



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

19 Pillsbury Street CONCORD, NEW HAMPSHIRE 03301

January 27, 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 Bedford Historical Society (VC #223961), Bedford, NH, in the amount of \$10,000 for window rehabilitation at the Stevens-Buswell School effective upon Governor and Executive Council approval through September 30, 2021. 100% Other Funds (Agency Income)

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

	<u>FY 2020</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 Stevens-Buswell School was built in 1921 as a two-room schoolhouse and expanded in 1938. The Bedford Historical Society holds a long-term lease with the Town of Bedford to rehabilitate the school into a community meeting place. The Stevens-Buswell School was determined eligible for listing in the National Register of Historic Places in 2009.

Respectfully submitted,

Sarah L. Stewart
Commissioner

RECEIVED

JAN 21 2020

DNCR

New Hampshire Division of Historical Resources

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

- 1. GRANT PERIOD: Pending G&C Approval – September 30, 2021 [2 years to complete]
- 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 1/29/20
Sarah L. Stewart, Commissioner Date

DIVISION HISTORICAL RESOURCES

B. H. Wilson 1/7/2020
Benjamin H. Wilson, Director/SHPO Date

GRANTEE

Name Bedford Historical Society
Address 24 North Timberst Road
Bedford NH 03110
Susan J. White-Moore 10/24/2019
Authorized Signature Date

STATE OF NEW HAMPSHIRE, COUNTY OF

The foregoing statement was acknowledged before me this 24th day of October 2019

Alan M. Ferro
Signature of Notary Public Commission Expires

Approved as to form, substance and execution:

Gill Kuhn 1/30/2020
Office of Attorney General Date

Eileen M. Ferro
Notary Public, State of New Hampshire
My Commission Expires June 19, 2024

State of New Hampshire

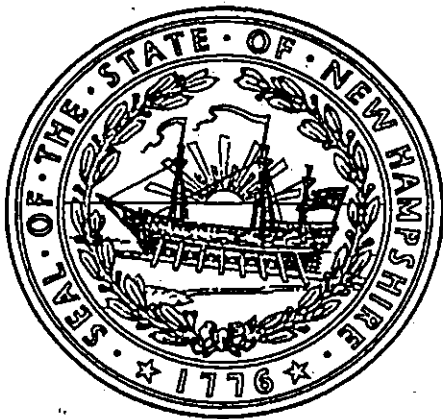
Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that BEDFORD HISTORICAL SOCIETY is a New Hampshire Nonprofit Corporation registered to transact business in New Hampshire on August 22, 1967. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 61071

Certificate Number: 0004521487



IN TESTIMONY WHEREOF,
I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 30th day of May A.D. 2019.

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with
New Hampshire Division of Historical Resources

Important: To expedite your payment these steps must be followed in this order:

*Resolution date must occur on or before the Grant Agreement is signed.

**Certificate on bottom of page must be signed and notarized on the same date or before the Grant Agreement is signed.

1. *Resolution:

THIS IS TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors of _____ Bedford Historical Society _____ on _____ 1 October 2019 _____ (name of organization) (date)

At which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that _____ Susan Tufts-Moore _____ is hereby authorized

on behalf of this corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as s/he may deem necessary, desirable or appropriate."

Signed: Margaret R Goodrich
(Signature of Clerk/Secretary to the Board)

Printed Name: _____ Margaret R. Goodrich _____

2. **Certificate:

STATE OF NEW HAMPSHIRE

COUNTY OF Hillsborough

On the 9th day of October, 2019 before the undersigned officer, personally appeared Margaret R Goodrich, or satisfactorily proven to be the person whose name (print name of person whose signature is being notarized) appears above, and acknowledged s/he executed this document in the capacity indicated.

Sally A Kellar
Notary Public/Justice of the Peace
Printed Name: Sally Kellar
My Commission Expires: _____

SALLY A. KELLAR
Justice of the Peace - New Hampshire
My Commission Expires May 15, 2024



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/25/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The Frank Massin Agency Inc 32 NH Rte 119 P.O. Box 430 Fitzwilliam NH 03447	CONTACT NAME: Fitzwilliam Account PHONE (A/C, Ho, Ext): (603) 585-3411 FAX (A/C, No): (603) 585-3413 E-MAIL ADDRESS:													
	<table border="1"> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: The Ohio Casualty Insurance</td> <td>24074</td> </tr> <tr> <td>INSURER B:</td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: The Ohio Casualty Insurance	24074	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:
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INSURER D:														
INSURER E:														
INSURER F:														
INSURED Bedford Historical Society 24 N Amherst Rd Bedford NH 03110														

COVERAGES

CERTIFICATE NUMBER: 2019-2020

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD 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 INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BK058399824	3/14/2019	3/14/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMPROP AGG \$ 4,000,000 Schedule Mod Factor 1 \$
	AUTOMOBILE LIABILITY <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						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Historical Society/Museum.
 Premises located at 18 North Amherst Road, Bedford, NH 03110.

CERTIFICATE HOLDER**CANCELLATION**

State of New Hampshire
 Dept. of Natural and Cultural
 172 Pembroke Road
 Concord, NH 03301

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Charles Massin/CSR14

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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.

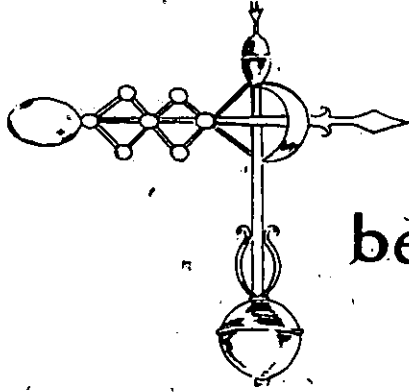
Each member of Primex³ is entitled to the categories of coverage set forth below. In addition, Primex³ may extend the same coverage to non-members. However, any coverage extended to a non-member is subject to all of the terms, conditions, exclusions, amendments, rules, policies and procedures that are 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 Bedford 24 North Amherst Road Bedford, NH 03110		Member Number: 116	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	1/1/2020	1/1/2021	Each Occurrence	\$ 5,000,000
				General Aggregate	\$ 5,000,000
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
	Automobile Liability Deductible Comp and Coll: \$1,000 <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate	
X	Workers' Compensation & Employers' Liability	1/1/2020	1/1/2021	X Statutory	
				Each Accident	\$ 2,000,000
				Disease - Each Employee	\$ 2,000,000
				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	Primex ³ - NH Public Risk Management Exchange
NH Department of Natural and Cultural Resources 19 Pillsbury St, 2 nd Floor Concord, NH 03301			By: <i>Mary Beth Purcell</i>
			Date: 1/16/2020 mpurcell@nhprimex.org
			Please direct inquires to: Primex ³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax



bedford historical society

24 North Amherst Road • Bedford, New Hampshire 03110

Scope of Planned Work for the Stevens-Buswell School, Bedford, NH, December 2019

The windows at the former Stevens-Buswell School in Bedford, NH, are some of the most outstanding features of the building. They are characteristic of schools that were designed as a result of the Rosenwald School building program in the early 20th century. These innovative school designs emphasized the addition of good natural lighting and good ventilation, features that were frequently lacking in schoolhouses prior to this program.

Grant funds will help support the restoration of the 18 original school windows. The front façade has eight 48"x105" six-over-six double-hung windows (Figure 1), and the back of the building has ten 47"x94" twelve-over-twelve double-hung windows. The windows currently have older aluminum storms, which will be returned and continue to be used.

The windows on the front of the building were installed in 1921 when the schoolhouse was built, and those on the back date from 1938 when this addition was added. Unfortunately, no upkeep has been done to the windows for many years, and they are sadly in need of restoration (Figures 2-4). The proposed work on the windows will meet the requirements stated by *The Secretary of the Interior's Standards for Rehabilitation*.

The plan is to remove the interior jamb liner for each window as it is worked on. The hardware will be inspected, bagged, and labeled. The sash will be removed, labeled, and prepared for transport. After being transported to the shop, the sash will be put into a large steam chamber to soften the existing glazing putty and allow the removal of the glass with a minimum of breakage. Once the sash has had the glass removed, the glass will be set in a soak tank to soften any remaining glazing and paint and then will be cleaned.

The sash will be subjected next to controlled heat in order to remove the rest of the paint. Any needed repairs will be made using either wood or epoxy prior to sanding the sash. A boiled linseed oil and turpentine blend will then be applied to all surfaces and allowed to dry. Finally, a full primer coat (except for glazing rabbets) will provide a protective layer before the glass is reinstalled.

Glazing putty is placed in first to order to provide a bed for the glass, and then the glass is reinstalled and secured using appropriately sized glazing points. A final glazing is then added and allowed to dry, followed by interior and exterior painting. Final installation includes checking for fit and function and making any adjustments needed.

Although a contractor has not yet been selected, the planned restoration of the impressive original windows at the former school will certainly enhance the inherent beauty of this wonderful building.

Stevens-Buswell School
Bedford, NH



Figure 1.—Front façade of the former Stevens-Buswell School showing eight of the original large windows for the first two-room schoolhouse built in Bedford in 1921.



Figure 2.—Interior of one of the eight front windows of the building showing the jamb cording.



Figure 3.—Close-up view of the jamb and sill of the same front window shown in Figure 2.



Figure 4.—Close-up view of the interior of one of the windows on the back of the building. These windows date from 1938 when this addition was added.