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STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
DIVISION of PARKS and RECREATION
BUREAU OF TRAILS

172 Pembroke Road
Concord, New Hampshire 03301
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November 17, 2016

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Division of Parks and Recreation, Bureau of Trails to amend a Grant-In-Aid (GIA) Agreement with the Waumbek Methna Snowmobile Club by extending the grant end date to May 31, 2017 from the original grant end date of December 31, 2016. No additional funding is involved in this time extension. The original grant was approved by the Governor and Executive Council on June 29, 2016, Item #76. 100% Snowmobile Fund

EXPLANATION

The need for this grant extension is due to the fact that Waumbek Methna Snowmobile Club also received a grant from the Recreational Trails Program (RTP), administered through the Federal Highway Administration's (FHWA) Transportation Alternative Program, to complete a trail construction project. The GIA funds were to be utilized by Waumbek Methna as a required match for the RTP grant. However, approval of the RTP grant was delayed by the FHWA until November 2016, meaning the club could not begin to use the GIA funds until then. Due to the oncoming winter, the project will now occur in the spring of 2017 necessitating the need for this extension.

The Attorney General's office has reviewed and approved this GIA extension as to form, substance and execution.

Respectfully submitted,

Concurred,

Philip A. Bryce
Director

Jeffrey J. Rose
Commissioner

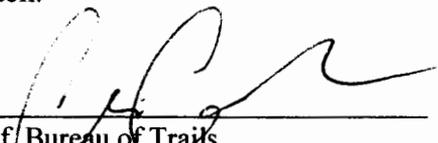
Attachments
PAB/CG/lam

EXTENSION OF CONTRACT WITH RESPECT
TO GRANT-IN-AID PROGRAM GRANT FUNDS

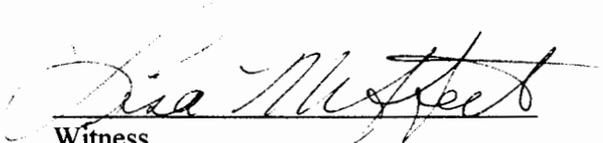
On this the 18 day of November 2016 the Department of Resources and Economic Development and the Waumbek Methna Snowmobile Club, vendor code 230991, hereby mutually agree to extend their Grant-In-Aid Agreement, #C&G 2016-12, in the amount of \$16,958.00, which was originally approved by the Governor and Executive Council on June 29, 2016, as item #76, by amending the end date from December 31, 2016, to May 31, 2017.

- All other terms and conditions of this contract shall remain the same in full force and effects as originally set forth.
- This amendment is subject to approval by the Governor and Executive Council.

IN WITNESS WHEREOF, the parties hereto have set their hands as of the day and year above written.



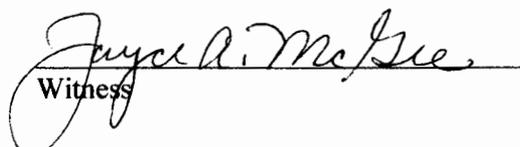
Chief, Bureau of Trails



Witness



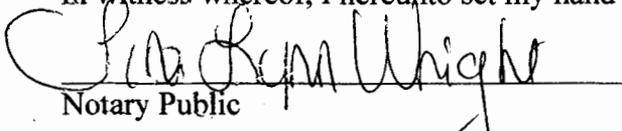
Trail Administrator



Witness

STATE OF NEW HAMPSHIRE
COUNTY OF New Hampshire

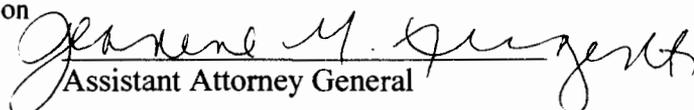
On this the 18th day of November, 2016, before me, Tina Wright, the undersigned officer, personally appeared Bruce Cameron, known to me, or satisfactorily proven to be, the person whose name is subscribed to the within instrument and acknowledged that he/she executed the same for the purposes therein contained. In witness whereof, I hereunto set my hand and official seal:



Notary Public

My Commission Expires TINA LYNN WRIGHT
Notary Public - New Hampshire
My Commission Expires October 2, 2018

Approved as to form, substance and execution



Assistant Attorney General

Approved by Governor and Executive Council
At the _____ meeting
Item # _____



STATE OF NEW HAMPSHIRE
 DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
 DIVISION of PARKS and RECREATION
 BUREAU OF TRAILS

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June 13, 2016

Her Excellency, Governor Margaret Wood Hassan
 and the Honorable Executive Council
 State House
 Concord, New Hampshire 03301

*Approved by
 G+C 6/24/16
 # 76*

REQUESTED ACTION

Authorize the Department of Resources and Economic Development, Division of Parks and Recreation, Bureau of Trails to enter into Grant-In-Aid Trail agreements with the snowmobile clubs shown in the attachment in the total amount of \$66,250.64, effective July 1, 2016 through December 31, 2016. 100% Snowmobile Fund.

Funding in FY 2017 is contingent upon availability and continued appropriation, as follows:

	<u>FY 2017</u>
03-35-35-351510-35560000	
Grant-In-Aid - Snow	
075-500590 Grants Subsidies and Relief	\$66,250.64

EXPLANATION

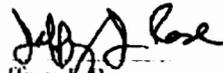
The Department's authority to enter into Grant-In-Aid agreements with non-profit snowmobile clubs is outlined in RSA 215-C:39, VII (b). These agreements are for aiding the clubs in the maintenance and development of snowmobile trails and the purchase and refurbishment of trail maintenance equipment.

Copies of these agreements are available at the Department's Bureau of Trails. The Attorney General's office has approved the attached sample agreement as to form and substance, and will approve the actual agreements as to execution.

While many of the grant agreements are not above the \$25,000 limit requiring approval by the Governor and Executive Council, because there is the potential for additional grants to be awarded to these clubs through the Department during the same Fiscal Year, possibly putting grantees over said limit, full disclosure of the attached grantee list is warranted.

Respectfully submitted, Concurred,


 Philip A. Bryce
 Director


 Jeffrey J. Rose
 Commissioner



Attachments
 PAB/CG/lm

Grant #	New Org	Vendor #	Location	Construction 3556	Equipment 3484	Grant Total
C&E 2016-01	Colebrook Ski-Bees Inc.	155789	Colebrook	\$1,843.16	\$0.00	\$1,843.16
C&E 2016-02	Groveton Trailblazers, Inc.	155466	Stark	\$11,246.87	\$0.00	\$11,246.87
C&E 2016-03	Littleton Off Road Riders	166202	Littleton	\$1,529.08	\$0.00	\$1,529.08
C&E 2016-04	Milan All Weather Riders	158181	Milan	\$3,500.00	\$0.00	\$3,500.00
C&E 2016-05	Pittsburg Ridge Runners SMC	155767	Pittsburg	\$9,996.36	\$0.00	\$9,996.36
C&E 2016-06	Snow Drifters	166360	Rumney	\$1,411.25	\$0.00	\$1,411.25
C&E 2016-07	Stratford Nighthawks	166666	Stratford	\$7,137.00	\$0.00	\$7,137.00
C&E 2016-08	Sutton Ridgerunners	155754	N Sutton	\$2,574.12	\$0.00	\$2,574.12
C&E 2016-09	The Squam Trail-Busters SMC, Inc.	156286	Holderness	\$6,086.80	\$0.00	\$6,086.80
C&E 2016-10	Tri-Town Trail Blazers, Inc.	156963	Alstead	\$1,800.00	\$0.00	\$1,800.00
C&E 2016-11	Twin Mountain SMC	155766	Twin Mountain	\$2,168.00	\$0.00	\$2,168.00
C&E 2016-12	Waumbek Methna SMC	230991	Jefferson	\$16,958.00	\$0.00	\$16,958.00
TOTALS				\$66,250.64	\$0.00	\$66,250.64

JUN 09 2016



D.R.E.D.

State of New Hampshire
 Department of Resources and Economic Development
 Division of Parks and Recreation
 Bureau of Trails

GRANT-IN-AID AGREEMENT

This Agreement is made this 7th day of June 2016, between the STATE OF NEW HAMPSHIRE, acting by and through the Commissioner of the Department of Resources and Economic Development; Division of Parks and Recreation; Bureau of Trails, hereinafter referred to as the "State", and the Waumbek Methna SMC, 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 2016-12, 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 July 1, 2016, and run through December 31, 2016.
4. The maximum amount of funds available to the Club pursuant to this Agreement shall be \$16,958.00. 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*, provided by the Bureau, 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.

