



The State of New Hampshire  
**Department of Environmental Services**

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Robert R. Scott, Commissioner

June 24, 2020

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

**REQUESTED ACTION**

Authorize the Department of Environmental Services to approve a Clean Water State Revolving Fund (CWSRF) loan agreement with Conway Village Fire District (VC # 177213 B001) in an amount not to exceed \$75,000 to finance the Sewer System Evaluation Survey, Phase II planning project under the provisions of RSA 486:14 and N.H. Code of Admin. Rules Env-Wq 500 et seq., effective upon Governor & Council approval. Funding is 100% CWSRF Repayment Funds.

Funding is available in the account as follows:

	<u>FY 2021</u>
03-44-44-441018-2001-301-500832	\$75,000
Dept. Environmental Services, CWSRF Loan Repayments, Loans	

**EXPLANATION**

The purpose of the requested action is to authorize Conway Village Fire District (CVFD) to borrow up to \$75,000 from the CWSRF to finance the Sewer System Evaluation Survey, Phase II planning project. CVFD will be initiating a second phase of the existing Phase I study to identify where new sources of infiltration and inflow have developed in the sewer collection system, and how to address them. The project will include field investigations such as flow isolation, Closed Circuit Television sewer inspections, and manhole inspections.

The Supplemental (final) loan amount will be based upon the total CWSRF funds disbursed, and may be less than \$75,000. Under federal capitalization grant requirements, this loan includes principal forgiveness of up to \$75,000.

Attached is a tabulation of the CWSRF showing the effect of this action on the funds available for loans.

We respectfully request your approval.

  
Robert R. Scott, Commissioner

DEPARTMENT OF ENVIRONMENTAL SERVICES  
WATER DIVISION  
CLEAN WATER STATE REVOLVING FUND

Supplemental information to Governor and Council request for loan agreements under RSA 486:14 and N.H. Admin. Rules Env-Wq 500 for the municipality listed below

This request will change the balance available for loans as follows:

	CWSRF Repayment
Repayment Funds as of June 24, 2020	<u>\$59,123,907</u>
Loan Agreement(s) This Request:	
Conway Village Fire District	\$75,000
Other Requested Action(s)	
Town of Lancaster	\$75,000
Net Change	<u>\$150,000</u>
Balance Available after G & C Approval	<u>\$58,973,907</u>



1 through the Water Pollution Control Revolving Loan Fund Program (CFDA #66.458) may  
2 comprise all or a portion of the Principal Sum. Any Disbursement or other payment from the State  
3 to the Loan Recipient is contingent upon the availability of funds.

4  
5 III. Disbursements shall be made on a periodic basis, as requested by the Loan Recipient, but not  
6 more frequently than monthly, subject to the approval of the amount of each Disbursement by the  
7 State. The State shall approve the amount requested if it determines that the costs covered by the  
8 request are eligible under Env-Wq 504.02 through Env-Wq 504.04, as applicable. Interest on each  
9 Disbursement shall accrue on the outstanding principal balance from the date of the Disbursement  
10 at the rate of 1% per annum computed on the basis of 30-day months and 360-day years until the  
11 date of Substantial Completion of the Project or the date of Scheduled Completion, whichever is  
12 earlier. At the option of the Loan Recipient, such interest may be paid (1) prior to the  
13 commencement of Loan repayment, (2) at the time of the first Loan repayment, or (3) by adding  
14 the charges to the to the outstanding principal Loan balance so long as the Loan Recipient's  
15 authority to borrow is not exceeded.

16  
17 IV. The aggregate of the Disbursements shall be consolidated by a Promissory Note (Note) of the  
18 Loan Recipient in a Supplemental Loan Agreement issued under and in accordance with the  
19 applicable provisions of this Agreement and the Municipal Finance Act, RSA 33, as amended and  
20 supplemented, including the provisions of RSA 486:14. The Note shall be substantially in the  
21 form of Exhibit B.

22  
23 V. The interest rate applicable to the Note will be **2.0000%**, as determined in accordance with  
24 RSA 486:14 and Env-Wq 500 et seq.

1 VI. The Loan Recipient hereby authorizes the State to compute the payments of principal and  
2 interest on the Note. The principal shall be paid in full within 5 years from the date of the Note.  
3 Note payments shall commence within one year of the Substantial Completion date of the Project  
4 or the Scheduled Completion date of the project, whichever is earlier. The Scheduled Completion  
5 date is hereby determined to be **June 2, 2021**; however, should the project experience an excusable  
6 delay, an extension may be granted by the Commissioner of the Department of Environmental  
7 Services upon request in writing by the Loan Recipient. In no event shall Note payments  
8 commence later than ten years from the effective date of this Agreement.

9  
10 VII. The Loan Recipient reserves the right to prepay, at any time and without penalty, all or any  
11 part of the outstanding principal or interest of the Note.

12  
13 VIII. In the event of a default in the full and timely remittance of any Note payment, any State  
14 Aid Grant funds payable to the Loan Recipient under RSA 486:1 may be offset against and applied  
15 to the payment of any obligations that are due hereunder. The Loan Recipient agrees to be liable  
16 for all costs of collection, legal expenses, and attorney's fees incurred or paid by the State in  
17 enforcing this Agreement or in collecting any delinquent payments due hereunder.

18  
19 IX. No delay or omission on the part of the State in exercising any right hereunder shall operate  
20 as a waiver of such right or of any other right under this Agreement. A waiver on any one occasion  
21 shall not be construed as bar to any right and/or remedy on any future occasion.

22  
23 X. The Loan Recipient agrees to comply, and to require all of its contractors to comply, with all  
24 applicable state and federal requirements contained in the Rules and applicable state and federal  
25 laws, including those specific requirements outlined in Exhibit C.

1 XI. The effective date of this Agreement shall be the date of its approval by the Governor and  
2 Executive Council. This Agreement may be amended, waived, or discharged only by a written  
3 instrument signed by the parties hereto and only after approval of such amendment, waiver, or  
4 discharge by the Governor and Executive Council.

5  
6 XII. This Agreement shall be construed in accordance with the laws of the State of New  
7 Hampshire and is binding upon and inures to the benefit of the parties and their respective  
8 successors. The parties hereto do not intend to benefit any third parties and, consequently, the  
9 Agreement shall not be construed to confer any such benefit.

10  
11 XIII. The Loan Recipient acknowledges that by accepting the Loan it will be a sub-recipient of  
12 federal financial assistance and, as such, subject to requirements of the federal Single Audit Act  
13 and subsequent amendments (SAA). The Loan Recipient further acknowledges that, if the Loan  
14 Recipient expends more than the required threshold in federal financial assistance from all  
15 sources in any fiscal year, it must perform an SAA audit in accordance with the requirements of  
16 Office of Management and Budget Circular A-133. In that event, the Loan Recipient shall  
17 provide the State with a copy of the SAA audit report within nine months of the end of the audit  
18 period.

19  
20 XIV. This Agreement, which may be executed in a number of counterparts, each of which shall  
21 be deemed an original, constitutes the entire agreement and understanding between the parties  
22 and supersedes all prior agreements and understandings relating thereto. Nothing herein shall be  
23 construed as a waiver of sovereign immunity, such immunity being hereby specifically reserved.

STATE OF NEW HAMPSHIRE

CONWAY VILLAGE FIRE DISTRICT, NEW HAMPSHIRE

1

By: *Robert R. Scott* 6/30/20  
Robert R. Scott Date  
Commissioner,  
Department of Environmental Services

By: *Steve Banning* 6.18.20  
Commission Chair Date

2

3

*Michael D. Ingers* 6/18/20  
Commissioner Date

4

*Chris Bruce* 6/18/2020  
Commissioner Date

5

This Agreement was approved by Governor and Executive Council on

6

\_\_\_\_\_, 2020 as Item No. \_\_\_\_.





1 **EXHIBIT B**

2 **STATE OF NEW HAMPSHIRE**

3 **WATER POLLUTION CONTROL REVOLVING LOAN FUND PROGRAM**

4 **PROMISSORY NOTE AND REPAYMENT SCHEDULE**

5 The **Conway Village Fire District, New Hampshire** (Loan Recipient) promises to pay to  
6 the Treasurer of the State of New Hampshire the principal sum of **Seventy-Five Thousand and**  
7 **00/100 Dollars (\$75,000)** in installments on **June 1** in each year as set forth below, with interest  
8 on the entire unpaid balance payable on the first principal payment date and annually thereafter,  
9 at the rate of 2.0000% per annum, computed on the basis of 30-day months and 360-day years, in  
10 the respective years set forth below. A total of **Seventy-Five Thousand and 00/100 Dollars**  
11 **(\$75,000)** of principal will be forgiven, and will be granted as reflected in the repayment schedule  
12 shown below.

13  
14 REPAYMENT SCHEDULE

15 <u>Payment Date</u>	<u>Principal Payment</u>	<u>Principal Forgiveness</u>	<u>Interest Payment</u>	<u>Total Payment</u>
16 2022				
17 2023				
18 2024				
19 2025				
20 2026				

21 This Promissory Note (Note) is issued under and by virtue of the New Hampshire  
22 Municipal Finance Act, an agreement duly entered into by the Loan Recipient and the State of  
23 New Hampshire Water Pollution Control Revolving Loan Fund Program, and is issued for the

1 purpose of financing the cost of the **Sewer System Evaluation Survey, Phase II (Project)** as  
2 described in Exhibit A of the Supplemental Loan Agreement (Agreement).

3  
4 The Loan Recipient reserves the right to prepay, at any time and without penalty, all or  
5 any part of the outstanding principal or interest on this Note.

6  
7 The terms and provisions of the Agreement are hereby incorporated in and made a part of  
8 this Note to the same extent as if said terms and provisions were set forth in full herein.

9  
10 It is hereby certified and recited that all acts, conditions, and things required to be done  
11 precedent to and in the issuing of this Note have been done, have happened, and have been  
12 performed in regular and due form and, for the payment hereof when due, the full faith and credit  
13 of the Loan Recipient are hereby irrevocably pledged.

14  
15 IN WITNESS, whereof the Loan Recipient has caused this Note to be signed by its  
16 \_\_\_\_\_, on the date(s) below.

17  
18 **CONWAY VILLAGE FIRE DISTRICT, NEW HAMPSHIRE by:**

19 Name/Title \_\_\_\_\_

20 Authorized Representative \_\_\_\_\_ Date

21 (Town Seal)

**EXHIBIT C**  
**STATE OF NEW HAMPSHIRE**  
**WATER POLLUTION CONTROL REVOLVING LOAN FUND**  
**PROGRAM**

**FEDERAL REQUIREMENTS**

**DUNS NUMBER:** The Loan Recipient must obtain a Data Universal Numbering System (DUNS) number. The federal government has adopted the use of DUNS numbers to track how federal grant money is allocated. DUNS numbers identify your organization. A DUNS number may be obtained by visiting <http://fedgov.dnb.com/webform/>.

**SIGNAGE:** The Loan Recipient must communicate to the public that EPA funds are contributing to the project.

**WAGE RATE REQUIREMENTS (DAVIS-BACON):** The recipient agrees to include in all agreements to provide assistance for the construction of treatment works carried out in whole or in part with such assistance made available by a State water pollution control revolving fund as authorized by title VI of the Federal Water Pollution Control Act (33 U.S.C. 1381 et seq.), or with such assistance made available under section 205(m) of that Act (33 U.S.C. 1285(m)), or both, a term and condition requiring compliance with the requirements of section 513 of that Act (33 U.S.C. 1372) in all procurement contracts and sub-grants, and require that Loan Recipients, procurement contractors and sub-grantees include such a term and condition in subcontracts and other lower tiered transactions. All contracts and subcontracts for the construction of treatment works carried out in whole or in part with assistance made available as stated herein shall insert in full in any contract in excess of \$2,000 the contract clauses as attached hereto entitled "Wage Rate Requirements Under The Clean Water Act, Section 513 and the Safe Drinking Water Act, Section 1450(e)." This term and condition applies to all agreements to provide assistance under the authorities referenced herein, whether in the form of a loan, bond purchase, grant, or

any other vehicle to provide financing for a project, where such agreements are executed on or after October 30, 2009.

**AMERICAN IRON AND STEEL (AIS):** P.L. 113-76, Consolidated Appropriations Act, 2014 (Act), includes an "American Iron and Steel (AIS) requirement in section 436 that Clean Water State Revolving Loan Fund (CWSRF) Loan Recipients to use iron and steel products that are produced in the United States for projects for construction, alteration, maintenance or repair of a public water system or treatment works if the project is funded through an assistance agreement executed beginning January 17, 2014 (enactment of the Act).

On June 10, 2014, the Water Resources Reform and Development Act amended the Clean Water Act to include permanent requirements for the use of AIS products in CWSRF assistance agreements. Section 608 of the CWA now contains requirements for AIS that repeat those of the Consolidated Appropriations Act, 2014. All CWSRF assistance agreements must comply with Section 608 of the CWA for implementation of the permanent AIS requirement.

**GENERALLY ACCEPTED ACCOUNTING PROCEDURES:** The Loan Recipient shall maintain project accounts in accordance with the Generally Accepted Accounting Principles (GAAP), including standards relating to the reporting of infrastructure assets as issued by the Governmental Accounting Standards Board (GASB). The full text of Governmental Accounting Reporting Standards is available through the GASB website at: <http://www.gasb.org>

**FISCAL SUSTAINABILITY PLAN:** On June 10, 2014, the Water Resources Reform and Development Act of 2014 amended the Clean Water Act to include permanent requirements for Loan Recipients to develop and implement a fiscal sustainability plan for the repair, replacement, or expansion of treatment works, or certify that such a plan has been developed and implemented. The fiscal sustainability plan shall include:

- An inventory of the critical assets that are part of the treatment works,
- An evaluation of the conditions and performance of inventoried assets or asset groupings,
- A certification that the Loan Recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan, and
- A plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities.

As part of the CWSRF Application Process, the Loan Recipient has certified that they have or will have a Fiscal Sustainability Plan prior to the date of Scheduled Completion or Final Disbursement, whichever date is later.

**COST AND EFFECTIVENESS:** On June 10, 2014, the Water Resources Reform and Development Act of 2014 amended the Clean Water Act to include permanent requirements for Loan Recipients to conduct a cost and effectiveness analysis for the funded asset that includes at a minimum:

- The study and evaluation of the cost and effectiveness of the processes, materials techniques and technologies for carrying out the proposed project or activity.
- The selection, to the maximum extent practicable, of a project or activity that maximizes the potential for efficient water use, reuse, recapture, and conservation and energy conservation taking into account:
  - The cost of constructing the project or activity,
  - The cost of operation and maintaining the project or activity over the life of the project or activity, and
  - The cost of replacing the project or activity.

NH Code of Administrative Rules Env-Wq 700, Standards of Design and Construction for Sewerage and Wastewater Treatment Facilities, include minimum technical standards and requirements for the planning, design, and construction of sewerage and wastewater treatment facilities that meet the requirements listed above.

The Loan Recipient must certify that it has completed the required cost and effectiveness analysis and that it has selected, to the maximum extent practicable, a project or activity that maximizes the potential for water and energy conservation, as appropriate. This certification should be included with, and will be processed as part of, the design submittal.

**DISADVANTAGED BUSINESS ENTERPRISE (DBE):** Pursuant to 40 CFR, Section 33.301, the Loan Recipient shall make good faith efforts to utilize small, minority and women's business enterprises whenever procuring construction, equipment, services and supplies under an EPA financial assistance agreement, and shall require that prime contractors also comply. Records documenting compliance with the six good faith efforts shall be retained.

**EXCLUDED PARTIES:** The Loan Recipient shall not knowingly award a construction contract to a contractor that has been debarred or suspended by the federal government. The Loan Recipient or its agent shall compare the names of contractors who have bid on the project against the searchable list in the "The System for Award Management" (SAM) database, which can be found at <https://www.sam.gov/SAM/pages/public/index.jsf>

**SUPER CROSS-CUTTERS:**

- Title VI of the Civil Rights Act
- Section 13 of the Federal Water Pollution Control Act Amendments of 1972
- Section 504 of the Rehabilitation Act of 1973
- The Age Discrimination Act of 1975
- Equal Employment Opportunity requirements (Executive Order 11246)