

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

January 07, 2013
Aldermen Roy, Shea,
Craig, Greazzo, Gamache

6:00 p.m.
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Roy calls the meeting to order.
2. The Clerk calls the roll.
3. Update on the Airport's 5-year CIP.
Ladies and Gentlemen, what is your pleasure?
4. Request from Jennifer Rounds for the City to sign a Subordination Agreement for property located at 1552 Belmont Street.
Ladies and Gentlemen, what is your pleasure?
5. Request from Cookson Stephens Corporation for the City to sign a subordination agreement.
Ladies and Gentlemen, what is your pleasure?
6. Request from Wesley Anderson, Fleet Services Director, to issue an RFP and for the City to enter into contracts to purchase, before the start of the fiscal year, two vehicles that are scheduled to be replaced in fiscal year 2013/2014.
Ladies and Gentlemen, what is your pleasure?
7. Request from Wesley Anderson, Fleet Services Director, to purchase a replacement van for the Parking Division.
Ladies and Gentlemen, what is your pleasure?

8. Request from the Police Department to retain the vehicle scheduled to be replaced as part of the 2013 vehicle replacement plan and keep the new vehicle slated for the Legal Division.
Ladies and Gentlemen, what is your pleasure?
9. Request from Leon LaFreniere for various CIP project extensions.
Ladies and Gentlemen, what is your pleasure?
10. Request from the City Solicitor to accept funds in the amount of \$5,792 from the State of New Hampshire for CIP project #411713 Domestic Violence Prosecutor.
Ladies and Gentlemen, what is your pleasure?
11. Request to change a project name and description for CIP project #710613 – WWTP Odor Control to WWTP Infrastructure Upgrades to more accurately describe the proposed upgrades to be carried out with the remainder of project funding.
Ladies and Gentlemen, what is your pleasure?
12. Amending Resolution and budget authorization providing for acceptance and expenditure of \$4,000 for CIP project #214013 – Medical Reserve Corp. Program. [Health – new funding]
Ladies and Gentlemen, what is your pleasure?
13. Amending Resolution and budget authorization for the match contribution for CIP project #612611 – 2010 Lead Hazard Reduction Demonstration Grant Program.
Ladies and Gentlemen, what is your pleasure?
14. Request from Fred McNeill, Chief Engineer, for a transfer of funds from two FY2009 projects completed under budget, to CIP project #710510 – Cohas Brook Phase III Contract #2 Design and Construction.
Ladies and Gentlemen, what is your pleasure?

15. Request from the owner of 302 Prospect Street for subordination of a City lien totaling \$8,490.
Ladies and Gentlemen, what is your pleasure?
16. Discussion relative to the Neighborhood Stabilization Program.

TABLED ITEMS

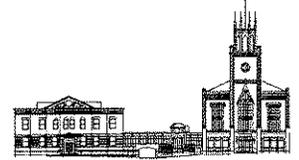
(A motion is in order to remove any item from the table.)

17. Amending Resolution and budget authorization providing for acceptance and expenditure of \$10,000 for CIP project #510413 – Gen. John Stark Gravesite Restoration Project. [Parks – new funding]
(Note: Tabled 11/19/2012)
18. If there is no further business, a motion is in order to adjourn.



CITY OF MANCHESTER

Economic Development Office



MEMORANDUM

TO: Jim Roy, Chairman
CIP Committee

FROM: Chris Wellington
Economic Development Office

DATE: January 2, 2013

Re: Subordination Agreement – Shaggin’ Salon

Shaggin’ Salon, located at 987 Elm St, received a loan through the City’s Revolving Loan Fund for \$30,000 on 12/9/2009. The owner, Jennifer Rounds, is refinancing the mortgage on her home and is requesting the City sign a subordination agreement. I have attached the subordination agreement and provided some information below detailing the revolving loan Shaggin’ Salon received.

The original loan amount was for \$30,000 and the current balance is \$12,900. The loan is scheduled to be paid off on December 2014. The original mortgage amount was \$209,149 in 2006 and the amount of the refinanced mortgage is \$214,000. Shaggin’ Salon is currently up to date on all payments.

The Revolving Loan Committee recommends approving and signing the subordination agreement. I would be happy to provide any additional background information or materials that may be of assistance to your consideration of this matter.

CC: Mayor Ted Gatsas
Sam Piatt
Bill Sanders
Matt Normand
Tom Clark

SUBORDINATION AGREEMENT

KNOW ALL MEN BY THESE PRESENTS,

That City of Manchester holders of a mortgage on property located at 1552 Belmont Street, Manchester, NH recorded in the Hillsborough County Registry of Deeds at Book 8168, Page 0942, does hereby covenant and agree that they will hold said rights subordinate and subject to a mortgage dated

_____, 201__ with a maximum principal amount of \$215,057.00 from Jerred H. Rounds and Jennifer A. Rounds to Merrimack Mortgage Company, Inc to be recorded in the Hillsborough County Registry of Deeds at Book _____, Page _____.

IN WITNESS WHEREOF, he/she has hereunto set his hand and seal this _____ day of _____, 20__.

City of Manchester
By: Theodore L. Gatsas
Its: Mayor

State of New Hampshire
County of _____

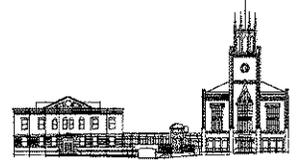
Personally appeared Theodore L. Gatsas, Mayor of the City of Manchester and acknowledged the foregoing instrument to be his voluntary act and deed.

Notary Public/Justice of the Peace



CITY OF MANCHESTER

Economic Development Office



MEMORANDUM

TO: Jim Roy, Chairman
CIP Committee

FROM: Chris Wellington
Economic Development Office

DATE: January 2, 2013

Re: Subordination Agreement – Cookson Stephens

Cookson Stephens Corporation received a loan through the City's Revolving Loan Fund for \$45,000 on 11/15/2010. The owner, Matt Cookson, is refinancing the mortgage on his home and is requesting the City sign a subordination agreement. I have attached the subordination agreement and provided some information below detailing the revolving loan Cookson Stephens received.

The original loan amount was for \$45,000 and the current balance is \$18,334. The owner recently made a \$10,000 payment and expects he will pay off the loan in-full within the next twelve months. The original mortgage amount was \$300,000 in 2007 and the amount of the refinanced mortgage is \$268,000. Cookson Stephens is currently up to date on all payments.

The Revolving Loan Committee recommends approving and signing the subordination agreement. I would be happy to provide any additional background information or materials that may be of assistance to your consideration of this matter.

CC: Mayor Ted Gatsas
Sam Piatt
Bill Sanders
Matt Normand
Tom Clark

SUBORDINATION AGREEMENT

Re: 70 Gage Girls Road, Bedford, New Hampshire

City of Manchester, New Hampshire a body corporate and politic, with an address of One City Hall Plaza, Manchester, County of Hillsborough, New Hampshire 03101, its successors and assigns, holder of a mortgage from **Matthew B. Cookson and Jennifer L. Cookson** in the original principal amount of \$45,000.00 dated November 15th 2010 and recorded in the **Hillsborough County Registry of Deeds, Book 8268, Page 1324**, hereby subordinates said mortgage to the mortgage from Matthew B. Cookson and Jennifer L. 268,000.00 dated _____, 20____, and recorded in the Hillsborough County Registry of Deeds, Book _____, Page _____.

Executed this _____ day of _____, 20_____.

City of Manchester
Its Successors and Assigns

By _____
Name: _____
Title: _____

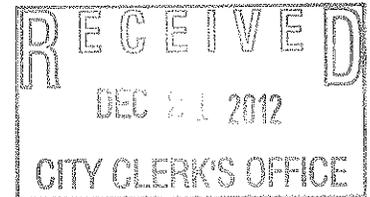
State of _____
County of _____

The foregoing was acknowledged before me this _____ day of _____, 2011, by _____, _____ duly authorized by the City of Manchester.

Notary Public

My commission expires:

Wesley B. Anderson, P.E.
Central Fleet Services Director



CITY OF MANCHESTER
Central Fleet Management Department

Memorandum

To: Community Improvement Committee

From: Wesley B. Anderson, P.E.

Date: December 19, 2012

Subject: Request authority to issue request for proposals (RFP) and enter into contracts before start of a fiscal year

I request permission to issue Request for Proposals (invitation for bids) and for the City to enter into contracts to purchase before the start of the fiscal year two vehicles that are scheduled to be replaced in Fiscal Year 2013/2014.

The two vehicles are:

Department	Truck	Description	Year	Age	Manufacturer	Estimated Cost
Public Works	602	Refuse truck	2003	10	International	\$204,000
Fire	E3	Pumper	1994	19	Spartan	\$582,000

Truck 602 will be kept in the City's inventory and be used as a spare refuse truck replacing current spare truck 588 which is in too poor condition to be used as a refuse truck. Public Works currently has four spare refuse trucks (including truck 588) to ensure it can perform its trash collection mission.

Engine 3 due to its condition has become very maintenance intensive. Both the Fire Chief and I want to replace it as early in the fiscal year as possible to improve the Fire Department's operational rate for its fleet and to reduce maintenance costs.

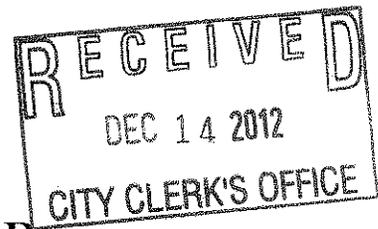
Both trucks have long production times and will be delivered after the start of the fiscal year. Additionally the contract will specifically state that delivery is to be after the start of the fiscal year.

Subject: Request authority to issue a request for proposals (RFP) and enter into a contract before start of a fiscal year

I have coordinated the request with both the Mayor and the Finance Department. The Mayor informed me that he intends to request \$3 million for the Municipal Equipment Replacement (MER) fund for FY 2013/2014. Finance Department supports the request as long as delivery is after the start of the fiscal year.

CF:
Mayor
Finance Department, Attn: Bill Sanders
Fire Department, Attn: James Burkush
Public Works, Attn: Kevin Sheppard

Wesley B. Anderson, P.E.
Central Fleet Services Director



CITY OF MANCHESTER
Central Fleet Management Department

Memorandum

To: Community Improvement Committee

From: Wesley B. Anderson, P.E., Director

Date: December 13, 2012

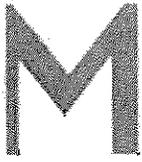
Subject: Request to Purchase a Replacement van for Parking

Parking Division recently brought a van (PE - 0936) to Fleet Management for maintenance. The van, a Chevrolet, was built in 1999 and has approximately 75,000 miles on it. Prior to performing the repairs we inspected the van determined that the van's chassis had decayed (a result of rust) to the point that it was unsafe to operate. Based on the extent of the decay there is insufficient metal remaining on the chassis to repair it. I have removed it from service and provided Parking Division with one of Fleet's vehicles until such time as their van can be replaced.

Parking Division uses the van to collect money from and repair the 801 meters in the City. Parking Division's requirements can be met with a Ford Transit Connect. The vehicle has a four cylinder engine and is rated at 22 miles per gallon in the City. Parking Division as an enterprise fund will purchase the replacement vehicle. The Division has the funds to purchase the van. The Ford Transit Connect is on the State contract. It can be purchased for \$21,327.

I recommend you approve the request to purchase the replacement vehicle for Parking Division.

Attachment



City of Manchester Parking Division

Denise Boutlier
Parking Manager
dboutlier@manchesternh.gov

December 12, 2012

Wesley Anderson, Director
Central Fleet Management
City of Manchester, NH
480 Hayward Street
Manchester, NH 03103

Dear Wes:

Pursuant to our conversation, please consider this confirmation that there are funds available in our FY13 budget for the purchase of a Ford Transit Connect.

When purchased, this vehicle will replace the 1999 Chevy Van you took out of circulation last month. The Chevy Van is used by the meter technicians in the collection and repair of the 600 single spaced meters and 201 pay and display meters.

Sincerely,


Denise Boutlier
Parking Manager

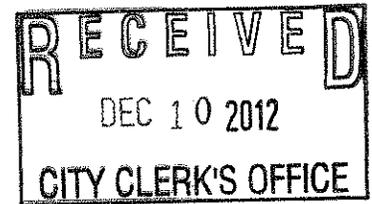
Cc: William Sanders, Finance Director

Chief of Police
David J. Mara
Assistant Chief
Gary T. Simmons



Commission
Richard M. Bunker
Woullard H. Lett
William M. Clifford
Eva Castillo-Turgeon
Mark E. Roy

CITY OF MANCHESTER
Police Department



December 7, 2012

Dear Chairman Roy
Committee on Community Improvement

The police department is requesting to retain the vehicle that is scheduled to be replaced as part of the 2013 vehicle replacement plan and keep the new vehicle that has been slated for the Legal Division. With the move to the new police station the Legal Division now has a need for two vehicles as opposed to the one we have now. Currently the Juvenile Prosecutor walks back and forth to the 9th Circuit Court and it would not be feasible for this prosecutor to walk back and forth from the new police station to District Court due to the increased distance. With only one vehicle assigned to the Legal Division and the fact that the car, at times, is tied up at the court with the adult arraignment prosecutors when needed by the Juvenile Prosecutor, we need to ensure that our Juvenile Prosecutor has a vehicle readily accessible to him on a consistent basis. These vehicles would also be utilized by the Sex Offender Compliance Unit (a sub-unit of the Legal Division) and myself in the performance of our duties.

The vehicle we are requesting to retain is a 2004 Ford Crown Victoria VIN number 2FAFP71W84X175076 asset number 235-001072, with 92,276 miles.

I have spoken with the Fleet Maintenance Supervisor Rick Ranfos and he has indicated that keeping the original Legal Division car would not present any maintenance related issues based on what we would be utilizing it for.

Please feel free to call me with any questions.

Sincerely,

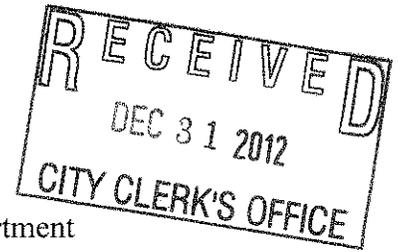

Captain Robert Cunha

Ralph Miller Public Safety Center
351 Chestnut Street • Manchester, New Hampshire 03101 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



MEMORANDUM



To: Committee on Community Improvement Program

From: Leon L. LaFreniere, AICP
Director of Planning and Community Development Department

Date: January 7, 2013

Subject: Project Extensions

The following projects are requested to be extended until June 30, 2013:

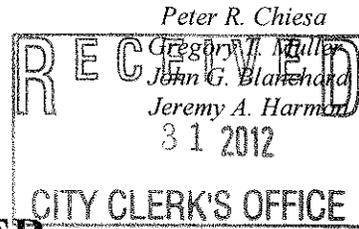
<u>Year</u>	<u>Fund Type</u>	<u>Project #</u>	<u>Project Name/Department</u>	As of December 24, 2012 <u>Balance</u>
2012	Federal	211012	School Based Dental – Health	\$38,314.00
2012	Other	214612	Healthy Eating Active Living – Health	\$6,749.06
2012	Other	214812	In-Shape Together - Health	\$41,063.45
2012	Federal	410012	Homeland Security Grant – Fire	\$11,977.00
2012	Federal	412212	Upgrade Emergency Operations Center – Fire	\$50,356.49
2012	Cash	412512	Hackett Hill Construction Account – Fire	\$17,957.95
2012	Cash	412712	MHEP Program – Fire	\$11,967.00
2012	CDBG	510012	Fun in the Sun – Highway (Parks)	\$446.00
2012	CDBG	510112	Greenstreets – Highway (Parks)	\$27.00
2012	Other	510812	Adopt-A-Site Program – Highway (Parks)	\$200,000.00
2012	Other	510912	Livingston Park Additions – Highway (Parks)	\$693.00
2012	ESGP	610112	Manchester COC Homeless Services Ctr- Planning	\$6,615.00
2012	HOME	610912	Housing Initiatives – Planning	\$319,227.55
2012	Other	611412	Economic Development Administration (EDA) Grant – MEDO	\$38,316.78
2012	Other	710012	Annual ROW Improvements Program - Highway	\$200,233.00
2012	CDBG	710212	Municipal Infrastructure – Highway	\$163,275.00
2012	EPD Cash	710612	Capital Improvements – Highway EPD	\$2,500,000.00
2012	CDBG	710812	Transportation Subsidy - Highway	\$25,000.00
2012	Federal	711312	Hazardous Tree Project - Highway	\$153,191.00
2012	State	711412	Household Hazardous Waste Collection Project - Highway	\$2,665.00
2012	CDBG	810012	Community Development Initiatives- Planning	\$10,000
2011	State	210711	School Based Dental- Health	\$6,694.79
2011	NACCHO	215011	Medical Reserve – Health	\$4,738.39
2011	Federal	412111	Radiological Emerg. Response Plan- Fire	\$85,220.00
2011	Other	412411	Hazardous Materials Emerg. Prep.- Fire	\$58.99
2011	Other	510411	Wagner Park Tree Replacement Project – Highway (Parks)	\$8,000.00

2011	CDBG	510711	Bathroom Renovations Main Library- Library	\$11,556.70
2011	Other	511011	Fun in the Sun – Highway (Parks)	\$150,000.00
2011	State/Federal	511411	Piscataquog Trail-Phase IV – Highway (Parks)	\$4,788.00
2011	Other	511511	Al Lemire Field Maintenance Account – Highway (Parks)	\$10,340.00
2011	EPD Ent. Fees	712111	CSO-Phase II- Highway EPD	\$979,533.00
2011	EPD Ent. Fees	712211	Pump Station Upgrade- Highway EPD	\$154,589.00
2011	EPD Ent. Fees	712311	Sewer & Pump Station Infrastructure- Highway EPD	\$512,091.00
2011	State	714311	Elm St. Gaslight District- Highway	\$803,454.00
2011	State	714511	Job Corp-Water and Sewer Line Extension - Highway	\$1,073,802.00
2011	CDBG	810111	Community Development Initiatives- Planning	\$15,000
2010	State	410010	Homeland Security Grant-Placeholder- Fire	\$92,224.00
2010	State	412010	SCBA Replacement- Fire	\$200,572.00
2010	CDBG	611610	Community Development Initiatives- Planning	\$3,389.81
2010	State	612510	EPA Brownfield Assessment Grant- MEDO	\$207,796.61
2010	EPD Ent. Fees	710410	Aeration System Upgrade- Highway EPD	\$9,512,536.00
2010	State/ EPD Cash	710510	Cohas Brook Phase III Contract #2 Design and Construction – Highway EPD	\$4,780,757.00
2010	EPD Ent. Fees	710610	Phase II CSO-Engineering Services- Highway EPD	\$439,614.00
2010	State	711010	Nazaire Biron Bridge Rehab- Highway	\$592,798.00
2010	Bond/Other/ State	713510	Annual ROW Improvements - Highway	\$362,200.00
2009	Federal	410009	Homeland Security Grant-Placeholder- Fire	\$245,036.00
2009	Federal	4100A2 – 4100I0	Homeland Security Grant- Fire	\$566,264.27
2009	Cash	710609	Annual Bridge Maintenance - Highway	\$11,870.00
2009	Federal	711709	Storm Water Utility Study/Design – Highway EPD	\$102,304.00
2008	EPD Ent. Fees	711108	Design of Aeration Upgrade at WWTF- Highway EPD	\$547,069.00
2008	State/ EPD Ent. Fees	711208	Design of Grit Chamber Upgrade at WWTF- Highway EPD	\$1,479,084.00
2008	Other	713508	S. Willow St. Improvements – Highway	\$225,000.00
2007	Other	412407	Public Safety Interoperability- Fire	\$3,409.25
2006	State	710006	Millyard Rail Crossing Upgrade- Highway	\$1,121,228.00
2003	Other	713303	S. Willow St. Improvements – Highway	\$49,279.00
2003	Other	713603	Northwest Traffic Improvements – Highway	\$50,000.00
2000	Other	650300	Hackett Hill Development - MEDO	\$525,600.19
1994	Other	227794	S. Willow St. Improvements – Highway	\$151,231.00

Thomas R. Clark.
City Solicitor



Thomas I. Arnold, III
Deputy City Solicitor



CITY OF MANCHESTER
Office of the City Solicitor

December 13, 2012

Ald. James Roy, Chairman
Committee on Community Improvement
c/o City Clerk
One City Hall Plaza
Manchester, NH 03101

Re: **Domestic Violence Prosecutor – Project #411713**

Dear Ald. Roy:

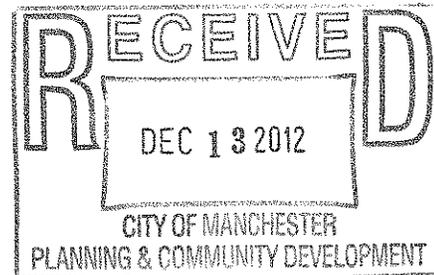
The City has received \$5,792.00 from the State of New Hampshire for this project. These are funds that were left over after the County Attorney finished their portion of this grant project. We are requesting that the funds be accepted and increase the CIP budget authorization for this amount.

If you have any questions, feel free to contact me.

Very truly yours,


Thomas R. Clark
City Solicitor

TRC/hg



One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6523 • FAX: (603) 624-6528
TTY: 1-800-735-2964

E-Mail: solicitor@manchesternh.gov • Website: www.manchesternh.gov

CIP BUDGET AUTHORIZATION

CIP#: 411713 Project Year: 2013 CIP Resolution: 6/12/2012
 Title: Domestic Violence Prosecutor Amending Resolution: 1/15/2013
 Administering Department City Solicitor's Office Revision: #1

Project Description: Funding to support a Domestic Violence Prosecutor position within the City Solicitor's Office.

Federal Grants Federal Grant: **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1		8/7/12
2		6/30/12
3		
4		
5		
		6/30/2012

Line Item Budget

	OTHER	STATE		TOTAL
Salaries and Wages	\$30,000.00	\$5,792.00	\$0.00	\$35,792.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$30,000.00	\$5,792.00	\$0.00	\$35,792.00

Revisions #1- Increases budget by \$5,792 State.

Comments: Other funds received from Mary Gale Foundation.

City of Manchester New Hampshire

In the year Two Thousand and Twelve

A RESOLUTION

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Five Thousand Seven Hundred Ninety Two Dollars (\$5,792) for the FY 2013 CIP 411713 Domestic Violence Prosecutor.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2013 CIP as contained in the 2013 CIP budget; and

WHEREAS, the 2013 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept funding from the State of New Hampshire;

NOW, THEREFORE, be it resolved that the 2013 CIP be amended as follows:

By increasing:

FY 2013 CIP 411713 Domestic Violence Prosecutor - \$5,792 State

Resolved, that this Resolution shall take effect upon its passage.



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

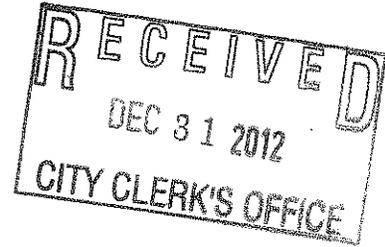
Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations

MEMORANDUM



To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP
Director, Planning and Community Development

Date: January 7, 2013

Re: CIP #710613 – WWTP Odor Control

Mr. McNeil from the Highway Department's Environmental Protection Division is requesting a project name and description change for a FY2013 CIP project. The original project was CIP #710613 - WWTP Odor Control with an approved budget of \$500,000 Enterprise. The original intent of the project was to implement odor control upgrades. These upgrades have been completed under budget leaving a balance in the project. Mr. McNeil is proposing a project name change to WWTP Infrastructure Upgrades and description revision to more accurately describe the proposed upgrades to be carried out with the remainder of funding.

Respectfully, I request that the Committee recommend the acceptance of this revised Budget Authorization form to the full Board.

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Highway Department
Environmental Protection Division

December 27, 2012

EPD 12-112

Ms. Kerrie L. Xintaras
City of Manchester
Planning & Community Development Department
One City Hall Plaza
Manchester, NH 03101

Subject: **CIP 710613**
Description Change

Dear Ms Xintaras,

EPD requests a description change to CIP 710613 from *WWTP Odor Control* to *WWTP Infrastructure Upgrade*. Our Odor control upgrades will not utilize the full \$500,000 CIP budget. By broadening this description we can also use this CIP to upgrade other small scale WWTP infrastructure including our heating system and incinerator sludge pumps.

If you have any questions regarding the requested CIP description change, or require any additional information, please feel free to contact us at your convenience.

Sincerely,

Frederick J. McNeill, P.E.
Chief Engineer

Cc: Kevin A. Sheppard, P.E.
Timothy J. Clougherty
June George

CIP BUDGET AUTHORIZATION

CIP#: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description: Study, design, and construction of odor control upgrades at the WWTP to mitigate odor problems in the immediately surrounding areas. Additional infrastructure improvements to include the heating system, incinerator sludge pumps, and miscellaneous small scale improvements.

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Project Initiation	<input type="text" value="07/17/12"/>
2	Project Completion	<input type="text" value="06/30/13"/>
3		
4		
5		

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$50,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50,000.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$50,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50,000.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$200,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$200,000.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$200,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$200,000.00"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
TOTAL	<input type="text" value="\$500,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$500,000.00"/>

Revisions

Comments:

--



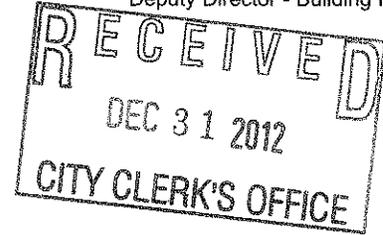
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



MEMORANDUM

To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP
Director, Planning and Community Development

Date: December 31, 2012

Re: Health Department - CIP #214013 – Medical Reserve Corp. Program

New Funding

The Health Department has notified us that the City has received new funding from the National Association of County and City Health Officials totaling \$4,000 for the implementation of the Medical Reserve Corps. Program.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

CIP BUDGET AUTHORIZATION

CIP#: 214013 Project Year: 2013 CIP Resolution: 6/12/2012
 Title: Medical Reserve Corp Amending Resolution: 1/15/2013
 Administering Department: Health Department Revision:

Project Description: Funding to support the operation of the Medical Reserve Corp (MRC). MRC is a national program which coordinates volunteer medical professionals to be used in public health and other emergencies. Monies are to be used for the above mentioned purpose along with the purchase of supplies for the volunteers.

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events

1	Program Initiation	2/1/2013
2	Program Completion	6/30/2014
3		
4		
5		
		6/30/2014

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$4,000.00	\$0.00	\$0.00	\$4,000.00
TOTAL	\$4,000.00	\$0.00	\$0.00	\$4,000.00

Revisions

Comments: Funds received from the National Association of County and City Health Officials. Program initiation and completion dates determined by the grantor.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Four Thousand Dollars (\$4,000) for the FY 2013 CIP 214013 Medical Reserve Corps. Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2013 CIP as contained in the 2013 CIP budget; and

WHEREAS, the 2013 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$4,000 from the National Association of County and City Health Officials for the implementation of the Medical Reserve Corps. Program;

NOW, THEREFORE, be it resolved that the 2013 CIP be amended as follows:

By adding:

FY 2013 CIP 214013 Medical Reserve Corps. Program - \$4,000 Other

Resolved, that this Resolution shall take effect upon its passage.



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

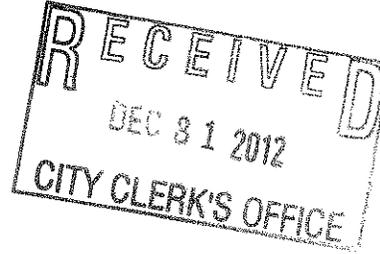
Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations

MEMORANDUM



To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP
Director, Planning and Community Development

Date: January 7, 2013

Re: CIP #612611 – 2010 Lead Hazard Reduction Demonstration Grant Program

The City requires all participants in the Lead Hazard Reduction Demonstration Grant Program to make a match contribution of 10% of the total contract amount to assist with their project expenses. The project requires an additional revenue line item to account for this match.

Respectfully, I request that the Committee recommend the acceptance of this Amending Resolution and Budget Authorization Form to the full Board.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Program Initiation	2/18/2011
2	Program Completion	11/30/2014
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL	CDBG	Other	TOTAL
Salaries and Wages	\$100,702.00	\$0.00	\$0.00	\$100,702.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$3,866,976.00	\$200,000.00	\$250,000.00	\$4,316,976.00
TOTAL	\$3,967,678.00	\$200,000.00	\$250,000.00	\$4,417,678.00

Revisions
 #1-Adds \$200,000 CDBG to represent the City's required match for the Grant.
 #2-Adds \$250,000 provided by Property Owner Match requirements.

COMMENTS Program initiation and completion dates determined by grantor. Required match to come from N.H. Healthy Home Lead Poisoning Prevention Program, Manchester Housing Initiatives (CIP #610211), City of Manchester In-Kind Services, 10% Property Owner Match, Vendor Discounts, Manchester Community Resource Center In-Kind Services and Program Income generated by training fees. \$100,702 of the budgeted amount was moved to the Salaries and Wages line item to allow for the payroll charges from the Health Department. Other funds (\$250,000) to account for anticipated Property Owner match.

Planning Department/Startup Form - 07/01/10 Total Funded:

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2011 Community Improvement Program, authorizing and appropriating funds in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the FY 2011 CIP 612611 2010 Lead Hazard Reduction Demonstration Grant Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2011 CIP as contained in the 2011 CIP budget; and

WHEREAS, the 2011 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept a 10% property owner match from each participant in the Lead Hazard Reduction Demonstration Grant Program;

NOW, THEREFORE, be it resolved that the 2011 CIP be amended as follows:

By increasing:

FY 2011 CIP 612611 2010 Lead Hazard Reduction Demonstration Grant Program - \$250,000
Other

Resolved, that this Resolution shall take effect upon its passage.



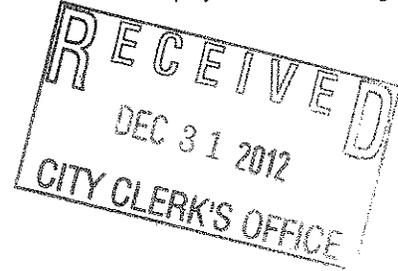
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



MEMORANDUM

To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP 
Director, Planning and Community Development

Date: January 7, 2013

Re: CIP #710510 – Cohas Brook Phase III Contract #2 Design & Construction

Mr. McNeil from the Highway Department's Environmental Protection Division is requesting a transfer of funds from two FY2009 projects that have been completed under budget. Mr. McNeil would like to re-allocate the unused Bond and Enterprise funds to CIP #710510-Cohas Brook Phase III Contract #2 Design and Construction

Respectfully, I request that the Committee recommend the acceptance of these Bond Transfers, Resolutions, and Budget Authorization Forms to the full Board.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Design/Engineering Initiation	Sept. 2008
2	Design/Engineering Completion	Sept. 2009
3	Construction Initiation	7/2010
4	Construction Completion	6/30/2011
5		

Expected Completion Date:

Line Item Budget

	BOND			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$1,250,000.00	\$0.00	\$0.00	\$1,250,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$5,055,266.00	\$0.00	\$0.00	\$5,055,266.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$6,305,266.00	\$0.00	\$0.00	\$6,305,266.00

Revisions
 #1-Adds \$2,000,000 to revise Construction Contracts
 #2-Change funding from Enterprise & State to Bond.
 #3-Transfers \$694,734 Bond to CIP#710510

COMMENTS State funds to be received at completion of project. Bond authorized in anticipation of use of NH Water Pollution Control Revolving Loan Fund.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Six Hundred Ninety Four Thousand Seven Hundred Thirty Four Dollars (\$694,734) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Six Hundred Ninety Four Thousand Seven Hundred Thirty Four Dollars from the balance of bonds authorized as follows:

Section 1.

From:

CIP 712209, Cohas Brook Phase III Contract 1
Amount Transferred: \$694,734
Original Resolution Adopted: August 3, 2010
Original Amount: \$7,000,000.00

To: CIP 710510, Cohas Brook Phase III Contract #2 Design and Construction
\$694,734.00

Section 2. Resolved, that this Resolution shall take effect upon its passage.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Construction Initiation	Ongoing
2	Construction Completion	6/30/11
3		
4		
5		

Expected Completion Date:

Line Item Budget

	ENTERPRISE	BOND		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$408,166.00	\$0.00	\$408,166.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$408,166.00	\$0.00	\$408,166.00

Revisions

- #1-Increases budget by \$33,953.32 from CIP 712407 and \$500,000 Bond
- #2-Increase Bond funding by \$500,000 and decrease Enterprise funding by \$500,000
- #3-Decreases Bond funding by \$500,000.
- #4-Transfers \$33,953.32 Enterprise and \$91,833.68 Bond to CIP 710510.

COMMENTS

State funds to be received upon completion of project. Funds authorized in anticipation in use of NH Water Pollution Control Revolving Loan Fund.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Ninety One Thousand Eight Hundred Thirty Three Dollars and Sixty Eight Cents (\$91,833.68) for the 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Ninety One Thousand Eight Hundred Thirty Three Dollars and Sixty Eight Cents from the balance of bonds authorized as follows:

Section 1.

From:

CIP 712309, Cohas Brook Phase II
Amount Transferred: \$91,833.68
Original Resolution Adopted: August 3, 2010
Original Amount: \$1,000,000.00

To: CIP 710510, Cohas Brook Phase III Contract #2 Design and Construction
\$91,833.68

Section 2. Resolved, that this Resolution shall take effect upon its passage.

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Program Initiation	<input type="text" value="7/1/2009"/>
2	Program Completion	<input type="text" value="12/30/2013"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	STATE	EPD Cash	Enterprise/Bond	TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$500,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$500,000.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$750,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$750,000.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$100,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$100,000.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$3,750,000.00"/>	<input type="text" value="\$2,400,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$6,150,000.00"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$820,521.00"/>	<input type="text" value="\$820,521.00"/>
TOTAL	<input type="text" value="\$5,000,000.00"/>	<input type="text" value="\$2,500,000.00"/>	<input type="text" value="\$820,521.00"/>	<input type="text" value="\$8,320,521.00"/>

Revisions
 #1-Revises funding source from Enterprise to State Revolving Loan Fund.
 #2-Budget increased by \$2,500,000 EPD Cash to include costs for an expanded project scope.
 #3-Budget increase by \$33,953.32 Ent. from 712309, \$91,833.68 Bond from 712309, & \$694,734 Bond from 712209

COMMENTS Re-distributed \$5 million dollars into the appropriate line items. The Enterprise (\$33,953.32) and Bond (\$786,567.68) budgets are shown in one column.

City of Manchester New Hampshire

In the year Two Thousand and Thirteen

A RESOLUTION

“Amending the FY 2009 and 2010 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Eight Hundred Twenty Thousand Five Hundred Twenty One Dollars (\$820,521) for the FY 2010 CIP 710510 Cohas Brook Phase III Contract #2 Design and Construction.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 and 2010 CIPs as contained in the 2009 and 2010 CIP budgets; and

WHEREAS, the 2009 and 2010 CIPs contain all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to transfer a portion of unused Bond funding from two FY09 projects that have been completed; and

NOW, THEREFORE, be it resolved that the 2009 and 2010 CIPs be amended as follows:

By decreasing:

FY2009 CIP 712209 Cohas Brook Phase III Contract 1 - \$694,734 Bond
FY2009 CIP 712309 Construction of Cohas Brook Phase II - \$91,833.68 Bond; \$33,953.32 Ent.

By increasing:

FY 2010 CIP 710510 Cohas Brook Phase III Contract #2 Design and Construction - \$786,567.68 Bond and \$33,953.32 Enterprise
(from \$5,000,000 State, \$2,500,000 EPD Cash to \$5,000,000 State, \$2,500,000 EPD Cash, \$820,521 Enterprise/Bond)

Resolved, that this Resolution shall take effect upon its passage.



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations

MEMORANDUM

To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP
Director, Planning and Community Development

Date: December 31, 2012

Re: CIP #612611 2010 Lead Hazard Reduction Demonstration Grant Program –
Mortgage Subordination 302 Prospect Street (Two Family Home)

Mark Hayward, the owner of 302 Prospect Street has contacted this office to request the subordination of a City lien totaling \$28,490 placed upon this property. The lien was placed due to the use of lead hazard remediation funds being used in the renovation of the property.

As noted in the attached letter, the requested subordination will allow the owner to acquire a lower rate mortgage on the property thereby reducing operational costs and correspondingly, its economic viability. Mr. Hayward represents that no cash is being taken out in the refinancing and that the City's security instrument will remain in second position. As such, it would be consistent with the previous actions of the Committee to recommend this lien subordination.

302 Prospect St.
Manchester, N.H. 03104
27 December 2012

Manchester Housing Initiatives Lead Program
Department of Planning and Community Development
One City Hall Plaza
Manchester, N.H. 03101

Dear Sir or Madam,

I am a happy participant in the Lead Hazard Control Program. I had the exterior of my Manchester house and an upstairs apartment abated under the program in 2011, and I recently received clearance papers.

However, I am writing to ask for your assistance in one more item. The agreements I signed Sept. 8 2011, when I entered the program allow the city to subordinate the deferred loan payment agreement to allow refinancing of the property. I hope to refinance the mortgage-backed home loan on the property, but I need a letter of subordination from the city before I can move forward.

I wish to refinance the loan through St. Mary's Bank in order to lower my monthly home-loan payment. I plan to roll some fees into the new loan; it will not exceed \$70,000.

I have enclosed a mortgage-balance statement that I took from my on-line St. Mary's Bank account today.

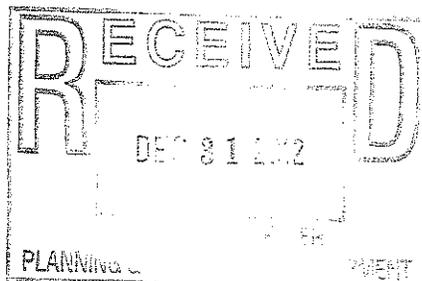
You aren't likely very familiar with my project because Kate Kirkwood Consulting handled it. If you have any questions, feel free to contact me. My email address and mobile phone are below.

Sincerely,



Mark Hayward

mrkhay302@yahoo.com
603.785.9929





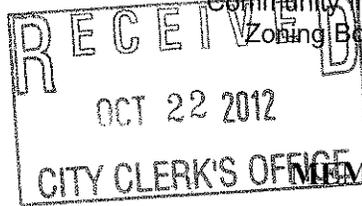
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

11/19/12 *Talbot*
Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



MEMORANDUM

To: Alderman Jim Roy,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP *[Signature]*
Director, Planning and Community Development

Date: October 22, 2012

Re: CIP #510413 – Gen. John Stark Gravesite Restoration Project

New Funding

Mr. Capano from the Highway Department's Parks Division has been notified that the City was awarded \$10,000 from the NH Division of Historical Resources. The award is the result of an application submitted by The Friends of Stark Park on behalf of the City.

Respectfully, I request that the Committee recommend the acceptance of new State funding to the full Board.

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Peter D. Capano, P.E.
Chief of Parks, Recreation & Cemetery



Commission
Richard E. Powers, Chairman
George "Butch" Joseph, Clerk
Andrew Manning
William Craig
Robert Blaisdell

CITY OF MANCHESTER
Department of Public Works
Parks, Recreation & Cemetery Division

October 22, 2012

Mr. Jim Roy
Committee on Community Improvement
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: CIP – NHSCC Grant Acceptance, Stark Park Gravesite Restoration

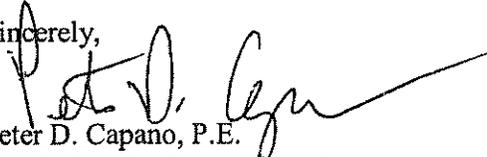
Chairman Roy,

The City of Manchester is pleased to announce that it has been awarded a grant from the Division of Historic Resources through their Conservation License Plate Grant Program in the amount of \$10,000.00 for the General John Stark Gravesite Restoration Project in Stark Park.

The Friends of Stark Park, a 501(c)(3), successfully submitted this grant application in March, 2012 on behalf of the City. The approved grant application outlines the work necessary to restore and repair the infrastructure and landscaping surrounding the gravesite of General John Stark and his family members, including the hand forged wrought iron fence and cement curbing and corner pillars. In addition, the urn that once sat upon the top of the Stark Family Monument will be replicated and replaced. Modifications to the vehicular circulation at the gravesite will be completed to restrict access to the site to pedestrian traffic only. All improvements are in accordance with the tasks outlined in the Stark Park Master Plan, completed by Martha Lyons in 2004, and have been reviewed and approved by the Parks Division.

The total project is estimated to be \$171,946.00. The Friends of Stark Park are applying for the remaining funds through private donations, additional grants and fundraising. The Parks Division respectfully requests permission to enter into an agreement with the New Hampshire Division of Historical Resources to administer the \$10,000.00 toward the restoration of the General John Stark Gravesite.

Sincerely,


Peter D. Capano, P.E.
Chief of Parks, Recreation, Cemetery

475 Valley Street • Manchester, New Hampshire 03103 • (603) 624-6444 • FAX: (603) 624-6487
Cemetery Division • 765 Brown Avenue • Manchester, New Hampshire 03103 • (603) 624-6514
E-mail: parks@manchesternh.gov • Website: www.manchesternh.gov

CIP BUDGET AUTHORIZATION

CIP#: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department Revision:

Project Description: Funding to restore and repair the infrastructure and landscaping surrounding the gravesite of General John Stark and his family members. Restoration of the monument to include the hand forged wrought iron fence, cement curbing and corner pillars as well as the replication and replacement of the urn that once sat upon the top of the Stark Family Monument. Modifications to the vehicular circulation at the gravesite will be completed to restrict access to the site to pedestrian traffic only.

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Project Initiation	11/20/2012
2	Program completion	6/30/2014
3		
4		
5		
		6/30/2014

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$10,000.00	\$0.00	\$0.00	\$10,000.00
TOTAL	\$10,000.00	\$0.00	\$0.00	\$10,000.00

Revisions

Comments: State funding received from NH Division of Historical Resources as a result of a grant application submitted by The Friends of Stark Park.

City of Manchester New Hampshire

In the year Two Thousand and Twelve

A RESOLUTION

“Amending the FY 2013 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2013 CIP 510413 Gen. John Stark Gravesite Restoration Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2013 CIP as contained in the 2013 CIP budget; and

WHEREAS, the 2013 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept a grant from the NH Division of Historical Resources to perform restoration activities at General John Stark’s gravesite;

NOW, THEREFORE, be it resolved that the 2013 CIP be amended as follows:

By adding:

FY 2013 CIP 510413 Gen. John Stark Gravesite Restoration Project - \$10,000 State

Resolved, that this Resolution shall take effect upon its passage.