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STATE OF NEW HAMPSHIRE
DEPARTMENT of NATURAL and CULTURAL RESOURCES
DIVISION of PARKS and RECREATION
BUREAU of TRAILS

172 Pembroke Road Concord, New Hampshire 03301
Phone: (603) 271-3254 Fax: (603) 271-3553 E-Mail: nhtrails@dred.nh.gov
Web: www.nhtrails.org

July 22, 2019

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

REQUESTED ACTION

Authorize the Department of Natural and Cultural Resources, Division of Parks and Recreation, Bureau of Trails to enter into a **RETROACTIVE** Grant-In-Aid Agreement with the Waumbek Methna Snowmobile Club (Club) in the total amount of \$11,817.44 effective upon Governor and Executive Council (G&C) approval from June 1, 2019 through December 31, 2019. **100% Transfers from Fish & Game**

Funds to support this request are anticipated to be available in the following account in FY 2020 upon the availability and continued appropriation of funds in the future operating budget.

	<u>FY 2020</u>
03-35-35-351510-35560000	
Grant-In-Aid - Snow	\$11,817.44
075-500590 Grants Subsidies and Relief	

EXPLANATION

The Department's authority to enter into Grant-In-Aid Agreements with non-profit snowmobile clubs is outlined in RSA 215-C:39, VII (b). This Agreement is to assist the Club with maintenance on their section of New Hampshire's Public Snowmobile Trail System by installing a used Bailey bridge, purchased from the Department of Transportation, over the Israel River in Jefferson. This bridge will allow the Club to cross with their groomer instead of traveling on the public roadway. The Agreement is retroactive because the Club was limited to a certain vendor based on the type of crane needed to lift and place the bridge, and the vendor was only available to perform this work in June.

Respectfully submitted,

Concurred,

Philip A. Bryce
Director

Sarah L. Stewart
Commissioner

Attachments
PAB/CG/lm

RECEIVED
JUL 26 2019



State of New Hampshire
Department of Natural and Cultural Resources
Division of Parks and Recreation
Bureau of Trails

GRANT-IN-AID AGREEMENT

This Agreement is made this 25th day of July, 2019, between the STATE OF NEW HAMPSHIRE, acting by and through the Commissioner of the Department of Natural and Cultural Resources; Division of Parks and Recreation; Bureau of Trails, hereinafter referred to as the "State", and the Waumbek Methna Snowmobile Club, a non-profit incorporated snowmobile club, hereinafter referred to as the "Club", with a principal place of business in Jefferson, NH.

WHEREAS, the Club desires to construct/maintain a public snowmobile trail system and/or purchase or recondition trail maintenance equipment, in accordance with grant number C&E 2019-60, and;

WHEREAS, by Laws of New Hampshire, RSA 215-C, the Legislature has authorized funds to the Bureau of Trails for Grant-In-Aid to organized snowmobile clubs;

NOW, THEREFORE, IT IS AGREED between the parties hereto:

1. The State agrees to reimburse the Club in accordance with RES 8408, subject to the following terms and conditions; however, should snowmobile revenues fall short of the estimated amounts, grant awards shall be reduced by the amount of the revenue shortfall. If GIA revenues are insufficient to fund Projects and/or Equipment purchases or reconditions at the percentages noted in Res 8403.02, the Bureau shall have the ability to offer partial funding to a club; lower than those proportions noted in Res 8403.02, and the club may determine if they wish to accept the lower grant award.
2. The Club agrees to construct and undertake the approved Project, and/or purchase or recondition Equipment, in accordance with their Approved Application, which is incorporated by reference herein and a copy maintained at the State. Furthermore, the Club agrees to comply with all Federal, State, and local laws, rules, and regulations, which are now, or in the future may become, applicable to the Project and/or purchase or recondition.
3. This Agreement and the obligations of the parties hereunder, shall become effective June 1, 2019, and run through December 31, 2019.
4. The maximum amount of funds available to the Club pursuant to this Agreement shall be \$11,817.44. It is further understood and agreed that the Club shall only be reimbursed on the basis of actual costs incurred, and that the State's determinations of eligible and approved costs shall be final in all cases. The club shall submit invoices for actual costs incurred in construction or maintenance of the approved trail; actual costs incurred in the purchase or reconditioning of equipment, along with a receipt from the vendor indicating the equipment has been delivered and paid for. Said receipt shall include the Club's name, the purchase or reconditioning price, the make, model, serial number, and year of manufacture of equipment, and any accessories purchased.
 - a. **FIRST PAYMENT**; upon receipt of an invoice thirty (30) days after commencement of the Project or purchase, the State agrees to pay the Club percentages as applicable, deemed eligible and approved.

- b. **SUBSEQUENT PAYMENTS;** each successive thirty (30) days after the first payment, the Club shall submit invoices evidencing acceptable costs. If the costs are deemed eligible and approved, the State agrees to pay the club appropriate percentages. Said payments shall continue to be made until authorized reimbursements for the total costs of said Project and/or purchase or recondition have been made, on the condition that invoices are submitted within the Agreement period.
 - c. **NOTWITHSTANDING** anything to the contrary contained herein, it is understood and agreed that all payments of all sums by the State hereunder are contingent upon availability and continued appropriation of State funds, and, if for any reason whatsoever, such funds shall be terminated or reduced or otherwise become unavailable, the State may terminate this Agreement in whole or part immediately.
5. Any grant funds allotted, but not applied for by the Club by the termination date of this Agreement, shall lapse and be returned to the Grant-In-Aid Program. Any remaining balances upon Project completion and/or Equipment purchase or reconditioning shall not be used for any other purpose unless prior written permission has been received and approved by the Bureau.
 6. The Club shall not amend, revise, or change the Approved Application or Work Plan without the prior written consent of the Bureau.
 7. The following events shall result in the termination of the Agreement at the election of the State:
 - a. In the event that the owner(s) of the land on which the trail system is developed withdraw permission for the use of said land while the Club's Project grant is in effect, the Agreement will be void and no further payments will be made hereunder by the State, unless the State determines that an alternative route is available to keep the trail network intact and utilize awarded Project funds.
 - b. Failure by the Club to comply with any of the rules governing the reimbursement of funds shall result in the non-reimbursement of any funds owed and shall cause future Grant-In-Aid requests to be denied, providing corrections are not made within 15 working days of notification of any failure of rules compliance.
 8. Equipment purchased or reconditioned through the Grant-In-Aid Program shall not be sold or traded by any Club, unless it meets the provisions specified in Administrative Rule Res 8404.04, Terms of Ownership.
 9. The State of New Hampshire shall retain an interest in the form of a lien on all equipment purchased or reconditioned through the Grant-In-Aid Program, and the State shall file a financing statement with the Secretary of State pursuant to RSA 382-A:9. Such lien shall be released by the State of New Hampshire when the club has met the requirements of Administrative Rules Res 8404.04 or 8404.05.
 10. The Club covenants to indemnify and hold harmless the State from and against any and all losses suffered by the State, and any and all claims, liabilities or penalties asserted against the State, by or on behalf of any person on account of, based in, resulting from, arising out of (or which may be claimed to have arisen out of), the acts or omissions of the Club.

NOTWITHSTANDING THE FOREGOING, nothing herein contained shall be deemed to constitute a waiver of the Sovereign Immunity of the State. This covenant shall survive the termination of the Agreement.

11. The Club agrees to submit to all requested inspections and audits by State officials which relate to the services and payments under this Agreement. Periodic inspections of purchased or reconditioned equipment, trail construction, trail signing, and equipment logs may be made by Bureau officials or designees at any time.
12. This Agreement may be modified, waived, or discharged only by an instrument signed by the parties hereto.
13. It is understood and agreed by the parties hereto that in the performance of the Agreement and the services hereunder, the Club and its servants and employees are in all respects independent contractors and shall neither be determined to be employed nor agents of the State, nor be entitled to any benefits, worker's compensation or emoluments provided by the State to its employees.

SPECIAL PROVISIONS

1. Equipment purchased or reconditioned through the Grant-In-Aid Program shall be required to display (at locations designated by the Bureau) at least one (1), but not more than two (2), decals indicating that the equipment has been partially funded by this Program. Decals shall be provided by the Bureau.
2. All equipment purchased or reconditioned through the Grant-In-Aid Program shall be kept in good mechanical condition. Clubs are required to maintain a *Maintenance Log* for each piece of equipment.
3. Clubs must maintain insurance coverage, sufficient to cover the actual cash value of any equipment purchased or reconditioned through the Grant-In-Aid Program for the term of the GIA award pursuant to Res 8404.04. The insurance policy shall name the State of New Hampshire Bureau of Trails as a certificate holder.
4. All approved parking facilities shall only be signed with appropriate signs provided by the Bureau of Trails obtained through the Grant-In-Aid Program.

SNOWMOBILE CLUB INFORMATION

Organization Name: Waumbek Methna Snowmobile Club Vendor Code: 230991

Appropriation Code: 010-035-3556-075-0590 Construction \$11,817.44

010-035-3484-075-0590 Equipment \$0.00

Total Grant Value \$11,817.44

TRAIL ADMINISTRATOR: BRUCE J. CAMERON
(Print Name)

Bruce J Cameron
(Signature)

STATE OF NEW HAMPSHIRE, County of Coös

On this the 25 day of July, 2019, before me appeared, Bruce J. Cameron.
known to me, or satisfactorily proven to be, the same person subscribed to the within instrument, and
acknowledged that they executed the same for the purposes therein contained.

Justice of the Peace/Notary Public Jill DeLew
My commission expires 2/7/23



**STATE OF NEW HAMPSHIRE
DEPARTMENT OF NATURAL AND CULTURAL RESOURCES**

Lisa Meffert for Chris Lamech Margaret Morrison 7/29/19
Chief, Bureau of Trails Witness/Date

Approved as to form, substance and execution: Jill DeLew 7/29/19
Attorney General

Agreement expiration date: December 31, 2019
Approved by Governor and Council
at the _____ meeting
Item # _____