



State of New Hampshire

DEPARTMENT OF SAFETY
OFFICE OF THE COMMISSIONER

33 HAZEN DR. CONCORD, NH 03305

603/271-2791

JOHN J. BARTHELMES
COMMISSIONER

November 28, 2017

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

Requested Action

Pursuant to RSA 21-P:43, the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) requests authorization to enter into a grant agreement with the Merrimack Valley School District/School Administrative Unit #46 (VC#177202-B001) to purchase and install a generator at the Boscawen Elementary School for a total amount of \$50,434.00. Effective upon Governor and Council approval through September 30, 2018. Funding source: 100% Federal Funds.

Funding is available in the SFY 2018 operating budget as follows:

02-23-23-236010-80920000	Dept. of Safety	Homeland Sec-Emer Mgmt	100% EMPG Local Match
072-500577	Grants to Schools - Federal		
Activity Code: 23EMPG 2016			\$ 50,434.00

Explanation

The purpose of this grant is to purchase and install a generator at the Boscawen Elementary School which serves as the primary emergency shelter for the Town of Boscawen. This project will enhance the emergency management capabilities for both the Merrimack Valley School District/School Administrative Unit #46 and the Town of Boscawen. The grant listed above is funded from the FFY 2016 Emergency Management Performance Grant (EMPG), which was awarded to the Department of Safety, Division of Homeland Security and Emergency Management (HSEM) from the Federal Emergency Management Agency (FEMA). The grant funds are to be used to measurably improve all-hazard planning and preparedness capabilities/activities, to include mitigation, preparedness, response, and recovery initiatives at the state and local level. Grant guidance and applications are available to all Emergency Management Directors and other qualified organizations in the State. Subrecipients submit applications to this office, which are reviewed by the HSEM Planning Chief, Assistant Planning Chief and Field Representatives and approved by the HSEM Director. The criteria for approval are based on grant eligibility in accordance with the grant's current guidance and the documented needs of the local jurisdictions.

The Emergency Management Performance Grants are 50% federally funded by FEMA with a 50% match requirement supplied by the subrecipient. The subrecipient acknowledges their match obligation as part of Exhibit B to the grant agreement.

In the event that Federal Funds are no longer available, General Funds and/or Highway Funds will not be requested to support this program.

Respectfully submitted,


John J. Barthelmes
Commissioner of Safety

GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name NH Department of Safety, Homeland Security and Emergency Management		1.2. State Agency Address 33 Hazen Drive Concord, NH 03305	
1.3. Subrecipient Name SAU#46/Merrimack Valley School District (VC#177202-B001)		1.4. Subrecipient Tel. #/Address 603-753-6561 105 Community Drive, Penacook, NH 03303	
1.5 Effective Date G&C Approval	1.6. Account Number AU #80920000	1.7. Completion Date September 30, 2018	1.8. Grant Limitation \$50,434.00
1.9. Grant Officer for State Agency Cindy Richard, EMPG Program Manager		1.10. State Agency Telephone Number (603) 223-3627	
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Subrecipient Signature 1 <i>Mark L. Hutchins</i>		1.12. Name & Title of Subrecipient Signor 1 Mark L. Hutchins - MVSD Board Chair	
Subrecipient Signature 2 <i>Mark MacLean</i>		Name & Title of Subrecipient Signor 2 MARK MACLEAN - SUPERINTENDENT	
Subrecipient Signature 3 <i>Fred Reagan</i>		Name & Title of Subrecipient Signor 3 FRED REAGAN - FACILITIES DIRECTOR	
1.13. Acknowledgment: State of New Hampshire, County of Merrimack, on 11/16/17, before the undersigned officer, personally appeared the person identified in block 1.12., known to me (or satisfactorily proven) to be the person whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.			
1.13.1. Signature of Notary Public or Justice of the Peace (Seal) <i>[Signature]</i>			
1.13.2. Name & Title of Notary Public or Justice of the Peace (Commission Expiration) <i>Ruthleen Boucher Notary Public</i> 3/22/2022			
1.14. State Agency Signature(s) By: <i>[Signature]</i> On: 12/8/17		1.15. Name & Title of State Agency Signor(s) Steven R. Lavoie, Director of Administration	
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: <i>[Signature]</i> Assistant Attorney General, On: 12/15/2017			
1.17. Approval by Governor and Council (if applicable) By: _____ On: / /			

2. SCOPE OF WORK: In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:36, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being hereinafter referred to as "the Project").

Subrecipient Initials: 1.) *mt*

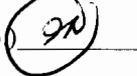
2.) *[Signature]* 3.) *[Signature]*

Date: 11/16/17

3. AREA COVERED. Except as otherwise specifically provided for herein, the Subrecipient shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.17), or upon signature by the State Agency as shown in block 1.14 ("the effective date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in its entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT B, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT B.
- 5.3. In accordance with the provisions set forth in EXHIBIT B, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Subrecipient the Grant Amount. The State shall withhold from the amount otherwise payable to the Subrecipient under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Subrecipient for all expenses, of whatever nature, incurred by the Subrecipient in the performance hereof, and shall be the only, and the complete, compensation to the Subrecipient for the Project. The State shall have no liabilities to the Subrecipient other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY SUBRECIPIENT WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Subrecipient shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Subrecipient, including the acquisition of any and all necessary permits.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date three (3) years after the Completion Date the Subrecipient shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Subrecipient's normal business hours, and as often as the State shall demand, the Subrecipient shall make available to the State all records pertaining to matters covered by this Agreement. The Subrecipient shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Subrecipient" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Subrecipient in block 1.3 of these provisions
8. PERSONNEL.
- 8.1. The Subrecipient shall, at its own expense, provide all personnel necessary to perform the Project. The Subrecipient warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Subrecipient shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS.
- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations,
- computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Subrecipient shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Subrecipient notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Subrecipient shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Subrecipient a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Subrecipient notice of termination; and
- 11.2.2 Give the Subrecipient a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Subrecipient during the period from the date of such notice until such time as the State determines that the Subrecipient has cured the Event of Default shall never be paid to the Subrecipient; and
- 11.2.3 Set off against any other obligation the State may owe to the Subrecipient any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Subrecipient shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Subrecipient to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Subrecipient from any and all liability for damages sustained or incurred by the State as a result of the Subrecipient's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Subrecipient hereunder, the Subrecipient, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Subrecipient, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

Subrecipient Initials: 1.) MA

2.) 

3) 

Date: 11/16/17

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. SUBRECIPIENT'S RELATION TO THE STATE. In the performance of this Agreement the Subrecipient, its employees, and any subcontractor or subgrantee of the Subrecipient are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Subrecipient nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. ASSIGNMENT AND SUBCONTRACTS. The Subrecipient shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Subrecipient other than as set forth in Exhibit A without the prior written consent of the State.
 16. INDEMNIFICATION. The Subrecipient shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Subrecipient or subcontractor, or subgrantee or other agent of the Subrecipient. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
 17. INSURANCE AND BOND.
 - 17.1 The Subrecipient shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate for bodily injury or death any one incident, and \$500,000 for property damage in any one incident; and
 - 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
 18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Subrecipient.
 19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
 20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required, or by the signing State Agency.
 21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
 23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
 24. SPECIAL PROVISIONS. The additional provisions set forth in Exhibit C hereto are incorporated as part of this agreement.

Subrecipient Initials: 1.) MH

2.) 

3.) 

Date: 11/16/17

EXHIBIT A

Scope of Services

1. The Department of Safety, Division of Homeland Security and Emergency Management (hereinafter referred to as "the State") is awarding SAU#46/Merrimack Valley School District (hereinafter referred to as "the Subrecipient") \$50,434.00 to purchase and install a generator at the Boscawen Elementary School which serves as the primary emergency shelter for the Town of Boscawen.
2. "The Subrecipient" agrees that the project grant period ends September 30, 2018 and that a final performance and expenditure report will be sent to "the State" by October 31, 2018.
3. "The Subrecipient" agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.
4. "The Subrecipient" shall maintain financial records, supporting documents, and all other pertinent records for a period of three (3) years from the grant period end date. In these records, "the Grantee" shall maintain documentation of the 50% cost share required by this grant.

Subrecipient Initials: 1.) MH

2.) 

3.) 

Date: 11/14/17

EXHIBIT B

Grant Amount and Payment Schedule

1. GRANT AMOUNT

	Applicant Share	Grant (Federal Funds)	Cost Totals
Project Cost	\$50,434.00	\$50,434.00	\$100,868.00
Project Cost is 50% Federal Funds, 50% Applicant Share			
Awarding Agency: Federal Emergency Management Agency (FEMA)			
Award Title & #: Emergency Management Performance Grant (EMPG) EMB-2016-00001-S01			
Catalog of Federal Domestic Assistance (CFDA) Number: 97.042 (EMPG)			
Applicant's Data Universal Numbering System (DUNS): 042880492			

2. PAYMENT SCHEDULE

- a. "The Subrecipient" agrees the total payment by "the State" under this grant agreement shall be up to \$50,434.00.
- b. "The State" shall reimburse up to \$50,434.00 to "the Subrecipient" upon "the State" receiving a reimbursement request with match documentation and appropriate backup documentation, i.e., copies of invoices, copies of canceled checks, and/or copies of accounting statements.

Subrecipient Initials: 1.) MH

2.) 

3.) 

Date: 11/10/17

EXHIBIT C

Special Provisions

1. This grant agreement may be terminated upon thirty (30) days written notice by either party.
2. Any funds advanced to “the Subrecipient” must be returned to “the State” if the grant agreement is terminated for any reason other than completion of the project.
3. Any funds advanced to “the Subrecipient” must be expended within thirty (30) days of receiving the advanced funds.
4. “The Subrecipient” agrees to have an audit conducted in compliance with OMB Circular 2 CFR 200, if applicable. If a compliance audit is not required, at the end of each audit period “the Subrecipient” will certify in writing that they have not expended the amount of federal funds that would require a compliance audit (\$750,000). If required, they will forward for review and clearance a copy of the completed audit(s) to “the State”.

Additionally, “the Subrecipient” has or will notify their auditor of the above requirements prior to performance of the audit. “The Subrecipient” will also ensure that, if required, the entire grant period will be covered by a compliance audit, which in some cases will mean more than one audit must be submitted. “The Subrecipient” will advise the auditor to cite specifically that the audit was done in accordance with OMB Circular 2 CFR 200. “The Subrecipient” will also ensure that all records concerning this grant will be kept on file for a minimum of three (3) years from the end of this audit period.

Subrecipient Initials: 1.) MH

2.) 

3.) 

Date: 11/16/17

Merrimack Valley School Board
Meeting Minutes Draft
Public Session
November 13, 2017

1. **Roll Call and Call to Order:** The meeting held at Merrimack Valley High School was called to order by Chairman Mark Hutchins at 7:15 p.m.

2. **Board Members Present:** Caroletta Alicea, Normandie Blake, Christina Broyer, Lorrie Carey, Andrew Chalsma, Sally Hirsh-Dickinson, Mark Hutchins, Seelye Longnecker, Bobbi-Jo Michael, Laura Vincent, Kristen Byron.

Administrators Present: Superintendent Mark MacLean; Assistant Superintendent Randy Wormald; Business Administrator Robin Heins; Human Resources Manager Kathleen Boucher; Principals David Miller, Catherine Masterson, Jeff Drouin, Kara Lamontagne; MVLC Administrator Julie Gaudette; Facilities Director Fred Reagan; Technology Director Lee Despres.

Others Present: Louise Andrus, Salisbury Resident.

3. **Pledge of Allegiance:** The Pledge of Allegiance was led by Chairman Mark Hutchins.

4. **Minutes of the Previous Meeting:** Motion Made by Normandie Blake, second by Seelye Longnecker to approve the previous meeting minutes. Correct spelling of Sally Hirsh-Dickinson. Marcia Murphy correspondence, correct the date. Type full name of FBLA Club. The motion to approve the meeting minutes with corrections carried.

5. **Public Comment:** none.

6. **Presentation:** MVMS presentation will be moved to December meeting.

7. **SAU Report on Business and Finance:**

Business: Business Administrator Robin Heins reported on the following citizen correspondence (page 4 in the packet).

10/18/17 Amy Corliss:

Sent email asking for a copy of the Drug and Alcohol Grant. Robin Heins responded 10/20/2017.

10/25/17 Louise Andrus:

Sent email asking for draft minutes of 10/02/2017 and 10/16/2017. Katie Keyser responded on 10/25/2017.

11/2/17 Louise Andrus:

Sent email asking for a copy of 2015-2016 oil bids. Robin Heins responded on 11/2/2017.

11/6/17 Louise Andrus:

Sent email asking if [REDACTED] listed as an MVSD employee is the same [REDACTED] that passed away in September. Robin Heins responded on 11/6/2017.

Finance: Robin directed the Board's attention to pages 5-20 for the financial report. She explained that many of the overages on page 5 were special education related, and is working closely with the department to make budget changes. Robin also reported building improvement overages and added that no impact fees were yet applied to this account. There was some discussion concerning out of District costs, increased fees, and catastrophic aid. Motion made by Laura Vincent, second by Normandie Blake, to approve the financial report. The motion carried. There was further discussion concerning ways the Board can advocate for getting the catastrophic aid funding as promised.

8. **Good News:** Superintendent Mark MacLean directed the Board's attention to pages 21-28 in the packet for good news throughout the District. He then introduced MVMS Principal Kara Lamontagne as the host for this month's meeting.

MVLC Administrator Julie Gaudette added that her daughter, Kinley Gaudette, was added to the list of nominees to attend the Congress of Future Medical Leaders in June of 2018. There was no other additional good news.

9. Student Representative Report: Arthur Coy was not present this month.

10. Committee Reports:

Policy: Andrew Chalsma discussed the policies to be revised as shown in the handouts given to the Board. The Data Records Retention, Local Records Retention Schedule, and Non-Educational Questionnaires, Surveys and Research were all a first read. The changes were made to comply with new statutes. The IHAM, Health Education and Exemption from Instruction Policy, was a second read and was requested by the committee for approval. Motion by Andrew Chalsma, second by Normandie Blake to approve the IHAM, Health Education and Exemption from Instruction Policy. There was no discussion, the motion carried. Policy Committee will meet Monday, November 27, 7:00 pm at the SAU.

Curriculum: Laura Vincent Directed the Board's Attention to page 30 in the packet. She reviewed Long Range Planning, Blizzard Bags, health curriculum and school start times. There were no recommendations. The Curriculum Committee will be meeting Monday, November 27, 6:00 pm At the SAU.

The Facilities Committee will meet Monday, November 20, 5:00 pm at Merrimack Valley High School.

The Finance Committee will meet Monday, November 20, 6:00 pm at Merrimack Valley High School.

11. Old Business:

BES Generator Grant: Motion made by Seelyee Longnecker, second by Normandie Blake with a unanimous vote as follows: The SAU/Merrimack Valley School District Board, in a majority vote, accepted the terms of the Emergency Management Performance Grant (EMPG) as presented in the amount of \$50,434.00 for the purchase of a generator for the Boscawen Elementary School which serves as the primary emergency shelter for the Town of Boscawen. Furthermore, the Board acknowledges that the total cost of this project will be \$100,868.00, in which the SAU will be responsible for a 50% match (\$50,434.00). Further, the Board authorizes the Superintendent/Facilities Director to sign all documents related to the grant.

12. New Business:

Committee Assignments: Chairman Mark Hutchins directed the Board's attention to page 32 in the handbook. Lorrie Carey will be withdrawing from Curriculum and Personnel/Policy Committees. Kristen Byron will be added to the Curriculum Committee. There will be a vacancy in the Personnel/Policy Committee.

October 1st Enrollment: Assistant Superintendent Randy Wormald reviewed the October 1, 2017 enrollment on page 33 in the packet. There was some discussion concerning the small change in percentages through the years and how the information is included in the Annual Report.

Personnel Update: Business Administrator Robin Heins reported to the Board a list of professional staff retirement(s) received.

13. Manifests/ Journal Entries to Sign: Motion by Normandie Blake, second by Bobbi-Jo Michael to approve the manifests and journal entries. The motion carried.

14. Board Chairperson's Report: None

15. Assistant Superintendent's Report: Assistant Superintendent Randy Wormald reported that Boscawen Elementary and Penacook Elementary Schools received a Robotics Grant. The middle school students are very interested, and the District is looking for ways to fund it. He also reported that there are 3 teams from MVMS to compete in the National Design Build Competition under the direction of Chris Ginty.

16. Superintendent's Report: Superintendent Mark MacLean reported on changing the Student Informational System from Web2School to ALMA. He gave reminders concerning the joint meeting of the School Board and Selectmen Thursday, November 16th 6:00 pm at MVHS and Finance Committee meeting November 20th 6:00 pm at MVHS. Mark also addressed the loss of a student in Loudon adding that the high school is doing its very best to continue to work with students and families.



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: Primex3 Members as per attached Schedule of Members Property & Liability Program		Member Number:		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	7/1/2017	7/1/2018	Each Occurrence General Aggregate Fire Damage (Any one fire) Med Exp (Any one person)	\$ 5,000,000 \$ 5,000,000
	Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate	
	Workers' Compensation & Employers' Liability			<input type="checkbox"/> Statutory Each Accident Disease - Each Employee 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 Dept of Safety 33 Hazen Dr. Concord, NH 03301			By: <i>Tammy Denver</i>
			Date: 6/29/2017 tdenver@nhprimex.org
			Please direct inquires to: Primex³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

Laconia School District	729
Lafayette Regional School District	924
Lake Todd Village District	591
Landaff School District	858
Lebanon Housing Authority	523
Lebanon School District	852
Lempster School District	963
Lincoln-Woodstock Cooperative School District	730
Lisbon Regional School District	925
Litchfield School District	791
Littleton School District	855
Lochmere Village District	599
Lower Bartlett Water Precinct	584
Lyme School District	846
Madison School District	926
Making Community Connections Charter School	1216
Marlborough School District	734
Marlow School District	809
Mascenic Regional School District	733
Mascoma Valley Regional School District	827
Mason School District	867
Meriden Village Water District	593
Meriden Volunteer Fire Department	449
Merrimack School District	927
Merrimack Valley Regional School District	735
Merrimack Village District	561
Middleton School District	959
Midwest NH HazMat Mutual Aid District	455
Milan School District	928
Milford School District	736
Milton School District	929
Milton Water District	588
Monadnock Regional School District	807
Monroe School District	737
Mont Vernon School District	738
Moultonborough School District	850
Mountain Lakes District	534
Nashua Regional Planning Commission	519
Nelson School District	739
New Boston School District	740
New Castle School District	797
New Hampton Village Precinct	587
New London/Springfield Water	539
Newfields School District	820
Newfound Area School District	781
Newington School District	798
Newmarket School District	741
Newport School District	956
Next Charter School	1217
North Country Charter Academy	1211
North Country Council	576
North Country Education Services	953
North Country Fire Mutual Aid District	462
North Hampton School District	805
North Haverhill Precinct	508
North Swanzey Water & Fire Precinct	509
North Walpole Village District	439
Northumberland School District	829
Northwood School District	905
Nottingham School District	907
Orford Village District	402
Oyster River Cooperative School District	769



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: Primex3 Members as per attached Schedule of Members Workers' Compensation Program	Member Number:	Company Affording Coverage: NH Public Risk Management Exchange - Primex ³ Bow Brook Place 46 Donovan Street Concord, NH 03301-2624
--	-----------------------	--

Type of Coverage	Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	NH Statutory Limits May Apply If Not		
<input type="checkbox"/> General Liability (Occurrence Form) <input type="checkbox"/> Professional Liability (describe) <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence			Each Occurrence		
			General Aggregate		
			Fire Damage (Any one fire)		
			Med Exp (Any one person)		
<input type="checkbox"/> Automobile Liability Deductible Comp and Coll: <input type="checkbox"/> Any auto			Combined Single Limit (Each Accident) Aggregate		
<input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability	7/1/2017	7/1/2018	<input checked="" type="checkbox"/> Statutory	\$2,000,000	
			Each Accident		\$2,000,000
			Disease – Each Employee		
			Disease – Policy Limit		
<input type="checkbox"/> 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	Primex³ – NH Public Risk Management Exchange
NH Dept of Safety 33 Hazen Dr. Concord, NH 03301			By: <i>Tammy Deaver</i>
			Date: 6/29/2017 tdenver@nhprimex.org
			Please direct inquires to: Primex ³ Claims/Coverage Services 603-225-2841 phone 603-228-3833 fax

Fremont School District	717
Gate City Charter School for the Arts	1215
Gilford School District	718
Gilmanton School District	719
Gorham Randolph Shelburne Cooperative School District	951
Goshen School District	962
Grafton County	603
Grantham School District	851
Grasmere Village Water Precinct	598
Great Bay eLearning Charter School	1206
Greenland School District	796
Gunstock Mountain Resort	543
Hampstead School District	776
Hampton Falls School District	795
Hampton School District	842
Hanover School District	919
Harrisville School District	722
Hart's Location	333
Hart's Location School District	861
Haverhill Cooperative School District	723
Henniker School District	724
Hill School District	725
Hillsboro-Deering School District	864
Hinsdale School District	920
Holderness School District	726
Hollis Brookline Cooperative School District	828
Hollis School District	815
Hooksett School District	921
Hopkinton School District	727
Hudson School District	789
Inter-Lakes Cooperative School District	812
Jackson School District	922
Jaffrey-Rindge Cooperative School District	923
John Stark Regional School District	765
Kearsarge Regional School District	868
Keene School District	728
Kensington School District	824
Laconia School District	729
Lafayette Regional School District	924
Landaff School District	858
Lebanon School District	852
Lempster School District	963
Lincoln-Woodstock Cooperative School District	730
Lisbon Regional School District	925
Litchfield School District	791
Littleton School District	855
Lochmere Village District	599
Lower Bartlett Water Precinct	584
Lyme School District	846
Making Community Connections Charter School	1216
Marlborough School District	734
Marlow School District	809
Mascenic Regional School District	733
Mascoma Valley Regional School District	827
Mason School District	867
Meriden Village Water District	593
Meriden Volunteer Fire Department	449
Merrimack School District	927
Merrimack Valley Regional School District	735
Middleton School District	959
Milan School District	928
Milford School District	736