. Diane stated she received a request to extend the EMPG grant for an additional year. This is for the emergency operations plan.

The Select Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant Amendment as presented, to reflect the change of the Grant Funding Year which changes the Period of Performance completion date from August 31, 2026 to August 31, 2027.

- d. Oren requested to talk about the goat issue. After discussion, the Board determined to send a letter to the owner of the goats giving them a warning and letting them know that if further incidents occur, then the State Police will be brought in.

4. Items for Approval -- all items were approved except as noted.

- a. Accounts Payable -- General Fund/Water Fund
- b. Town Hall usage request
- c. Building Permit

Scott moved to adjourn the meeting, and Oren seconded the motion, and the meeting adjourned at 8:40 p.m.

Respectfully Submitted,

Diane Gibson Smith, Administrative Assistant

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 - Primex ³ 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	7/1/2026	7/1/2027	Each Occurrence	\$ 2,000,000
			General Aggregate	\$ 10,000,000
			Fire Damage (Any one fire)	
			Med Exp (Any one person)	
☐ Automobile Liability Deductible Comp and Coli: ☐ Any auto			Combined Single Limit (Each Accident)	
☐ 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
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			By: <i>Mary Beth Purcell</i>
			Date: 6/19/2026 mpurcell@nhprimex.org
			Please direct inquiries to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

Town of Grafton	184	7/1/2026
Town of Grantham	185	7/1/2026
Town of Greenland	187	7/1/2026
Town of Groton	189	7/1/2026
Town of Hampstead	190	7/1/2026
Town of Hampton	191	7/1/2026
Town of Hancock	193	7/1/2026
Town of Hanover	194	7/1/2026
Town of Harrisville	195	7/1/2026
Town of Haverhill	196	7/1/2026
Town of Hebron	197	7/1/2026
Town of Henniker	198	7/1/2026
Town of Hinsdale	201	7/1/2026
Town of Holderness	202	7/1/2026
Town of Hooksett	204	7/1/2026
Town of Hopkinton	205	7/1/2026
Town of Hudson	206	7/1/2026
Town of Jaffrey	208	7/1/2026
Town of Jefferson	209	7/1/2026
Town of Kensington	211	7/1/2026
Town of Kingston	212	7/1/2026
Town of Lancaster	214	7/1/2026
Town of Landaff	215	7/1/2026
Town of Langdon	216	7/1/2026
Town of Lee	218	7/1/2026
Town of Lempster	219	7/1/2026
Town of Lincoln	220	7/1/2026
Town of Londonderry	224	7/1/2026
Town of Lyman	226	7/1/2026
Town of Lyme	227	7/1/2026
Town of Lyndeborough	228	7/1/2026
Town of Marlow	233	7/1/2026
Town of Mason	234	7/1/2026
Town of Merrimack	236	7/1/2026
Town of Milan	238	7/1/2026
Town of Milton	240	7/1/2026
Town of Monroe	241	7/1/2026
Town of Nelson	244	7/1/2026
Town of New Castle	248	7/1/2026
Town of New Durham	249	7/1/2026
Town of New Hampton	251	7/1/2026
Town of New London	254	7/1/2026
Town of Newbury	247	7/1/2026
Town of Newmarket	255	7/1/2026
Town of Newport	256	7/1/2026
Town of North Hampton	259	7/1/2026
Town of Northumberland	260	7/1/2026
Town of Northwood	261	7/1/2026
Town of Nottingham	262	7/1/2026
Town of Orange	263	7/1/2026
Town of Orford	264	7/1/2026
Town of Pelham	266	7/1/2026
Town of Peterborough	268	7/1/2026
Town of Piermont	269	7/1/2026
Town of Pittsburg	270	7/1/2026
Town of Plymouth	274	7/1/2026
Town of Randolph	276	7/1/2026
Town of Richmond	278	7/1/2026
Town of Roxbury	282	7/1/2026
Town of Rumney	283	7/1/2026
Town of Salem	285	7/1/2026

CERTIFICATE OF COVERAGE

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Each member of Primex[®] is entitled to the categories of coverage set forth below. In addition, Primex[®] 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[®], including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex[®] 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[®]. 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: Primex3 Members as per attached Schedule of Members Workers' Compensation Program		Member Number:		Company Affording Coverage: NH Public Risk Management Exchange - Primex [®] 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		
☒ Workers' Compensation & Employers' Liability	1/1/2026	1/1/2027	☒ Statutory Each Accident Disease – Each Employee Disease – Policy Limit \$2,000,000 \$2,000,000 		
☐ 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	Primex[®] – NH Public Risk Management Exchange
State of NH Dept of Safety 33 Hazen Dr. Concord, NH 03305			By: <i>Mary Beth Purcell</i> Date: 1/6/2026 mpurcell@nhprimex.org
			Please direct Inquires to: Primex[®] 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 Gilsom	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