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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of HISTORICAL RESOURCES

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301
Phone: 603-271-3483 Fax: 603-271-3433

October 23, 2020

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

REQUESTED ACTION

Pursuant to RSA 261:97-c, Use of Funds, authorize the Department of Natural and Cultural Resources, Division of Historical Resources, to award a Conservation Number Plate (Moose Plate) Grant to the Town of Windham (VC #177507), Windham, NH, in the amount of \$10,000 for the interior rehabilitation of the historic Searles School & Chapel effective upon Governor and Executive Council approval through September 30, 2022. 100% Other Funds (Agency Income)

Funding is available in account, Conservation Plate Fund, as follows:

	<u>FY 2021</u>
03-035-035-350010-34050000-073-509074 – Grants Non-Federal	\$10,000

EXPLANATION

The Conservation Number Plate Fund is used to promote the use and conservation of cultural resources in New Hampshire and to preserve the cultural heritage that belongs to all New Hampshire citizens by providing for the preservation of publicly-owned historic properties.

The Searles School & Chapel was built in 1907-1909, serving as a school into the 1970s, when it was donated to the Town of Windham for public events. The property is listed to the National Register of Historic Places.

Respectfully submitted,

Sarah L. Stewart
Commissioner

New Hampshire Division of Historical Resources

This agreement between the State of New Hampshire, Division of Historical Resources (hereinafter "DHR") and the Town of Windham (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

- 1. GRANT PERIOD: Pending G&C Approval – September 30, 2022
- 2. OBLIGATION OF THE GRANTEE: The Grantee agrees to accept \$ 10,000 and apply it to the project(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.

As required by the Conservation License Plate Grant Program and the DHR, Grantee agrees to prominently place a DHR provided grant information sign on site or within the community throughout the project funded by this grant, and to acknowledge support of the DHR and the Conservation License Plate Program on any materials promoting the project.

The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant shall cease.

- 3. PAYMENT of 50% will be made following review by the NH Attorney General's Office and Governor and Council (as appropriate). Payment of the final 50% will be made upon receipt and approval of the final report documentation.
- 4. REPORTING: The Grantee agrees to submit a narrative report of progress to the DHR by April 1 and September 1 annually for the duration of the grant which summarizes progress on the project. The Grantee agrees to submit a final financial and project report in a format provided by the DHR, no more than 30 days after the end of the grant period.
- 5. SOVERIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

DEPARTMENT OF NATURAL AND CULTURAL RESOURCES

Sarah Stewart 10/27/2020
Sarah L. Stewart, Commissioner Date

GRANTEE

Name DAVID SULLIVAN, Town Admin.

Address 3 NO. LOWELL ROAD
WINDHAM, NH 03087

[Signature] 10/20/2020
Authorized Signature Date

DIVISION HISTORICAL RESOURCES

* Approved 10/23/20 - See Attached email
Benjamin H. Wilson, Director/SHPO Date

STATE OF NEW HAMPSHIRE, COUNTY OF Rockingham
The foregoing statement was acknowledged before me Nicole Bot
this 20th day of Oct 2020

[Signature]
Signature of Notary Public Commission Expires 11/25/24

Approved as to form, substance and execution:

[Signature] 10/28/2020
Office of Attorney General Date
Michael Haley, Attorney



PROJECT: Searles School + Chapel Interior Rehab

Scope of Work

In the recent Conditions Assessment Report completed by Preservation Company, the arched doorways, wood wainscoting, and the wood transoms are identified as character-defining features of the building. The report noted that the woodwork shows surface wear, abrasion, and discoloration. As documented in the assessment report, they recommend retaining a qualified wood conservation specialist to address the historic surfaces with the proper treatment.

This grant funding will enable us to complete a portion of the multistage wood conservation project which encompasses restoration of the School Room, the Vestibule, and the Chapel Room. Specifically, the overall project will include the following:

School Room

Cleaning of all surfaces to remove discoloration and stains; remove damaged shellac and replace; remove finish from panels with lighter upper section and tone to match surrounding panels; apply shellac finish.

Vestibule

Touch up damaged, worn areas of finish on the door frames and moldings to match existing varnish finish; apply one coat varnish. In addition, existing hardware will be removed and refurbished to make operational; replace key barrel lock.

Chapel Room

Clean all surfaces to remove discoloration; remove finish from panels with divided light and dark panels; tone to match surrounding panels; apply shellac finish.

As required by the Town of Windham a minimum of three bids from qualified individuals/companies must be secured. To date we have received an estimate from Blackburn Building Conservation LLC only. We are in the process of securing additional estimates from qualified wood conservation specialists.

Municipality Certification of Authority

I, Nicole Bottai (Name), hereby certify/attest that I am duly elected Clerk/Secretary of Windham (Name of Municipality), New Hampshire. I hereby certify the following is a true copy of the resolution adopted during a meeting of the Municipality Officers, duly called and held on OCT 19, 2020, at which a quorum of the Municipality Officers were present and voting.

RESOLVED: That DAVID SULLIVAN, TOWN ADMINISTRATOR (Name and Title of Official Signing the Agreement) is duly authorized to enter into contracts or agreements on behalf of Windham (Name of Municipality) with the State of New Hampshire, acting by and through the Department of Natural and Cultural Resources, and is further authorized to execute any documents on behalf of this Municipality which may be in his/her judgement desirable or necessary to effect the purpose of this resolution.

I hereby certify that the foregoing resolution has not been amended or repealed and remains in full force and effect as of OCT 19, 2020. I further certify that it is understood that the State of New Hampshire will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Municipality. This authority remains valid for thirty (30) days from the date of this certificate.

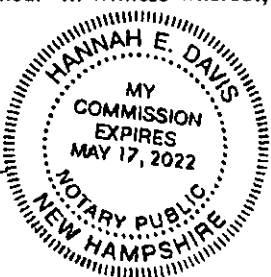
DATED: 10/20/2020 ATTEST: Nicole Bottai
(Secretary/Clerk Signature Completing this Certificate)

STATE OF NH
COUNTY OF Rockingham

On this the 20th day of OCTOBER, 2020, before me Hannah Davis, the undersigned officer, personally appeared Nicole Bottai, known to me or satisfactorily proven to be the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained. In witness whereof, I hereunto set me hand and official seal:

[Signature]
Justice of the Peace / Notary Public

My Commission Expires: May 17, 2022





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: Town of Windham 3 North Lowell Road Windham, NH 03087		Member Number: 329	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624		
X	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) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	7/1/2020	7/1/2021	Each Occurrence	\$ 5,000,000
				General Aggregate	\$ 5,000,000
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
X	Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto	7/1/2020	7/1/2021	Combined Single Limit (Each Accident)	\$ 5,000,000
				Aggregate	\$ 5,000,000
X	Workers' Compensation & Employers' Liability	1/1/2020	1/1/2021	X Statutory	
				Each Accident	\$ 2,000,000
				Disease - Each Employee	\$ 2,000,00
				Disease - Policy Limit	
X	Property (Special Risk Includes Fire and Theft)	7/1/2020	7/1/2021	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: \$ 1,000
Description: Proof of Primex Member coverage only.					

CERTIFICATE HOLDER:	Additional Covered Party	Loss Payee	Primex³ - NH Public Risk Management Exchange
State of New Hampshire Department of Natural & Cultural Resources 172 Pembroke Rd Concord, NH 03301			By: <i>Mary Beth Purcell</i>
			Date: 10/8/2020 mpurcell@nhprimex.org
			Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

Lavoie, Leanne

From: Wilson, Benjamin
Sent: Friday, October 23, 2020 12:00 PM
To: Lavoie, Leanne
Subject: Re: Town of Windham Moose Plate for G&C

I approve.
Ben

On: 23 October 2020 10:42,
"Lavoie, Leanne" <Leanne.m.Lavoie@dncr.nh.gov> wrote:

Ben, please let me know if you approve of this grant.

Thanks,

Leanne

Leanne M. Lavoie

Program Specialist (Contract and Rule Specialist)

NH Department of Natural and Cultural Resources

172 Pembroke Road

Concord, New Hampshire 03301

603.271.2376

603.271.2629 (fax)

leanne.m.lavoie@dncr.nh.gov - Please note my new email address!

Statement of Confidentiality: *The contents of this message are confidential. Any unauthorized disclosure, reproduction, use or dissemination (either whole or in part) is prohibited. If you are not the intended recipient of this message, please notify the sender immediately and delete the message from your system.*

From: Dixon, Amy <Amy.S.Dixon@dncr.nh.gov>
Sent: Thursday, October 22, 2020 4:24 PM
To: Lavoie, Leanne <Leanne.m.Lavoie@dncr.nh.gov>; Wilson, Benjamin <benjamin.h.wilson@dncr.nh.gov>
Subject: Town of Windham Moose Plate for G&C

Dear Leanne,

Please see attached and please let me know if you need additional info.

With thanks,
Amy

Amy Dixon
Community Preservation Coordinator