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**State of New Hampshire**  
**POLICE STANDARDS & TRAINING COUNCIL**  
**ARTHUR D. KEHAS**  
**LAW ENFORCEMENT TRAINING FACILITY & CAMPUS**  
**17 Institute Drive — Concord, N.H. 03301-7413**  
**603-271-2133 FAX 603-271-1785**  
**TDD Access: Relay NH 1-800-735-2964**



Chief Anthony F. Colarusso, Jr.  
 Chairman

Donald L. Vittum  
 Director

May 17, 2017

His Excellency, Governor Christopher T. Sununu  
 and the Honorable Council  
 State House  
 Concord, NH 03301

**REQUESTED ACTION**

Authorize the New Hampshire Police Standards & Training Council (NHPSTC) to enter into a memorandum of agreement with NHTI – Concord’s Community College (NHTI), 31 College Drive, Concord, NH 03301 (Vendor Code 216952) in the amount of \$13,104.00 for general maintenance and supply services provided by NHTI. This action is to be effective upon Governor and Council approval for the period of July 1, 2017, through the end of the fiscal year, June 30, 2019. Source of funds: 100% General Funds.

Funds are available in the account titled Administration and Standards pending approval of the next biennium budget:

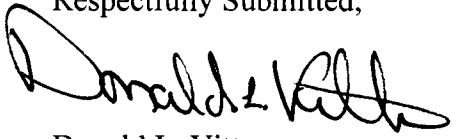
<u>Organization</u>	<u>Accounting Unit</u>	<u>FY2018</u>
PSTC	06-87-87-08700-89800000-048-500226	\$6,552.00
<u>Organization</u>	<u>Accounting Unit</u>	<u>FY2019</u>
PSTC	06-87-87-08700-89800000-048-500226	\$6,552.00
Total		\$13,104.00

**EXPLANATION**

The New Hampshire Police Standards & Training Council (NHPSTC) is administratively attached to the Community College System of New Hampshire (CCSNH). Each year, PSTC pays an amount of \$6,552.00 for services provided by NHTI for maintenance and plowing of Institute Drive where PSTC is located, and for the use of the water/sewer lines and electrical service lines that NHTI owns and maintains, that supply water and electricity to PSTC.

This agreement is 100% General Funds. We respectfully request your approval for this agreement.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Donald L. Vittum". The signature is fluid and cursive, with a large initial "D" and a long, sweeping underline.

Donald L. Vittum  
Director

DLV:brj

**Memorandum of Agreement  
New Hampshire Police Standards and Training Council and  
NHTI – Concord’s Community College**

The purpose of this agreement is to formalize the role of the New Hampshire Police Standards and Training Council (hereinafter PSTC), located at 17 Institute Drive, Concord, New Hampshire 03301 in providing for facility maintenance and miscellaneous services that NHTI – Concord’s Community College (hereafter NHTI), located at 31 College Drive, Concord, New Hampshire 03301 will supply during the term of this agreement. The parties collectively agree as follows:

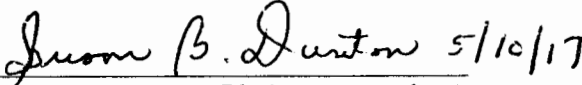
Facility Maintenance:

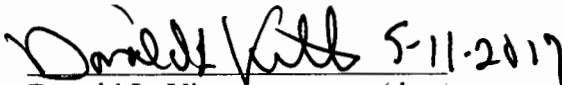
- 1 PSTC will transfer to NHTI the sum of \$6,552.00 each year for fiscal years 2018 and 2019 as reimbursement for the following services provided by NHTI:
  - 1.1 Plowing and general road maintenance of College Road, and
  - 1.2 Use of water and sewer pumping and supply, and
  - 1.2 Miscellaneous services and supplies for the maintenance and betterment of the PSTC facility and its students (e.g. road salt for snow melt, etc., and occasional mechanical services) by mutual agreement.

General Provisions:


2. Payment will occur after receipt of an NHTI invoice pending the following provisions:
  - 2.1 The terms of this agreement may be amended by either party upon mutual written agreement and approval of Governor and Executive Council.
  - 2.2 This agreement may be severed upon 30 days written notice by either PSTC or NHTI.
  - 2.3 This agreement may be automatically renewed for no more than 2 years.

This agreement is entered into by:

  
Susan B. Dunton, Ph.D. (date)  
5/10/17  
President  
NHTI-Concord’s Community College

  
Donald L. Vittum (date)  
5-11-2017  
Director  
NH Police Standard and Training

Approved for form and substance:

  
Sr. Assistant Attorney General Nancy Smith (date)  
5/12/2017  
NH Department of Justice for:  
NH Police Standards and Training Council