



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



B13
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October 1, 2012

His Excellency, Governor John H. Lynch
and the Honorable Council
State House
Concord, New Hampshire 03301

100% Conservation Plate Funds

REQUESTED ACTION

The Department of Cultural Resources requests permission, to award Conservation Number Plate Grants in the amount of \$6,300.00 to the Town of Hooksett (Vendor Code 177412) effective upon Governor and Council approval through June 30, 2013. Other funds are available in 01-34-34-340010-6999-054 -500527.

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.

At a recent meeting, the Commissioner and Division Directors unanimously voted to accept the Arts Division's Cultural Conservation review panel's recommendations for the Conservation Number Plate Grants based on its funding priority ranking within a competitive review. The three-member peer panel, facilitated by an Arts Councilor, considered ten criteria to arrive at a consensus ranking for each application. Each panelist is advised, both individually and collectively, of their obligation to disclose any conflict of interest and themselves from assessment if a conflict is present. The evaluative criteria range from the historical significance of the conservation project and the degree of public benefit to the qualifications of the conservation professionals and the quality of the project plan.

The Town of Hooksett seeks support for the conservation of murals with Native American themes by William Abbot Cheever. The artist lived in Amherst, New Hampshire from 1954 until his death in 1986. He was a commissioned artist during President Roosevelt's Works Progress Administration and his murals are still displayed at Post Offices in Virginia, Connecticut and Massachusetts. The murals owned by the Town of Hooksett depict Native American themes and their photos appear in a 1994 book *The First Peoples of the Northeast* and in the University of New Hampshire Media Collection. After conservation the Town of Hooksett will display the murals in a publicly accessible space; either the public library or the Hooksett elementary school.

Respectfully submitted,

Van McLeod
Commissioner

177412
FY2013CC # 8892
Acct Code: 6999



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 Hooksett (hereinafter "Grantee") is to witness receipt of funds subject to the following conditions:

- GRANT PERIOD: FY2013**
- OBLIGATIONS OF THE GRANTEE:**
 - The Grantee agrees to accept \$6,300.00 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 Hooksett is supported in part by a grant from the New Hampshire State Council on the Arts & the National Endowment for the Arts.

- 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.
- PAYMENT** will be made following the receipt and execution of all required documents and approval of the Governor and Executive Council
 - 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.**
 - 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 Merson 10/2/12
Signature Date

Name, Title: Lynn Martin Graton, Acting Director

GRANTEE SIGNATURE

Org/ Name: Town of Hooksett
Address: 35 Main St. Hooksett, NH 03106

John H. Danforth, Council Secretary
Printed Name of Authorized Official for Grantee
J.H. Danforth Council Secretary 9.13.12
Authorized Official's Signature & Title Date

APPROVED BY ATTORNEY GENERAL

as to form, substance and execution:
Rosemary Feal 10-18-12
Office of Attorney General Date

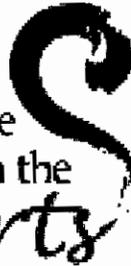
NOTARIZATION REQUIRED:

STATE OF NEW HAMPSHIRE, COUNTY OF Merrimack

On the 13th day of Sep. 2012 before the undersigned officer, personally appeared John H. Danforth
(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.

Evelyn F. Horn
Notary, Public/ Justice of the Peace
Printed Name: EVELYN F. HORN, Notary Public
My Commission expires: June 3, 2014

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~~ Hooksett Town Council

Town of Hooksett on September 12, 2012
(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 John Danforth 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: James A Sullivan

(Signature of Clerk/Secretary of the Board)

Town Council Chair

Printed Name James Sullivan

2. **Certificate

STATE OF NEW HAMPSHIRE

COUNTY OF Merrimack

On the 14th day of September 2012 before the undersigned officer, personally appeared James Sullivan, or satisfactorily proven to be the person whose name appears above, and acknowledged s/he executed this document in the capacity indicated.
(print name of person whose signature is being notarized)

Notary Public/ Justice of the Peace

Printed Name: EVELYN F. HORN, Notary Public
My Commission Expires June 3, 2014

My Commission Expires _____



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 Hooksett

1. Statement of Purpose:
(Give your organization's mission statement or list your organization's objectives in the space below)

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

\$88,658.00

Attach the Following:

3. ~~Resume of Administrator (attached)~~
4. Financial Statement:
A one-page financial statement of your organization's most recently completed fiscal year.
5. Board of Directors: Town Council (attached)
~~A list of the current directors and officers of your organization~~
6. List Geographic Areas Served by Organization
7. Certificate of Liability Insurance
8. Please include a copy of a current year Certificate of Good Standing.
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.

Dean E. Shankle, Jr.

PO Box 825
Milford, NH 03055
Tel: 1 603 440 8248
E-mail: dshankle@aretao.com

MANAGEMENT EXPERIENCE

***Town of Epping, NH, Town Administrator.* 2008 - Present**

Responsible for human resource administration, preparation and administration of budgets, public relations, special projects and general administrative support for all departments.

***ITB Training, Inc. (dba Aretao), CEO.* 2004 - Present**

Founding partner of a management training and consulting company that helps clients with their management, training and communications needs. Since I began working at Epping I only do part-time projects.

***Town of Merrimack, NH, Town Manager.* 1994 - 2004**

Responsible for general management of town with budget of nearly \$25 million, over 200 employees and a population of 25,000 residents. Began as Assistant Town Manager and promoted within a year to Community Development Director and then Town Manager. Developed and administered budgets, oversaw union negotiation and contract administration and was actively involved in recruiting businesses such as Fidelity Investments and PC Connections.

***Town of Hinsdale, NH, Town Administrator.* 1989 - 1994**

Responsible for human resource administration, employee relations and training, preparation of budgets, public relations, special projects, grant writing and general administrative support for all departments.

***Southwest Regional Planning Commission, Executive Director.* 1983 - 1988**

The Planning Commission provided planning, zoning and environmental information for member towns. Started as a Planning Intern; earned promotions to Planner, Grant Administrator, Special Projects Director and Executive Director.

EDUCATION

***Master of Science - Community Economic Development,* 2004**

Southern New Hampshire University

***Doctor of Philosophy,* 1992**

University of Massachusetts at Amherst

Political Science

Fields of Study: Public Administration; Policy Analysis; Political Theory

***Master of Public Administration,* 1988**

University of Massachusetts at Amherst

***Bachelor of Arts,* 1984**

Keene State College

American Politics, *summa cum laude*

OTHER RELEVANT ASSOCIATIONS

***International City Manager Association (ICMA), Member.* 1984 - 2005**

Credentialed Manager (ICMA - CM); Advisory Board on Graduate Education, member (2003 - 2005).

***NH Local Government Information Network (NH LoGIN).* 1997 - 2005**

Incorporator and president (1999 - 2002) of New Hampshire Local Government Information Network, an affiliate group of the New Hampshire Municipal Association concerned with the application of technology in local government.

**Town of Hooksett
Town Council**

Leslie A. Boswak
Councilor At Large
6 Orchard Drive

Nancy Comai
21 Elmer Avenue
Councilor, District 6

John H. Danforth
Councilor, District 2
31 Dale Road

Michael Downer
Councilor, District 5
15 Park Lane

Vincent Lembo, Jr.
Councilor At Large
56 Main Street

James A. Levesque
Councilor, District 3
106 Hackett Hill Road

Todd Lizotte
21 Post Road
Councilor, District 1

Susan Lovas Orr
Councilor, District 4
39 Sherwood Drive

James Sullivan
Councilor At Large
2 Trent Road