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State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER
33 HAZEN DR. CONCORD, NH 03305
603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

June 16, 2015

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

Requested Action

Pursuant to RSA 21-P:43, the Department of Safety, Division of Homeland Security and Emergency Management requests authorization to enter into a grant agreement with Wentworth School District (VC#159975-B001) for the purchase and installation of a generator at the Wentworth Elementary School for a total amount of \$29,410.00. Effective upon Governor and Council approval through September 30, 2015. Funding source: 100% Federal Funds.

Funding is available in the SFY 2016 operating budget as follows:

02-23-23-236010-80920000	Dept. of Safety	Homeland Sec-Emer Mgmt	100% EMPG Local Match
072-500577	Grants to Schools - Federal		
Activity Code: 23EMPG 2014			\$ 29,410.00

Explanation

The purpose of the generator will be to provide backup power at the Wentworth Elementary School which is also the community's primary shelter. The grant listed above is funded from the FFY'14 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, Division of Homeland Security and Emergency Management (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. Grantees submit applications to this office, which are reviewed by the HSEM Planning Chief, Assistant Planning Chief and Field Representatives and approved by the HSEM Director. The criteria for approval are based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

The Emergency Management Performance Grants are 50% federally funded by FEMA with a 50% match requirement supplied by the grantee. The grantee acknowledges their match obligation as part of Exhibit B to the 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,

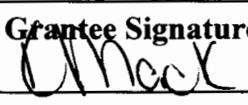
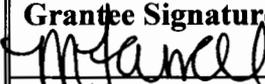
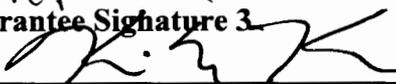
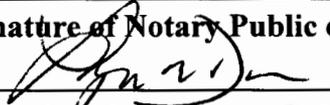
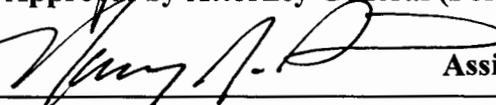
J. Barthelmes
John J. Barthelmes
Commissioner of Safety

GRANT AGREEMENT

The State of New Hampshire and the Grantee 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. Grantee Name Wentworth School District (VC#159975-B001)		1.4. Grantee Address 47 Old Ward Bridge Road Plymouth, NH 03264	
1.5. Effective Date G&C Approval	1.6. Completion Date September 30, 2015	1.7. Audit Date N/A	1.8. Grant Limitation \$29,410.00
1.9. Grant Officer for State Agency Cindy Richard, EMPG Program Manager		1.10. State Agency Telephone Number (603) 223-3627	
"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. Grantee Signature 1 		1.12. Name & Title of Grantee Signor 1 Kathleen Spingham-Mack ^{Wentworth School Board chair}	
Grantee Signature 2 		Name & Title of Grantee Signor 2 Melissa Farrell ^{Wentworth School Board}	
Grantee Signature 3 		Name & Title of Grantee Signor 3 Kevin M. Kay - ^{Wentworth School Board}	
1.13. Acknowledgment: State of New Hampshire, County of <u>Grafton</u> , on <u>5/18/15</u> , before the undersigned officer, personally appeared the person identified in block 1.12., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal) 			
1.13.2. Name & Title of Notary Public or Justice of the Peace <u>Lynn M. Davis</u> ^{Notary Public}			
1.14. State Agency Signatory(ies) 		1.15. Name & Title of State Agency Signor(s) Elizabeth A. Bielecki, Director of Administration	
1.16. Approval by Attorney General (Form, Substance and Execution) By:  Assistant Attorney General, On: <u>6/16/2015</u>			
1.17. Approval by Governor and Council By: _____ On: <u> / /</u>			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:36, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

Grantee Initials DM MF
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Date 5/18/15

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
 - 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").
 - 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
 - 5.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.
 - 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.
 - 5.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
 - 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
 - 5.5. Notwithstanding anything 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 Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.
7. RECORDS and ACCOUNTS.
 - 7.1. Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
 - 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.
8. PERSONNEL.
 - 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
 - 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
 - 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS.
 - 9.1. 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,

- 9.2. computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date 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, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
 - 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
 - 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
 - 11.1.2 Failure to submit any report required hereunder; or
 - 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
 - 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
 - 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
 - 11.2.1 Give the Grantee 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 remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
 - 11.2.2 Give the Grantee 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 Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
 - 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
 - 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
 - 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
 - 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
 - 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
 - 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

Grantee Initials
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Date 

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.
 16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee. 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 shall survive the termination of this agreement.
 17. INSURANCE AND BOND.
 - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$2,000,000 for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
 - 17.2 The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
 18. WAIVER OF BREACH. 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, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver 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 default on the part of the Grantee.
 19. 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 first above given.
 20. 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 Council of the State of New Hampshire.
 21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. 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.
 23. 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 relating hereto.
 24. SPECIAL PROVISIONS. The additional provisions set forth in Exhibit C hereto are incorporated as part of this agreement.

Date 5/18/15

EXHIBIT A

Scope of Services

1. The Department of Safety, Division of Homeland Security and Emergency Management (hereinafter referred to as "the State") is awarding the Wentworth School District (hereinafter referred to as "the Grantee") \$29,410.00 for the purchase and installation of an emergency generator at Wentworth Elementary School which serves as the Town of Wentworth's primary emergency shelter.
2. "The Grantee" agrees that the project grant period ends September 30, 2015 and that a final performance and expenditure report will be sent to "the State" by October 31, 2015.
3. "The Grantee" agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.
4. "The Grantee" shall maintain financial records, supporting documents, and all other pertinent records for a period of seven (7) years from the grant period end date. In these records, "the Grantee" shall maintain documentation of the 50% cost share required by this grant.

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Date 5/18/15
5/18/15

EXHIBIT B

Grant Amount and Method of Payment

1. GRANT AMOUNT

	Applicant Share	Grant (Federal Funds)	Cost Totals
Project Cost	\$29,410.00	\$29,410.00	\$58,820.00
Project Cost is 50% Federal Funds, 50% Applicant Share			
Awarding Agency: Federal Emergency Management Agency (FEMA)			
Award Title & #: Emergency Management Performance Grant (EMPG) EMW-2014-EP-APP-00061			
Catalog of Federal Domestic Assistance (CFDA) Number: 97.042 (EMPG)			

2. PAYMENT SCHEDULE

- a. "The Grantee" agrees the total payment by "the State" under this grant agreement shall be up to \$29,410.00.
- b. "The State" shall reimburse up to \$29,410.00 to "the Grantee" upon "the State" receiving appropriate documentation of expended funds from "the Grantee".

Grantee Initials CM
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Date 5/18/15

EXHIBIT C

Special Provisions

1. This grant agreement may be terminated upon thirty (30) days written notice by either party.
2. Any funds advanced to “the Grantee” 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 Grantee” must be expended within 30 days of receiving the advanced funds.
4. The “Grantee” agrees to have an audit conducted in compliance with OMB Circular A-133, if applicable. If a compliance audit is not required, at the end of each audit period “the Grantee” will certify in writing that they have not expended the amount of federal funds that would require a compliance audit (\$500,000). If required, they will forward for review and clearance a copy of the completed audit(s) to “the State”.

Additionally, “the Grantee” has or will notify their auditor of the above requirements prior to performance of the audit. “The Grantee” 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 Grantee” will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular A-133. “The Grantee” will also ensure that all records concerning this grant will be kept on file for a minimum of seven (7) years from the end of this audit period.

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5/18/15
Date _____

**Wentworth Elementary School
School Board Meeting
5/18/2015**

Board Members Present: Kathleen Mack, Kevin Kay and Melisa Farrell

Administration Present: Kyla Welch and Tonia Orlando

Teachers Present: Phoebe Sanborn, Sarah Cormiea, Rachel Troiano, Chris Misavage, and Tristan Blake

Public Present: 3 members

The board went into nonpublic session at 4:00 p.m.

The board came out of nonpublic session at 4:25 p.m.

Kathleen Mack made a motion to begin public session at 4:30, seconded by Melisa Farrell.

Agenda Review and Disposition:

Kevin Kay requested to hear the Teacher Evaluation Plan presentation right after the Administrator's report. All agreed.

Minutes of April 20, 2015:

Correction needed to page 4, Upcoming Events - After recounting the school days attended, it has been determined that the last day of school is June 12 (full day).

Melisa Farrell made a motion to accept the minutes, seconded by Kevin Kay. All agreed.

Administrator's Report:

Current enrollment is now 63.

Estimated enrollment for next year is as follows:

Kindergarten - 6 confirmed

1st grade - 5

2nd grade - 8

3rd grade - 4

4th grade - 9

5th grade - 4

superintendent. The teacher will be given three formal evaluations throughout the academic year with monthly meetings with the building administrator. In order to receive a contract, the teacher must move into the rating of Effective. Teachers found to be in the Needs Improvement/Developing category will receive monthly meetings with a mentor and/or the building administrator. The teacher will be given two formal evaluations throughout the academic year.

Mrs. Orlando also pointed out page 7 giving staff at WES the opportunity to provide constructive feedback to the Building Administrator. The rubric is on pages 17-21. They will work on condensing it to 2 pages by next meeting.

Mrs. Welch stated that she feels that this is a "model plan". Once approved she may ask permission to share it with other districts.

Kathleen Mack stated her concern about the School Board being kept informed about staff. The line of communication should be as follows: Mrs. Orlando -> speaks to teacher -> then speaks to the Superintendent -> then to the School Board.

Mr. Francis Muzzey stated "Good Job" constructing this document. He asked about how many times a teacher is informally evaluated each year? Mrs. Orlando and Mrs. Sanborn answered that Mrs. Orlando is in the classrooms several times almost everyday and there is constant communication.

Mr. Muzzey also stated that teachers are kept so busy and that time spent putting together this document should go toward their teacher recertification hours.

Mrs. Orlando commented that she hopes this document is ratified by June.

Generator Discussion:

The Department of Homeland Security grant was approved. Mrs. Welch suggested the following motion:

* "The Wentworth School Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$29,410.00 for the purchase of a generator. Furthermore, the Board acknowledges that the total cost of the project will be \$58,820.00 in which the Wentworth School District will be responsible for a 50% match (\$29,410.00). *

Kathleen Mack made the motion stated above. It was seconded by Kevin Kay. All were in favor. The document was signed.

There was a question about the timing of the installation. The signed grant must be approved by the Governor's Council which may happen in June. The generator order has a lead time of 16-18 weeks. Jon Francis stated that the generator will be ordered

once approved by the Governor's Council. The preliminary work (digging, etc) will be done this summer.



End of Year Review:

Mrs. Welch reviewed the current year budget status. There is unanticipated funds remaining due to a health insurance premium return, unspent funds left over in SPED, Speech Services, and funds from the Building Administrator's salary being realigned. Unexpected expenses were the Nursing Contract (2 years of increase come out of 2014-15 budget) and custodial repairs and maintenance.

The School Board was asked permission to move forward on the following needed maintenance:

Front wall window repair due to rot in SPED room - needs to be done when the egress windows are replaced. Approximate cost of \$9,500.

Panic/door hardware to replace latches and hinges on numerous doors totalling approximately \$5,250.

All agreed

In June the Capital Improvement timeline will be discussed.

Kevin Kay asked about the School Nurse contract and if money can be saved if the school didn't contract through Speare Memorial. There was a discussion about the logistics and liability concerns and it was decided that it would benefit WES to keep the contract with Speare.

Other Business:

Mrs Welch asked the School Board to accept the resignation of Eli Chamberlain as PE teacher.

Kathleen Mack made motion to regretfully accept the resignation of Mr. Chamberlain. It was seconded by Kevin Kay. All agreed.

Privilege of the Floor

Kevin Kay stated that he would like a monthly agenda item added. He would like to see a monthly SAU or Building Administrator report showing the communication happening between the SAU and the Building Administrator so the School Board has a sense of the what is discussed and shared. Mrs. Welch and Mrs. Orlando explained that most of the communication would be of confidential nature. It was agreed that this would be discussed further in nonpublic session.

The meeting adjourned at 5:25 and went into the second nonpublic session for personnel/student issues.

CERTIFICATE OF COVERAGE

This certificate evidences the limits of liability in effect at the inception of the Member Agreement(s) described below. This certificate is issued as a matter of information only and confers no rights on the certificate holder and does not amend, extend or alter the coverage afforded by the Member Agreement(s); except to the extent provided in the additional covered party box or loss payee box below, if checked.

THIS IS TO CERTIFY THAT THE MEMBER NAMED BELOW IS A PARTICIPATING MEMBER OF EITHER OR BOTH OF THE COMPANIES AND THAT A MEMBER AGREEMENT(S) HAS BEEN ISSUED TO THE MEMBER FOR THE AGREEMENT TERM(S) INDICATED. NOTWITHSTANDING ANY REQUIREMENT, 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 MEMBER AGREEMENT(S) IS SUBJECT TO ALL THE EXCLUSIONS, EXTENSIONS, TERMS AND CONDITIONS OF SUCH MEMBER AGREEMENT(S). AGGREGATE LIMITS MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Participating Member: <i>All Members List Attached</i>		Companies Affording Coverage (the "Companies"): <i>Property-Liability Trust, Inc. PO Box 2008, Concord, NH 03302-2008</i>		
Coverage (Occurrence basis only):	Effective Date (mm/dd/yy)	Expiration Date (mm/dd/yy)	Limits (subject to applicable NH statutory limits)	
<input checked="" type="checkbox"/> General Liability (Member Agreement Section III.A)	7/1/2015	6/30/2016	Each Occurrence	\$5,000,000
			General Aggregate	\$
			Personal & Adv Injury	\$
			Med Exp (any one person)	\$
			Products -Comp/Op Agg	\$
<input checked="" type="checkbox"/> Automobile Liability (Member Agreement Section III.A) <ul style="list-style-type: none"> <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos <input type="checkbox"/> Other _____ 	7/1/2015	6/30/2016	Each Occurrence	\$5,000,000
			Bodily Injury (per person)	\$
			Bodily Injury (per accident)	\$
			Property Damage (per accident)	\$
<input type="checkbox"/> Excess Liability			Each Occurrence	\$ N/A
			Aggregate	\$ N/A
<input checked="" type="checkbox"/> Property (All Risk including Theft) (Member Agreement Section I) Deductible: \$1,000	7/1/2015	6/30/2016		\$Per scheduled limits and Member Agreement
<input type="checkbox"/> Workers Compensation (Coverage A) Employers' Liability (Coverage B)			<input type="checkbox"/> Statutory / Cov. A Each Accident / Cov. B	\$ 2,000,000
			Disease - Each Employee	\$ 2,000,000
			Disease - Policy Limit	\$ 2,000,000
Description: Proof of Coverage.				

CANCELLATION: If any of the above coverages under the Member Agreement are cancelled before the expiration date, the Company will endeavor to mail 30 days written notice to the Certificate Holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Company.

	<input type="checkbox"/> Additional Covered Party	<input type="checkbox"/> Loss Payee, as his, her or its interests appear
<p><i>Coverage for the Additional Covered Party is limited to "bodily injury" or "property damage" caused by, and only to the extent of, the sole negligence of the "Member," and no protection is available for the negligence of others, including the Additional Covered Party and its directors, officers, employees or agents. Available limits of coverage are shared between the "Member" and the Additional Covered Party.*</i></p>		
Certificate Holder: State of New Hampshire Department of Safety 33 Hazen Drive Concord, NH 03301	Companies By: <u>Debra A. Lewis</u> Authorized Representative Date Issued: <u>7/1/2015</u>	Please direct inquiries to: Debra A. Lewis 603.226-1322 x3332

*Terms in quotes are defined in the Member Agreement.



Property Liability Coverage Members
FY16 (7/1/2015-6/30/2016)

Member/Sort Name	Street/Box #	City	State	Zip	Phone	Fax
Town of Sunapee	23 Edgemont Road	Sunapee	NH	03782	603-763-2212	603-763-4925
Town of Sutton	PO Box 487	North Sutton	NH	03260	603-927-4416	603-927-4631
Town of Swanzey	PO Box 10009	Swanzey	NH	03446-0009	603-352-7411 x107	603-352-6250
Town of Temple	PO Box 191	Temple	NH	03084	603-878-2536	603-878-5067
Town of Tilton	257 Main Street	Tilton	NH	03276	603-286-4521 x101	603-286-3519
Town of Troy	PO Box 249	Troy	NH	03465	603-242-7722	603-242-3430
Town of Wakefield	13 Center Road, Unit 3	Charlestown	NH	03603	603-543-3102	603-542-5922
Town of Wakefield	2 High Street	Samborville	NH	03872	603-522-6205x307	603-522-6794
Town of Walpole	PO Box 729	Walpole	NH	03608	603-756-3672	603-756-9209
Town of Warner	PO Box 265	Warner	NH	03278	603-456-2298	603-456-2297
Town of Warren	PO Box 40	Warren	NH	03279	603-764-5780	603-764-9296
Town of Wentworth	PO Box 2	Wentworth	NH	03282	603-764-9955	603-764-9362
Town of Westmoreland	PO Box 55	Westmoreland	NH	03467	603-389-4471	603-389-4386
Town of Whitefield	56 Littleton Road	Whitefield	NH	03598	603-837-2551	603-837-3148
Town of Willmot	PO Box 72	Willmot	NH	03287	603-526-4802	603-526-2523
Town of Winchester	1 Richmond Road	Winchester	NH	03470	603-239-4951 x108	603-239-4871
Town of Windsor	14 White Pond Road	Windsor	NH	03244	603-478-3292	603-478-3293
Troy Redevelopment Group, Inc.	PO Box 101	Troy	NH	03465	603-876-3626	603-876-3624
Troy Water & Sewer	PO Box 215	Troy	NH	03465	603-242-3890	603-242-6718
Village District of Eastman	PO Box 990	Grandham	NH	03753	603-863-6512	603-863-9794
Village District of Edelsweiss	1680 Conway Road	Madison	NH	03849	603-367-9022	603-367-8357
Village of Little Bear's Head	c/o Town of North Hampton	North Hampton	NH	03862	603-964-8087	603-964-1514
Village of Northwood Ridge Water District	PO Box 325	Northwood	NH	03261	603-942-8912	603-942-8912
Virtual Learning Academy Charter School	30 Linden Street	Exeter	NH	03833	603-778-2500	603-775-8673
Wakefield School District	18 Commerce Way Unit 1	Milton	NH	03851	603-652-0262	603-652-0250
Walpole Fire District	278 Main Street	Walpole	NH	03608	603-756-3621	603-756-4310
Warner Village Water District	PO Box 252	Warner	NH	03278	603-456-1890	603-456-2271
Washington School District	PO Box 2190	Hillsboro	NH	03244	603-464-7704	603-464-4053
Waterville Estates Village District	562 Winterbrook Road	Campton	NH	03223	603-726-3082 x104	603-726-8611
Waterville Valley School District	47 Old Ward Bridge Road	Plymouth	NH	03264	603-536-1254	603-536-3545
Wentworth School District	47 Old Ward Bridge Road	Plymouth	NH	03264	603-536-1254	603-536-3545
West Ossipee Fire Precinct	PO Box 643	West Ossipee	NH	03890	603-539-6906	
Westmoreland School District	193 Maple Avenue	Keane	NH	03431	603-357-9008 x208	
Wilton-Lyndeborough Youth Center	PO Box 446	Wilton	NH	03086	603-654-5276	603-654-5276
Windsor School District	PO Box 2190	Hillsboro	NH	03244	603-464-7704	603-464-4053
Woodsville Fire District	4910 Dartmouth College Hwy.	Woodsville	NH	03785	603-747-2233	
Woodsville Water & Light Dept	4900 Dartmouth College Highway	Woodsville	NH	03785	603-747-2442	603-747-2413



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.

<i>Participating Member:</i> Primex ³ Members as per attached Schedule of Members Workers Compensation Program		<i>Member Number:</i>		<i>Company Affording Coverage:</i> NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624	
Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory/Limits May Apply		
General Liability (Occurrence Form) Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence		
			General Aggregate		
			Fire Damage (Any one fire)		
			Med Exp (Any one person)		
Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident)		
			Aggregate		
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	7/1/2015	7/1/2016	<input checked="" type="checkbox"/> Statutory		
			Each Accident		\$2,000,000
			Disease – Each Employee		\$2,000,000
			Disease – Policy Limit		
<input type="checkbox"/> Property (Special Risk includes Fire and Theft)			Blanket Limit, Replacement Cost (unless otherwise stated)		Deductible:
Description: Proof of Primex coverage only.					

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex ³ – NH Public Risk Management Exchange By: <i>Tammy Denver</i> Date: 6/26/2015 tdenver@nhprimex.org Please direct inquires to: Primex³ Risk Management Services 603-225-2841 phone 603-228-0650 fax
NH Dept of Safety Hazen Dr Concord, NH 03301			

SAU 20 Office	749
SAU 21 Office	841
SAU 23 Office	750
SAU 24 Office	826
SAU 35 Office	938
SAU 39 Office	808
SAU 44 Office	804
SAU 46 Office	753
SAU 48 Office	754
SAU 50 Office	800
SAU 55 Office	777
SAU 58 Office	830
SAU 61 Office	787
SAU 67 Office	869
SAU 70 Office	845
Seabrook School District	843
Seacoast Charter School	1201
Shaker Regional School District	757
Souhegan Cooperative School District	778
South Hampton School District	844
Stark School District	831
Stoddard School District	854
Strafford School District	944
Stratford School District	832
Stratham School District	821
TEAMS Charter School	1212
Thornton School District	758
Tilton Northfield Fire	567
Timberlane Regional School District	775
Town of Amherst	106
Town of Barnstead	112
Town of Charlestown	136
Town of Derry	154
Town of Greenfield	186
Town of Hanover	194
Town of Haverhill	196
Town of Hinsdale	201
Town of Holderness	202
Town of Hooksett	204
Town of Hudson	206
Town of Londonderry	224
Town of Madison	230
Town of Marlow	233
Town of Merrimack	236
Town of New Durham	249
Town of New Hampton	251
Town of New London	254
Town of Newmarket	255
Town of North Hampton	259
Town of Peterborough	268
Town of Sharon	291
Town of Stoddard	310
Unity School District	945
Upper Valley Lake Sunapee Regional Planning Commission	570
Warren School District	767
Waterville Valley School District	947
Weare School District	759
→Wentworth School District	760
White Mountains Regional School District	811
Wilton-Lyndeborough Cooperative School District	763
Windham School District	771
Winnacunnet Cooperative School District	806