



STATE OF NEW HAMPSHIRE
DEPARTMENT OF CULTURAL RESOURCES

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

Van McLeod, Commissioner



21-14

October 1, 2013

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

REQUESTED ACTION

The Department of Cultural Resources requests permission to award a Conservation Number Plate Grant in the amount of \$20,000.00 to the Town of Middleton (Vendor Code 159905) effective upon Governor and Council approval through June 30, 2014. 100% Other Funds.

Funds are available in the account titled Administration Support as follows:

	<u>FY2014</u>
01-34-34-340010-69990000-054-500528 Trust Fund Expenditures	\$20,000

EXPLANATION

Pursuant to RSA 261:97-c Conservation Number Plate Funds are used to promote the use and conservation of cultural resources in New Hampshire and to preserve the cultural heritage that belongs to all New Hampshire citizens by providing for the preservation of publicly-owned historic properties.

Middleton's Old Town Hall which was originally built in 1795 as a meeting house on Ridge Road. It was moved to its present location in 1812, jacked up and the Town Hall was added beneath. The original stucco paintings, located in the original meetinghouse, were painted by John Avery in 1841. The wrap-around landscape mural of trees and scenery, is one of Middleton's treasures, and covers all four walls of the second floor chapel.

Funds will be used by the Town of Middleton for the preservation of the murals.

Respectfully submitted,

Van McLeod
Commissioner

20 Park Street, Concord, New Hampshire 03301-6314
Telephone: 603/271-2540 FAX: 603/271-6826 E-mail: vmcleod@library.state.nh.us
www.state.nh.us/nhculture Help Line TTD Relay 603/225-4033



NEW HAMPSHIRE STATE COUNCIL ON THE ARTS GRANT AGREEMENT

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

1. GRANT PERIOD: FY2014

2. OBLIGATIONS OF THE GRANTEE:

- The Grantee agrees to accept \$20,000.00 and apply it to the program(s) described in the grant application and approved budget referenced above. In the performance of this grant agreement, the Grantee is in all respects an independent contractor and is neither an agent nor employee of the State.
Funding credit including Council logo must appear in all programs, publicity, and promotional materials. The following wording and Council logo should be used:



Town of Middleton is supported in part by a grant from the New Hampshire State Council on the Arts & the Cultural Conservation Moose Plate Fund.

- The Grantee agrees to provide up to two (2) complimentary tickets/admissions as requested for site visits by appropriate Council staff/evaluators.
The Grantee agrees to abide by the limitations, conditions and procedure outlined herein and in the attached appendices. If appropriated funds for this grants program are reduced or terminated, all payments under this grant may cease. That determination rests within the sole discretion of the Council.

3. PAYMENT will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council

4. FINAL REPORT: The Grantee agrees to submit a final financial and narrative report on a form provided by the Council no more than 30 days after the end of the grant period. Failure to submit the final report will render the Grantee ineligible for Council funding for two years.

5. SOVEREIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

COUNCIL APPROVAL

Contracting Officer for State Agency

Cassandra Mason 10/23/13
Signature Date

Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Town of Middleton

Address: 182 Kings Highway

Cheryl Kimball
Printed Name of Authorized Official for Grantee
Chair, Middleton Heritage Commission 10/23/13
Authorized Official's Signature & Title Date

NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Strafford

On the 23 day of Oct. 20 13 before the undersigned officer, personally appeared

Cheryl Kimball
(Print name of person whose signature is being notarized)
or satisfactorily proven to be the person whose name appears above, and acknowledged that s/he executed this document in the capacity indicated.

Deborah L. O'Leary
Notary Public/ Justice of the Peace

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:

Rosemary Dick 10-28-13
Office of Attorney General Date

New Hampshire
State Council on the
Arts



CERTIFICATION OF BOARD RESOLUTION

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

Important: To expedite your payment these steps must be followed in this order:

*** Resolution date must occur on or before the Grant Agreement is signed.**

**** Certificate on bottom of page must be signed and notarized on the same date or after the grant agreement is signed.**

1. *Resolution:

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

TOWN OF MIDDLETON on AUGUST 26, 2013
(name of organization)

at which time a quorum was present and voted, and further that said resolution has not been rescinded, altered or amended and is still in full force and effect.

"Be it resolved that Cheryl Kimball is hereby authorized
(Printed name of authorizing official)

on behalf of this Corporation to enter into contracts with the State of New Hampshire and to execute any and all documents, agreements and other instruments, and any amendments, revisions, or modifications thereto, as (s)he may deem necessary, desirable or appropriate."

Signed: Laura Parker
(Signature of Clerk/Secretary to the board)
Printed Name Laura Parker

2. **Certificate

STATE OF NEW HAMPSHIRE
COUNTY OF Strafford

On the 23 day of Oct., 2013 before the undersigned officer, personally appeared Laura Parker, or satisfactorily proven to be the person whose name appears
(print name of person whose signature is being notarized)
above, and acknowledged s/he executed this document in the capacity indicated.

Deborah L. OToole
Notary Public/ Justice of the Peace
Printed Name: Deborah L. OToole
My Commission Expires _____

DEBORAH L. OTOOLE, Notary Public
My Commission Expires February 22, 2017



GRANTEE INFORMATION FORM for ORGANIZATIONS

Please complete the following for fulfillment of grant requirements by the Governor and Executive Council and the State of New Hampshire's Department of Administrative Services.

Name of Organization TOWN OF MIDDLETON / MIDDLETON HERITAGE COMMISSION

1. Statement of Purpose:

(Give your organization's mission statement or list your organization's objectives in the space below)

The mission of the Middleton Heritage Commission is to survey + inventory the town's cultural resources, as well as advise + assist local agencies + boards on matters affecting or potentially affecting cultural + historic resources.

2. Salary of Administrator: *none*

(List annual salary of administrator, not artist's fees, who will be involved in this grant.)

Attach the Following:

3. Resume of Administrator

4. Financial Statement:

A one-page financial statement of your organization's most recently completed fiscal year.

5. Board of Directors: *Selectmen / Selectwomen*

A list of the current directors and officers of your organization.

Please do not include any personal information such as home addresses, phone numbers or emails.

6. List Geographic Areas Served by Organization — *Town of Middleton*

7. Certificate of Liability Insurance

8. Please include a copy of a current year Certificate of Good Standing. — *n/a for a municipality?*

If you do not have a Certificate of Good Standing with the state of NH please call Secretary of State Corporate Division at 271-3244 and request an application.

**CHERYL ELAINE KIMBALL, CVT
223 SILVER STREET, MIDDLETON, NH 03887
603.755.8954; CHERYLKIMBALL@ROADRUNNER.COM**

SUMMARY

Senior-level highly collaborative publishing professional and content provider skilled in multi-tasking numerous initiatives, vision setting, strategic thinking, problem solving, and change management with managerial and supervisory experience; certified Veterinary Technician; currently pursuing multi-faceted development work in nonprofit animal shelter venue.

WORK HISTORY

**9/2012-present: Director of Development & Community Relations,
Concord-Merrimack County SPCA**

Manage donor database, direct mail, social media development strategy, solicit corporate sponsorship, plan events, partnering with companies including DVMs/veterinary practices. Direct key fundraising event; May 2013 resulting in largest income ever for the event.

2007-present: Adjunct faculty, Veterinary Technology, Great Bay Community College—Teach large animal management lab in hands-on environment including horses, cows, sheep, and goats to 2nd-year students in an AVMA-accredited 2-year Veterinary Technology program. Work with DVMs and other VTs on staff.

6/2009-12/2012: Editor, Seacoast Weddings annual magazine, Brown & Co, Portsmouth, NH—managed and created editorial planning and content, assisted with social media content, built network of wedding-industry external experts, managed freelance pool.

8/2011-9/2012: Development Associate, N.H. Preservation Alliance, Concord, NH—wrote grants, managed donations, assisted with events

2008-2011: Part-time staff, New Hampshire Farm Museum, Milton, NH—grant writing, volunteer coordination, membership development, event planning and management

2000-2011: Self-employed writer/editor—worked with multiple publishers and on multiple projects simultaneously, edited and wrote books on horses, small business, education

1998-2000: Acquiring Editor, Adams Media, Avon, MA—member of editorial board, acquired titles, managed authors, developed corporate relationships, developed and cultivated international business relationships

1996-1998: Publishing Director, Chronimed, Minneapolis, MN—Managed \$2 million publishing unit in medical company, significant cross-department relationship building, frequent travel, budgeting and financial accountability, staff of 9

1990-1996: Director, Trade Publishing, Heinemann Publishers, Portsmouth, NH—managed \$2 million consumer publishing unit within multinational education book publishing company, developed international business relationships, member of management leadership team for entire company, significant budgeting and financial accountability, staff of 5

1987-1989: Owner, New England Lit Bookstore, Portsmouth, NH—startup independent retail store

1984-1987: Editorial Assistant, New Shelter magazine, Rodale Press, Emmaus, PA

Resume—C. Kimball, page 2 of 2

EDUCATION

Professional Fundraising Course, Boston University, 2011
A.S., Veterinary Technology, Great Bay Community College, 2007
B.A., English/Writing, University of New Hampshire, 1984
M.F.A., Creative Nonfiction, Hamline University, St. Paul, MN, 1997 (uncompleted)
Coverts Cooperator Land Stewardship Program, UNH Cooperative Extension, 1998

OTHER

President, Board of Directors, New Hampshire Farm Museum, Milton, NH
Chair, Middleton Heritage Commission, Middleton, NH

GRANT WRITING

PETCO Foundation, \$50,000, Concord SPCA, Capital Campaign, 2013
WMUR-TV/Citizens Bank, Champions in Action, \$35,000, NH Preservation Alliance, 2012
LCHIP Grant, \$50,000 NH Farm Museum, Reroofing project, 2010

PUBLICATIONS (partial list/books)

Start Your Own Nonprofit Organization, Entrepreneur Press, forthcoming
55 Surefire Homebased Businesses, Entrepreneur Press, 2008
Start Your Own Pet-Sitting Business, Entrepreneur Press, 2007
The Complete Horse, Voyageur Press, 2006
The Everything Horseback Riding Book, Adams Media, 2005
The Horse Wise, Conari Press, 2004
Horse Showing for Kids, Storey Press, 2003
Mindful Horsemanship, Carriage House Publishing, 2002
Outwitting Ants, The Lyons Press, 2002

OTHER PUBLISHING

Writer, *Seacoast Weddings* magazine, Brown & Co., Portsmouth, NH
Editor, *Harbor Guide* annual Portsmouth, NH, tourism magazine
Online content writing: Demand Studios, dogandcatpetcare.com
Online editorial work: iUniverse

PERSONAL INTERESTS

Horsemanship, motorcycling, fiction writing, knitting, hiking, birdwatching, kayaking, dogs

Best budget I can get my hands on. If it is not sufficient, I have another that is very detailed. -ck

FY 2013

Middleton

Budget - Town of

MS-7

1 2 3 4 5 6 7 8 9

ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS		BUDGET COMMITTEE'S APPROPRIATIONS	
					(Recommended)	(Not Recommended)	(Recommended)	(Not Recommended)
4130-4139	Executive		76105	78665	77925		76042	
4140-4149	Election, Reg. & Vital Statistics		24091	20343	21982		21982	
4150-4151	Financial Administration		36677	36259	36701		36107	
4152	Revaluation of Property		28250	16733	29465		29465	
4153	Legal Expense		10000	2184	10000		10000	
4155-4159	Personnel Administration		188992	195028	221968		221968	
4191-4193	Planning & Zoning		7000	3171	5102		5102	
4194	General Government Buildings		54500	54665	57340		57340	
4195	Cemeteries							
4196	Insurance		26750	27102	29400		29400	
4197	Advertising & Regional Assoc.							
4199	Other General Government							
Subtotal								
4210-4214	Police		258014	259638	285000		285000	
4215-4219	Ambulance		39950	41785	35270		35270	
4220-4229	Fire		61248	60488	61321		61321	
4240-4249	Building Inspection		8970	5674	8121		8121	
4290-4298	Emergency Management		2300	3453	1300		1300	
4299	Other (Including Communications)		5000	4923	5500		5500	
Subtotal								
4301-4309	Airport Operations							
Subtotal								
4311	Administration		149429	146710	153462		152117	
4312	Highways & Streets		178223	172815	183840		181440	
4313	Bridges							

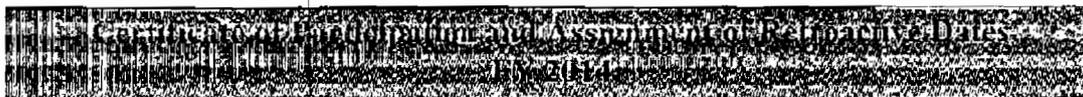
1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)	BUDGET COMM. APPROPRIATIONS Ensuing Fiscal Year (Recommended)	BUDGET COMM. APPROPRIATIONS Ensuing Fiscal Year (Not Recommended)
HIGHWAYS & BRIDGES (cont.)								
4316	Street Lighting		5900	5807	5900		5900	
4319	Other - School Diesel		20000	24998	24000		24000	
SANITATION								
4321	Administration							
4323	Solid Waste Collection		500	-573	1		1	
4324	Solid Waste Disposal		134600	136825	137000		137000	
4325	Solid Waste Clean-up							
4326-4329	Sewage Coll. & Disposal & Other		1200	1834	1200		1200	
WATER DISTRIBUTION & TREATMENT								
4331	Administration							
4332	Water Services							
4335-4339	Water Treatment, Conserv. & Other							
ELECTRIC								
4351-4352	Admin. and Generation							
4353	Purchase Costs							
4354	Electric Equipment Maintenance							
4359	Other Electric Costs							
WELFARE								
4411	Administration							
4414	Pest Control		5900	2620	5400		5400	
4415-4419	Health Agencies & Hosp. & Other		6050	6600	6450		6450	
4441-4442	Administration & Direct Assist.		22640	9818	19640		19640	
4444	Intergovernmental Welfare Payemnts							
4445-4449	Vendor Payments & Other							

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMMITTEES APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)
4520-4529	Parks & Recreation		1001	841	1501		1501	
4550-4559	Library							
4583	Patriotic Purposes		500	0	500		500	
4589	Other Culture & Recreation		2000	1228	2000		2000	
4611-4612	Admin. & Purch. of Nat. Resources		945	981	891		597	
4619	Other Conservation							
4631-4632	Redevelopment and Housing							
4651-4659	Economic Development							
DEBT SERVICE								
4711	Princ.- Long Term Bonds & Notes		101280	72882	78121		78121	
4721	Interest-Long Term Bonds & Notes		17168	15908	15712		15712	
4723	Int. on Tax Anticipation Notes		1	0	1		1	
4790-4799	Other Debt Service							
CAPITAL OUTLAY								
4901	Land							
4902	Machinery, Vehicles & Equipment							
4903	Buildings							
4909	Improvements Other Than Bldgs.							
FINANCIAL STATEMENTS								
4912	To Special Revenue Fund							
4913	To Capital Projects Fund							
4914	To Enterprise Fund							
	- Sewer							
	- Water							

1	2	3	4	5	6	7	8	9
ACCT.#	PURPOSE OF APPROPRIATIONS (RSA 32:3,V)	OP Bud. Warr. Art.#	Appropriations Prior Year As Approved by DRA	Actual Expenditures Prior Year	SELECTMEN'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)	BUDGET COMMITTEE'S APPROPRIATIONS Ensuing Fiscal Year (Recommended)	(Not Recommended)
	OPERATING TRANSFERS OUT (cont)							
	- Electric							
	- Airport							
4918	To Nonexpendable Trust Funds							
4919	To Fiduciary Funds							
	OPERATING BUDGET TOTAL		1,475,084	1,408,315	1,522,014		1,514,498	

MIDDLETON BOARD OF SELECTMEN/WOMEN

Name	Title	Term
Terri Laughy	Chair	2014
Jonathan Hotchkiss	Vice Chair	2015
Joseph Bailey	Member-at-large	2016



Local Government Center Property-Liability Trust, LLC (PLT)

Town of Middleton

Member Number: 305-112702-14

In consideration of payment of the required contribution and continued compliance with other terms and requirements of PLT membership, the Town of Middleton is certified as a Member of PLT. The Term of membership is from July 01, 2013 through June 30, 2014.

Where the term "Applicable Agreement" appears below, it means the Member Agreement or Educators' Member Agreement to which the above Member or School Member subscribes.

Where the term "Applicable Member" appears below, it means the Member or School Member subscribing to the "Applicable Agreement."

Unless otherwise defined in this Certificate of Participation and Assignment of Retroactive Dates, all terms used herein that are defined in the Applicable Agreement have the same definition as set forth in the Applicable Agreement.

Retroactive dates assigned by PLT (See PRIOR ACTS paragraphs in the GENERAL PROVISIONS section of the Applicable Agreement):

PLT Membership Inception Date.....November 27, 2002
(no earlier than 7/1/86)

Hazmat Date.....November 27, 2002
(no earlier than 7/1/93)

Claims Made Date.....November 27, 2002
(no earlier than 7/1/86)

**MEMBERS WITH MEMBERSHIP EFFECTIVE DATES BEFORE
JULY 1, 2005**

Retroactive dates assigned by PLT (See PRIOR ACTS paragraphs in the **GENERAL PROVISIONS** section of the current Applicable Agreement):

For Claims arising out of an event or events for which protection is afforded under Section III.B of the current Applicable Agreement, the retroactive date is the Claims Made Date, formerly referred to in prior Certificates of Participation as the Public Official Protection Retroactive Date.

For Claims, other than Hazmat Claims, arising out of an event or events that took place before July 1, 2005, and which are not protected under the current Applicable Agreement solely by reason of a change from claims made to occurrence basis protection, the retroactive date is the PLT Membership Inception Date.

For Hazmat Claims arising out of an event or events that took place before July 1, 2005, and which are not protected under the current Applicable Agreement solely by reason of a change from claims made to occurrence basis protection, the retroactive date is the Hazmat Date, formerly referred to in prior Certificates of Participation as the Hazmat Crew Liability Retroactive Date.

**MEMBERS WITH MEMBERSHIP EFFECTIVE DATES ON OR AFTER
JULY 1, 2005**

Retroactive dates assigned by PLT (See PRIOR ACTS paragraphs in the **GENERAL PROVISIONS** section of the Applicable Agreement):

For Claims arising out of an event or events for which coverage under the Applicable Member's prior policy or similar agreement would have been on a claims made basis, the retroactive date is the Claims Made Date. [The claims made retro date from the prior expiring policy or 7/1/86, whichever is later.]

For Claims arising out of an event or events for which coverage under the Applicable Member's prior policy or similar agreement would have been on an occurrence or comparable basis, the retroactive date is the PLT Membership Inception Date.

For Claims arising out of an event or events for which Hazmat coverage would have been provided under the Applicable Member's prior policy or similar agreement, the retroactive date is the Hazmat Date. [The Hazmat Date will be the same as the PLT Membership Inception Date unless prior Hazmat coverage was on a claims made basis. Then the assigned Hazmat Date will be the same as the Claims Made Date, prior expiring policy hazmat retroactive date, or 7/1/93, whichever is later.]

Wendy Lee Parker

Date: July 01, 2013

Wendy Lee Parker
Deputy Director for Risk Pool Operations