



Margaret Wood Hassan
GOVERNOR

STATE OF NEW HAMPSHIRE
OFFICE OF THE GOVERNOR
HIGHWAY SAFETY AGENCY
78 REGIONAL DRIVE, BUILDING 2
CONCORD, N.H. 03301-8530

TDD Access: Relay NH 1-800-735-2964
603-271-2131
FAX 603-271-3790

Peter M. Thomson
COORDINATOR

March 30, 2015

RECEIVED
APR 02 2015
ALLENSTOWN POLICE

Chief Paul Paquette
Allenstown Police Department
40 Allenstown Road
Allenstown, NH 03275

Dear Chief Paquette:

Enclosed is an application for a highway safety grant for the Town of Allenstown. If you concur with the contents of this contract, please sign the signature sheet (page 2) as Project Director, secure the signature of the Town Administrator, and complete the Joint Approval Form. **Return the entire signed contract packet as received**, and it will be given consideration for final approval.

Please be advised that no equipment may be ordered or funds expended under this agreement until final approval has been granted and notice to this effect has been sent to you.

Grant recipients are advised to check with local financial officials as to which account reimbursement checks will be credited.

Should you have any questions concerning this agreement, please do not hesitate to contact me.

Sincerely,

John Clegg
Program Manager

/djf
Enclosure

**JOINT APPROVAL
OF
HIGHWAY SAFETY PROJECT APPLICATION**

TO: NH Highway Safety Agency
78 Regional Drive, Building #2
Concord, NH 03301-8530

Date: _____

This is to certify that the ALLENSTOWN Highway Safety Committee has reviewed the attached Federal Highway Safety Project Application and is aware of the contents of the application.

This further certifies that after due consideration by the Committee and the city/town officials that this project application represents a top priority need of the town or city for the period covered by the grant period.

X _____
Chairman, Board of Selectmen or
Other Authorizing Official

X _____
Chairman, Highway Safety Committee

X  _____
Project Director

CONTRACTUAL AGREEMENT FOR HIGHWAY SAFETY PROJECT GRANT

For HSA Use Only

State Of New Hampshire
Highway Safety Agency
78 Regional Drive, Building 2
Concord, NH 03301-8530

| | |
|---------------|-----------------------------|
| Date Received | Project Number |
| Date Approved | PSP and Task # 15-02, 08 |

Part I

| | |
|---|--|
| 1. Project Title Allenstown DWI/DUI Patrols | 2. Type of Application (Check One) <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Revision <input type="checkbox"/> Continuation |
|---|--|

| | |
|--|--|
| 3. Applicant | |
| A. Name of Agency DUNS Number 780134110 Allenstown Police Department | B. Address of Agency 40 Allenstown Road Allenstown NH 03275-1809 |
| C. Government Unit (Check One) <input type="checkbox"/> State <input checked="" type="checkbox"/> City/Town <input type="checkbox"/> County <input type="checkbox"/> Other (specify): | D. Name Address of Governmental Unit Town of Allenstown 16 School Street Allenstown, NH 03275-1917 |

| | |
|---|--|
| 4. Contract Duration A. Contract Period Start Date: April 1, 2015 Termination Date: September 15, 2015 | Functional Area K8 - 410 Alcohol SAFETEA-LU CFDA# 20.601 Program Title Alcohol Traffic Safety & Drunk Driving Preven Funding Source National Highway Traffic Safety Administratio |
|---|--|

6. Description of Project (Describe in detail in Schedule A) and Source of Funds

Budget (Provide itemization as called for on Schedule B) and Source of Funds

| Cost Category | Total Budget | Federal Budget | Local Budget | State Budget | Other Funds |
|--|--------------|----------------|--------------|--------------|-------------|
| a. Personnel Services | \$4,368.00 | \$4,368.00 | | | |
| b. Current Expense | | | | | |
| c. Equipment | | | | | |
| d. Indirect Costs Audit | | | | | |
| e. Contractual Services | | | | | |
| f. Other | | | | | |
| Total Estimated Costs Including Non-Federal Share | \$4,368.00 | \$4,368.00 | | | |

7. Local Benefit:

It is anticipated that the federal share for local benefit will be: 100% (\$4,368.00)

**SCHEDULE A
GENERAL PROJECT INFORMATION**

Description of Project

STATEMENT OF PROBLEM/NEED: The Town of Allenstown is located between the State Capital of Concord and the City of Manchester, the second largest city in the state. US Route 3 is a major north/south artery for traffic between Manchester and Concord. This route provides access to Route 28 in Allenstown and to Route 106 in Pembroke. These routes lead to many tourist attractions and destinations such as the Lakes Region, the White Mountains, and the New Hampshire International Speedway that hosts two Nextel races. As such, weekend traffic traveling along Routes 3 and 28 is very heavy year round. Deerfield Road, which is the only access to Bear Brook State Park from Route 28, is also in Allenstown. This park is a popular site for fishing, camping, bicycling, swimming, and snowmobile/OHRV use. Route 28 has been the location of many motor vehicle crashes that resulted in injuries and four fatalities during the last six years, three of which involved alcohol.

Allenstown has five stores that sell alcohol for off-premise consumption and one on-premise establishment. The surrounding communities of Hooksett, Manchester, Pembroke, Concord, and Epsom also have numerous establishments (stores and/or restaurants) that sell and serve alcohol and a large number of drivers travel through Allenstown to reach these destinations. Most of these alcohol-related violations occur on Friday, Saturday, and holiday evenings between the hours of 8:00 PM and 2:00 AM.

| | 2012 | 2013 | 2014 |
|-------------------|-------|-------|------|
| DWI Arrests | 7 | 2 | 8 |
| Calls For Service | 4,402 | 4,933 | 6567 |

Although statistics show an increase in impaired driving-related arrests over the last three years, this can, in part, be attributed to the fact that the Allenstown Police Department has made a concerted effort to address the impaired driving problem through overtime patrols funded by the NH Highway Safety Agency. Additional funds are needed in order for the police department to continue its established enforcement efforts. Without this continued effort, additional dedicated enforcement will not be conducted and the infractions will surely increase.

PROPOSED SOLUTION: In an effort to combat the DWI problem, the Allenstown Police Department will hire, on an off-duty basis, officers who have completed training in the identification of intoxicated drivers. These fully trained officers will conduct one-man DWI enforcement patrols (10 6-hour patrols) on those evenings (Friday, Saturday, and holidays) and during those times (8:00 PM-2:00 AM) when the drunk driver is felt to be most prevalent. It is understood that one (1) overtime DWI/DUI patrol will be conducted during NHTSA's "Driver Sober or Get Pulled Over" mobilization scheduled for August 19-September 7, 2015. Primary emphasis will be placed on apprehending the drunk driver; however, adherence to all traffic laws, including the state's occupant protection law, will be monitored and enforced. It is understood that these patrols will be conducted on an overtime basis and officers will be paid at their overtime (1.5) rate for work exceeding their normal 40 hours per week. Part-time officers will be paid at their normal hourly rate.

ANTICIPATED RESULTS: It is anticipated that each patrol will result in approximately (1) DUI arrest, as well as numerous other motor vehicle citations being issued. The goal is to demonstrate to the traveling public that the Allenstown Police Department is committed to reducing the number of motor vehicle crashes resulting from impaired drivers, reducing both injuries and fatalities on the ways within the Town of Allenstown by 50 percent.

ADDITIONAL CONTRACT CONDITIONS: It is agreed that "Overtime Selective Traffic Enforcement Program Report" forms (HS-200) will be completed for each patrol and submitted to the NH Highway Safety Agency along with requests for reimbursement.

New Hampshire's Child Passenger Safety law is a primary law. A driver should be stopped for violating RSA 265:107-a which requires that all vehicle occupants under the age of 18 riding in a motor vehicle must be restrained and properly fastened in a safety belt and children under the age of 7 must be restrained and properly secured in an approved child passenger safety seat. If the passenger is 57 inches or more in height, the provisions of this paragraph shall not apply. It is agreed that whenever a stop is made during a patrol supported by this agreement, action will be taken to enforce the state's child passenger safety law.

The recipient of these funds is encouraged to provide programs to encourage the use of safety belts by all drivers and passengers in motor vehicles (23 U.S.C. 1200.11 (a)(d)) and to adopt and enforce seat belt use policies for employees operating company-owned, rented, or personally-owned vehicles when performing official business.

See attached Addenda for additional information that is hereby made a part of this contractual agreement.

NH HIGHWAY SAFETY AGENCY
78 Regional Drive, Building #2
Concord, NH 03301-8530

OVERTIME SELECTIVE TRAFFIC ENFORCEMENT PROGRAM REPORT

NAME & RANK: _____

PROJECT NUMBER: _____

POLICE DEPARTMENT: _____

PROJECT TITLE: _____

SHIFT DATE: _____

| <u>HSA USE ONLY</u> |
|--|
| AUTHORIZED BY: _____ |
| SEE ATTACHED "OVERTIME SELECTIVE TRAFFIC ENFORCEMENT PROGRAM REPORT" (HS-20) FOR TOTAL EXPENDITURES. |

START TIME: _____ END TIME: _____

TOTAL NUMBER OF PATROL HOURS: _____

PLEASE SEE INSTRUCTIONS ON REVERSE SIDE.

| VIOLATIONS | WARNINGS | | SUMMONSES | | ARRESTS | |
|--|----------|-------|-----------|-------|---------|-------|
| | *Youth | Adult | *Youth | Adult | *Youth | Adult |
| DRIVING WHILE INTOXICATED <small>(report additional information on back of this form)</small> | | | | | | |
| ILLEGAL POSSESSION | | | | | | |
| ILLEGAL TRANSPORTATION | | | | | | |
| OPEN CONTAINER | | | | | | |
| OPERATION AFTER REV./SUSP. | | | | | | |
| SPEEDING | | | | | | |
| OTHER ARRESTS (bench warrants, outstanding warrants, etc.) | | | | | | |
| OTHER MOTOR VEHICLE VIOLATIONS | | | | | | |
| OTHERS (PEDESTRIAN, BICYCLE, ETC.) | | | | | | |
| RED LIGHT/STOP SIGN VIOLATIONS | | | | | | |
| OCCUPANT RESTRAINT VIOLATIONS <small>(INCLUDES ENFORCEMENT UP TO AGE 18)</small> | | | | | | |

*Youth: under 21 years of age

TOTAL NUMBER OF TIMES A PRELIMINARY BREATH TEST (PBT) DEVICE WAS USED

TOTAL NUMBER OF VEHICLES STOPPED

TOTAL NUMBER OF VEHICLES VISUALLY CHECKED FOR CHILD RESTRAINT LAW VIOLATIONS

TOTAL NUMBER OF PEDESTRIAN/BICYCLE CONTACTS

| | |
|--|--|
| <p>I, _____, REQUEST PAYMENT AT THE RATE OF \$ _____ PER HOUR FOR WORK PERFORMED DURING MY OFF-DUTY TIME AS A MEMBER OF THIS PATROL.</p> | <p>I CERTIFY THAT OFFICER _____ WORKED AS A MEMBER OF THE PATROL ON (DATE) _____ _____ SUPERVISING OFFICER</p> |
|--|--|

ADDENDUM TO THE APPLICATION FOR HIGHWAY SAFETY PROJECT GRANT

PROJECT REPORTS: It is agreed that quarterly reports will be made to the NH Highway Safety Agency for one year summarizing the progress being made in implementing the project and identifying any problems being encountered. A final report will be made upon completion of the project. Monthly reports will be submitted within 20 days of the project termination date.

PROJECT TERMS: All purchases and expenditures under this project will be subject to audit procedures satisfactory to Federal regulations. It is understood that no monies provided under this project will be used for the replacement of any existing equipment which currently meets Federal Highway Safety Standards. If any existing equipment is sold or traded during the project period, in order to reduce the actual outlay of funds for equipment which is provided under this project, the proceeds will be applied in pro-rated amounts to the Federal and local shares of the costs of the project.

PROCUREMENT AND EQUIPMENT COST: State agencies receiving federal funds for the purchase of equipment are required to process orders through the Division of Plant and Property Management in accordance with state regulations. Items of equipment requiring testing and certification to verify their accuracy (i.e. breath testing devices and traffic control radar) must be selected from the State approved devices.

EQUIPMENT: Equipment acquired under this agreement for use in highway safety program areas shall be used and kept in operation for highway safety purposes by the State; or the State, by formal agreement with appropriate officials of a political subdivision or State agency, shall cause such equipment to be used and kept in operation for highway safety purposes (23 CRF 1200.21).

PROJECT INVENTORY: An inventory of each item of equipment having a useful life of more than two years and a cost of five thousand dollars (\$5,000.00) or more will be provided to the NH Highway Safety Agency during the period in which it is in use. Before such equipment is disposed of, either by trade-in or write-off, authorization will be obtained from the Highway Safety Agency, acting as agent for the National Highway Traffic Safety Administration.

PROJECT CREDIT: All publications, public information or publicity released in conjunction with this project shall state that "this project is being supported in part through a grant from the NH Highway Safety Agency with federal funds provided by the National Highway Traffic Safety Administration, US Department of Transportation", or words to that effect.

AUDIT REPORTS: The grantee agrees to provide the NH Highway Safety Agency with a copy of the audit report including this project which was conducted under provisions of Circular A-133 - Audit of State and Local Governments and Non-Profit Organizations.

Certifications and Assurances

Section 402 Requirements (as amended by Pub. L. 112-141)

(a) The Governor is responsible for the administration of the State highway safety program through the NH Highway Safety Agency (NH RSA 238) which has adequate powers and is suitably equipped and organized (as evidenced by appropriate oversight procedures governing such areas as procurement, financial administration, and the use, management, and disposition of equipment) to carry out the program (23 USC 402(b) (1) (A)); (b) The political subdivisions of this State are authorized, under NH RSA 238:6, to carry out within their jurisdictions local highway safety programs which have been approved by the Governor and are in accordance with the uniform guidelines promulgated by the Secretary of Transportation (23 USC 402(b) (1) (B)); (c) At least 40 percent of all Federal funds apportioned to this State under 23 USC 402 for this fiscal year will be expended by or for the benefit of the political subdivision of the State in carrying out local highway safety programs in accordance with 23 USC 402(b) (1) (C), 402(h)(2), unless this requirement is waived in writing; (d) This State's highway safety program provides adequate and reasonable access for the safe and convenient movement of physically handicapped persons, including those in wheelchairs, across curbs constructed or replaced on or after July 1, 1976, at all pedestrian crosswalks throughout the state in accordance with 23 USC 402(b) (1) (D); (e) The State will implement activities in support of national highway safety goals to reduce motor vehicle related fatalities that also reflect the primary data-related crash factors within the State as identified by the State highway safety planning process, including: 1) National law enforcement mobilizations; 2) Sustained enforcement of statutes addressing impaired driving, occupant protection, and driving in excess of posted speed limits; 3) An annual statewide safety belt use survey in accordance with 23 CFR Part 1340 for the measurement of State safety belt use rates; 4) Development of statewide data systems to provide timely and effective data analysis to support allocation of highway safety resources. 5) Coordination of its highway safety plan, data collection, and information systems with the state strategic highway safety plan as defined in section 148 (a). (23 USC 402 (b) (1) (E)); (f) The State shall actively encourage all relevant law enforcement agencies in the State to follow the guidelines established for vehicular pursuits issued by the International Association of Chiefs of Police that are currently in effect. (23 USC 402 (j)). 6) The State will not expend Section 402 funds to carry out a program to purchase, operate, or maintain an automated traffic enforcement system. (23 U.S.C. 402(c)(4)).

satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency. g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f) above.

Buy America Act

The subgrantee will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)) which contains the following requirements: Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases would be inconsistent with the public interest; that such materials are not reasonably available and of a satisfactory quality; or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

Political Activity (Hatch Act)

The subgrantee will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

Certification Regarding Federal Lobbying

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that: 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement. 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. 3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Restriction on State Lobbying

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

Certification Regarding Debarment and Suspension

In accordance with the provision of 49 CFR Part 29, the State agrees that it shall not knowingly enter into any agreement under its Highway Safety Plan with a person or entity that is barred, suspended, declared ineligible, or voluntarily excluded from participation in the Section 402 program, unless otherwise authorized by NHTSA. The State further agrees that it will include a clause in all lower tier covered transactions and in solicitations for lower tier covered transactions.

Instructions for Primary Certification

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below. 2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.

the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings. 9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR Part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency. 2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Policy to Ban Text Messaging While Driving

In accordance with Executive Order 13513, Federal Leadership On Reducing Text Messaging While Driving, and DOT Order 3902.10, Text Messaging While Driving, States are encouraged to: 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted driving including policies to ban text messaging while driving: a) Company-owned or -rented vehicles, or Government-owned, leased or rented vehicles; or b) Privately-owned when on official Government business or when performing any work on behalf of the Government. 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as: a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

Environmental Impact

The Governor's Representative for Highway Safety has reviewed the State's Fiscal Year highway safety planning document and hereby declares that no significant environmental impact will result from implementing this Highway Safety Plan. If, under a future revision, this Plan will be modified in such a manner that a project would be instituted that could affect environmental quality to the extent that a review and statement would be necessary, this office is prepared to take the action necessary to comply with the National Environmental Policy Act of 1969 (42 USC 4321 et seq.) and the implementing regulations of the Council on Environmental Quality (40 CFR Parts 1500-1517).

Policy on Seat Belt Use

In accordance with Executive Order 13043, Increasing Seat Belt Use in the United States, dated April 16, 1997, the Grantee is encouraged to adopt and enforce on-the-job seat belt use policies and programs for its employees when operating company-owned, rented, or personally-owned vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for providing leadership and guidance in support of this Presidential initiative. For information on how to implement such a program, or statistics on the potential benefits and cost-savings to your company or organization, please visit the Buckle Up America section on NHTSA's website at www.nhtsa.dot.gov. Additional resources are available from the Network of Employers for Traffic Safety (NETS), a public-private partnership headquartered in the Washington, DC, metropolitan area, and dedicated to improving the traffic safety practices of employers and employees. NETS is prepared to provide technical assistance, a simple, user-friendly program kit, and an award for achieving the President's goal of 90 percent seat belt use. NETS can be contacted at 1 (888) 221-0045 or visit its website at www.trafficsafety.org.

HS-4(a) (3/28/13)