

Arts & Culture Advisory Commission
May 25, 2021
5:30 pm
Zoom Meeting

Virtual Meetings can be watched on Channel 22 and on Exeter TV's Facebook and YouTube pages.

To access the meeting, click this link: <https://exeternh.zoom.us/j/81913993523>

To access the meeting via telephone, call +1 646 558 8656 and enter Webinar 819 1399 3523

Please join the meeting with your full name if you want to speak.

Use the "Raise Hand" button to alert the Chair you wish to speak. On the phone, press *9.

More access instruction found here: <https://www.exeternh.gov/townmanager/virtual-town-meetings>

Contact us at extvg@exeternh.gov or 603-418-6425 with any technical issues.

AGENDA

1. Call to order
2. Review/Approval of May 11, 2021 meeting minutes
3. New Business
 - a. Short term goals
 - i. Update on Founders Park sculpture and grant application
 - ii. Update on Exeter cultural events website and calendar
 - b. Grant Opportunities
 - c. Town of Exeter Master Plan
 - d. Commission goals and budget process
 - e. Swasey Parkway trust document and future use
 - f. Town permitting for cultural events / 2018 Citizens Petition on Town Warrant
4. Adjourn
5. Next meeting June 8, 2021 at 6:30pm

Exeter Arts and Culture Advisory Commission
Tuesday, May 11, 2021
Draft meeting minutes
This meeting was held from 6:30 pm to 7:34 pm via Zoom

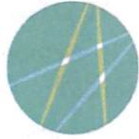
In attendance: Anthony Callendrello-Chair, Scott Ruffner, Mary-Paige Provost, Anne Kenny,
Dawn Amey, David Drouin (Alt), Bruce Jones (Alt), Absent: Lovey Roundtree Oliff, Select
Board Representative, Todd Hearon, Marissa Vitolo,

1. Call to order at 6:00 pm
2. Review/Approval of April 27, 2021 minutes
 - a. motion to approve as written – unanimously approved
3. New Business
 - a. Discussion of Founders Park Sculpture
 - i. NH Council on the Arts Conservation grant identified
 - ii. Letter of Intent submitted by Parks and Recreation Department on May 7, 2021 and approved
 - iii. Grant Application due June 25, 2021
 - iv. Bruce to review application and identify input needed working with Scott, Mary and Parks and Recreation
 - b. Discussion of NH Council Arts for Community Engagement Grant
 - i. Municipal or 501(c) (3) organization can apply
 - c. Status report on web-based events calendar
 - i. List of potential events to be sent to Anne Kenny
 - ii. Consolidated list to be include in next meeting’s packet
 - iii. Members to review websites identified by Anne
 - d. Commission Priorities
 - i. Currently working on two near-term priorities, Founders Park sculpture and events calendar
 - ii. Discussion and members to identify other near-term, mid-term and long-term priorities and send to Tony.
 - iii. Tony to review Exeter Master Plan for applicable priorities
 - e. Swasey parkway Trust Document and future use
 - i. To be included in next meeting’s packet
 - f. Rise Up Exeter initiative
 - i. Scott provided status of the activities planned for initiative

- g. Permitting for Cultural Events
 - i. To be discussed at next meeting
- h. Budget Input
 - i. Commission should identify priorities that require town funding for presentation to the Budget Recommendations Committee
 - ii. Process will begin in late summer

4. Next meeting May 25, 2021 at 5:30 pm

5. Meeting adjourned at 7:34 pm



New Hampshire
State Council on the Arts

Arts for Community Engagement Grant

Projects occurring between November 1, 2021 – October 31, 2022

Deadline: **July 16, 2021 no later than 11:59 pm EST**

**All grant categories and amounts are subject to change, depending upon availability of state and federal funds in any fiscal year. NHSCA funds cannot be matched by other awards from the NHSCA or National Endowment for the Arts.*

Arts for Community Engagement (ACE) project grants support community enrichment and public benefit by providing access to high quality arts events and activities presented by community-based organizations, Main Street programs, and municipalities. The ACE grant supports a wide range of activities across a range of disciplines and includes performances, concerts, exhibits, workshops, community arts programming, and collaborative public art projects. The goals of this funding category are to engage and benefit New Hampshire residents and communities through the arts, especially people who are underserved or under-represented; encourage collaborative and cross-sector community partnerships; stimulate local economies through cultural tourism and the arts; and enhance the vibrancy of New Hampshire communities and quality of life for New Hampshire citizens.

GRANT REQUIREMENTS

*Projects funded in this category are **required** to:*

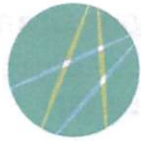
- Clearly articulate a plan that centers community engagement and public benefit;
- Demonstrate a clear focus on artistic quality;
- Incorporate the direct participation of an artist as a core element of the program;
- Ensure that activities are accessible and provide an opportunity for meaningful participation for people of all abilities and underserved populations;
- Compensate artists at a professional level.

*Projects funded in this category are **strongly encouraged** to:*

- Foster deep connections within the community by establishing partnerships and collaborations with artists, organizations, local businesses, government agencies, and others. Collaborations should deepen the content, reach, and impact of the project;
- Identify and reach individuals in the community who may not be known to the organization, and present a plan to engage them through the project design, presentation, and artistic content;
- Include N.H. artists. For FY2022, preference will be given to projects that request NHSCA funding to employ N.H. artists and/or NHSCA Roster Artists.

Sample Projects

- A municipality partners with a performing arts nonprofit to offer a series of public performances at the farmers' market. The event enlivens the town and attracts patrons to downtown businesses.
- A chamber of commerce and a community arts organization collaborate to host a weekend "Arts Walk" featuring local artists and live music to attract out-of-town visitors to the downtown area.
- A Main Street program, library, and historical society engage an artist to host public workshops at the library and local schools to inform the creation of a community mural on a downtown building. The artist seeks input and participation to ensure the mural



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authentically reflects the identity, history, cultural heritage and/or landscape of the town.

- An art exhibition features works that address urban growth and renewal. The exhibition incorporates a series of panel conversations with town planners and local leaders to prompt conversations about changes in the community and to seek public input into an upcoming community visioning process.

GRANT AMOUNT

Funding requests may be made for \$1,000 - \$6,000. **For Fiscal Year 2022, no matching funds are required**, but your budget should reflect the total cost of your proposed project. All grant categories and amounts are subject to change, depending upon availability of state and federal funds in any fiscal year.

WHO MAY APPLY

Any organization with 501(c)(3) tax-exempt status from the IRS and not-for-profit incorporation in the State of New Hampshire; state, federal, county, municipal, or government agency; or unit of a post-secondary educational institution that meet the following conditions:

- Make all programs and facilities accessible to people with disabilities
- Have submitted all required reports on past State Arts Council grants
- Good standing with the N.H. Secretary of State's Office and the N.H. Attorney General's Office
- **Arts organizations only:** at least one-year of arts programming prior to the application deadline

Organizations incorporated in Maine, Vermont or Massachusetts may also be eligible if they meet all of the following conditions. Contact the grant coordinator with questions about eligibility.

- Physically headquartered within 50 miles of the New Hampshire border
- Can demonstrate that over 50% of the individuals who benefit from their work are N.H. residents
- Have a significant representation of N.H. residents on their Board

Restrictions

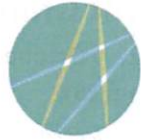
To allow for broad and equitable distribution of public funds, organizations may **receive ONE** grant in the following categories. *An exception to this restriction may be made for organizations acting as a fiscal agent; please contact the coordinator for approval prior to applying.*

- [Arts for Community Engagement Grant \(ACE\)](#)
- [Folklife and Traditional Arts Project Grant](#)
- [Public Value Partnership](#)
- [Youth Arts Project Grant \(YAP\)](#)

Please carefully consider your project and the grant category that best suits it. If you have any questions, contact the grant program coordinator.

This grant does **NOT** support:

- Commercially viable "for-profit" publications, recordings, or films
- General operating expenses not directly related to the project
- Lobbying or fundraising expenses
- Organizations or projects already receiving funds from another State Arts Council grant category



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- Projects that do not require the direct participation of an artist as a core element of the project
- Projects/activities that are not open to the general public
- Any cost item listed in the glossary under [ineligible expenses](#)

Covid-19 Updates

All projects must be able to be completed while following the [New Hampshire health and safety guidelines](#) related to the COVID-19 pandemic. NHSCA will not accept proposals that would put artists and/or community members at risk of contracting or spreading COVID-19.

Making the Project Accessible to All

Recipients of public funding are required to make reasonable efforts for projects to be accessible to the public. Applicants should consider physical and programmatic accessibility as an integral part of the planning and budgeting process. Accessibility involves both the location (the facility) and the content (the activity or product). Thinking about accessibility issues in the early design and planning stages of a project (e.g., accessible websites, sign language interpreters, recordings of printed materials, audio-description describers, or large-print labeling) is key to ensuring that persons with disabilities will be able to participate. For information and resources, see [Making Your Programs and Services Accessible](#) on the NHSCA website.

HOW TO APPLY

Applicants are strongly encouraged to attend one of the State Arts Council's [grant information sessions](#) and discuss their proposals with the appropriate grant coordinator before writing and submitting applications. Applicants should also review the [legal and reporting requirements](#) relevant to State Arts Council grants. The grant program coordinator will review and provide feedback on drafts of narrative questions and budgets if submitted **by email at least two weeks prior to the application deadline**. First time applicants are especially encouraged to submit drafts.

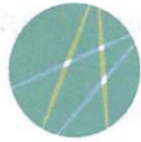
Submitting the Application

NHSCA uses an online application system, [Submittable](#). Please [visit the grant page](#) for instructions. **The online system cannot be used to submit drafts.** Errors and omissions may affect a panel's evaluation of the application, so please follow instructions and prepare the application carefully. We recommend you **keep a copy for your files**.

- Watch [instructional videos](#).
- [Click here](#) to start the online application.
- [Click here](#) to download the Budget Form in MS Excel or PDF format.

Deadline

Applications must be completed online by 11:59 pm on **July 16, 2021**. Late applications will not be accepted. The Council cannot accept applications transmitted by facsimile (FAX) or e-mail and is not responsible for uncompleted online applications or paper applications lost in transit.



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REVIEW PROCESS

A panel with expertise in the focus area of the grant category meets to review and rank applications according to the funding criteria listed. Whenever possible, a State Arts Councilor attends the meeting. After discussion and review of work samples submitted, applications are ranked by the panel. Funding recommendations are forwarded to the State Arts Councilors, a volunteer 15-member advisory council appointed by the governor, for review and approval. If the organization's cumulative total of grants received from the State Arts Council for that fiscal year (July 1 - June 30) is \$10,000 or more, the grant recommendation must also be submitted to the Governor and Executive Council for approval. Errors and omissions may affect a panel's evaluation of your application, so please follow instructions and prepare your application carefully.

RECEIVING AN AWARD

Notification of Award

No formal announcement regarding a funding decision and/or grant amount will be sent to any applicant until after the Council meeting ([meeting dates](#) are listed on the NHSCA website). At that time applicants will receive official notification of the Council's action, as well as panel comments. Whether or not a grant is awarded, these comments should help in the development of future applications. This notification may take up to 10 weeks after the application deadline.

Payment

NHSCA disburses funds appropriated from public sources, both federal and state. Checks are issued by Administrative Services of the State of NH, not the Department of Natural and Cultural Resources or the NHSCA. Upon receipt of properly executed grant forms, the State of New Hampshire generally pays grants under \$10,000 to grantees within four to six weeks. If an organization is awarded \$10,000 or more or has received other NHSCA funds which bring the cumulative total received for that fiscal year (July 1 - June 30) to \$10,000 or above, grants must be approved by Governor and Executive Council; consequently, payment can take up to 10 weeks. All awards are subject to availability of state and federal funds. Please plan cash flow accordingly.

Important: All grant agreements must be returned no later than January 15 of the fiscal year (July 1 to June 30) in which they are awarded. Failure to return the grant agreement by that date could result in cancellation of the grant and reallocation of funds. *Payment of a grant will be withheld if final reports for previous grants are not in compliance with policy below.*

GRANT PERIOD AND REPORTING

A [final report](#) is due 30 days after the completion of your project, but no later than November 30, 2022. An extension of up to two months may be requested. The request for extension must be made *in writing* to the grant coordinator *before* the deadline for filing has passed and should briefly note why the extension is necessary and the date the report will be submitted. Failure to submit the final report by the required date will result in the organization becoming ineligible to



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apply for NHSCA funding for two years. Additionally, failure to submit the final report may result in a withholding of funds from any currently awarded NHSCA grant.

QUESTIONS

Questions about the grant program?

Contact Lisa Burk-McCoy, Program Coordinator

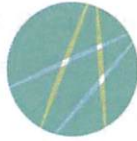
lisa.m.burk-mccoy@dncr.nh.gov | 603-271-0794

Questions about the online application system at Submittable?

Submittable Technical Support support@submittable.com | 855-467-8264, ext 2

<https://submittable.help/>

**SCROLL DOWN FOR GRANT CRITERIA
AND NARRATIVE INFORMATION**



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FUNDING CRITERIA

Reviewers will use these criteria to rank and recommend applications for funding.

Quality of Arts Programming (30 pts.)

- Thoughtfully conceived and well-developed project concept and goals, with the capacity to deliver appreciable community benefit
- Quality and depth of the artistic and community engagement opportunity; community engagement is centered in the project design and goals
- Project aligns with and supports the organization's mission and strategic priorities
- Experience and appropriateness of artist(s) for the proposed project
- Inclusion of N.H. artists in project conception, development, and execution
- If NHSCA has funded this project in past years, evidence of project evolution driven by incorporation of input and learning from previous years' project evaluations

Public Benefit and Community Engagement (30 pts.)

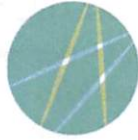
- Clearly describes intended public benefit and demonstrates value for the audience/community served
- Community partners are intentionally incorporated into the project design and are integral to the project
- Evidence of support from community partners and/or the community(ies) served
- Clearly articulated plan to provide programmatic access to individuals of all abilities and to [underserved](#) populations
- Intent to identify and meaningfully engage individuals who may face barriers to participation is clearly demonstrated across all aspects of the project

Administrative Capacity (20 pts.)

- Well-designed and actionable plan to implement the project, with a realistic timeline (as demonstrated by the narrative and work plan upload)
- Project leadership demonstrates appropriate qualifications and experience
- Realistic budgetary projections, with a demonstrated plan for securing additional funding and/or in-kind support (if applicable)
- Project budget incorporates compensation for artists at a professional level
- Well-developed promotion/publicity plan that utilizes appropriate media resources and strategies to effectively reach the target audience(s)

Project Measurements/Outcomes (20 pts.)

- Clear, appropriate method and inclusion of tool(s) for evaluating project effectiveness and impact, with particular focus on how well the project meets stated goals and provides community benefit
- Clear and appropriate plan to document project activities and share project outcomes for future benefit



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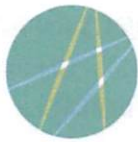
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REQUIRED UPLOADS

Upload required documents to the [online system](#). Please keep a copy for your files.

- Answers to Narrative Questions (see below)
- Completed Budget Form
- Work plan with comprehensive timeline (1-2 pages)
- Board-approved financial statement for applicant's most recently completed fiscal year
- For arts organizations embedded within an institution (e.g., an art gallery in a university):
Financial statement for the past two years, approved by a financial officer of the supervisory institution. Statement should detail financial support to the arts organization from internal and external sources, as well as expenditure of those funds. These organizations should also submit a balance sheet, if available.
- List of current Board or arts advisory committee members, including address and primary employer/occupation
- One-page resume or biography of project leader(s)
- A brief description of any outside contractors who will assist with the project and their experience to undertake their designated role (if applicable)
- Letters of Support by community members and/or participating partners relevant to the proposed project (up to three recommended)
- Samples of relevant evaluation forms, assessments or rubrics (*note: while it is important to evaluate the financial success of projects, e.g. number of tickets sold, NHSCA is particularly interested in learning how projects will assess their community impact*)
- Selected program materials such as reviews, season performance schedule, exhibition catalogues, etc. of previous programming
- Work samples for all artists; if possible, we prefer that you include a link in the grant narrative to the artist's website or [Creative Ground](#) profile
- National Endowment for the Arts [Brief Accessibility Checklist](#)



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NARRATIVE QUESTIONS

The total narrative portion of the application should not exceed five typed pages. Margins (not less than 1 inch), fonts (not smaller than 12 point), and spacing should provide easy reading for the panelists. Please number and respond to the questions in the order in which they appear.

Introduction

Briefly describe your organization, including its mission and goals. *Remember that some panelists may not be familiar with your work or its importance to the arts in New Hampshire.*

Quality of Arts Programming (30 pts.)

1. Describe your project. Details should include major project activities, target audience, location(s), and key project date(s).
2. What are your goals and desired public benefit outcomes for this project? Explain why this project important and fitting for your organization, especially as pertains to your mission and strategic goals.
3. Who is your participating artist(s)? Describe your process and criteria for selecting the participating artist(s). What experience and skills do they contribute to uphold artistic quality and integrity, and appropriately align with the target audience? Indicate if artists are committed or proposed. If the key artists you have selected are not from New Hampshire, explain why they are the most qualified for your project. *Include a link in the grant narrative to the artist's website or [Creative Ground](#) profile, if available.*
4. Does your project reflect racial, cultural, and/or aesthetic perspectives that are practiced within your community, or broaden access to diverse artistic and cultural experiences? If yes, please describe.
5. *For recurring projects only:* Describe how your project has evolved. How has prior feedback from participant and/or artist evaluations informed any changes you have made to the project?

Public Benefit and Community Engagement (30 pts.)

1. Describe the public value (importance and relevance) and benefit of the project for the audience and/or the community. Indicate any community needs or challenges your project has identified and addresses.
2. Who are your community partners and how will their partnership strengthen the project? Has the general community indicated interest and/or support for this project? If yes, please describe.
3. How does your project ensure that individuals with disabilities (developmental, cognitive, physical, and sensory) and other underserved populations are able to participate in a meaningful way? Include information about how your commitment to making your project



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programmatically and physically accessible is reflected in your project design, materials, physical location, fee structures (if any), and budget.

4. How is your project designed to reach yet-to-be-known participants in your community? This may include individuals who face barriers to participation due to race, ethnicity, country of origin, language, economic capacity, gender orientation, ability, or geography. Describe your specific strategies for outreach and engagement for these community members. How will you measure the progress achieved through your strategies?
5. How will this project deepen understanding of the value of arts strategies to provide public benefit and support community and economic development outcomes, especially among non-arts, cross-sector entities?

Administrative Capacity (20 pts.)

1. Describe the strengths in your organizational capacity, project leadership, and action plan. How will they enable you to implement this project successfully? Who will the lead project coordinator(s) and key project team members report to? Indicate if they are committed or proposed. *Upload a work plan with a comprehensive timeline for implementation.*
2. If the project budget exceeds your grant request, what is your plan to secure additional funds and/or in-kind support?
3. Describe your promotion plan to attract and build an audience for this project.

Project Measurements/Outcomes (20 pts.)

1. Describe your plan to evaluate and measure the outcome(s) of your project (this should align with your stated project goals).
2. How will you leverage your evaluation to inform your future programming?
3. How will you document, promote, and share project outcomes so that future audiences (individuals and communities) will benefit?



New Hampshire
State Council on the **Arts**

ARTS Conservation License Plate Grant

Projects occurring between July 1, 2021-June 30, 2022

Letter of Intent Deadline: May 7, 2021

Grant Application Deadline: June 25, 2021

The New Hampshire State Council on the Arts (NHSCA) provides grants under the Conservation License Plate Program, commonly called the “Moose Plate” program, for the conservation of publicly owned artworks, artistic elements of publicly owned historic cultural facilities that serve as sites for arts programming, projects that improve public access to significant artwork or arts documents, and projects that make historic cultural facilities and the arts programming that takes place in them, more accessible to the public.

The NH Department of Natural and Cultural Resources (DNCR) receives a percentage of the “Moose Plate” funds raised from the sales of Conservation License Plates. These funds are directed back into communities through grant programs facilitated by the State Library, Division of Historical Resources and the State Arts Council to promote, conserve, and protect New Hampshire's natural, cultural, and historic resources. Interested applicants should apply for funding from the Division whose criteria and eligibility requirements best match their project activities. In any given fiscal year, an organization can only apply to **ONE** Division (State Library, Historical Resources or State Arts Council) for a single project.

Maximum Grant Request

Requests may be made for \$2,000 - \$20,000. No match is required. *All grant categories and amounts are subject to change, depending upon availability of funds for any fiscal year.*

Who May Apply

New Hampshire municipalities and towns, county agencies, state agencies (other than the State Library, Division of Historical Resources and the State Arts Council), federal agencies, or nonprofit organizations that:

- Have submitted all required reports on past State Arts Council grants.
- Are in “Good Standing” with the State Arts Council and the NH Attorney General’s Office.

Eligible Projects

- Projects that conserve **publicly owned artworks** that contribute to New Hampshire's cultural heritage. Artwork can be located inside and outside the facility and include paintings, photographs, theater curtains, and sculptures. For information on contacting conservators, [click here](#).
- Projects that maintain or **conserve artistic elements of publicly owned historic cultural facilities** including historic murals, stenciling, stained glass windows, light fixtures, weathervanes, ornamental plaster work, wood paneling, moldings & trim work, ornamental hardware (e.g. hand wrought iron hinges, latches, etc.), or specialized flooring (e.g. tile mosaics, inlay or parquet hardwood, etc.). Conservation or replacement of historic elements should be accomplished by professional conservators and/or traditional craftsmen/artisans who have proven expertise in this work. Replacement with commercially mass-produced and available products is not eligible for this funding. For information on locating potential contractors, craftsmen, artisans, etc., [click here](#).

- Projects that **improve public access to significant artwork or arts documents**, while protecting and preserving the originals.
- Projects that **make historic cultural facilities and the arts programming that takes place in them more accessible to the public**, including people with disabilities (e.g. ramps, lighting, elevators, etc.).

This grant does not support:

- Engineering studies or reports. Note: NH Land and Community Investment Program (LCHIP) has grants for these types of reports.
- Projects that allot for future conservation or preservation work.
- Projects that are receiving other Conservation License Plate grant funds.
- Projects that are receiving other State Arts Council grant funds.
- More than one application per applicant during the grant period (July 1 - June 30).

Sample Projects

- Conservation cleaning and treatment for a Civil War memorial in a national historic site located in New Hampshire.
- Conservation and exhibition of 19th century White Mountain School oil paintings and pencil sketches owned by a town library.
- Purchase of archival materials to store a collection of historic recordings of a contra dance caller from the 1940s donated to a state college or university archives.
- Preservation of original hand-painted stage curtains or scenery designed in the early 20th century for local opera houses or town halls.

Definitions

For purposes of this grant:

- **Historic** – 50 or more years old.
- **Cultural facilities** – publicly-owned buildings that regularly provide or plan to regularly provide arts programming, defined broadly as events, exhibits, workshops, and community programming in the visual arts and crafts, music, dance, theatre, media, or literary arts.
- **Arts documents** – publicly-owned artist(s') or arts organization's papers, photographs, or recordings.
- **Artwork** - original tangible artworks; not reproductions.
- **Artistic elements of buildings** - aspects of buildings that were created or built by a skilled craftsman and contribute to the historical and cultural nature of the building such as historic murals, stenciling, stained glass windows, light fixtures, weathervanes, ornamental plaster work, wood paneling, moldings & trim work, ornamental hardware (e.g. hand wrought iron hinges, latches), or specialized flooring (e.g. tile mosaics, inlay or parquet hardwood).
- **Visual arts conservation** – the conservation of interior or exterior paintings, murals, mosaics; sculpture (freestanding and relief); decorative arts (crafts in fiber, clay, wood, stone, metal); and graphic arts such as etchings, engravings, woodcuts, silk screens, drawings, or photographs.
- **Performing arts conservation** - the conservation of hand-crafted musical instruments; stage backdrops or painted curtains; and other items that enhance music, dance, literary, or theatre performances.
- **Publicly-owned** - artwork, facilities, or documents that are owned by a municipality or a town; county agency, state agency (other than the Department of Natural and Cultural Resources and its Divisions), or a federal agency.

Evaluation Criteria

The following criteria are used by reviewers to rank applications for this grant category on a 100 point scale:

1. Artistic and Historical Significance of Conservation Project (40 Points)

- Significance of artwork, arts documents, and/or historic cultural facility to New Hampshire's cultural heritage.
- Artistic/architectural quality of artwork/facility elements to be conserved /preserved.

2. Public Benefit and Access (35 Points)

- Documentation of public ownership.
- Degree to which the historic cultural facility or artwork is imminently threatened by damage, as well as the nature of that threat.
- Degree to which the project will preserve or make accessible the historic cultural facility, documents, or artwork for public use and benefit.
- Degree to which the historic building is used or has the potential for use as a cultural facility.
- Evidence of ADA compliance: This grant's funding criteria requires ADA compliance in that grantee programs, services and cultural facilities are accessible OR a plan to make them accessible is in place and being followed.

3. Quality of Project (25 Points)

- Quality of the project design and goals.
- Quality of consultants or conservation professionals, craftsmen, etc.
- Realistic budget and timetable for project.
- Administrative capacity to plan, implement and complete the project.
- Marketing or promotional plan for project.

Application Review Process

A panel with expertise in conservation and preservation meets to review and rank applications according to the funding criteria listed above. Whenever possible a State Arts Councilor attends the meeting. The panel's recommendations are then forwarded to a committee that includes the Department of Natural and Cultural Resources Commissioner and Division Directors for review and approval. Funded projects will be included in the Department's annual report to the State Legislature on distribution of these funds. If a grant of \$10,000 or more is recommended, or the applicant's cumulative total of grants received from the State Arts Council for that fiscal year (July 1 - June 30) is \$10,000 or more, the grant recommendation also must be submitted to the Governor and Executive Council for final approval.

Applicants are strongly encouraged to attend one of the State Arts Council's grant information sessions, view the instructional videos and discuss their proposals with the appropriate grant coordinator before writing and submitting applications. Applicants should also review the legal and reporting requirements relevant to State Arts Council grants.

How to Apply

The Conservation License Plate Grant program begins with a *Letter of Intent*. The *Letter of Intent* is a mandatory first step to determine an applicant's eligibility and whether the proposed project will meet the grant program guidelines. **The *Letter of Intent* must be postmarked or emailed no later than May 7, 2021** in order for the applicant to be eligible to submit a full grant application. The *Letter of Intent* must be **on letterhead** and **signed**. It can be emailed as an attachment to Kayla.M.Schweitzer@dncr.nh.gov. The Grant Coordinator will contact the applicant within one week of receipt of *the Letter of Intent* and confirm if the project is eligible. The *Letter of Intent* does not replace the full grant application nor guarantee funding.

The *Letter of Intent* must be no longer than one page and include:

- Applicant name.
- Project Coordinator name and title.
- Contact information for Project Coordinator.
- Acknowledgement that the proposed cultural or historic resource to be conserved is publicly owned by a New Hampshire municipality, town, county agency, or state agency.
- Short project description.
- **For Cultural Facility Applicants only:** Intent or Statement on Determination of Eligibility for National or State Registers.

For Facility Applicants Only

Determination of Eligibility for the National or State Register of Historic Places

The authorizing legislation for Conservation License Plates, NH [RSA 261:97-c, 1\(a\)](#), requires any publicly owned buildings and receiving Conservation License Plate funds to determine the facility eligible for the State or National Registers of Historic Places. **In order to receive funding, the property must be determined eligible.** Applicants must contact [Megan Rupnik](#) at the [Division of Historical Resources](#) for more information about the Determination of Eligibility process. Please consult the [Determination of Eligibility Committee](#) meeting schedule and deadlines. Typically, the applicant will receive a **determination of eligibility 4-6 weeks after the Division of Historical Resources receives the completed forms.** Arts Division Conservation License Plate Grants for facility projects **will not be paid until the Determination of Eligibility process is complete** by the Division of Historical Resources.

All facility applicants must contact [Brandee Loughlin](#) at the Division for Historical Resources about the best way to submit any plans for cultural facility projects. Review of plans for compliance with the [Secretary of the Interior's Standards for Rehabilitation](#) is **required prior to application submission.** Typically, the Division of Historical Resources will respond to applicants' project plans no later than two weeks after the plans are submitted. Please include in your application copies of any correspondence with the Division of Historical Resources.

Submitting the Application

After the *Letter of Intent* has been reviewed and the project determined eligible, you will be invited to submit a full application. NHSCA uses an online application system, [Submittable](#). **The application must be submitted by June 25, 2021.**

- Watch [instructional videos](#)
- Complete the [Online Application](#)
- Download and fill out the budget form in either [PDF](#) | [Excel](#)
- Answer the narrative questions and upload
- Provide support materials

Drafts of narrative questions and budgets may be reviewed if **submitted by email at least two weeks in advance of the application deadline**. First time applicants are especially encouraged to submit drafts. When emailing a draft, please clearly indicate **Draft for Review** in bold type on the submission. The Arts Council is now using an online application system, Submittable. **The online system cannot be used to submit drafts as outlined above.**

Required Support Materials

All required documents can be uploaded to the online system. Please follow the upload instructions [here](#). Please make a copy for your files.

- The letter of public ownership, if the applicant is not the owner of the artwork(s) or facility.
- A minimum of four images of the facility or conservation project to be funded; two must be general views of the historic facility or artwork and the other two must document the threat or damage. Please see requirements for digital images.
- A one-page professional biography or resume of the project coordinator.
- Resumes of conservation professionals, consultants, and/or background on the traditional craftsmen/artisans to be engaged with a listing of successfully executed projects similar in content and scope.
- Two bids on the proposed project or a justification for a single bid. Please include plans and specifications, if applicable.
- Board-approved financial statement for most recently completed fiscal year (if applicant is a nonprofit).
- Photos, audiovisual materials, programs, or brochures that show the organization's artistic programming. See Preparation of Work Samples for instructions on preparing work samples/support materials.
- List of current board members (if applicant is a nonprofit).
- National Endowment for the Arts Brief Accessibility Checklist

Additional Required Support Materials for Cultural Facility Applicants Only

- Facility plan of at least three years in scope, including immediate and long-term building maintenance.
- Correspondence with the Division of Historical Resources concerning eligibility for the State Register of Historic Places.
- Correspondence with the Division of Historical Resources regarding the review of project plans for compliance with the Secretary of the Interior's Standards for Rehabilitation.
- A historic structures report or building assessment report (if available).

Application Deadline

Applications must be completed online by 11:59 pm on **June 25, 2021**. Office hours are Monday - Friday, 8:00 am - 4:00 pm. The office is closed all state and most federal holidays. Late applications will not be accepted. The Council cannot accept applications transmitted by facsimile (FAX) or e-mail and is not responsible for uncompleted online applications or paper applications lost in transit. Errors and omissions may affect a panel's evaluation of the application, so please follow instructions and prepare the application carefully.

Notification of Award

No formal announcement regarding a funding decision and/or grant amount will be sent to any applicant until after the beginning of the fiscal year (July 1). At that time applicants will receive official notification of the determination, as well as panel comments. Whether or not a grant is awarded, these comments should help in the development of future applications. This notification may take up to 10 weeks or longer after the application deadline.

Payment

The NHSCA disburses funds appropriated from public sources, both federal and state. Checks are issued by Administrative Services of the State of NH, not the Department of Natural and Cultural Resources or the State Arts Council. Upon receipt of properly executed grants forms, the State of New Hampshire generally pays grants under \$10,000 to grantees within 4 to 6 weeks. If a grantee is awarded \$10,000 or more or has received other State Arts Council funds that brings the cumulative total received within the state's fiscal year (July 1 – June 30) to \$10,000 or above, grants need to be approved by the Governor and Executive Council; consequently, payment can take up to 10 weeks or longer. All awards are subject to availability of state and federal funds. Therefore, we ask grantees to plan cash flow accordingly.

Important

- All grant agreements must be returned by January 15th of the fiscal year (July 1 to June 30) they are awarded. Failure to return the grant agreement by that date may result in cancellation of the grant and reallocation of funds.
- Payment of a grant will be withheld if final reports for previous grants are not in compliance with policy below.

Grant Period & Reporting Requirements

The grant period for ARTS Conservation License Plate Grants is July 1, 2021 - June 30, 2022. A final report is due 30 days after the completion of your project, but no later than July 31, 2022. An extension of up to three months may be requested. The request for extension must be made, *in writing, before* the deadline for filing has passed and submitted to the grant coordinator responsible for administering the grant. The request for extension should briefly state why the extension is necessary and the date the report will be submitted. Failure to submit the final report by the required or extended date will result in the organization becoming ineligible to apply for NHSCA funding for two years. Additionally, failure to submit the final report may result in a withholding of funds from any currently awarded NHSCA grant.

Questions

Contact Kayla Schweitzer, Heritage & Traditional Arts Coordinator, Kayla.M.Schweitzer@dncr.nh.gov or 603-271-0795.

Questions about the online application system at Submittable?

Submittable Technical Support, support@submittable.com
855-467-8264, ext 2 | <https://submittable.help/>

Narrative Questions

The total narrative portion of the application should not exceed four typed pages. Margins (not less than 1"), fonts (not smaller than 12 point), and spacing should provide easy reading for the panelists. Please number and respond to the following questions in the order in which they appear noting the section titles in bold. It is recommended that you label and number the sections in the narrative.

1. Verification of public ownership: Arts Conservation License Plate grants are for the conservation of publicly owned artwork/s and historic cultural facilities. Please clearly document that the artwork(s) or facility is publicly owned. If the applicant is not the owner, include a letter in your application explaining the relationship between the owner and the applicant and the authority under which the applicant will be the grantee of record to undertake preservation work on the facility or artwork. The letter must be on the owner's letterhead and state that the item is publicly owned, expected to be kept in the public trust in perpetuity and be signed by the owner's authorizing official.

2. Reason for undertaking the project: Describe the proposed project and project goals in detail. Please respond to either or both of the situations below as appropriate. Keep in mind that some of the panelists will not be familiar with your artwork or historic cultural facility and its significance to the state's cultural heritage.

- **For conservation projects:** Describe the historical and artistic significance of the artwork/s and/or the artistic elements of the historic cultural facility that will be conserved through this project. Discuss the resource's current condition and the nature of the threat. If applicable, describe the types of arts programming that typically take place in your cultural facility.
- **For projects that will improve public accessibility:** Describe how the project will improve accessibility while maintaining the cultural facility's historic/artistic integrity. Describe the types of arts programming that typically take place in your facility.

3. How you will accomplish this project: Please be specific about the plan for the project. Describe the proposed public accessibility improvement or preservation and/or conservation work. What are the proposed improvement or conservation methods and why are they in keeping with best practice? Include a clear project timetable. Note the names and qualifications of the project team and specialists who will be working on the project such as staff or board administrators/coordinators, architects, conservators, builders, craftsmen, suppliers, etc. Include information on how they are selected. Discuss and enclose a copy of at least two bids for the project or a justification for a single bid (see Required Support Materials section above).

4. Sustained public benefit: Include specific detail on the public use and benefit this project will bring to the community and New Hampshire. After this project is completed, how will the resource be cared for and made accessible to the public in the future? What is the marketing or promotional plan to showcase the project? Note: If you have a plan for continued care of the artwork or facility that will reduce the nature of future threats or damage, include it with your application packet or in your narrative.



EXETER PARKS & RECREATION

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Rules for Use of Swasey Parkway

The purpose of the guidelines is to assure the safety and pleasure of the recreational users of the Parkway and the preservation of the grounds and structures. The Parkway is open to the public, citizens, and non-citizens of the Town of Exeter. The green space and walkway are the responsibility of the Trustees of Swasey Parkway. The public roadway is the responsibility of the Select Board of the Town of Exeter. We are all its caretakers.

- Open hours are from dawn to dusk; year-round.
- Abuse, destruction or defacing of property within the Parkway is strictly forbidden.
- Swasey Parkway is a carry-in, carry-out area. Littering is prohibited.
- Signs are prohibited.
- The distribution of posters and handbills is prohibited.
- Dogs and other pets are prohibited.
- The use of tent stakes is not permitted.
- The use of bicycles, skateboards and other such vehicles is limited to the street only.
- Nothing is to be attached to the trees or shrubs; either permanently or temporarily.
- There can be no removal of trees or shrubs or any part of these except with the permission of the Trustees.
- Design, construction and planting decisions are made by consultation with the Trustees.
- The Pavilion use along with any planned activity in the parkway must have approval by the Parks and Recreation Department by permit.
- No individual or group may charge for the use, or fenced in areas, of Swasey Parkway except for events in which state law requires containment, such as for events that sell alcoholic beverages. In addition, permits for such events must be issued by the Town of Exeter. Fines for nonadherence to these rules are administered according to Town ordinances.

The Trustees of Swasey Parkway are grateful to the many who take a proprietary interest in preserving and maintaining Swasey Parkway. We all owe it to future generations to care for this special place.

CATEGORY	EVENT DETAILS	FEES
Exeter Residents & Exeter Organizations: can reserve the parkway 12 months prior to their proposed date.		
Non-residents: can reserve the Parkway 11 months prior to their proposed date.		
Non-Profit	One- Day Event: A single organization may only rent the parkway for up to 6 dates per calendar year.	\$100/per date
For Profit	One-Day Event: A single organization may only rent the parkway for up to 6 dates per calendar year.	\$150/per date
	Farmers Market (Seacoast Growers Association): Meets weekly on Thursdays, from April to October. The approval and designated fee for this rental will be reviewed annually.	\$1,200/per year

TRUST AGREEMENT

Property
Trusted.

THIS INSTRUMENT, of the 9th day of August, 1929, is to evidence: that,
WHEREAS, I, AMBROSE SWASEY, of Cleveland, Ohio, have offered to the Selectmen of Exeter, New Hampshire, financial assistance toward defraying the expense of acquiring a right of way and of constructing a Parkway along the river front at Exeter, New Hampshire, to be used solely for park purposes, and the roadway therein open only to pleasure vehicles; and

WHEREAS, I desire to make provision for the furnishing of such assistance in case my offer is accepted and acted upon by said Selectmen; and to make further provision for an endowment fund the income from which shall be used for the care, maintenance and improvement of said river Parkway;

NOW, THEREFORE, in consideration of the premises, I have this day sold, assigned, transferred, delivered and set over unto THE CLEVELAND TRUST COMPANY, of Cleveland, Ohio, as Trustee, the property described in Schedule A, which, initialed by me, is hereto attached and made part hereof, to be held, managed and controlled by THE CLEVELAND TRUST COMPANY, as Trustee, upon the trusts and for the uses and purposes hereinafter set forth, to wit:

Powers and
duties of
Trustee.

The Trustee shall have power to sell, transfer or exchange all or any part of said property, and all property that may hereafter from time to time be substituted therefor or added thereto, at such prices and upon such terms and conditions and in such manner as it may deem best; and to execute and deliver all such instruments of transfer thereof, proxies, powers of attorney or agreements that the Trustee may deem necessary or advisable in administering this trust.

The Trustee shall have full power to invest and reinvest any and all sums of money coming into its possession in such loans, stocks, securities and real estate as it may deem proper and suitable for the investment of trust funds, irrespective of any statutes, or rules or practices of Chancery Courts, now or hereafter in force limiting the investments or trust com-

panies or trustees generally, with power to vary or transpose investments so made into others of like or similar nature, it being my intent that the Trustee shall have unrestricted power to manage all property held by it hereunder as if the absolute owner thereof.

The Trustee may retain by way of investment any property or securities transferred to it, without liability for depreciation.

The Trustee shall have full authority to determine whether money or property coming into its possession shall be treated as principal or income, and shall have full discretion to charge or apportion any expenses or losses to principal or income according as it may deem just and equitable; to employ suitable agents and attorneys, and to pay their reasonable compensation and expenses. The Trustee shall not be liable for any neglect, omission or wrongdoing of such agents or attorneys, provided reasonable care shall have been exercised in their selection; nor, save for its own neglect or wilful default, for any loss or damage.

The Trustee shall have the right, upon partial or final distribution of the trust estate, to purchase any notes and mortgages representing investments made by it, upon paying therefor the principal sums thereof, together with accrued interest to date of purchase.

The Trustee shall allow and pay interest on all uninvested funds in its possession at the rate and in accordance with the rules then governing deposits in its Savings Department.

Disposition of Trust Estate.

In event I shall advise the Trustee hereunder that my offer has been accepted by the Selectmen of Exeter, New Hampshire, or in event of my death occurring prior thereto and said offer being accepted within a period of six (6) months after my death by said Selectmen, and the work thereafter being commenced in good faith according to the judgment of the Trustee, this trust shall become irrevocable, and the assets held, dealt with and disposed of as follows:

Payment of the cost of acquiring the rights of way and title to the premises required for said Parkway shall be made to the said Selectmen

upon the order of myself or my agent, or in event of my death upon the Trustee being reasonably satisfied that such payments are being used by said Selectmen for said purposes. In case of said funds being disbursed other than upon the order of myself or my agent, the funds shall be paid over upon the application of the Selectmen, in which there shall be stated the proposed uses, and upon applications subsequently being made by them for additional funds, accounting shall be rendered for the funds previously disbursed.

The cost of constructing said Parkway shall be paid to said Selectmen, or directly to the contractors of such work, upon the order of myself or my agent, or in event of my death, upon the Trustee being reasonably satisfied that such payments are being used by said Selectmen for said purposes. In case of such payments being made other than by myself or my agent, the Selectmen shall similarly, with request for payment, file statement of the proposed uses, and upon subsequent disbursements, account for funds previously paid over.

It is expected that such work of the construction of the Parkway and of landscaping may be done under the supervision of Olmsted Brothers, or some other suitable architectural firm, and it is further contemplated that the foregoing payments may be made under architect's certificate.

All payments for cost of acquiring rights of way or premises and of constructing said Parkway or landscaping shall not, however, require disbursements depleting the trust estate to an amount below Fifty Thousand Dollars (\$50,000.00). The said sum of Fifty Thousand Dollars (\$50,000.00), or securities of said value, together with such amount of principal of this trust estate as may not have been withdrawn for the aforesaid costs of acquisition and construction, shall be retained by the Trustee, and invested and reinvested by it under the powers and discretions hereinbefore conferred upon it, and the net income derived therefrom shall be paid to the Selectmen of Exeter, New Hampshire, and be by them used for the care, maintenance and improvement of said Exeter River Parkway.

No duty shall be upon the Trustee to see to the application of said funds by said Selectmen. The receipt of the Chairman of the Selectmen, or such person as may be selected by said Selectmen, shall be a full acquittance and discharge to the Trustee.

Until this trust has become irrevocable under the provisions hereinbefore made, the net income arising hereunder shall be paid to me.

In event the trust shall become irrevocable, the net income arising from the securities from such time shall be accumulated and added to the principal until the work of the acquisition and construction of said Parkway has been completed. After such completion the net income derived from the remaining funds shall be paid, as above provided, for the care, maintenance and improvement of said Parkway.

Until I shall have advised the Trustee hereunder that my offer to said Selectmen has been duly accepted, I reserve the right to revoke the trust hereby created, in whole or in part, or to alter or amend the terms hereof. Any such revocation, alteration or amendment shall be evidenced by written instrument, signed by me and delivered to the Trustee. To whatever extent this settlement may be so revoked, the Trustee shall thereupon transfer and deliver to me such portion or all of the property constituting the trust estate as may have been withdrawn under such revocation.

In event of my death, and of said Selectmen not proceeding within the period of six (6) months thereafter, with due diligence, to the satisfaction of the Trustee, to undertake the work of acquiring and constructing said Parkway according to tentative plans which I have approved, all trust assets held hereunder shall revert to and become part of my estate. Furthermore should said work not have been commenced during my lifetime, and in the event it shall appear to the Trustee within said six (6) months' period that the value of the trust assets held hereunder over and above the endowment fund of Fifty Thou-

sand Dollars (\$50,000.00) provided for the care, maintenance and improvement of said Parkway, are not reasonably sufficient to insure the completion of said Parkway according to said tentative plans, an additional six (6) months' period will be allowed to the Selectmen to provide the necessary funds to fully complete said Parkway; and in event such additional funds are not provided, or assurances satisfactory to the Trustee had that the same will be promptly provided, all of the trust assets held hereunder shall thereupon revert to and become a part of my estate.

The Trustee shall be protected in acting upon any certificate, order or direction believed by it to be genuine, and to have been signed by the parties purporting to have signed the same.

In event the trust for the care, maintenance and improvement of said Parkway shall become established under the terms and provisions hereof, and in case the Trustee is of the opinion that the trust can better be managed and administered in the State of New Hampshire, the Trustee hereunder is authorized to resign its trust, and thereupon transmit the trust assets to such trust company organized under the laws of the State of New Hampshire as it may select as being best suited to administer the trust fund, and upon such trust company accepting the trust the Trustee hereunder shall, upon its accounting for its administration, be discharged and relieved from any further duties in the premises. Any such successor trustee shall be vested with all the powers and discretions herein conferred upon THE CLEVELAND TRUST COMPANY.

In event the aforesaid trust for the care, maintenance and improvement of said Parkway shall have been established under the provisions hereof, the right is conferred upon the Selectmen of Exeter, New Hampshire, at any time after the expiration of fifty (50) years from date hereof, to terminate this trust, and thereupon have paid over to them the entire trust estate. In event of such termination, however, the principal of the trust estate shall thereafter be

invested and reinvested by said Selectner, and the income only therefrom used for the care, maintenance and improvement of said Parkway.

compensation. The Trustee shall be entitled to receive as compensation for its services four per cent (4%) of the income derived from the trust estate, and one per cent (1%) of principal distributions made by the Trustee, other than on the order of myself or my agent, deductible from such distributions. In event, however, this trust shall be revoked by me, no charge shall be made against principal upon such termination.

IN WITNESS WHEREOF, I, the said AMBROSE SWASEY, have set my hand, and to evidence its acceptance of the trusts herein set forth said THE CLEVELAND TRUST COMPANY has caused its corporate name and seal to be affixed to this instrument, in duplicate, the day and year first above written.

Signed in the presence of:

A. J. Banger
S. M. Cwell

Ambrose Swasey

THE CLEVELAND TRUST COMPANY,

By H. H. Allyn VP

And [Signature] Int. Tr. Officer

Cleveland, Ohio, September 5, 1929.

I, H. H. Allyn, Vice President of The Cleveland Trust Company, hereby certify that the foregoing is a photostatic copy of the certain agreement entered into by and between Ambrose Swasey and The Cleveland Trust Company on the above mentioned date of August 9, 1929, and that said trust agreement is now unrevoked and in full force and effect.

H. H. Allyn
Vice President

THIS INSTRUMENT of the ^{7th} day of September, 1929, is to evidence that

WHEREAS, I, AMBROSE SWASKY, offered to the Selectmen of Exeter, New Hampshire financial assistance toward defraying the expenses of acquiring a right of way and constructing a parkway along the river front of Exeter, New Hampshire, to be used solely for park purposes, and the roadway therein open only to pleasure vehicles; and

WHEREAS, in order to make provision for such assistance in case my offer was accepted by the said Selectmen, I did enter into a certain Agreement of Trust with THE CLEVELAND TRUST COMPANY of Cleveland, Ohio, under date of August 9, 1929, whereby I transferred and set over unto said Company certain securities, in trust, to provide for said cost as the same might be needed, and also to provide for an endowment fund, the income from which to be used for the care, maintenance and improvement of said river parkway; and

WHEREAS, I reserved unto myself the right to revoke the trust estate, as well as the right to alter or amend the terms and provisions of the trust, until such time as I might advise said Trustee that my offer had been accepted by said Selectmen of Exeter, New Hampshire; and

WHEREAS, said Selectmen, by appropriate action, have accepted my offer, and I desire on my part to do all things necessary to make said gift fully effective and complete in all respects;

HOW, THEREFORE, in consideration of the premises and in consideration of said Selectmen having committed themselves to the purchase of lands necessary for the right of way for said parkway, and of their agreement to use the same solely for park purposes and the roadway therein to be open only to pleasure vehicles, I have and do hereby notify said THE CLEVELAND TRUST COMPANY, as such Trustee, that my said offer has been by appropriate action duly accepted by the Selectmen of Exeter, New Hampshire, and that accordingly the said

Settlement of Trust has and does hereby become irrevocable, to be held, administered, controlled and disposed of solely for the uses and purposes and upon the terms and conditions therein set forth. And I do further acknowledge that upon my order there has been delivered to me for transmission to said Selectmen of Exeter, New Hampshire, the sum of Twenty-three Thousand Five Hundred Dollars (\$23,500.00) from the principal of the trust estate, to be by them used in defraying the cost of acquiring title to premises making up portions of said parkway.

IN WITNESS WHEREOF, I have hereunto set my hand as of this day and year first above written, and caused this instrument to be delivered to THE CLEVELAND TRUST COMPANY, Trustee.

Ambrose Swadley

...

Cleveland, Ohio, September 9, 1929.

Receipt of the foregoing instrument is hereby acknowledged.

THE CLEVELAND TRUST COMPANY,

BY [Signature]

...



TOWN OF EXETER, NEW HAMPSHIRE

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FEE SCHEDULE FOR FACILITIES/EVENTS

Location Price is per day unless otherwise noted	Exeter Non-Profit	Non-Exeter Non-Profit	Exeter For Profit	Non-Exeter For Profit
Town Hall Auditorium	\$75.00	\$125.00	\$250.00	\$500.00
Town Hall Auditorium - Political Event				
Tier 1: National Political Campaign Presidential & U.S. Senator Campaigns	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Tier 2: State Political Campaign State Governor & U.S. Congressmen	\$500.00	\$500.00	\$500.00	\$500.00
Tier 3: Regional Campaign NH State Senator, NH District Representative, Executive Council	\$150.00	\$150.00	\$150.00	\$150.00
Tier 4: Local Campaign Exeter Select Board or other Exeter Area Elected positions	\$25.00	\$25.00	\$25.00	\$25.00
Town Hall Side Room, 1 st Floor**	\$20.00	\$40.00	\$60.00	\$60.00
Town Hall Art Gallery/Second Floor	\$75.00	\$125.00	\$250.00	\$500.00
Town Hall Gallery Backroom	\$25.00	\$75.00	\$100.00	\$125.00
Town Office Nowak Room**	\$40.00	n/a	n/a	n/a
Town Office Wheelwright Room**	\$30.00	n/a	n/a	n/a
Recreation Building**	\$20.00	\$40.00	\$60.00	\$60.00
Senior Center Building**	\$20.00	\$40.00	\$60.00	\$60.00
Custodial Fee (proposed/all buildings)	\$30/hour when required	\$30/hour when required	\$30/hour when required	\$30/hour when required
Road Race Permit	\$25.00 + Police Detail	\$50.00 + Police Detail	\$50.00 + Police Detail	\$50.00 + Police Detail

**Up to 2 hour block when available. Single hour uses would be \$20.00. \$40.00 fee per hour would apply after 2 hours of use.

1. Single events booking facilities (non-profits only) that last more than three consecutive days will have a flat rate of \$200. This fee does not replace single day rehearsal fees for plays.
2. Use of facilities (Town Hall Auditorium) for single use rehearsal play days will be billed at the rate of \$10 per daily use, with a two hour limit. The day of the event will be considered a standard Non-Profit/For Profit fee of either \$75, \$125, \$250, or \$500. The \$10 fee daily discount only applies for rehearsals related to a permitted event at the Town Hall facility.
3. Town Office Nowak and Wheelwright Rooms are not considered available during regular business hours.
4. Town Hall Side Room fee applies when room is used separately by an organization. It will not be added to the Town Hall Auditorium fee for a single user.

*Adopted by the Select Board January 7, 2019.
Amended by the Select Board August 12, 2019.*

2018 Citizens Petition for the Town of Exeter, NH

We, the undersigned registered voters of the Town of Exeter, NH, request that the following article be placed on the 2018 Town Warrant.

“On the petition of Bruce Jones and other registered voters of Exeter, in an effort to establish that all public spaces have a consistent value and prioritized availability to Exeter-based businesses, non-profits and residents, to see if the Town will vote the following:

The Town shall apply the current Town Hall usage fee of \$125 per day to all businesses, including non-profit organizations, that are not based in Exeter. This fee shall also apply to the second floor space above Town Hall.

The Board of Selectmen shall, by majority vote and in compliance with the requirements set forth above, approve the exact language included on the Town Warrant.”