



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, including back up information, 8 days prior to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: June 10, 2015

Date of Meeting: June 25, 2015

Submitted by: Finance Director Paul T. Micali

Department: Finance

Time Required: 10 minutes

Speakers: Finance Director Paul T. Micali

Background Info. Supplied: Yes: No:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:

Recognition/Resignation/
Retirement:

Public Hearing:

Old Business:

New Business:

Consent Agenda:

Nonpublic:

Other:

TITLE OF ITEM

FEMA Grant - January 2015 Snow Storm

DESCRIPTION OF ITEM

Town Council to consider the authorization and expenditure of a grant of up to \$33,385 from the Federal Emergency Management Agency (FEMA) to defray the costs associated with the January snow storm of 2015, pursuant to RSA 31:95-b and Charter Article 8-15.

REFERENCE (IF KNOWN)

RSA: 31:95-b

Warrant Article: _____

Charter Article: 8-15

Town Meeting: _____

Other: _____

N/A

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:

Grant Requirements:

Easel:

Joint Meeting:

Special Seating:

Other:

Laptop:

None:

CONTACT INFORMATION

Name: Lt. Paul Trepaney

Address: 31 Baboosic Lake Rd

Phone Number: 603.420.1815

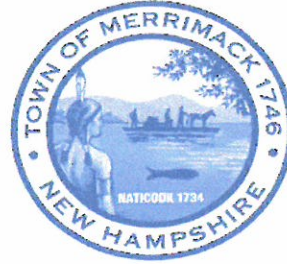
Email Address: ptrepaney@merrimacknh.gov

APPROVAL

Town Manager: Yes No:

Chair/Vice Chair: Yes No:

Memo



TO: Town Council
ATTN: Town Manager Eileen Cabanel
FROM: Finance Director Paul T. Micali
DATE: June 10, 2015

RE: January 2015 Snow Storm

As many of you know, the Snow Storm on January 26, 2015 (Juno) was declared eligible for Federal Emergency Management Agency (FEMA) aid. The Town spent \$44,512.46 in snow removal, clean-up, repairs and associated costs for this storm. FEMA will reimburse the Town of Merrimack 75% of total cost associated of the January Snow Storm. At this time we have not heard if the State will be providing any further funding for this storm.

I am requesting that the Town Council accept and authorize the additional expenditure up to \$33,385 grant from the Federal Emergency Management Agency to defray the costs associated with the January snow storm of 2015, pursuant to RSA 34:95-b and Town Charter Article 8:15. These funds are unanticipated revenues to the Town.



LEGAL NOTICE
Town of Merrimack
Public Hearing



Residents of Merrimack are hereby advised that the Town Council will conduct a public hearing to consider the acceptance and expenditure of a grant in the amount of \$33,385 from the Federal Emergency Management Agency (FEMA) to defray the costs associated with the January 2015 snow storm, pursuant to RSA 31:95-b and Charter Article 8-15. All interested parties are invited to attend. The public hearing will be held on **Thursday, June 25, 2015 at 7:00 PM** in the Matthew Thornton Room located at 8 Baboosic Lake Road in Merrimack.

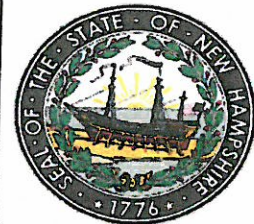
For Town of Merrimack Use:

Posted: June 16, 2015

To Be Published: June 16, 2015 (*Union Leader*)



FEDERAL EMERGENCY MANAGEMENT AGENCY
Federal/State Joint Field Office
EXIT BRIEFING FORM



FEMA 4209 NH NH

SUBJECT: Applicant Exit Briefing

APPLICANT NAME: Town of Merrimack **PA ID #** 011-47540-00

KICK-OFF MEETING DATE: April 30, 2015

List the number of small and large project worksheets written for each category and the total number of Project Worksheets (PWs) by category. If there is no damage in a category, mark "N/A". This document is to be signed by the PAC Crew Leader, State Applicant Liaison and the applicant's Authorized Representative as shown on the Request for Public Assistance.

Provide a copy to the Applicant and turn in the original to the Data Coordinator.

Completed Categories	# of Small Projects	# of Large Projects	Total # of PWs
Category A: Debris Removal			
Category B: Protective Measures	1		1
Donated Resources (Cat A and/or B)			
Category C: Road and Bridges			
Category D: Water Control Facilities			
Category E: Building & Contents			
Category F: Public Utility System			
Category G: Other (Recreational)			
Total Number of Project Worksheets	1		1

Important Time Lines and Statutory Requirements

In accordance with §206.202(d)(1)(ii) of 44CFR, if additional damage is found, the applicant must notify the State in writing within 60 days of the Kickoff Meeting April 30, 2015 or by _____

The applicant must maintain complete records and cost documentation for all approved work for at least three years from the date the applicant's grant is officially closed.

In accordance with §206.206 of 44CFR, Applicants may appeal any determination related to an application for or the provision of Federal assistance, but must do so within 60 days from receipt of the determination.

All work must comply with provisions of the Clean Water Act, Clear Air Act, Resource Conservation and Recovery Act, Endangered Species Act, Fish and Wildlife Coordination Act, the National Historic Preservation Act, and related Federal statutes and associated State, Tribal and local laws, codes, ordinances and other statutes.

Any questions regarding Public Assistance, changes to the "Approved Scope of Work, Improved or Alternate Projects, 406 Hazard Mitigation, and/or major cost overruns require prior approval from FEMA. Please contact:

Leigh Cheney, Planning Chief
 New Hampshire Department of Safety, Homeland Security Emergency Management
 110 Smokey Bear Blvd (physical) / 33 Hazen Drive (mailing) Concord, New Hampshire 03301
 603-223-3639
leigh.cheney@dos.nh.gov

FEMA PAC Crew Leader:	William G. Ewing <i>William G. Ewing</i>	Date:	6/19/2015
State Applicant Liaison:	Leigh Cheney	Date:	

Certification:

To the best of my knowledge and understanding, Project Worksheets are written for all known damages and for all other disaster-related costs claimed under the Public Assistance Program for this disaster. Exceptions may include inundated or inaccessible sites and demolition-related projects. I have also read and understand the important time lines noted above and will comply with Federal, State, and local statutes and ordinances in completing disaster-related work under the Public Assistance grant.

Applicant Representative:	Paul Micali	Date:	
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PA-01-NH-4209-PW-00059(0) <u>P</u>	
Applicant Name: MERRIMACK (TOWN OF)	Application Title: MERRB01 48 Hour Snow Removal
Period of Performance Start: 03-25-2015	Period of Performance End: 09-25-2015

Bundle Reference # (Amendment #)	Date Awarded

Subgrant Application - FEMA Form 90-91

Note: The Effective Cost Share for this application is 75%

FEDERAL EMERGENCY MANAGEMENT AGENCY PROJECT WORKSHEET					
DISASTER		PROJECT NO. MERRB01	PA ID NO. 011-47540-00	DATE 04-30-2015	CATEGORY B
FEMA	4209	-	DR	-NH	
APPLICANT: MERRIMACK (TOWN OF)			WORK COMPLETE AS OF: 04-30-2015 : 100 %		
Site 1 of 1					
DAMAGED FACILITY: Town of Merrimack			COUNTY: Hillsborough		
LOCATION: Current Version: Town Hall N 42.8665 W -71.4947				LATITUDE: 42.8665	LONGITUDE: -71.4947
DAMAGE DESCRIPTION AND DIMENSIONS: Current Version: During the incident period of January 26, 2015 through January 28, 2015, the applicant's county had record or near record snowfall. It has been determined that it was beyond both local and state capabilities to adequately respond. Record or near record snowfall accompanied by icing conditions was deposited on the public roads, Rights of Way, pedestrian walkways, parking lots, and other publicly maintained properties. Snow removal and spreading of salt and other abrasives were determined to be eligible emergency measures taken to save lives, protect public health and safety, and to protect improved property.					
SCOPE OF WORK: Current Version: Work Completed The applicant took such actions as necessary to save lives, protect public health and safety, and protect improved property. The applicant's most critical needs began at 12:00AM 1/27/2015 and extended for an eligible period of 48 continuous hours until 12:00AM 1/29/2015. The applicant maintains 242 lane miles of roadway covering 18 zones for snow and ice operations and municipal properties. One pass was made on roadways with salt, partial zone coverage with a salt and sand mix, some spot sanding as required, and several passes plowing only as per the DPW Superintendent and the daily logs. Eligible work performed for this 48 hour time period includes plowing and removing snow from roads and town maintained areas, spreading of salt and other abrasives on roads and town maintained areas. Force Account Labor: The applicant used 258 hours of regular time (ineligible) and 352.5 hours of overtime (eligible). In addition, the					

applicant accumulated 274 hours of regular time labor (ineligible) to account for surcharge labor rate (extra \$1.00 per hour, see Personnel Policy) for wing plow operation.
 Total FA Labor = \$11,800.93.

Force Account Equipment: The applicant accumulated 1027 hours of eligible equipment use. Equipment hours are greater than labor hours because the applicant's snow removal equipment is configured such that any prime-mover piece of equipment may have multiple attachments. Each attachment may have a separate hourly cost code from the prime-mover.
 Total FA Equipment = \$30,183.94.

Materials: The applicant used 42 tons of salt at \$49.25 per ton, 2 tons of sand at \$9.75 per ton, and 16 tons of 50-50 salt/sand mix at \$29.50 per ton during the period.
 Total materials = \$2,560.00

All documentation was reviewed/verified and costs found reasonable by the FEMA Project Specialist assigned.

The applicant chooses not to claim Direct Administrative Costs.

Procurement. The federal regulations at 2 C.F.R. §§ 200.317 to 326 set forth various procurement standards that a non-Federal entity must follow when using FEMA Public Assistance funding to finance procurements of property and services to perform the scope of work under a Public Assistance award. As detailed in those regulations, a state must use the same policies and procedures that it uses for procurements from its non-Federal funds. 2 C.F.R. § 200.317. A state must also comply with 2 C.F.R. § 200.322 (Procurement of Recovered Materials), must ensure that every purchase order or other contract included any clauses required by 2 C.F.R. § 200.326 (Contract Provisions), and must follow all applicable federal laws, executive orders, and implementing regulations. All other non-federal entities, including non-state sub-recipients of a state, must follow the regulations at 2 C.F.R. § 200.318 (General Procurement Standards) through 2 C.F.R. § 200.326 (Contract Provisions). A non-federal entity, however, may continue to apply with the former procurement standards applicable to FEMA awards formerly located at 44 C.F.R. Part 13 (for states, local, and Indian tribal governments) or 2 C.F.R.

Records Retention. The FEMA-State Agreement and 2 C.F.R. § 200.333 set forth the records retention requirements under the Public Assistance grant. The State is required to retain records for 3 years (except in certain rare circumstances described in 2 C.F.R. § 200.333) from the date it submits the final Federal Financial Report (SF 425) for the entire Public Assistance grant to FEMA in compliance with 2 C.F.R. § 200.333, notwithstanding the time period prescribed for subrecipients. Subrecipients are required to retain records for 3 years from the date that the State submits to FEMA the final expenditure report for the subrecipient. The final expenditure report for the subrecipient is the quarterly progress report in which the State indicates it reflects the last and final expenditures for the subrecipient for the Public Assistance grant. FEMA will not confirm the quarterly progress report as the final expenditure report for a particular subrecipient until the State has submitted all outstanding information and certifications required in 44 C.F.R. § 206.205 for all the subrecipient's costs and work for the major disaster. See FEMA-State Agreement, ¶¶ V(E) and VI(E).

Does the Scope of Work change the pre-disaster conditions at the site? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Special Considerations included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Hazard Mitigation proposal included? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Is there insurance coverage on this facility? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

PROJECT COST

ITEM	CODE	NARRATIVE	QUANTITY/UNIT	UNIT PRICE	COST
		*** Version 0 ***			
		Work Completed			
1	9007	LABOR	1/LS	\$ 11,800.93	\$ 11,800.93
2	9008	EQUIPMENT	1/LS	\$ 30,183.94	\$ 30,183.94
3	9009	MATERIAL	1/LS	\$ 2,560.00	\$ 2,560.00
		Direct Subgrantee Admin Cost			
4	9903	No Direct Administrative Costs	1/LS	\$ 0.00	\$ 0.00
				TOTAL COST	\$ 44,544.87

PREPARED BY Robert W Myers	TITLE Project Specialist	SIGNATURE <i>Robert W Myers</i>
APPLICANT REP. Paul T Micali	TITLE Financial Director/Assistant Town Manager	SIGNATURE