

Sanbornton Town Park Committee, Special Meeting  
August 2, 2023, 3:30-4:45 PM  
Sanbornton Old Town Hall

Present: Trish Stafford, Town Administrator; Amanda Pelissier, Recreation Coordinator; Colleen Longo; Patty Kasparian; Barbara Whetstone, Town Park Chair; and Sigrid Gaydos, community resident.

The purpose of this meeting was to review the SLFRF guidelines. Thanks to Trish, this was a most helpful meeting for the committee members. Patty provided printed copies of the guidelines to the committee members. Trish identified the guidelines which Sanbornton will need to follow to utilize the grant funds which have already been approved (approximately \$333,000). Trish is the identified town administrator of the grant. She has so far completed all the necessary reports to the SLFRF treasury for the grant. Sanbornton is a NEU (Non Entitlement Unit of Local Government). Trish will email the "Desk Reference for NH Recipients of Local Fiscal Recovery Funds" to the committee. This document identifies the guidelines for a NEU.

Pertinent guidelines identified:

1. As an NEU, we are identified as a town of less than 250,000 residents with a grant of less than \$10 million.
2. If the Town of Sanbornton procurement rules are stricter than the SLFRF guidelines, then we must follow the town rules.
3. Purchases which are less than \$10,000 do not require quotes or going out to BID, we can just purchase.
4. Purchases under \$250,000 and over \$10,000 require a minimum of two quotes.
5. Purchases over \$250,000 require a bidding process.
5. Even though the park committee has obtained resident surveys, this is not required by the grant. Neither is a public forum required.
6. The SLFRF funds to cover eligible costs ends December 31, 2024 as long as the award funds for the obligations (projects identified) occurred by December 31st, 2023 and are expended by December 31, 2026.
7. SLFRF funds may be used along with other funding sources for a given project.
8. The funds are now in a Sanbornton Town account.
9. Page 22, of the guidelines, identifies information which the town may be asked to provide for each contract \$50,000 or over.
10. Evidence-based intervention is not required for the funds granted to Sanbornton.

The requirements for the park well and irrigation project have been met. The selectmen will vote at tonight's Selectmen's to accept the Gilford Well contract.

Respectfully submitted,  
Barbara Whetstone, Chairperson