



STATE OF NEW HAMPSHIRE  
DEPARTMENT OF CULTURAL RESOURCES

Division of Arts, Division of Historical Resources,  
Division of Libraries, Film and Television Office  
Office of Curatorial Services  
*American Canadian French Cultural Exchange Commission,  
Administratively Attached*

**Van McLeod, Commissioner**



16-AV

December 2, 2013

Her Excellency, Governor Margaret Wood Hassan  
and the Honorable Council

State House  
Concord, New Hampshire 03301

**REQUESTED ACTION**

The Department of Cultural Resources, Division of the Arts, requests permission to award a Public Value Partnership Grant totaling \$7,800.00 to the Palace Theater Trust, Manchester (Vendor code 167166) to strengthen their capacity for affordable diverse arts programs to New Hampshire residents and visitors, effective upon Governor and Council approval through June 30, 2014.  
100% Federal Funds.

Funds are available in the account titled Federal Arts Partnership Grant as follows:

	<u>FY 14</u>
01-34-34-341010-1255000-072-500575 Grants Federal	\$7,800.00

**EXPLANATION**

Public Value Partnerships are awarded to nonprofit arts organizations, with a minimum of 5 years of continuous arts programming and professional staffing, to strengthen their capacity for offering affordable, diverse arts program to New Hampshire's residents and visitors. Grant categories and deadlines are advertised through the divisions' website, social media and electronic newsletters.

At a recent meeting, the Arts Council Board unanimously voted to accept the Arts Division's Public Value Partnership Review Panel's recommendations for the partnerships based on its funding priority ranking within a competitive review. The six-member peer panel, facilitated by an Arts Councilor, considered 17 criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the administrative capacity of the organization, artistic quality, strategic planning, to community impact and accessibility.

Should Federal Funds become no longer available General Funds will not be requested to support this program.

Respectfully submitted,

Van McLeod  
Commissioner

167106

FY2014OPP1 # 9116

Acct Code: 1255-072 34F13405



**NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT**

This agreement between the State of New Hampshire, New Hampshire State Council on the Arts (hereinafter "Council") and Palace Theatre Trust (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. **GRANT PERIOD: FY2014/2015**
2. **OBLIGATIONS OF THE GRANTEE:**
  - The Grantee agrees to accept \$7,800.00 and apply it to the program(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.
  - Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:
3. **PAYMENT** will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council
4. **FINAL REPORT:** The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. **Failure to submit the final report will render the Grantee ineligible for Council funding for two years.**
5. **SOVEREIGN IMMUNITY:** No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.



Palace Theatre Trust is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
- 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 may cease. That determination rests within the sole discretion of the Council.

**COUNCIL APPROVAL**

Contracting Officer for State Agency

*Cassandra Mason* 11/22/13  
Signature Date

Name, Title: Lynn Martin Graton, Acting Director

**GRANTEE SIGNATURE**

Org/ Name: **Palace Theatre Trust**

Address: **80 Hanover Street Manchester, NH 03101**

**Peter E. Ramsey**

Printed Name of Authorized Official for Grantee

*Peter Ramsey* 10/14/13  
Authorized Official's Signature & Title Date

**NOTARIZATION REQUIRED:**

STATE OF NEW HAMPSHIRE, COUNTY OF **Hillsborough**

**APPROVED BY ATTORNEY GENERAL**

as to form, substance and execution:

*Rosemary Dick* 12-5-13  
Office of Attorney General Date

On the 14<sup>th</sup> day of October 2013 before the undersigned officer, personally appeared

*Peter Ramsey*  
(Print name of person whose signature is being notarized)

or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.

*Beth Mortensen*

Notary Public/ Justice of the Peace  
Printed Name: *Beth Mortensen* **BETH A. MORTENSEN**  
My Commission expires: \_\_\_\_\_ **NOTARY PUBLIC**  
**State of New Hampshire**  
**My Commission Expires**  
**February 16, 2016**

CERTIFICATION OF BOARD RESOLUTION

Authorization to Enter into Contracts with  
New Hampshire State Council on the Arts

**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 after the grant agreement is signed.**

**1. \*Resolution:**

THIS IT TO CERTIFY that the following is a true and correct copy of excerpts from resolutions adopted at a meeting of the Board of Directors

Palace Theatre Trust on October 10, 2013  
(name of organization)

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 Peter E. Ramsey is hereby authorized  
(Printed name of authorizing official)

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: [Signature]  
(Signature of Clerk/Secretary to the board)  
Printed Name J. Michael Perrella

**2. \*\*Certificate**

STATE OF NEW HAMPSHIRE  
COUNTY OF Hillsborough

On the 14<sup>th</sup> day of October, 2013 before the undersigned officer, personally appeared J. Michael Perrella, or satisfactorily proven to be the person whose name appears  
(print name of person whose signature is being notarized)  
above, and acknowledged s/he executed this document in the capacity indicated.

[Signature]  
Notary Public/ Justice of the Peace  
Printed Name: Beth Mortensen  
My Commission Expires \_\_\_\_\_

**BETH A. MORTENSEN**  
NOTARY PUBLIC  
State of New Hampshire  
My Commission Expires  
February 16, 2016

## Peter Edward Ramsey

80 Hanover Street

Manchester, NH 03101

603-668-5588 (w)

[peterramsey@palacetheatre.org](mailto:peterramsey@palacetheatre.org)

### SUMMARY

President and Chief Executive Office with extensive experience in theatre management. Seventeen years of professional, administrative and artistic planning in the performing arts. Managed, created and balanced budgets in performing arts facilities owned by private and public not-for-profit organizations. Produced over 200 theatre shows, equity and non-equity, hired thousands of artistic, administrative and technical staff, and served as a member of the N.H. Legislature for eight years in the House of Representatives. Life-long college soccer coach and currently head coach at Saint Anselm College.

### PROFESSIONAL EXPERIENCE

PRESIDENT AND CHIEF EXECUTIVE OFFICER  
PALACE THEATRE TRUST  
*Manchester, NH* September 1999 - Present

- Reopened 886 seat historic theatre after the Palace Theatre closed due to bad management in 1988
- Managed reopening, hired staff, created and secured funding, and worked with City of Manchester to create a new era of artistic and public support
- Coordinated and obtained all federal, state, local and private funding sources so as to meet and create a reasonable budget
- Interfaced with local planning, artistic, finance, banking and legal organizations to meet local demand and create positive relationships with community and civic leaders, which was critical in building public support for facility
- Negotiates contracts with artistic, professional and public representatives.
- Created many new programs including the downtown Jazz & Blues Festival, the annual Nutcracker, Christmas Carol and public performances for 25,000 children. Increased patron attendance to over 125,000 a year.
- Supervises theatre which operates over 330 days a year with over 400 events, oversees a \$2.3 million budget and a staff of over 10 full-time and 25 part-time employees and 200 ushers. Supports a twenty-three member Board of Trustees.

FOUNDER, MANAGER AND PRODUCER  
LAKES REGION THEATRE  
*Meredith, NH* March 1990 – May 2003

- Founded and created a very successful summer theatre in beautiful Meredith, N.H. on Lake Winnepesaukee. Entertaining over 25,000 patrons every summer, this 430 seat stock theatre had a professional staff of over forty employees.
- Created goodwill in local school district and rented the school theatre from year to year.

HEARING EXAMINER  
DEPARTMENT OF SAFETY, STATE OF NEW HAMPSHIRE  
*Concord, NH* October 1998 – March 1991

- Held thousands of public hearings regarding any public safety issue for the State of New Hampshire, including motor vehicle licenses, motor coach, boat safety, fatal hearings, DWI, fire works, medical and implied consent.
- Authority to revoke, suspend and put on probation drivers called to the Department of Safety for legal action.
- Often subpoenaed to Superior Court for legal proceedings with regard to respondents.

## Peter Edward Ramsey (page 2)

LEGAL ASSISTANT AND INVESTIGATOR June 1980 – October 1988  
BROWN AND NIXON PROFESSIONAL ASSOCIATION  
*Manchester, NH*

- o Attended Franklin Pierce Law Center and worked as a legal researcher and investigator.
- o Researched all types of legal issues including torts, contracts, government law, public land planning, building and owner issues.

### EDUCATION

DOCTOR OF LAW  
FRANKLIN PIERCE LAW CENTER  
*Concord, NH*

MASTER IN PUBLIC ADMINISTRATION (one class remaining)  
*Durham, NH*

B.A.  
KEENE STATE COLLEGE  
*Keene, NH*

### INTERESTS

HEAD MEN'S SOCCER COACH 2005 - Present  
SAINT ANSELM COLLEGE  
*Manchester, NH*

ASSISTANT MEN'S SOCCER COACH 1982 - 2005  
SAINT ANSELM COLLEGE  
*Manchester, NH*

HEAD COACH 1981 - 1985  
N.H. OLYMPIC DEVELOPMENT TEAM U-14

FOUNDER 1980  
GRANITE STATE INDOOR SOCCER LEAGUE  
*Goffstown, NH*

ASSISTANT MEN'S SOCCER COACH 1980 - 1982  
SOUTHERN N.H. UNIVERSITY  
(FORMERLY NEW HAMPSHIRE COLLEGE)  
*Manchester, NH*

ASSISTANT MEN'S SOCCER COACH 1977 - 1980  
UNIVERSITY OF NEW HAMPSHIRE  
*Durham, NH*

### COMMISSIONS/ COMMITTEES

MEMBER OF THE N.H. HOUSE OF REPRESENTATIVES 2009 - PRESENT  
SERVING ON CAPITAL BUDGET AND HIGHWAYS  
HILLSBOROUGH COUNTY  
DISTRICT 8, MANCHESTER, NH  
*N.H. LEGISLATURE, CONCORD, NH*

NEW HAMPSHIRE TOURISM COUNCIL 2008 – PRESENT  
CONCORD, NH

FOUNDING MEMBER 2007 - PRESENT  
NEW HAMPSHIRE PROFESSIONAL THEATRE ASSN.

**Peter Edward Ramsey (page 3)**

**COMMISSIONS/  
COMMITTEES  
CONT.**

PRODUCER NEW HAMPSHIRE THEATRE AWARDS <i>MANCHESTER, NH</i>	2004 - PRESENT
CO-CHAIRMAN CITY OF MANCHESTER INTOWN COMMISSION	2004 – Present
CO-CHAIRMAN CITY OF MANCHESTER ARTS COMMISSION	2001 - 2008
ALUMNI BOARD OF TRUSTEES KEENE STATE COLLEGE	2000 – 2008
CITY OF MANCHESTER RIVERFRONT DEVELOPMENT STUDY COMMITTEE	2000 - 2003



*New Hampshire's*  
**PALACE THEATRE**  
*Where the arts come alive!*

**PALACE THEATRE BOARD OF TRUSTEES**

**Officers**

Quentin W. Keefe – Chairman of the Board

Alexander J. Walker, Jr. – Vice Chair

Wayne Robinson – Treasurer

J. Michael Perrella – Secretary

**Members**

Robert A. Baines

Lucia Merritt, CPA

Andy Crews

Atty. Jennifer Parent

Eleanor Wm. Dahar, Esq.

Peter Ramsey

Sarah B. Demers

Carol-Lynn Saliba

Joe DiBrigida

Nick S. Soggu

Sylvio L. Dupuis, O.D.

Atty. Robert S. Stephen

Walter Gallo

William E. Stevens

Kathy Gillett

**Emeritus:**

Judith Jolton

Edward M. Broad

Atty. Maria Law

Priscilla Hurlin

Barbara Letvinchuk



*New Hampshire's*  
**PALACE THEATRE**

*Where the arts come alive!*

**LIST GEOGRAPHIC AREAS SERVED BY THE PALACE THEATRE TRUST**

The Palace Theatre is located in the City of Manchester, New Hampshire. It primarily attracts patrons and artists from New Hampshire, Massachusetts, Maine and New York. Occasionally, tourists and artists from many other states and countries attend Palace events.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/2/2013

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 FIAI/Cross Insurance 1100 Elm Street  Manchester NH 03101	CONTACT NAME: Pamela Bennett
	PHONE (A/C No. Ext): (603) 669-3218 FAX (A/C No.): (603) 645-4331
	E-MAIL ADDRESS: pbennett@crossagency.com
	INSURER(S) AFFORDING COVERAGE NAIC #
	INSURER A: Citizens Ins Co of America 31534
	INSURER B: Allmerica Financial Benefit 41840
	INSURER C: Hanover Insurance Group, Inc. 22292
	INSURER D: FirstComp Ins Co 27626
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: 13/14 Liability 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	ADD'L SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		ZBV975296701	11/1/2013	11/1/2014	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		AWV976439201	11/1/2013	11/1/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		UHV975296800	11/1/2013	11/1/2014
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> Y	WC010058805 (3a.) NH Excluded - see below	11/1/2013	11/1/2014	<input checked="" type="checkbox"/> WC STATUTORY LIMITS OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Refer to policy for exclusionary endorsements and special provisions.  
Proprietors/Partners/Executive Officers/Members Excluded: Michael L'Ecuyer, Chairperson; Quentin Keefe, Vice Chairperson; Mark Laprade, Treasurer

CERTIFICATE HOLDER  Cassandra.Mason@dcr.nh.gov  NHSCA 19 Pillsbury Street, 1st Floor Concord, NH 03301	CANCELLATION  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  Pamela Bennett/PXB <i>Pamela Bennett</i>
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# 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 PALACE THEATRE TRUST is a New Hampshire nonprofit corporation formed March 13, 1974. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto set my hand and cause to be affixed the Seal of the State of New Hampshire, this 17<sup>th</sup> day of October A.D. 2013

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

William M. Gardner  
Secretary of State