

Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting's contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." Each year tens of thousands of Scouts strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to *plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community*. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the *impact or benefit* the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. In order to fulfill the requirement, the *Scout* must be the one to lead the project. Therefore, it is important that you work with the Scout and not with the Scout's parents or leaders.

Project Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service Scouts may provide as part of their daily lives such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. Regular communications with the Scout can make this quick and easy, but be sure you have both discussed and considered all aspects of the project to ensure your Scout has a clear understanding of your expectations and limitations. Keep in mind the Scout's proposal is merely an overview—not a comprehensive plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout's 18th birthday.

Approving Project Plans

After the proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a "Project Plan" form in your *Scout's Eagle Scout Service Project Workbook*, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements *before* work begins.

Permits, Permissions, and Authorizations

- If the project requires building permits, etc., your Scout needs to know about them for planning purposes. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to allow additional time and let the Scout know if their help is needed.

Funding the Project

Eagle service projects often require fundraising. Donations of any money, materials, or services must be preapproved by the BSA unless provided by your organization; by the Scout or the Scout's parents or relatives; or by the Scout's unit or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary's behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a charity to receive them or turn them over to your Scout's unit.

Supervision

To meet the requirement to "give leadership to others," your Scout must be given every opportunity to succeed independently without direct supervision. The Scout's unit must provide adults to assist or keep an eye on things, and your organization should also have someone available. The Scout, however, *must* provide the leadership necessary for project completion without adult interference.

Safety

Through the proposal and planning process, the Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, *cannot be held responsible for safety*. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their property or employees and any other individuals or circumstances they would normally be responsible for controlling. If during project execution you have any concerns about health and safety, please share them with the Scout and the unit leaders so action may be taken. If necessary, you may stop work on the project until concerns are resolved.

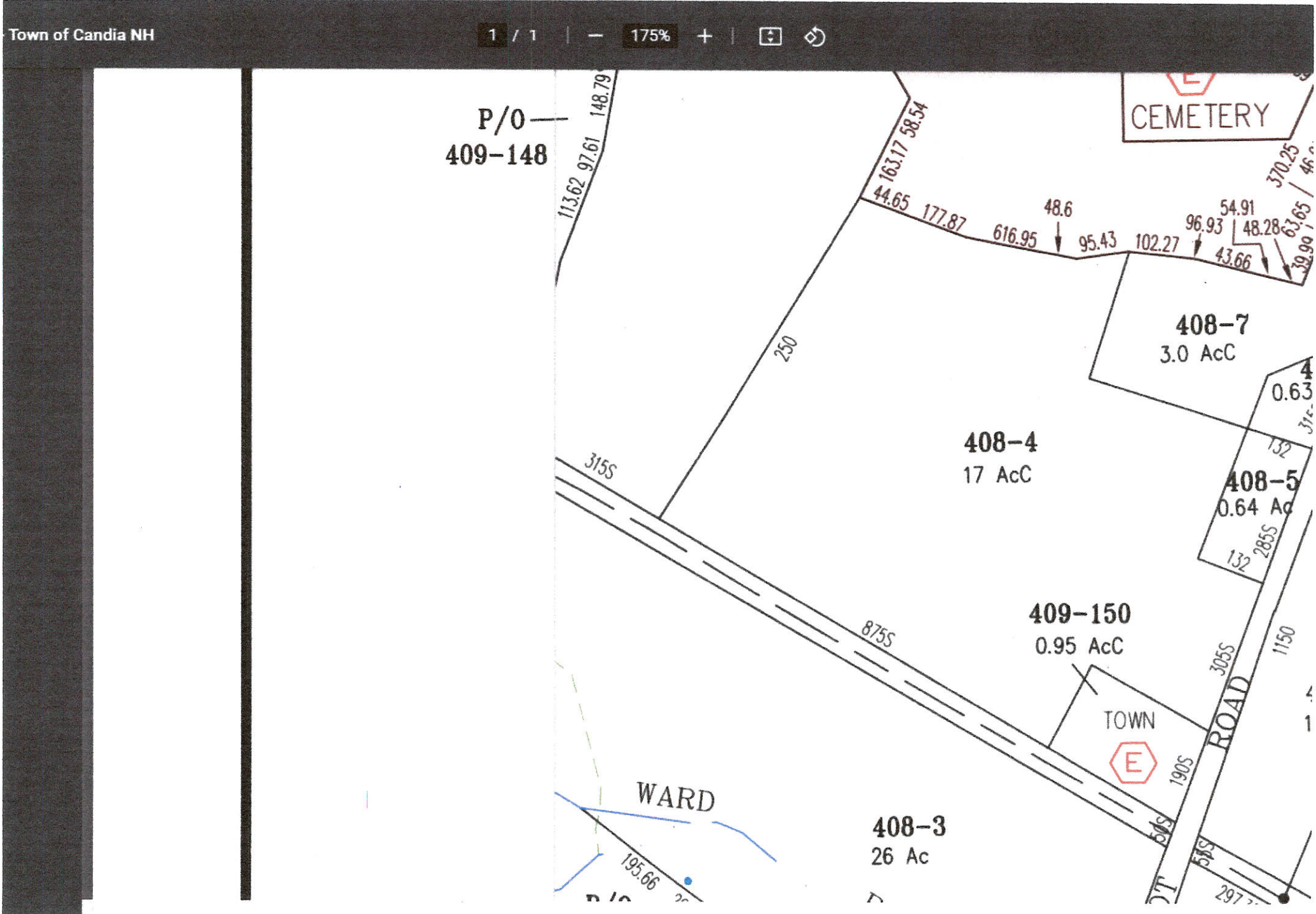
Project Completion and Approval

After the project has been completed, your Scout will ask for your approval on their project report. The report will be used in the final review of the Scout's qualifications for the Eagle Scout rank. If the Scout has met your reasonable expectations, you should approve the project; if not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed.

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young Scout's growth.













Fixit

Finish: Powder Coat - Deep Red

Fixit Pump: Air Kit Prime

American Rescue Plan Act Committee

Board of Selectmen,

This is the report from our committee regarding the use of funds allocated to the Town of Candia from the Department of Treasury authorized by the American Rescue Plan Act (ARPA). The regulations guiding the use of these funds are found in 31 CFR Part 35. The Department of Treasury published their Interim Final Rules related to the Coronavirus State and Local Fiscal Recovery Funds. The committee related to the use of the funds consisted of Selectman Boyd Chivers, Mark Chalbeck and Robert Stout. We had several meetings to review the final rule language, seek fund requests from department heads and then evaluate the appropriateness of the requests to make a formal recommendation to the Board of Selectmen. This communication is to relay our findings and recommendations to you.

The Town of Candia is considered a non-entitlement unit of local government by the rule and is categorized under section 603 of the rule. The overriding guidelines for entities to use the funds fall under 4 major categories:

- 1- Respond to public health emergency or its negative economic impacts, including assistance to households, small businesses and nonprofits, or aid to impacted industries such as tourism, travel and hospitality.
- 2- Respond to workers performing essential work during the Covid 19 public health emergency by providing premium pay to eligible workers.
- 3- To provide government services to the extent of the reduction in revenue due to the Covid 19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency, and
- 4- To make necessary investments in water, sewer, or broadband infrastructure.

When considering proper uses of the funds the rule states to properly assess whether an item meets the criteria you should ask: "did it respond to Covid 19 by identifying a need or negative impact and second, identify how the program, service or other intervention addresses the identified need or impact. Eligible uses must be in response to the disease itself or the harmful consequence of the economic disruptions resulting from Covid 19".

With these in mind the committee would like to recommend the following 3 items for the Board of Selectmen to consider as proper uses of the funds under the Act.

- 1- Premium pay for Town essential employees. During the pandemic the employees of the town continued to offer their services to all our residents. Town office employees, recycling center, library, janitors and highway personnel all worked through the pandemic keeping services for all of us available through the year. Essential workers as defined by these rules are defined as "work involving regular in-person interactions or regular physical handling of items that were also handled by others." In the case of highway personnel the rule also includes "workers needed to maintain continuity of operations of essential critical

infrastructure sectors". With this in mind we recommend the Selectmen consider a 5.5% payment in recognition of the commitment to the Town through the pandemic. This would account for approximately 11-12% of the allotted funds.

- 2- \$131,483 to the Fire Department. Although the request from the fire department does not clearly fall into a qualifying category we feel there is sufficient reason to allow this use for the following reason. Section 35.6 also lists appropriate use of funds for "responding to the public health emergency" and further lists "emergency medical response expenses including emergency medical transportation related to Covid 19." These funds would be used to address the "dead spots" in the communication system allowing more timely delivery of emergency medical services to a patient who may have Covid 19 and its related health emergencies. The request from the fire department also included expenses for warranties and leases. We feel these items do not qualify for these funds, but the tower improvements would.
- 3- Police station. Chief McGillen submitted a request for a portion of these funds for the new police station that is in an exploratory phase right now. The rule states that funds can be used for "adaptation costs including capital investments in public facilities to meet pandemic operational needs, such as physical plant improvements to public hospitals and health clinics or adaptations to public buildings to implement Covid 19 mitigation tactics." Although the rule does not specify police stations in the capital investments statement to use section two and say make adaptations to the current facility is not feasible due to deed restrictions and the expense to add on and bring the existing building to code may be more expensive and alter the current appearance of the building that fits the town. Also, by moving the department out it would allow for some use of these funds to reconfigure the town office to improve Covid mitigation requirements and improve ventilation. We believe there is sound logic for use of the funds for this purpose.

In closing, the Board of Selectmen have until December 31, 2024 to obligate these funds for use. Funds not expended by December 31, 2026 must be returned to Treasury.

Sincerely,

Robert Stout, Chair

Mark Chalbeck, vice-chair

Boyd Chivers, Secretary

**Town of Candia
Board of Selectmen
Tel: 603-483-8101
Fax: 603-483-0252**

Memo

To: Candia Board of Selectmen
From: Boyd Chivers
Date: September 26, 2021
RE: ARPA Committee Recommendation for Premium Pay

The payroll records for the period beginning 3/14/20 ending 6/12/21 have been provided by Donna Becker as requested. The following summary of information may help inform our discussion when we meet on August 23rd:

DEPARTMENT	PAYROLL	COVID PREMIUM	% OF PAYROLL
Police	\$497,852.	16,157.	3.24%
Fire	41,949	12,014.	29.0%
TOTAL	\$539,801.	28,171.	5.21

The following information relates to employees and stipend recipients whose eligibility for retroactive COVID premium pay is under consideration:

DEPARTMENT	PAYROLL	COVID PREMIUM*	TOTAL
Town Employees	622,371.	5.5%	\$34,230
Stipend Recipients	47,095.	5.5%	2,590
Selectmen	17,128.	5.5%	942
Snow Contractors	47,772	5.5%	2,627
Sub Total	686,594.	5.5%	\$40,389
FICA and Medicare 7.65%*			2,889
Total			\$43,278

*does not apply to snow plow contractors

A 5.5% retroactive COVID premium, paid over 12 months after the previous COVID premiums averaging 5.21% were paid, will represent 10.44% of the \$414,466 allocated to the Town of Candia under the American Rescue Plan Act.

[illegible]

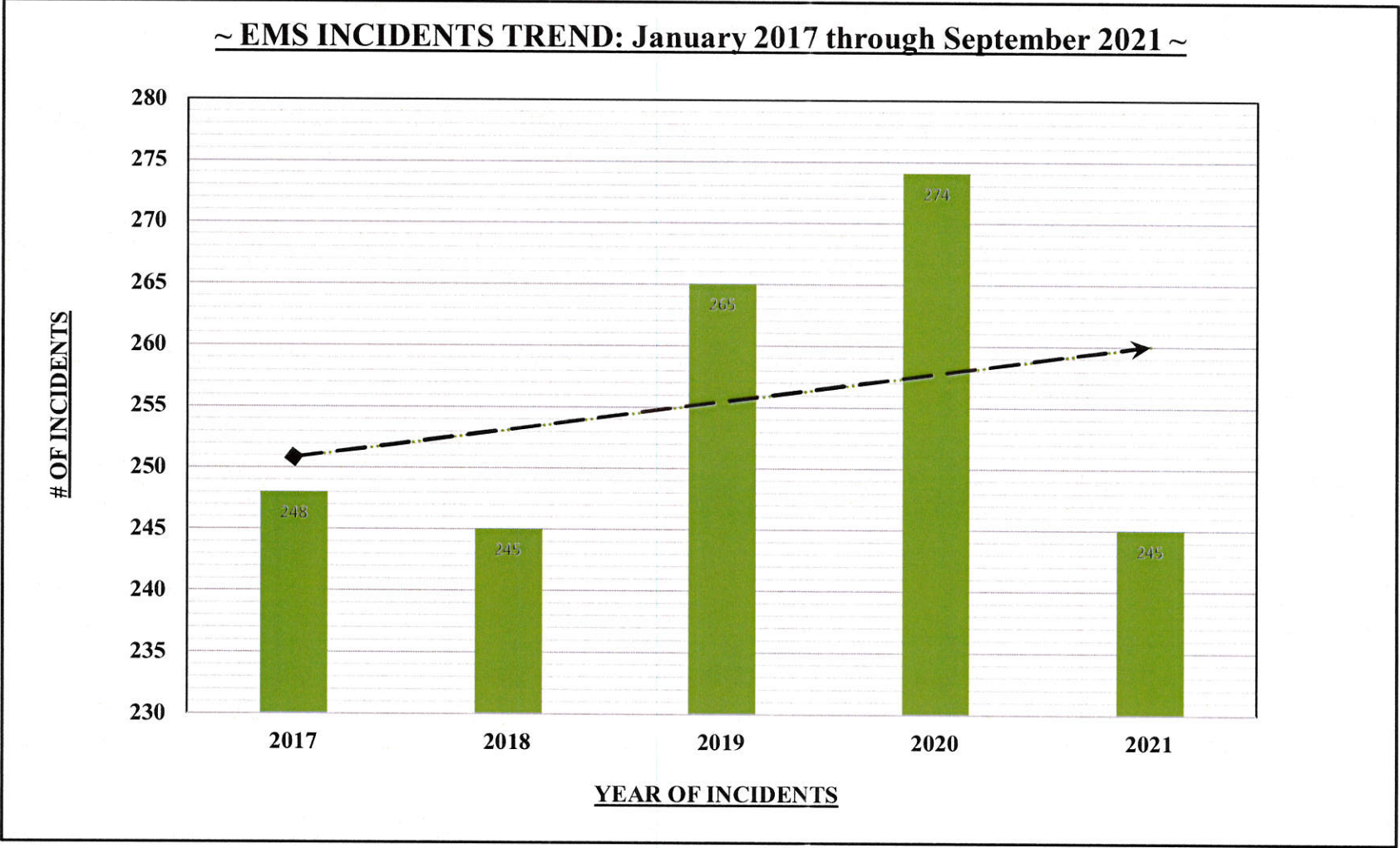
2021 DONATIONS - 2nd & 3rd QTR							
<u>Date</u>	<u>Donated From</u>	<u>Check Number</u>	<u>Donation Amount</u>	<u>Food Pantry</u>	<u>Welfare</u>	<u>Fuel Asst.</u>	<u>Police Dept</u>
04/01/21	Moore School	2003	315.00		315.00		
04/21/21	Kenneth Kwajewski & Jennifer Morton	217	200.00				200.00
05/21/21	Lucas Frazier 603 4X4 Group	cash	362.00				362.00
06/05/21	Vincent Zulkowski, Jr	7079	30.00	30.00			
	<i>in memory of Evelyn Schroeder</i>						
06/07/21	William & Lynn Hagner	1003	40.00	40.00			
	<i>in memory of Evelyn Schroeder</i>						
06/07/21	Anita Patsos	6315	50.00	50.00			
	<i>in memory of Evelyn Schroeder</i>						
06/08/21	Joanne Coughlin	956	25.00	25.00			
	<i>in memory of Evelyn Schroeder</i>						
06/08/21	Bonita Beaubien	7265	50.00	50.00			
	<i>in memory of Evelyn Schroeder</i>						
06/09/21	Michael Ryan & Robin Steiner	8424	50.00	50.00			
06/11/21	Eileen Norton Rev Trust - Sharon Eaton, Trustee	1130	50.00	50.00			
	<i>in memory of Evelyn Schroeder</i>						
06/11/21	Susan Colwell	1398	50.00	50.00			
	<i>in memory of Evelyn Schroeder</i>						
06/11/21	Keith Mullin	cash	18.80	18.80			
06/12/21	Candia Community Woman's Club	1063	100.00	100.00			
	<i>in memory of Evelyn Schroeder</i>						
06/18/21	Donna Lencki & Christopher Henchey	783	65.00				65.00
06/20/21	Elizabeth Kruse	5082	100.00	100.00			
	<i>in memory of Evelyn Schroeder</i>						
06/14/21	Patricia Hagggar	1481	100.00	100.00			
	<i>in memory of Evelyn Schroeder</i>						
06/20/21	Dawn Clancy & Elizabeth Kruse	2324	100.00	100.00			
	<i>in memory of Evelyn Schroeder</i>						

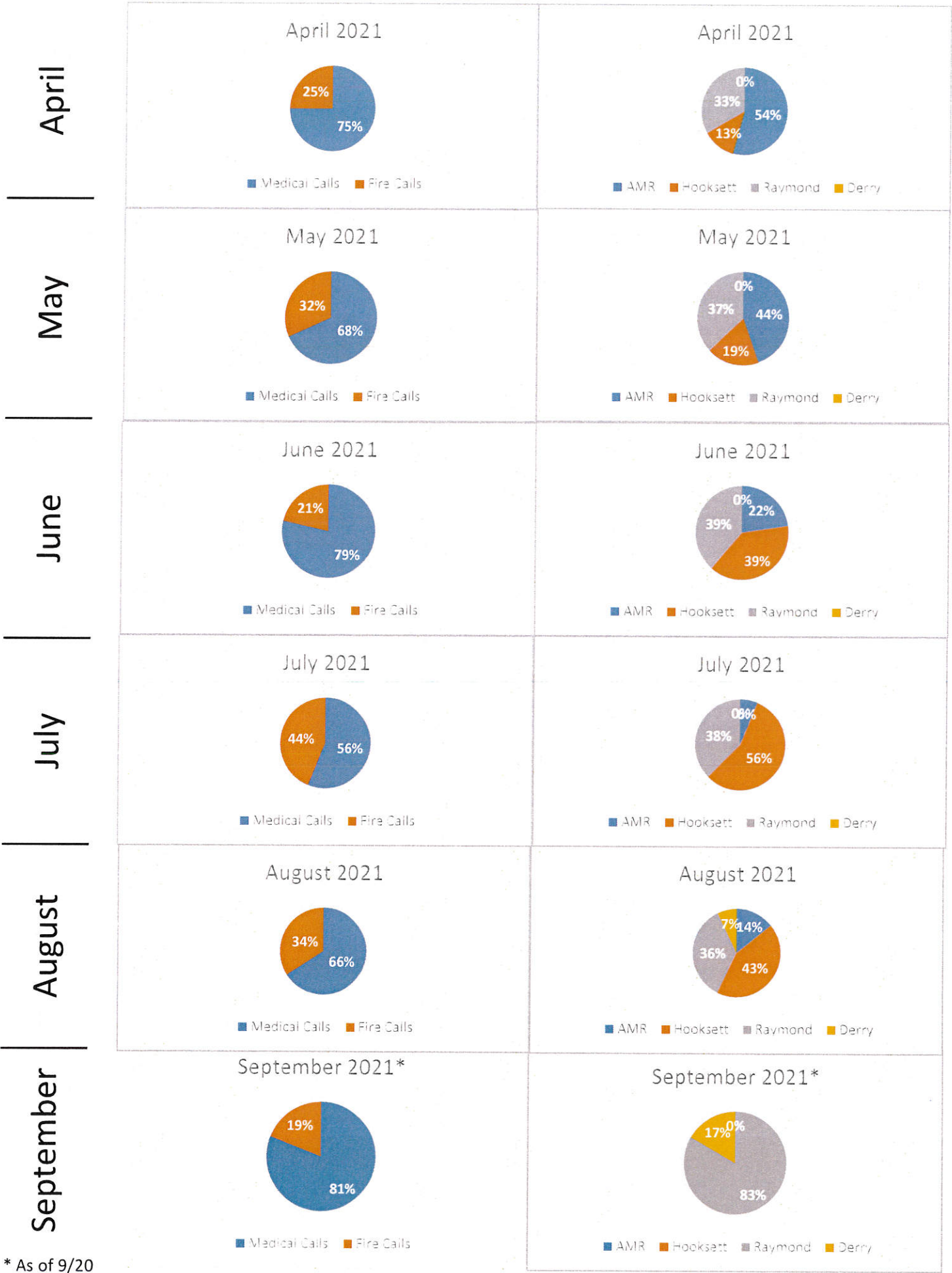
2021 DONATIONS - 2nd & 3rd QTR							
<u>Date</u>	<u>Donated From</u>	<u>Check Number</u>	<u>Donation Amount</u>	<u>Food Pantry</u>	<u>Welfare</u>	<u>Fuel Asst.</u>	<u>Police Dept</u>
06/22/21	Donald Kruse	8560	100.00	100.00			
	<i>in memory of Evelyn Schroeder</i>						
06/30/21	The Pinkerton Academy	1106	500.00	500.00			
08/01/21	Ann Baniukiewicz	403	25.00	25.00			
	<i>in memory of Evelyn Schroeder</i>						
08/26/21	Michael Ryan & Robin Steiner	8434	50.00	50.00			
08/26/21	Anonymous	cash	10.00	10.00			
	Totals		2,390.80	1,448.80	315.00	0.00	627.00
MOVE TO ACCEPT THE ABOVE MENTIONED DONATIONS TOTALING \$2,390.80							

NOTICE OF PUBLIC HEARING

The Candia Board of Selectmen will convene a public hearing on September 27th, 2021 at 7:00 PM to receive public comment on its intention to expend up to \$35,000 from the capital reserve account fund established by Article 36 of the 2019 Town Meeting. The purpose of the proposed expenditure: to commission the preliminary architectural and engineering studies for the Candia Police facility now under consideration.

<u>YEAR</u>	<u>EMS INCIDENTS</u>
2017	248
2018	245
2019	265
2020	274
2021	245



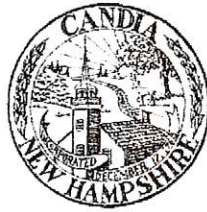


* As of 9/20

Pay Rates	
Paramedic	\$26.00
Advanced	\$22.00
EMT	\$20.00
EMR	\$18.00

2 Shifts		
	Hours	Pay
EMS Provider	56	\$26.00
EMS Provider	56	\$26.00
Weekly Hours	112	
Annual Hours	5824	
Per Hour		\$52.00
Per Week		\$2,912.00
Annual		\$151,424.00

Fuel/Maint.	\$7,500.00
FICA	\$12,113.92
Nightly EMS Stipend	\$36,500.00
Total	\$207,537.92



Town of Candia

LAND USE OFFICE

Candia, New Hampshire 03034
(603) 483-8588

September 27, 2021

Board of Selectmen
Town of Candia
74 High Street
Candia, NH 03034

RE: Request for Appointment -SNHPC Representative

Dear Board of Selectmen,

Please accept this letter as a formal request for consideration by the Board of Selectmen for the recommendation of Rudy Cartier, of 553 North Road, to serve for 1 year, as the Southern New Hampshire Planning Commission (SNHPC) Representative.

His appointment would expire as of September 27, 2022.

We look forward to having Mr. Cartier serve as the representative the next year and graciously ask for your approval.

We respectfully submit this letter on behalf of Rudy Cartier, with approval from the entire Planning Board, which was voted in a public hearing on September 1, 2021.

cc: file

Grant Reimbursement to General Fund

“I Move to reimburse the Fire Department’s operating budget with Grant monies received for Personal / Fire Suppression in the amount of \$1,024.55”

Weekly Payroll and Accounts Payable Manifest Totals					
Check Date	Payroll Manifest	Total Amount		Payroll Subtotal	
09/23/21	1175-05	18,547.96		18,547.96	
09/30/21	1176-02	18,608.93		37,156.89	
Check Date	Accts Pay Manifest	Total Amount		Accts Pay Subtotal	
09/23/21	202138	77,117.94		77,117.94	
09/30/21	202139	22,344.09		99,462.03	
Grand Total Payroll and Accts Pay				136,618.92	