



The State of New Hampshire  
**Department of Environmental Services**

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DEC 05 10 AM 12:26 DAS



**Robert R. Scott, Commissioner**

November 13, 2018

His Excellency, Governor Christopher T. Sununu  
and The Honorable Council  
State House  
Concord, NH 03301

**REQUESTED ACTION**

Authorize the Department of Environmental Services to amend a **SOLE SOURCE** agreement (PO# 1055110) with the Rockingham Planning Commission, Exeter, NH, (VC #154887) for the *Collaborative Engagement and Capacity Building in the Powwow River Watershed* by extending the expiration date to December 31, 2019 from December 31, 2018 effective upon Governor and Council approval. The original agreement was approved by Governor and Council on April 5, 2017, Item #30 and Amendment 1 was approved on November 22, 2017, Item #35. This is a no-cost time extension. 100% Federal Funds.

**EXPLANATION**

This Amendment is considered **SOLE SOURCE** because Amendment 1 represented a greater than ten percent increase in the original grant amount. The Rockingham Planning Commission is the only organization that could complete this project because the new work continues the on-going activities under the existing approved scope of work between NHDES and the Rockingham Planning Commission. This no-cost time extension amendment is requested to provide additional time to complete critical mapping tasks for the project. More time is needed to complete these tasks due to issues related to procurement of data for the maps, and unanticipated concerns regarding the data quality as it relates to the mapping needs of the project. More time is needed to resolve these issues.

The Powwow watershed is an arrangement of ponds and lakes connected by freshwater wetlands, and stream and river segments. Because of its complex nature and largely undeveloped landscape, sources of pollution are not obvious. The Rockingham Planning Commission will continue working to compile existing water quality data, audit zoning and land development regulations in the watershed, and create a platform for stakeholders to share their opinions, experiences, and knowledge about the watershed, and foster open communication that will result in formation of lasting relationships and trust among stakeholders. To date \$14,438 of the grant amount of \$28,000 has been spent.

In the event that federal funds become no longer available, general funds will not be requested to support this program. The amendment has been approved by the Office of the Attorney General as to form, execution, and content.

We respectfully request your approval.

  
Robert R. Scott, Commissioner

**Agreement for Services with the Rockingham Planning Commission**  
**Amendment No. 2**

This Agreement (hereinafter called the "Amendment") dated this 23rd day of October, 2018, is by and between the State of New Hampshire, acting by and through its Department of Environmental Services (hereinafter referred to as the "State") and the Rockingham Planning Commission, acting by and through its Executive Director, Tim Roache (hereinafter referred to as the "Grantee").

WHEREAS, pursuant to an Agreement (hereinafter called the "Agreement") approved by the Governor and Council as item 30 on April 5, 2017, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and its first Amendment (hereinafter called "Amendment 1") approved by the Governor and Council on November 22, 2017, item #35 and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:
  - (A) The Completion Date as set forth in the agreement shall be changed from December 31, 2018 to December 31, 2019.
2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.
3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Signor Initials TR  
Date 10/24/18

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

Rockingham Planning Commission

By

  
Tim Roache, Executive Director

STATE OF NEW HAMPSHIRE  
COUNTY OF Rockingham

On this the 24<sup>th</sup> day of October, 2018, before the undersigned officer, personally appeared Tim Roache who acknowledged himself to be the person who executed the foregoing instrument for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

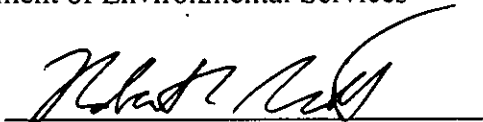
My Commission Expires



  
Name of Notary Public

THE STATE OF NEW HAMPSHIRE  
Department of Environmental Services

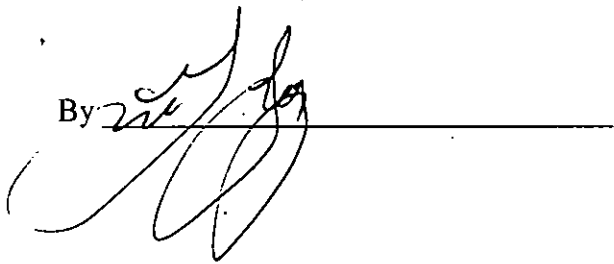
By

  
Robert R. Scott, Commissioner

Approved by Attorney General this 16 day of November, 2018

OFFICE OF ATTORNEY GENERAL

By



CERTIFICATE of AUTHORITY

I, Glenn Coppelman, Secretary of the Rockingham Planning Commission, do hereby certify that:

- (1) I am the duly elected Secretary;
- (2) at the meeting held on December 14, 2016, the Rockingham Planning Commission voted to accept NHDES funds and to enter into a contract with the Department of Environmental Services;
- (3) the Rockingham Planning Commission further authorized the Executive Director to execute any documents which may be necessary for this contract;
- (4) this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and
- (5) the following person has been appointed to and now occupies the office indicated in (3) above:

Tim Roache

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the New Hampshire Rivers Council, this 24th day of October 2018:

[Signature]  
\_\_\_\_\_, Secretary

STATE OF NEW HAMPSHIRE  
County of Rockingham

On this the 24th day of October 2018, before me Annette Pettengill the undersigned officer, personally appeared Glenn Coppelman who acknowledged him/herself to be the Secretary of the Secretary of the Rockingham Planning Commission being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.

[Signature]  
\_\_\_\_\_, Notary Public

Commission Expiration Date  
(Seal)





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/25/2018

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 have ADDITIONAL INSURED provisions or 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).

|   |  |                                    |
|---|--|------------------------------------|
| <b>PRODUCER</b><br>Liberty Mutual Insurance<br>PO Box 188065<br>Fairfield, OH 45018 | <b>CONTACT NAME:</b><br>_____            |                                    |
|   | <b>PHONE (A/C No. Ext):</b> 800-962-7132 | <b>FAX (A/C, No):</b> 800-845-3666 |
| <b>E-MAIL ADDRESS:</b> BusinessService@LibertyMutual.com                            |  |                                    |
| <b>INSURER(S) AFFORDING COVERAGE</b>  |  | <b>NAIC #</b>                      |
| <b>INSURER A:</b> Ohio Casualty Insurance Company                                   |  | 24074                              |
| <b>INSURER B:</b> _____   |  |                                    |
| <b>INSURER C:</b> _____   |  |                                    |
| <b>INSURER D:</b> _____   |  |                                    |
| <b>INSURER E:</b> _____   |  |                                    |
| <b>INSURER F:</b> _____   |  |                                    |

**INSURED**  
 Rockingham Planning Commission  
 156 Water St  
 Exeter NH 03833

**COVERAGES**                      **CERTIFICATE NUMBER: 45061666**                      **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<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Businessowners<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: _____ |           |          | BZO58281160   | 7/1/2018                | 7/1/2019                | EACH OCCURRENCE                           | \$ 2,000,000 |
|          |  |           |          |               |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 2,000,000 |
|          |  |           |          |               |                         |                         | MED EXP (Any one person)                  | \$ 15,000    |
|          |  |           |          |               |                         |                         | PERSONAL & ADV INJURY                     | \$ 2,000,000 |
|          |  |           |          |               |                         |                         | GENERAL AGGREGATE                         | \$ 4,000,000 |
|          |  |           |          |               |                         |                         | PRODUCTS - COMPIOP AGG                    | \$ 4,000,000 |
|          |  |           |          |               |                         |                         |   | \$           |
| A        | <input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY  |           |          | BAO58281160   | 1/11/2018               | 1/11/2019               | COMBINED SINGLE LIMIT (Ea accident)       | \$ 1,000,000 |
|          |  |           |          |               |                         |                         | BODILY INJURY (Per person)                | \$           |
|          |  |           |          |               |                         |                         | BODILY INJURY (Per accident)              | \$           |
|          |  |           |          |               |                         |                         | PROPERTY DAMAGE (Per accident)            | \$           |
|          |  |           |          |               |                         |                         |   | \$           |
|          | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED _____ RETENTION \$ _____   |           |          |               |                         |                         | EACH OCCURRENCE                           | \$           |
|          |  |           |          |               |                         |                         | AGGREGATE                                 | \$           |
|          |  |           |          |               |                         |                         |   | \$           |
|          | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N<br>(Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  |           |          |               |                         |                         | PER STATUTE                               | 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)

**CERTIFICATE HOLDER**

NH Dept. of Environmental Services  
 PO Box 95  
 29 Hazen Drive  
 Concord NH 03302

**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

Kay Beattie

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## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) 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, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> 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 Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> 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 Primex<sup>3</sup>. 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.

|   |                              |  |
|---|------------------------------|--|
| <b>Participating Member:</b><br>Rockingham Regional Planning Commission<br>156 Water Street<br>Exeter, NH 03833 | <b>Member Number:</b><br>563 | <b>Company Affording Coverage:</b><br>NH Public Risk Management Exchange - Primex <sup>3</sup><br>Bow Brook Place<br>46 Donovan Street<br>Concord, NH 03301-2624 |
|---|------------------------------|--|

| Type of Coverage   | Effective Date<br>(mm/dd/yyyy) | Expiration Date<br>(mm/dd/yyyy) | Limits - NH Statutory Limits May Apply, If Not  |
|--|--------------------------------|---------------------------------|---|
| <input type="checkbox"/> <b>General Liability (Occurrence Form)</b><br><input type="checkbox"/> <b>Professional Liability (describe)</b><br><input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence |                                |                                 | Each Occurrence<br>General Aggregate<br>Fire Damage (Any one fire)<br>Med Exp (Any one person)  |
| <input type="checkbox"/> <b>Automobile Liability</b><br>Deductible    Comp and Coll:<br><input type="checkbox"/> Any auto  |                                |                                 | Combined Single Limit (Each Accident)<br>Aggregate  |
| <input checked="" type="checkbox"/> <b>Workers' Compensation &amp; Employers' Liability</b>  | 1/1/2018                       | 1/1/2019                        | <input checked="" type="checkbox"/> Statutory<br>Each Accident    \$2,000,000<br>Disease - Each Employee    \$2,000,000<br>Disease - Policy Limit |
| <input type="checkbox"/> <b>Property (Special Risk Includes Fire and Theft)</b>  |                                |                                 | Blanket Limit, Replacement Cost (unless otherwise stated)   |

**Description:** Proof of Primex Member coverage only.

|   |                                 |                   |  |
|---|---------------------------------|-------------------|--|
| <b>CERTIFICATE HOLDER:</b>  | <b>Additional Covered Party</b> | <b>Loss Payee</b> | Primex <sup>3</sup> - NH Public Risk Management Exchange   |
| NH Dept of Environmental Services<br>PO Box 95<br>29 Hazen Dr<br>Concord NH 03302 |                                 |                   | By: <i>Tammy Denver</i>  |
|   |                                 |                   | Date: 10/25/2018    tdenver@nhprimex.org   |
|   |                                 |                   | Please direct inquires to:<br><b>Primex<sup>3</sup> Claims/Coverage Services</b><br>603-225-2841 phone<br>603-228-3833 fax |

**Attachment C**

**Original Agreement and Amendment 1**



The State of New Hampshire  
Department of Environmental Services



Robert R. Scott, Commissioner

October 18, 2017

His Excellency, Governor Christopher T. Sununu  
and The Honorable Council  
State House  
Concord, NH 03301

APPROVED G & C

DATE 11/22/17

ITEM # 35

W.D. WMB-10-2017-09  
W-16-C-03

REQUESTED ACTION

Authorize the Department of Environmental Services to amend a **SOLE SOURCE** agreement (PO# 1055110) with the Rockingham Planning Commission, Exeter, NH, (VC #154887) by increasing the Grant Limitation by \$12,120, to \$28,000 from \$15,880 and adding one more task to complete the *Collaborative Engagement and Capacity Building in the Powwow River Watershed*, effective upon Governor and Council approval through December 31, 2018. The original agreement was approved by G&C on April 5, 2017, Item #30. 100% Federal Funds.

Funding is available in the account as follows:

03-44-44-442010-2020-072-500574  
Dept. Environmental Services, Section 604 Planning, Grants – Federal

FY 2018  
\$12,120

EXPLANATION

Each year the New Hampshire Department of Environmental Services (NHDES) receives funds from the U.S. Environmental Protection Agency (EPA) under Section 604(b) of the Clean Water Act, which must be granted to regional planning commissions (RPCs) for water quality planning projects. This amendment is requested as **SOLE SOURCE** because the Rockingham Planning Commission is the only organization that could complete this project because the new work continues the on-going activities under the existing approved scope of work between NHDES and the Rockingham Planning Commission. Selecting another grantee to complete the work at this stage of the project would be logistically and financially infeasible. NHDES typically combines two years of funding to create ample resources for RPCs to develop comprehensive watershed-based planning projects. Due to increased uncertainty regarding the continuing appropriation of the federal grant funds, this year NHDES elected to complete the projects in phases by entering into Agreements for only the first year of funding. The first phase of this project was included in the original grant agreement with Rockingham Planning Commission. The second phase funds have now been awarded to NHDES from EPA and amendments to existing Agreements to the RPCs will allow the RPCs to complete the full project. This amendment will add additional funds to seven tasks and create a new task (see agreement). Tasks which were reduced due to the decrease in funding can now be completed at the originally anticipated scale.



His Excellency, Governor Christopher T. Sununu  
and the Honorable Council

Page 2

The Powwow watershed is an arrangement of ponds and lakes connected by freshwater wetlands, andstream and river segments. Because of its complex nature and largely undeveloped landscape, sources of pollution are not obvious. The Rockingham Planning Commission will continue working to compile existing water quality data, audit zoning and land development regulations in the watershed, and create a platform for stakeholders to share their opinions, experiences, and knowledge about the watershed, and foster open communication that will result in formation of lasting relationships and trust among stakeholders. To date \$7,209 of the original grant amount of \$15,880 has been spent.

In the event that federal funds become no longer available, general funds will not be requested to support this program. The amendment has been approved by the Office of the Attorney General as to form, execution, and content.

We respectfully request your approval.



---

Robert R. Scott, Commissioner

**Agreement for Services with the Rockingham Planning Commission  
Amendment No. 1**

This Agreement (hereinafter called the "Amendment") dated this 2nd day of October, 2017, is by and between the State of New Hampshire, acting by and through its Department of Environmental Services (hereinafter referred to as the "State") and the Rockingham Planning Commission, acting by and through its Executive Director, Tim Roache (hereinafter referred to as the "Grantee").

WHEREAS, pursuant to an Agreement (hereinafter called the "Agreement") approved by the Governor and Council as item 30 on April 5, 2017, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows:

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:

- (A) Exhibit A (Scope of Services) shall be changed to include an additional task. Task 10 shall read as follows: *Submit a comprehensive final report to NHDES on or before the project completion date.*
- (B) Additional funds to the sum of \$12,120 shall be added to the project.
- (C) The Contract Price and Method of payment as set forth in Exhibit B shall be changed as follows (all other payments are unchanged):

| Task number                                 | original amount | difference      | amended amount  |
|---|-----------------|-----------------|-----------------|
| Upon completion and DES approval of Task 1  | \$1,200         | \$1,000         | \$2,200         |
| Upon completion and DES approval of Task 2  | \$2,500         | \$0             | \$2,500         |
| Upon completion and DES approval of Task 3  | \$1,680         | \$1,000         | \$2,680         |
| Upon completion and DES approval of Task 4  | \$3,000         | \$2,000         | \$5,000         |
| Upon completion and DES approval of Task 5  | \$1,500         | \$1,000         | \$2,500         |
| Upon completion and DES approval of Task 6  | \$4,000         | \$4,000         | \$8,000         |
| Upon completion and DES approval of Task 7  | \$1,000         | \$1,000         | \$2,000         |
| Upon completion and DES approval of Task 8  | \$890           | \$1,810         | \$2,700         |
| Upon completion and DES approval of Task 9  | \$110           | \$0             | \$110           |
| Upon completion and DES approval of Task 10 | \$0             | \$310           | \$310           |
| <b>Total</b>                                | <b>\$15,880</b> | <b>\$12,120</b> | <b>\$28,000</b> |

2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.


Signor Initials TR  
Date 10/4/17

3. **Continuance of Agreement:** Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Signor Initials JMR  
Date 10/6/17

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

Rockingham Planning Commission

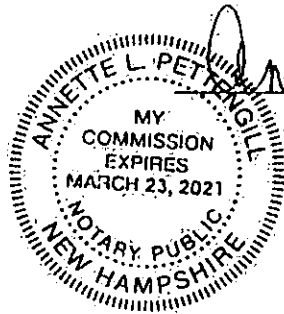
By   
Tim Roache, Executive Director

STATE OF NEW HAMPSHIRE  
COUNTY OF Rockingham

On this the 6<sup>th</sup> day of October, 2017, before the undersigned officer, personally appeared Tim Roache who acknowledged himself to be the person who executed the foregoing instrument for the purpose therein contained.

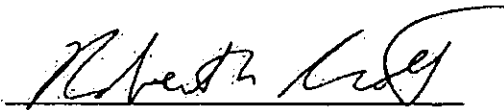
IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission Expires: 3/23/21



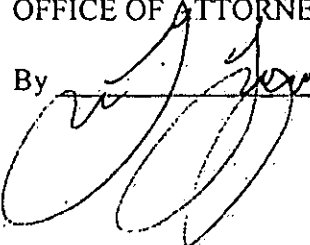
  
Annette Pettengill, Notary Public

THE STATE OF NEW HAMPSHIRE  
Department of Environmental Services

By   
Robert R. Scott, Commissioner

Approved by Attorney General this 24 day of October, 2017

OFFICE OF ATTORNEY GENERAL

By 

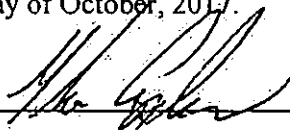
CERTIFICATE of AUTHORITY

I, Glenn Coppelman, Secretary of the Rockingham Planning Commission , do hereby certify that:

- (1) I am the duly elected Secretary;
- (2) at the meeting held on December 14, 2016, the Rockingham Planning Commission voted to accept DES funds and to enter into a contract with the Department of Environmental Services;
- (3) the Rockingham Planning Commission further authorized the Executive Director to execute any documents which may be necessary for this contract;
- (4) this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and
- (5) the following person has been appointed to and now occupies the office indicated in (3) above:

Tim Roache

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Rockingham Planning Commission, this 6TH day of October, 2017.



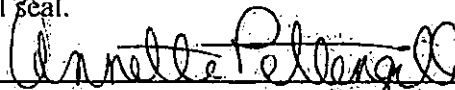
Glenn Coppelman, Secretary

STATE OF NEW HAMPSHIRE

County of Rockingham

On this the 6th day of October, 2017, before me Annette Pettengill the undersigned officer, personally appeared Glenn Coppelman who acknowledged him/herself to be the Secretary of the Rockingham Planning Commission being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.



Annette Pettengill, Notary Public

Commission Expiration Date: 3/23/21  
(Seal)





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/3/2017

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.

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|   |   |  |
|---|---|--|
| <b>PRODUCER</b> Liberty Mutual Insurance<br>PO Box 188065<br>Fairfield, OH 45018    | <b>CONTACT NAME:</b><br>PHONE (A/C, No, Ext): 800-962-7132 FAX (A/C, No): 800-845-3666<br>E-MAIL ADDRESS: BusinessService@LibertyMutual.com |  |
|   | <b>INSURER(S) AFFORDING COVERAGE</b>  |  |
| <b>INSURED</b><br>Rockingham Planning Commission<br>156 Water St<br>Exeter NH 03833 | <b>INSURER A:</b> Peerless Insurance Company NAIC # 24198   |  |
|   | <b>INSURER B:</b>   |  |
|   | <b>INSURER C:</b>   |  |
|   | <b>INSURER D:</b>   |  |
|   | <b>INSURER E:</b>   |  |
|   | <b>INSURER F:</b>   |  |

**COVERAGES**

CERTIFICATE NUMBER: 38187224

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  | ADOL/INSR | SUBR/ WYD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|-----------|-----------|---------------|-------------------------|-------------------------|--|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Businessowners<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br><input type="checkbox"/> OTHER: |           |           | BOP9084731    | 7/1/2017                | 7/1/2018                | EACH OCCURRENCE \$ 2,000,000<br>DAMAGE TO RENTED PREMISES (EA occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 2,000,000<br>GENERAL AGGREGATE \$ 4,000,000<br>PRODUCTS - COM/PROP AGG \$ 4,000,000<br>\$ |
| A        | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> AUTOS ONLY   |           |           | BA9475732     | 1/11/2017               | 1/11/2018               | COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$   |
|          | UMBRELLA LIAB <input type="checkbox"/> OCCUR<br>EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input type="checkbox"/> RETENTION \$  |           |           |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$<br>\$   |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   |           |           | N/A           |                         |                         | PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$  |

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

**CERTIFICATE HOLDER****CANCELLATION**
 NH Department of Environmental Services  
 PO Box 95  
 Concord NH 03302

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

Lesley Dock

*Lesley Dock*

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ACORD 25 (2016/03)

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Attachment A:  
Original Agreement



The State of New Hampshire  
Department of Environmental Services

*Katherine Zink*



Clark B. Freise, Assistant Commissioner

March 3, 2017

His Excellency, Governor Christopher T. Sununu  
and The Honorable Council  
State House  
Concord, NH 03301

APPROVED G & C

DATE 4/5/17  
ITEM # 30

REQUESTED ACTION

Authorize the New Hampshire Department of Environmental Services (NHDES) to enter into an agreement with the Rockingham Planning Commission (RPC), Exeter, NH, (VC #154887) in the amount of \$15,880 to complete the *Collaborative Engagement and Capacity Building in the Powwow River Watershed-Phase I*, effective upon Governor and Council approval through December 31, 2018. 100% Federal Funds.

Funding is available in the account as follows:

03-44-44-442010-2020-072-500574  
Dept. Environmental Services, Section 604 Planning, Grants - Federal

FY 2017  
\$15,880

EXPLANATION

Each year NHDES receives funds under Section 604(b) of the Clean Water Act, which must be granted to regional planning agencies for water quality planning projects. NHDES solicited proposals from each of the nine regional planning agencies to submit scopes of services for projects supporting local efforts to address water quality outcomes such as: 1) identifying the most cost effective and locally acceptable facility and nonpoint measures to meet and maintain water quality standards; 2) developing an implementation plan to obtain State and local financial and regulatory commitments to implement water quality plans; 3) determining the nature, extent, and causes of water quality problems in the State; and, 4) determining those publicly owned treatment works which should be constructed, taking into account the relative degree of effluent reduction attained and the consideration of alternatives to such construction.

Six planning agencies submitted letters of intent for one project each, and one planning agency submitted letters of intent for two projects. All seven letters of intent were evaluated and ranked based on the following criteria: a) a clear and concise project outcome statement including discussion of how this planning effort will be used to make progress toward implementation of corrective actions which will protect or restore water quality with respect to Clean Water Act assessments; b) success in addressing the water quality outcomes (numbers 1 through 4 above); c) a reasonable budget and timeline; d) a documented community need or opportunity; and, e) the level of public participation and commitment to the project. Based on the specified selection criteria and the amount of grant funding.



available, the three highest ranked proposals were selected for funding. Please refer to Attachment B for review results, and review panel member qualifications.

The Powwow watershed is an arrangement of ponds and lakes connected by freshwater wetlands, and stream and river segments. Because of its complex nature and largely undeveloped landscape, sources of pollution are not obvious. A synthesis of the spatial extent and severity of impairment of surface waters, an inventory of possible pollution sources, and evaluation of land use/cover characteristics in the watershed will be completed.

The RPC proposes to: 1) compile, analyze and map existing water quality data to create a water quality profile of the watershed; 2) prepare an audit of zoning and land development regulations for each town in the watershed; and 3) engage municipalities and stakeholders in a collaborative dialog about water quality and water resource protection to build capacity for future watershed-based planning in the Powwow watershed. The collaborative dialog will focus on providing municipalities and stakeholders with an understanding of the water quality status and potential sources of impairments of surface water bodies, streams and rivers comprising the watershed, including information about nonpoint sources of pollution, septic systems, and land use. The dialog will be a platform for stakeholders to share their opinions, experiences (successes and failures), and knowledge about the watershed, and foster open communication that will result in formation of lasting relationships and trust among stakeholders. Please refer to Attachment A for project budget estimate.

In the event that federal funds become no longer available, general funds will not be requested to support this program. The agreement has been approved by the Office of the Attorney General as to form, execution, and content.

We respectfully request your approval.



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Clark B. Freise, Assistant Commissioner


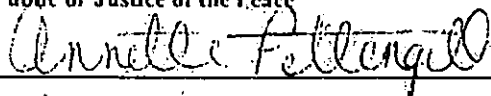
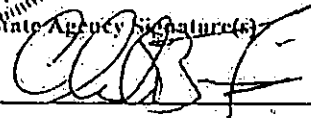
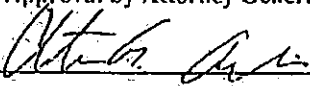
## GRANT AGREEMENT

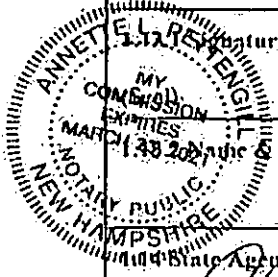
Subject: Collaborative Engagement and Capacity Building in the Powwow River Watershed-Phase I

The State of New Hampshire and the Contractor hereby mutually agree as follows:

### GENERAL PROVISIONS

#### 1. IDENTIFICATIONS AND DEFINITIONS

|  |   |   |   |
|--|---|---|---|
| <b>1.1 State Agency Name</b><br>Department of Environmental Services   |   | <b>1.2 State Agency Address</b><br>PO Box 95<br>Concord, NH 03302-0095                      |   |
| <b>1.3 Grantee Name</b><br>Rockingham Planning Commission  |   | <b>1.4 Grantee Address</b><br>156 Water Street<br>Exeter, NH 03833                          |   |
| <b>1.5 Effective Date</b><br>Upon G&C approval   | <b>1.6 Completion Date</b><br>December 31, 2018 | <b>1.7 Audit Date</b><br>N/A  | <b>1.8 Grant Limitation</b><br>\$15,880 |
| <b>1.9 Grant Officer for State Agency</b><br>Stephen Landry, Watershed Assistance Section<br>Supervisor  |   | <b>1.10 State Agency Telephone Number</b><br>(603) 271-2969                                 |   |
| <b>1.11 Grantee Signature</b><br>   |   | <b>1.12 Name &amp; Title of Grantee Signor</b><br>Cliff Sinnott, Executive Director         |   |
| <b>1.13 Acknowledgment:</b> State of New Hampshire, County of<br>On <u>2-13-17</u> , before the undersigned officer, personally appeared the person identified in block 1.12., or satisfactorily proven to be the person whose name is signed in block 1.11., and acknowledged that s/he executed this document in the capacity indicated in block 1.12. |   |   |   |
| <b>1.14 Signature of Notary Public or Justice of the Peace</b><br>   |   |   |   |
| <b>1.14 Name &amp; Title of Notary Public or Justice of the Peace</b><br>Annette Pettengill, Notary  |   |   |   |
| <b>1.14 State Agency Signature(s)</b><br>   |   | <b>1.15 Name/Title of State Agency Signor(s)</b><br>Clark B. Freise, Assistant Commissioner |   |
| <b>1.16 Approval by Attorney General's Office (Form, Substance and Execution)</b>  |   |   |   |
| By:   |   | Attorney, On: 3/16/2017   |   |
| <b>1.17 Approval by the Governor and Council</b>   |   |   |   |
| By:  |   | On: 1 / 1   |   |



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-O, the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT A (the scope of work being referred to as "the Project").

3. **AREA COVERED.** Except as otherwise specifically provided for herein, the Grantee 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 in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the Effective Date").

4.2 Except as otherwise specifically provided for herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.6 (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 Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee 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, compensation to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee 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 GRANTEE WITH LAWS AND REGULATIONS.**

In connection with the performance of the Project, the Grantee 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 Grantee, including the acquisition of any and all necessary permits.

7. **RECORDS AND ACCOUNTS.**

7.1 Between the Effective Date and the date seven (7) years after the Completion Date the Grantee 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 seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records or personnel data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.

8. **PERSONNEL.**

8.1 The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee 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 Grantee 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 such 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 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, papers, and documents, all whether finished or unfinished.

9.2 Between the Effective Date and the Completion Date the Grantee 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 OF 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 Grantee notice of such termination.

11. **EVENT OF DEFAULT; REMEDIES.**

11.1 Any one or more of the following acts or omissions of the Grantee 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 Grantee 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 Grantee notice of termination; and

11.2.2 give the Grantee 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 grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and 11.2.3 set off against any other obligation the State may owe to the Grantee 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 Grantee 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 Grantee 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 Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee'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 Grantee hereunder, the Grantee, may terminate this Agreement without cause upon thirty (30) days written notice.

**13. CONFLICT OF INTEREST.** No officer, member or employee of the Grantee 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 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 interests 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. GRANTEE'S RELATION TO THE STATE.** In the performance of this Agreement, the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee 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 Grantee 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 Grantee other than as set forth in Exhibit A without the prior written consent of the State.

**16. INDEMNIFICATION.** The Grantee 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 admissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee. 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 Grantee shall, at its sole 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 workers' 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 \$2,000,000 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 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 or 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 Grantee.

**19. NOTICE.** Any notice by a party hereto 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.

**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.

**Exhibit A**  
**Scope of Services**

The Rockingham Planning Commission (RPC) will perform the following tasks as described in the proposal titled *Collaborative Engagement and Capacity Building in the Powwow River Watershed* submitted September 23, 2016:

**Objective 1:** Inventory and report of Nonpoint Source (NPS) pollution sources.

**Deliverable 1: Nonpoint Source pollution inventory, maps and report.**

Task 1: Perform field reconnaissance to identify stormwater systems that discharge to surface waters and hydrologically connected wetlands.

Task 2: Perform Geographical Information System (GIS) mapping and impervious cover analysis for the watershed.

Task 3: Prepare an inventory of septic systems within 250 feet from impaired surface waters and hydrologically connected wetlands.

Task 4: Conduct pollutant load analyses in selected priority sub-catchment areas using land cover and impervious surface data from GRANIT and develop maps showing pollutant load hot spot areas.

**Objective 2:** Prepare an audit of zoning and land development regulations for each town in the watershed.

**Deliverable 2: Completed municipal audit report.**

Task 5: Audit municipal zoning and land development standards to identify how local regulations could be strengthened to be more protective of water quality. Prepare an audit report with detailed findings for each town in the watershed.

**Objective 3:** Create a watershed-based collaborative working group.

**Deliverable 3: Meeting minutes, outreach and correspondence with working group representatives and other watershed stakeholders.**

Task 6: Facilitate inter-municipal coordination and communication by convening a watershed-based collaborative working group that will include representatives of lake and pond associations and the Southeast Land Trust (NH) and Essex County Greenbelt (MA). Coordinate with the working group to meet three times during the project period.

Task 7: Facilitate coordinated meetings between New Hampshire and Massachusetts by inviting representatives to join the collaborative working group, meeting periodically with the Conservation Commissions in Amesbury and Merrimac, and providing status updates to the Massachusetts Department of Environmental Protection (MADEP) and the U.S. Environmental Protection Agency (EPA) Region 1.

Task 8: Prepare and provide outreach and education materials to the towns about water quality problems and sources of pollution in the watershed. Provide all outreach materials to NHDES for review and approval prior to publication.

**Objective 4:** Conduct all project management of the grant.

**Deliverable 4: All completed products delivered to the NHDES including reports, invoices, and required match.**

Task 9: Submit electronic semi-annual reports documenting all work performed during the project periods

as follows:

- Work completed April 1, 2017 – September 30, 2017 report is due by October 31, 2017.
  - Work completed October 1, 2017 – March 31, 2017 report is due by April 30, 2018.
- In the event that the grantee has not completed a timely submittal of the progress reports, all further payments will be suspended until the overdue reports are submitted, and approved by NHDES.

**Exhibit B**  
**Method of Payment and Contract Price**

All services shall be performed to the satisfaction of NHDES before payment is made. All payments shall be made upon receipt and approval of stated outputs and upon receipt of an associated invoice. Payment shall be made in accordance with the following schedule based upon completion of specific tasks described in Exhibit A:

|  |   |                 |
|--|---|-----------------|
| Upon completion and DES approval of Task | 1 | \$1,700         |
| Upon completion and DES approval of Task | 2 | \$2,500         |
| Upon completion and DES approval of Task | 3 | \$1,680         |
| Upon completion and DES approval of Task | 4 | \$3,000         |
| Upon completion and DES approval of Task | 5 | \$2,000         |
| Upon completion and DES approval of Task | 6 | \$3,000         |
| Upon completion and DES approval of Task | 7 | \$1,000         |
| Upon completion and DES approval of Task | 8 | \$890           |
| Upon completion and DES approval of Task | 9 | \$110           |
| <b>Total</b>                             |   | <b>\$15,880</b> |

**Exhibit C  
Special Provisions**

Subparagraph 1.7 of the General Provisions shall not apply to this Agreement.

Subparagraph 17.1.2 of the General Provisions shall be amended to read "general liability insurance, in amounts not less than \$1,000,000 per occurrence, \$2,000,000 aggregate; and".

Federal Funds paid under this agreement are from a Grant Agreement to the State from the US Environmental Protection Agency, Water Quality Management Planning under CFDA # 66.454. All applicable requirements, regulations, provisions, terms and conditions of this Federal Grant Agreement are hereby adopted in full force and effect to the relationship between this Department and the grantee. Additionally, the Grantee shall comply with the terms of the Federal Funding Accountability and Transparency Act (FFATA) and has provided DES with their Data Universal Numbering System (DUNS) number. The Grantee's DUNS number is 099363210.



CERTIFICATE of AUTHORITY

I, Joan Whitney, Secretary of the Rockingham Planning Commission, do hereby certify that:

- (1) I am the duly elected Secretary;
- (2) at the meeting held on December 14, 2016, the Rockingham Planning Commission voted to accept DES funds and to enter into a contract with the Department of Environmental Services;
- (3) the Rockingham Planning Commission further authorized the Executive Director to execute any documents which may be necessary for this contract;
- (4) this authorization has not been revoked, annulled, or amended in any manner whatsoever, and remains in full force and effect as of the date hereof; and
- (5) the following person has been appointed to and now occupies the office indicated in (3) above:

Clifford M. Sinnott

IN WITNESS WHEREOF, I have hereunto set my hand as the Secretary of the Rockingham Planning Commission this 3 day of Feb, 2017.

Joan Whitney  
Joan Whitney, Secretary

STATE OF NEW HAMPSHIRE

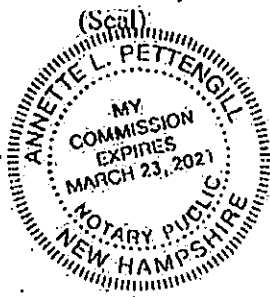
County of Rockingham

On this the 3rd day of February 2017, before me Annette Pettengill the undersigned officer, personally appeared Joan Whitney, who acknowledged him/herself to be the Secretary of the Rockingham Planning Commission being authorized so to do, executed the foregoing instrument for the purpose therein contained.

In witness whereof, I have set my hand and official seal.

Annette Pettengill  
Annette Pettengill, Notary Public

Commission Expiration Date: 3/23/21





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/1/2017

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 have ADDITIONAL INSURED provisions or 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<br>Liberty Mutual Insurance<br>PO Box 188065<br>Fairfield, OH 45018 | CONTACT NAME:                                     |                             |
|  | PHONE (A/C No. Ext): 800-002-7132                 | FAX (A/C No.): 800-845-3666 |
| INSURED<br>Rockingham Planning Commission<br>156 Water St<br>Exeter NH 03833 | E-MAIL ADDRESS: BusinessService@LibertyMutual.com |                             |
|  | INSURER(S) AFFORDING COVERAGE                     |                             |
|  | INSURER A: Peerless Insurance Company             | NAIC # 24198                |
|  | INSURER B:  |                             |
|  | INSURER C:  |                             |
|  | INSURER D:  |                             |
|  | INSURER E:  |                             |
|  | INSURER F:  |                             |

COVERAGES CERTIFICATE NUMBER: 34479125 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  | ADDRESS (INSR) (MUN) | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|----------------------|---------------|-------------------------|-------------------------|--|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Businessowners<br>GENL AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC<br>OTHER: |                      | BOP9084731    | 7/1/2016                | 7/1/2017                | EACH OCCURRENCE \$ 2,000,000<br>DAMAGE TO RENTED PREMISES (Per occurrence) \$ 50,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 2,000,000<br>GENERAL AGGREGATE \$ 4,000,000<br>PRODUCTS - COMPROP AGG \$ 4,000,000 |
| A        | <input type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY   |                      | BA9475732     | 1/1/2017                | 1/1/2018                | COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$   |
|          | <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DED <input type="checkbox"/> RETENTIONS   |                      |               |                         |                         | EACH OCCURRENCE \$<br>AGGREGATE \$   |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below   |                      | N/A           |                         |                         | PER \$/AVERAGE <input type="checkbox"/> OTHER <input type="checkbox"/><br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 181, Additional Remarks Schedule, may be attached if more space is required)

|   |  |
|---|--|
| CERTIFICATE HOLDER<br>New Hampshire Department of Environmental Services<br>PO Box 95<br>Concord NH 03302 | CANCELLATION<br>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<br>Katherine Siegrist<br><i>Kate Siegrist</i>  |

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ACORD 25 (2016/03)

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## CERTIFICATE OF COVERAGE

The New Hampshire Public Risk Management Exchange (Primex<sup>3</sup>) 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, Primex<sup>3</sup> is authorized to provide pooled risk management programs established for the benefit of political subdivisions in the State of New Hampshire.

Each member of Primex<sup>3</sup> is entitled to the categories of coverage set forth below. In addition, Primex<sup>3</sup> 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 Primex<sup>3</sup>, including but not limited to the final and binding resolution of all claims and coverage disputes before the Primex<sup>3</sup> 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 Primex<sup>3</sup>. 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.

|   |          |                              |  |  |  |
|---|----------|------------------------------|--|--|--|
| <b>Participating Member:</b><br>Rockingham Regional Planning Commission<br>156 Water Street<br>Exeter, NH 03833   |          | <b>Member Number:</b><br>563 | <b>Company Affording Coverage:</b><br>NH Public Risk Management Exchange - Primex <sup>3</sup><br>Bow Brook Place<br>46 Donovan Street<br>Concord, NH 03301-2624 |  |  |
| <input type="checkbox"/> General Liability (Occurrence Form)<br>Professional Liability (describe)<br><input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence |          |                              |  |  | <b>Limits - NH Statutory Limits May Apply if Not</b><br>Each Occurrence<br>General Aggregate<br>Fire Damage (Any one fire)<br>Med Exp (Any one person) |
| <input type="checkbox"/> Automobile Liability<br>Deductible    Comp and Coll:<br><input type="checkbox"/> Any auto  |          |                              |  |  | Combined Single Limit (Each Accident)<br>Aggregate   |
| <input checked="" type="checkbox"/> Workers' Compensation & Employers' Liability  | 1/1/2017 | 1/1/2018                     | <input checked="" type="checkbox"/> Statutory  |  | Each Accident      \$2,000,000<br>Disease - Each Employee      \$2,000,000<br>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.  |          |                              |  |  |  |

|  |                                 |                   |  |
|--|---------------------------------|-------------------|--|
| <b>CERTIFICATE HOLDER:</b>   | <b>Additional Covered Party</b> | <b>Loss Payee</b> | <b>Primex<sup>3</sup> - NH Public Risk Management Exchange</b>   |
| NH Dept of Environmental Services<br>PO Box 95<br>Concord NH 03302 |                                 |                   | By: <i>Tammy Donner</i>  |
|  |                                 |                   | Date: 11/28/2016 <a href="mailto:tdonner@nhprimex.org">tdonner@nhprimex.org</a>                                      |
|  |                                 |                   | Please direct inquires to:<br>Primex <sup>3</sup> Claims/Coverage Services<br>603-225-2841 phone<br>603-228-3833 fax |

Attachment A  
Budget Estimate

| Budget Item                       | Grant Amount<br>FY17 |
|-----------------------------------|----------------------|
| Salaries & Wages                  | \$12,880             |
| Contractual                       | \$3,000              |
| Travel and Training               | \$0                  |
| Printing/ Supplies                | <u>\$0</u>           |
| <b>FY2017 Total Grant Amounts</b> | <b>\$15,880</b>      |

**Attachment B: 604(b) Water Quality Planning Grants Ranking**

| Organization                           | Project Name                                      | Reviewer (A) | Reviewer (B) | Reviewer (C) | Total Score | Avg Score | Rank (by avg) |
|--|---|--------------|--------------|--------------|-------------|-----------|---------------|
| Southwest Region Planning Commission   | Spofford Lake Watershed Plan                      | 109          | 113          | 108          | 330         | 110.0     | 1             |
| Lakes Region Planning Commission       | Community Septic planning                         | 81           | 97           | 96           | 274         | 91.3      | 2             |
| Rockingham Planning Commission         | Engagement and capacity for Rowwow River          | 95           | 79           | 85           | 259         | 86.3      | 3             |
| Southern NH Planning Commission        | Green Parking Ordinance                           | 67           | 92           | 93           | 252         | 84.0      | 4             |
| Strafford Regional Planning Commission | Building capacity for watershed planning          | 70           | 80           | 89           | 239         | 79.7      | 5             |
| Lakes Region Planning Commission       | Squam Lakes Watershed Plan                        | 78           | 57           | 76           | 211         | 70.3      | 6             |
| Connecticut River Joint Commissions    | Connecticut River Water Quality Education Toolkit | 44           | 38           | 50           | 132         | 44.0      | 7             |

**Review Team Members**

| Name         | Qualifications  |
|--------------|---|
| Sally Soule  | 15 years grant management experience; currently serve as Coastal Watershed Supervisor with project management, watershed management expertise |
| Jeff Marcoux | 12 years experience, Watershed Supervisor, project manager, grant and contract expertise  |
| Steve Landry | Watershed Assistance Section Supervisor, 15 years experience, project management; and watershed management expertise                          |