

2017 SUMMER GIA APPLICATION CHECKLIST  
For  
OHRV CLUBS

- Trail Maintenance or Construction
- Equipment Purchase / Refurbishment
- Summer Grading
- Trail Signs

Organization: Metallak ATV

Completed/signed Application

COGS

Equipment Inventory

Official Trail Map w/Project Area highlighted

Trail Sign Order

Club Officer List

Landowner List

GIA Project Permission Forms  Clint

List of Permits Needed  Clint + Swift Diamond

If Project is for a DOT crossing/connector - NHEB check  N/A

Club Letter of Justification for Equipment  N/A

Vendor Quote for Equipment  N/A



State of New Hampshire  
Department of Resources and Economic Development  
Division of Parks and Recreation  
Bureau of Trails

MAY 12 2017

D.R.E.D.

2017 GRANT-IN-AID SUMMER  
APPLICATION FOR OHRV (Wheeled) CLUBS

This Application is for:

- Trail Maintenance/Construction
- Summer Grading With Club Equipment
- Equipment Purchase/Refurbishment
- Trail Sign Order

**SECTION 1 - APPLICANT INFORMATION** (All information is required)

A. Name of Club/Organization: Metallak ATV Club

Club Address: PO Box 318

Town/City: Colebrook State: NH Zip Code: 03576

Club Telephone #: \_\_\_\_\_ Club Fax #: \_\_\_\_\_

Club Web Address: www.metallakatvclub.com Club E-mail: \_\_\_\_\_

B. President: Craig Washburn

Address: [REDACTED]

Town/City: Colebrook State: NH Zip Code: 03576

Telephone #: [REDACTED] Cell #: \_\_\_\_\_

E-mail: [REDACTED]

C. Trail Administrator: Mike Ouellet

Address: [REDACTED]

Town/City: Colebrook State: NH Zip Code: 03576

Telephone #: [REDACTED] Cell #: \_\_\_\_\_

E-mail: [REDACTED]

**APPLICATION MUST BE FILLED OUT COMPLETELY IN ORDER FOR IT TO BE CONSIDERED**

Application submission DEADLINE:  
**Friday, May 12, 2017 @ 4:00 PM**

**SECTION 2 - FINANCIAL STATEMENT** AS OF: 12, 31, 16

Date

<b>A. INCOME</b>		<b>C. EXPENSES</b>	
DUES	\$ [REDACTED]		[REDACTED]
MISC	\$ [REDACTED]		[REDACTED]
OTHER	\$ [REDACTED]		[REDACTED]
TOTAL	\$ [REDACTED]	TOTAL \$	[REDACTED]
<b>B. ASSETS</b>		<b>D. OUTSTANDING DEBITS</b>	
CASH	\$ [REDACTED]		[REDACTED]
EQUIPMENT	\$ [REDACTED]		[REDACTED]
OTHER	\$ [REDACTED]		[REDACTED]
TOTAL	\$ [REDACTED]	TOTAL \$	[REDACTED]
<u>Katie Collins</u> Treasurer's Signature		<u>5, 7, 17</u> Date	

**SECTION 3 - GENERAL INFORMATION**

This section is submitted by the appointed Trail Administrator for the development and/or for maintenance of OHRV trails in the following towns:

Colebrook, Columbia, Stewartstown, Dixville

The following County/Countries represent my organization's area of maintenance:

Coos

The total **ONE-WAY** mileage of the club/organization's trail system is 90 miles.

The total number of current club members is: 249

Are your trails open to other uses?  Yes  No

If yes, please list other uses:

Snowmobiles, bicycles, hiking, walking, horseback riding, X-C Skiers  
Sledding, hunting + Fishing

# SECTION 4 - TRAIL MAINTENANCE OR CONSTRUCTION

If your club/organization has more than one construction project, copy this page and use one for each project. Remember to label your priority project request as P1, and the remaining requests in descending priority order as P2, P3, etc.

The following attachments MUST accompany this application:

1. ALL construction PROJECTS MUST HAVE LANDOWNER PERMISSION ATTACHED TO THIS APPLICATION (<http://www.nhstateparks.org/uploads/pdf/GIA-Project-Landowner-Permission-Form.pdf>).
2. LIST OF PERMITS NEEDED FOR CONSTRUCTION, such as Wetlands Permits.
3. Is the project on STATE or FEDERAL LAND? If so, must include a State and Federal Project Evaluation Form (<http://www.nhstateparks.org/uploads/pdf/State-and-Federal-Land-Project-Evaluation-Form.pdf>).
4. CURRENT CLUB/ORGANIZATION TRAIL MAP SHOWING THE "EXACT" LOCATION OF THE PROJECT(S).

PROJECT NUMBER - P 1 (Label here and on your location map as P1, P2, P3, etc.)

Landowner's Name: Bayroot LLC Trail Name/Location: Roaring Brook & Greenough Pond Roads

General Description of work to be performed: Rehabing of (2) bridges that have been repaired, but are too bad to be patched. Both bridges have to be able to support heavy log trucks. (1) is 40', the other is 60' and also needs abutment stabilization

Check one:  Corridor Trail  Non-Corridor Trail

**BREAKDOWN OF COSTS:**

Equipment Rental: (list the type of equipment, hourly rate and the number of hours of use):

lg Excavator \$110 per hr 16 hrs \$1760  
\$1056

EQUIPMENT RENTAL COST FOR THE PROJECT \$ 1760.00

Fill Material (Type and amount required): 4 Truck loads of processed gravel delivered (to stabilize abutment + grade bridge approach (4) @ \$250.00 per load

FILL MATERIAL COST \$ 1000.00

Bridge building (Type and amount required):

Lumber (Quantity): (159) 4x6x14, (71) 2x12x12, (28) 4x4x12, (40) 2x6x12, (40) 4x4x8  
 Hardware (Quantity): (3) Boxes 5" Timberloks \$345.60 88962.00

Culverts (List sizes and lengths): (3) 18" x 20' \$776.25

BRIDGE/CULVERT COST \$ 10,833.85

Other:

(Describe) \_\_\_\_\_

OTHER RELATED COST \$ \_\_\_\_\_

TOTAL MAINTENANCE /CONSTRUCTION COST OF THIS PROJECT P 1 \$ 12,843.85

TOTAL COST OF ALL MAINTENANCE OR CONSTRUCTION PROJECTS \$ \_\_\_\_\_

*GIA \$12,843.85*

# SECTION 4 - TRAIL MAINTENANCE OR CONSTRUCTION

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3. Is the project on STATE or FEDERAL LAND? If so, must include a State and Federal Project Evaluation Form (<http://www.nhstateparks.org/uploads/pdf/State-and-Federal-Land-Project-Evaluation-Form.pdf>).
4. CURRENT CLUB/ORGANIZATION TRAIL MAP SHOWING THE "EXACT" LOCATION OF THE PROJECT(S).

PROJECT NUMBER - P 2 (Label here and on your location map as P1, P2, P3, etc.)

Landowner's Name: Do Stewartstown / Nash Stream Forest Trail Name/Location: Kesee Notch, No. Hill, Noyes rd

General Description of work to be performed: Ditch trail + replace gravel lost to erosion  
Will help with future trail maintenance and grading. Also will  
reset current culverts

Check one:  Corridor Trail  Non-Corridor Trail

### BREAKDOWN OF COSTS:

Equipment Rental: (list the type of equipment, hourly rate and the number of hours of use):

<u>Bulldozer</u>	<u>\$80.00 per hr</u>	<u>20 hrs</u>	<u>1600</u>
<u>Excavator</u>	<u>\$110.00 per hr</u>	<u>30 hrs</u>	<u>3300</u>
			<u>\$2940</u>

EQUIPMENT RENTAL COST FOR THE PROJECT \$ 4900.00

Fill Material (Type and amount required): processed gravel 60 loads @ \$250 per load

FILL MATERIAL COST \$ 15000.00

Bridge building (Type and amount required):

Lumber (Quantity): \_\_\_\_\_

Hardware (Quantity): \_\_\_\_\_

Culverts (List sizes and lengths): \_\_\_\_\_

BRIDGE/CULVERT COST \$ \_\_\_\_\_

Other:

(Describe) \_\_\_\_\_

OTHER RELATED COST \$ \_\_\_\_\_

TOTAL MAINTENANCE /CONSTRUCTION COST OF THIS PROJECT P 2 \$ 19,900.00

TOTAL COST OF ALL MAINTENANCE OR CONSTRUCTION PROJECTS \$ \_\_\_\_\_

*GIA*  
*\$17940*



**STATE OF NEW HAMPSHIRE**  
**Department of Resources and Economic Development**  
**Division of Parks and Recreation**  
**Bureau of Trails**

**GRANT IN AID PROJECT**

For the purpose of receiving Grant In Aid Funding from the Bureau of Trails, any and all projects funded by the Grant In Aid Program on State of New Hampshire Property, United States Government Property or Private Property must have prior approval by the landowner or land manager before any work is initiated.

Grant approval by the Bureau of Trails DOES NOT constitute consent by a landowner or land manager for any work to commence.

Club Name metallak ATV Club Date 5 / 2 / 17  
 Project number P2 (P1, P2, P3, etc)

STATE OF NEW HAMPSHIRE PROPERTY       UNITED STATES GOVERNMENT PROPERTY

LIST THE LANDOWNER TO THE ABOVE CHECKED BOX (for example NH Forest and Lands, NH Parks and Recreation, NH Water Resources, NH Fish and Game, US Forest Service, US Army Corps of Engineers, etc):

STATE / FEDERAL LANDOWNER: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CONSENT IS HEREBY GIVEN FOR WORK TO TAKE PLACE ON THIS PROPERTY Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

SIGNATURE: \_\_\_\_\_

**PRIVATE PROPERTY**

CONTACT PERSON: Aaron Joos (Town of Stewartstown Road Agent)

ADDRESS: PO Box 73  
W. STEWARTSTOWN NH 03597

CONSENT IS HEREBY GIVEN FOR WORK TO TAKE PLACE ON THIS PROPERTY Date 05 / 10 / 2017

SIGNATURE: [Signature]

NEW HAMPSHIRE CODE OF ADMINISTRATIVE RULES - #7238, cff 5-1-00

**Res 8403.03 Landowner Permission.**  
 All political subdivisions and clubs seeking Grant-In-Aid for trail construction or maintenance shall obtain written landowner permission. Written permission shall not be required for winter grooming projects, provided that the trail administrator verifies by signing the grant application, that permission has been received.

## Meffert, Lisa

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**From:** Mike Ouellet [REDACTED]  
**Sent:** Tuesday, May 16, 2017 10:54 AM  
**To:** Meffert, Lisa  
**Subject:** Re: URGENT - Info Needed on Summer GIA Application

Ok, I didn't know that. I thought we had to stick to the rates on the sheet off the website and we covered the balance. I will get the quotes to you ASAP.

Sent from my iPad

On May 16, 2017, at 9:57 AM, Meffert, Lisa <[Lisa.Meffert@dred.nh.gov](mailto:Lisa.Meffert@dred.nh.gov)> wrote:

If you are hiring out the grading to a vendor, then it is a project and is paid differently than grading that is done with club owned equipment. Need a vendor quote and it will be paid at 60% of that. Thanks. Lisa

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**From:** Mike Ouellet [REDACTED]  
**Sent:** Tuesday, May 16, 2017 9:55 AM  
**To:** Meffert, Lisa  
**Subject:** Re: URGENT - Info Needed on Summer GIA Application

Clint is aware of the projects and has attained permission to do them.

The bridge is one that is shared with the Swift Diamond Riders and they are taking care of getting the permits needed. All permits will be in place before any work commences. Clint is involved with the planning and execution of the work.

The JD 5083 and JD 672 are not owned by the club and are machines we hire to do grading.

Please don't hesitate to contact me with any other questions. Thank you.

Sent from my iPad

On May 16, 2017, at 9:15 AM, Meffert, Lisa <[Lisa.Meffert@dred.nh.gov](mailto:Lisa.Meffert@dred.nh.gov)> wrote:

Hi Mike,

Got the clubs summer GIA application. Some questions that need answering so it can move forward.

- Have you communicated with Clint on P1 and P2? If so, he is okay with the projects as they are on lands he manages?
- Have you checked with DES to make sure you are all set with permits on P1 where the club will be working on the bridge abutments?
- Grading request shows a 2014 JD 5083, but this equipment is not listed on the club's equipment inventory? Is this owned by the club?

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3. Is the project on STATE or FEDERAL LAND? If so, must include a *State and Federal Project Evaluation Form* (<http://www.nhstateparks.org/uploads/pdf/State-and-Federal-Land-Project-Evaluation-Form.pdf>).
4. CURRENT CLUB/ORGANIZATION TRAIL MAP SHOWING THE "EXACT" LOCATION OF THE PROJECT(S).

PROJECT NUMBER - P 3 (Label here and on your location map as P1, P2, P3, etc.)

Landowner's Name: Various Trail Name/Location: Sugar Hill, Kelsea Nothc, Mud Pond Ridge

General Description of work to be performed: Hire Arthur Beauchemin to use a JD 5083E w/a 7' rock rake to grade the above trails. Quote attached.

Check one:  Corridor Trail  Non-Corridor Trail

### BREAKDOWN OF COSTS:

Equipment Rental: (list the type of equipment, hourly rate and the number of hours of use):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

EQUIPMENT RENTAL COST FOR THE PROJECT \$ \_\_\_\_\_

Fill Material (Type and amount required): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

FILL MATERIAL COST \$ \_\_\_\_\_

Bridge building (Type and amount required):

Lumber (Quantity): \_\_\_\_\_

Hardware (Quantity): \_\_\_\_\_

Culverts (List sizes and lengths): \_\_\_\_\_

BRIDGE/CULVERT COST \$ \_\_\_\_\_

Other:

(Describe) 20 hrs grading @ \$45 per hour

GIA 60%  
\$540

OTHER RELATED COST \$ 900

TOTAL MAINTENANCE /CONSTRUCTION COST OF THIS PROJECT P 3 \$ 900

TOTAL COST OF ALL MAINTENANCE OR CONSTRUCTION PROJECTS \$ \_\_\_\_\_



Arthur Brauchemin

[REDACTED]  
Colebrook N.H. 03576

Quote for rock rucking with John Deere 5083E and 7' grader - roll rake  
Attachment on requested Trails and roads.

20 hours @ \$45.<sup>00</sup> = \$900.<sup>00</sup>

Quote only to Metallak ATV Club - not a bill

## SECTION 4 – TRAIL MAINTENANCE OR CONSTRUCTION

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3. Is the project on STATE or FEDERAL LAND? If so, must include a *State and Federal Project Evaluation Form* (<http://www.nhstateparks.org/uploads/pdf/State-and-Federal-Land-Project-Evaluation-Form.pdf>).
4. CURRENT CLUB/ORGANIZATION TRAIL MAP SHOWING THE "EXACT" LOCATION OF THE PROJECT(S).

PROJECT NUMBER – P 4 (Label here and on your location map as P1, P2, P3, etc.)

Landowner's Name: Various Trail Name/Location: ?????

General Description of work to be performed: Hire JOOS Excavating to use grade trails. Quote attached.

Check one:  Corridor Trail  Non-Corridor Trail

### BREAKDOWN OF COSTS:

Equipment Rental: (list the type of equipment, hourly rate and the number of hours of use):

EQUIPMENT RENTAL COST FOR THE PROJECT \$ \_\_\_\_\_

Fill Material (Type and amount required): \_\_\_\_\_

FILL MATERIAL COST \$ \_\_\_\_\_

Bridge building (Type and amount required):

Lumber (Quantity): \_\_\_\_\_

Hardware (Quantity): \_\_\_\_\_

Culverts (List sizes and lengths): \_\_\_\_\_

BRIDGE/CULVERT COST \$ \_\_\_\_\_

Other:

(Describe) 40 hrs grading @ \$92 per hour

OTHER RELATED COST \$ 3680

TOTAL MAINTENANCE /CONSTRUCTION COST OF THIS PROJECT P 4 \$ 3680

TOTAL COST OF ALL MAINTENANCE OR CONSTRUCTION PROJECTS \$ \_\_\_\_\_

GIA 60%  
2208

# JOOS EXCAVATING LLC

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PO Box 73 West Stewartstown, NH 03597 | 603-331-3231 | aaron.joos@gmail.com

**May 24, 2017**

Arthur Beauchemin  
Metallak ATV Club  
[REDACTED]

Dear Arthur,

Thank you for opportunity to submit a quote for grading certain sections of the Metallak ATV Club Trail System. Enclosed please find my itemized estimate.

In particularly rough or tight areas, a full size grader may not be effective or feasible to use. Grading in such locations may be alternatively executed by a Compact Track Loader at a rate of \$80/hour.

Sincerely,



Aaron Joos, P.E.

### Draft Scope of Work and Estimated Cost

Grading of Metallak Club ATV Trails/Roads

Activity	Quantity	Units	Unit Cost	Total cost	Notes
Mobilization and demobilization of grader with 10 wheeler and low bed.	<del>2</del>	<del>hrs</del>	<del>\$ 100</del>	<del>\$ 200</del>	If required, to/from Roaring Brook area
Grading roads with full size motor grader incl operator, fuel, etc	40	hrs	\$ 92	\$ 3,680	Hours may be less, not to exceed 40
Work trucks for transport to/from site, refueling, erecting signage etc.	<del>5</del>	<del>days</del>	<del>\$ 75</del>	<del>\$ 375</del>	<del>Not eligible</del>
<b>TOTAL</b>				<b>\$ 4,255</b>	

**Summer Grading** (Copy this page if you need more space)

Trail Name 1: Sugar Hill, Kelsea Notch, Mud Pond Ridge

*Answers B.*

EQUIPMENT TO BE USED: YEAR - MAKE - MODEL - SIZE - RAKE	MILES REQUESTED	HOURS REQUESTED	CLASS	EQUIPMENT RATE	TOTAL \$ REQUESTED
2014 JD 5083E 80hp 7'	47	20	3	22.75	455.00

Trail Name 2: Town Forest, Diamond Peaks, Kelsea Notch

*Club Okay*

EQUIPMENT TO BE USED: YEAR - MAKE - MODEL - SIZE - RAKE	MILES REQUESTED	HOURS REQUESTED	CLASS	EQUIPMENT RATE	TOTAL \$ REQUESTED
2016 CanAm Defender 4010 6'	25	60	1	13.79	827.40

Trail Name 3: \_\_\_\_\_

*Jeeps etc.*

EQUIPMENT TO BE USED: YEAR - MAKE - MODEL - SIZE - RAKE	MILES REQUESTED	HOURS REQUESTED	CLASS	EQUIPMENT RATE	TOTAL \$ REQUESTED
01 JD 672 11'	10	40	4	43.21	1728.40
<b>Total of all grading projects</b>					<b>3010.80</b>

Please be sure to list the trail location on your club's map where this grading will be done.

**TOTAL GRANT REQUEST**

TOTAL COST OF CONSTRUCTION	TOTAL COST OF GRADING	CONSTRUCTION/GRADING TOTAL
\$ 32,743.85	+ \$ 3010.80	= \$ 35,754.65

TOTAL COST OF EQUIPMENT	CONSTRUCTION/GRADING TOTAL	COMBINED GRANT TOTAL
\$ 0	+ \$ 35,754.65	= \$ 35,754.65

## SECTION 5 – EQUIPMENT PURCHASE/REFURBISHMENT

If your club/organization has **more than one** equipment request, **copy this page and use one for each equipment request**. Remember to label your priority equipment request as E1, and the remaining requests in descending priority order as E2, E3, etc.

### THE FOLLOWING MUST ACCOMPANY YOUR APPLICATION

1. A WRITTEN LETTER OF JUSTIFICATION FOR PURCHASE/REFURBISHMENT  
Include the number of pieces of equipment owned by the club/organization, condition of current equipment, repair costs, etc.
2. A WRITTEN PRICE QUOTE – ON VENDOR'S OFFICIAL LETTERHEAD OR QUOTE FORM

Describe (year, make, model, size, etc.) last equipment **PURCHASED** with GRANT-IN-AID funds.

Year Purchased: \_\_\_\_\_

EQUIPMENT REQUEST NUMBER – E \_\_\_\_\_

#### Tractor/UTV/ATV/Grader

**CHECK ONE:** New  Demo  Used  Refurb  Equipment Cost \$ \_\_\_\_\_

MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_

MANUFACTURE YEAR: \_\_\_/\_\_\_/\_\_\_ ENGINE SIZE: \_\_\_\_\_ FUEL TYPE (gas, diesel): \_\_\_\_\_

OPTIONS: \_\_\_\_\_

PROPOSED VENDOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

ZIPCODE: \_\_\_\_\_ VENDOR CONTACT PERSON: \_\_\_\_\_

VENDOR'S TELEPHONE NUMBER: \_\_\_\_\_

#### Implement or Attachment

**CHECK ONE:** New  Demo  Used  Refurb  Equipment Cost \$ \_\_\_\_\_

MAKE: \_\_\_\_\_ MODEL: \_\_\_\_\_

SIZE: \_\_\_\_\_ YEAR OF MANUFACTURE: \_\_\_\_\_

PROPOSED VENDOR: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY/TOWN: \_\_\_\_\_

ZIPCODE: \_\_\_\_\_ VENDOR CONTACT PERSON: \_\_\_\_\_

VENDOR'S TELEPHONE NUMBER: \_\_\_\_\_

**MATCH INFORMATION** (Required if club is trading/selling a piece of equipment to be used towards their match, or to another club or political subdivision.)

Mfg. Year: \_\_\_\_\_ Make: \_\_\_\_\_

Model: \_\_\_\_\_ Size: \_\_\_\_\_

Year Purchased: \_\_\_\_\_ Purchased: New  Used

Original Purchase Price: \_\_\_\_\_

GIA Funds Put Towards Original Purchase: \_\_\_\_\_

Current Hours of Operation: \_\_\_\_\_

Current Value \$ \_\_\_\_\_

Sub-Total \$ \_\_\_\_\_

Less Other Grants \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

**TOTAL OF ALL EQUIPMENT PURCHASES/REFURBS FOR 2015 GIA REQUEST \$ \_\_\_\_\_**

**SECTION 6 - REQUIRED SIGNATURES**

**TRAIL ADMINISTRATOR'S AUTHORIZATION:**

THE OFFICERS OF THE Metallak ATV Club CLUB VOTE TO APPOINT

Mike Onellet  
(Trail Administrator's Name)

AS TRAIL ADMINISTRATOR WHO IS AUTHORIZED TO ENTER INTO GRANT-IN-AID CONTRACTS WITH THE BUREAU OF TRAILS AND ACCEPT MONIES GRANTED AND RECEIVED IN COMPLIANCE WITH THE GRANT APPLICATION AND CONTRACT.

Craig Washburn  
CLUB PRESIDENT (PLEASE PRINT)

Craig Washburn 5-10-17  
CLUB PRESIDENT SIGNATURE DATE

**TRAIL ADMINISTRATOR:** ON BEHALF OF THE AFOREMENTIONED CLUB, I HEREBY REPRESENT THAT I HAVE CAREFULLY ANALYZED THE BUREAU OF TRAILS GRANT-IN-AID PROGRAM REGULATIONS AND SPECIFICATIONS AND CERTIFY THAT THE ABOVE COST ESTIMATION AND INFORMATION PROVIDED ON THIS APPLICATION IS CORRECT TO THE BEST OF MY KNOWLEDGE.

Mike Onellet  
TRAIL ADMINISTRATOR (PLEASE PRINT)

Mike Onellet 5/10/17  
TRAIL ADMINISTRATOR SIGNATURE DATE



**ATTENTION: This application, when completed, must be returned to the Bureau of Trails, 172 Pembroke Road, Concord, NH 03301, on or before the close of the work day, Friday, May 12, 2017 at 4:00 PM**