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**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**

January 15, 2013

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

*100% Conservation Plate Fund*

REQUESTED ACTION

The Department of Cultural Resources, Division of Historical Resources, respectfully requests permission to award a Conservation Number Plate Grant to Town of Bow (vendor #177364) in the amount of \$9,942.00 effective upon Governor and Council approval through November 30, 2014. Other Funds are available in accounting unit 01-34-3410-6999000-054-500527

EXPLANATION

RSA 261:97- c allows for the use of Conservation Number Plate Trust Funds for the preservation of significant publicly-owned historic properties. Such properties shall be at least 50 years old and listed or eligible for listing in the National Register of Historic Places.

The c.1835 Bow Bog Meeting House was built for the Methodist Episcopal Church and Society of Bow established in 1827 for the total cost of \$800. In 1985 the Town of Bow acquired the building. The town would like to restore the original windows of this building and seek a grant from the Conservation License Plate to assist them in doing this. With this grant they will be able to restore 4 windows and 4 sills in the main meeting room and the front entrance.

Respectfully submitted,

*Kathleen McLeod*

*for* Van McLeod  
Commissioner

**New Hampshire Division of Historical Resources**

This agreement between the State of New Hampshire, Division of Historical Resources (hereinafter "DHR") and **Town of Bow** (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

1. GRANT PERIOD: November 30, 2012 – November 30-2014
2. OBLIGATION OF THE GRANTEE: The Grantee agrees to accept \$9,942. and apply it to the project(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.

**As required by the Conservation License Plate Grant Program and the DHR, Grantee agrees to prominently place a DHR provided grant information sign on site or within the community throughout the project funded by this grant, and to acknowledge support of the DHR and the Conservation License Plate Program on any materials promoting the project.**

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 shall cease.

3. PAYMENT of 50% will be made following review by the NH Attorney General's Office and Governor and Council. Payment of the final 50% will be made upon receipt and approval of the final report documentation.
4. FINAL REPORT: The Grantee agrees to submit a narrative report of progress at the six month point in the grant period. The Grantee agrees to submit a final financial and project report in a format provided by the DHR, no more than 30 days after the end of the grant period.
5. SOVERIGN IMMUNITY: No provision of this contract is to be deemed a waiver of sovereign immunity by the State of New Hampshire.

DIVISION HISTORICAL RESOURCES

Elizabeth Muzzey 1/15/13  
Elizabeth Muzzey, Director/SHPO Date

Approved as to form, substance and execution:

Rosemary Heath 1-22-13  
Office of Attorney General Date

GRANTEE

Name TOWN OF BOW  
Address 10 GRANOVEN RD  
Bow, NH 03304

David L Stack 11/16/12  
Authorized Signature Date  
**DAVID L STACK**  
**TOWN MANAGER**

STATE OF NEW HAMPSHIRE, COUNTY OF

The foregoing statement was acknowledged before me this 16 day of November 2012.  
Town Muzzey  
Signature of Notary Public



CERTIFICATE FOR MUNICIPALITIES

I (insert name) Karen Mullaney, of (insert Municipality name), Town of Bow, do hereby certify to the following assertions:

- 1. I am a duly elected and acting ~~Clerk~~ Secretary for the Municipality documented above, which is in the State of New Hampshire
2. I maintain and have custody of, and am familiar with, the minute books of the Municipality:
3. I am duly authorized to issue certificates with respect to the contents of such books:
4. The following are true, accurate and complete copies of the resolutions adopted during an official meeting of the Municipality. Said meeting was held in accordance with the laws and by-laws of the State, upon the following date (insert meeting date) 11-13-2012.

RESOLVED: That this municipality shall enter into a contract with the State of New Hampshire, acting by and through the Department of Cultural Resources providing for the performance by this Municipality of certain services as documented within the foregoing grant application, and that the official listed, (document the title of the official authorizing the grant, and document the name of the individual filling that position) DAVID L. STALK, on behalf of this Municipality, is authorized and directed to enter into the said grant agreement with the State of New Hampshire, and that they are to take any and all such actions that may be deemed necessary, desirable of appropriate in order to execute, seal, acknowledge and deliver any and all documents, agreements and other instruments on behalf of this Municipality in order to accomplish the same.

RESOLVED: That the signature of the above authorized party or parties of this Municipality, when affixed to any instrument of document described in, or contemplated by, these resolution, shall be conclusive evidence of the authority of said parties to bind this Municipality, thereby:

- 5. The foregoing resolutions have not been revoked, annulled, or amended in any manner what so ever, and remain in full force and effect as of the date hereof;
6. The following person or persons have been duly elected to, and now occupy, the Office or Offices indicated:

Municipality Mayor: \_\_\_\_\_
Municipality Clerk: CATE DEVASTO
Municipality Treasurer: ROLAND GAMLIN

IN WITNESS WHEREOF: As the Clerk/Secretary of this municipality, I sign below upon this date (insert date of signing) 11-16-2012

Clerk/Secretary (signature) Karen Mullaney
In the State and County of: (State and County names) New Hampshire Merrimack

NOTARY STATEMENT: As Notary Public and/or Justice of the Peace, REGISTERED IN THE STATE OF: New Hampshire, County of: Merrimack

UPON THIS DATE (insert full date) Nov. 16, 2012, appeared before me (print full name of notary)

CATE DEVASTO, the undersigned officer personally appeared (Insert officers name) Karen Mullaney, SECRETARY who acknowledged him/herself to be (Insert the name of municipality) Town of Bow and that being authorized to do so, he/she executed the foregoing instrument for the purposes therein contained, by signing by him/herself in the name of the Municipality

In witness whereof I hereunto set my hand and official seal. (provide signature, seal and expiration of commission)

[Handwritten signature of Catherine De Vasto]



**Board of Selectmen  
November 13, 2012  
Minutes**

The Board of Selectmen met on Tuesday, November 13, 2012, at 6:00 p.m. in Meeting Room A of the Municipal Building at 10 Grandview Road, Bow, New Hampshire.

**I. Call to Order**

Chairman Colleen Hunter called the meeting to order at 6:00 p.m. Selectmen present were Harold Judd, Eric Anderson, and Jill Hadaway. Selectman Jack Crisp, Jr. arrived at 6:05 p.m. Also present were Town Manager David Stack, Administrative Assistant Karen Mullaney and members of the public.

**II. Public Hearing - RSA 31:95-b**

Acceptance of a \$9,942 grant from the Conservation License Plate Grant Program for window repair/restoration at the Bow Bog Meeting House

Chairman Hunter opened the public hearing for the Conservation License Plate Grant at 6:00.

There being no comments, Chairman Hunter closed the public hearing at 6:02.

**Selectman Judd moved, duly seconded by Selectman Anderson to accept a \$9,942 grant from the Conservation License Plate Grant Program for window repair/restoration at the Bow Bog Meeting House and to authorize the Town Manager to sign and related grant documents. Motion passed 4-0.**



## 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.

<i>Participating Member:</i> Town Of Bow 10 Grandview Road Bow, NH 03304		<i>Member Number:</i> 123	<i>Company Affording Coverage:</i> NH Public Risk Management Exchange - Primex <sup>3</sup> Bow Brook Place 46 Donovan Street Concord, NH 03301-2624		
Type of Coverage		Effective Date (mm/dd/yyyy)	Expiration Date (mm/dd/yyyy)	Limits - NH Statutory Limits May Apply, if Not	
<input checked="" type="checkbox"/>	<b>General Liability (Occurrence Form)</b> <b>Professional Liability (describe)</b> <input type="checkbox"/> Claims Made <input type="checkbox"/> Occurrence	7/1/2012	7/1/2013	Each Occurrence	\$ 5,000,000
				General Aggregate	\$ 5,000,000
				Fire Damage (Any one fire)	\$
				Med Exp (Any one person)	
<input checked="" type="checkbox"/>	<b>Automobile Liability</b> Deductible    Comp and Coll: \$1,000  <input type="checkbox"/> Any auto	7/1/2012	7/1/2013	Combined Single Limit (Each Accident)  Aggregate	\$5,000,000
<input checked="" type="checkbox"/>	<b>Workers' Compensation &amp; Employers' Liability</b>	1/1/2012	1/1/2013	<input checked="" type="checkbox"/> Statutory	
				Each Accident	\$2,000,000
				Disease – Each Employee	\$2,000,000
				Disease – Policy Limit	\$
<input checked="" type="checkbox"/>	<b>Property (Special Risk includes Fire and Theft)</b>	7/1/2012	7/1/2013	Blanket Limit, Replacement Cost (unless otherwise stated)	Deductible: 1,000
<b>Description:</b> 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>
			<b>By:</b> <i>Tammy Denver</i>
			<b>Date:</b> 11/21/2012    tdenver@nhprimex.org
NH Division of Historical Resources 19 Pillsbury St Concord, NH 03301			Please direct inquires to: <b>Primex<sup>3</sup> Claims/Coverage Services</b> 603-225-2841 phone 603-228-3833 fax