

## AGENDA

### COMMITTEE ON COMMUNITY IMPROVEMENT

**March 04, 2013**  
**Aldermen Roy, Shea,**  
**Craig, Greazzo, Gamache**

**5:00 p.m.**  
**Aldermanic Chambers**  
**City Hall (3<sup>rd</sup> Floor)**

1. Chairman Roy calls the meeting to order.
2. The Clerk calls the roll.
3. Ratify and confirm phone poll conducted on February 22, 2013, authorizing the Office of Youth Services to apply for one time funding for \$70,000 to purchase a client case management database system with three years of maintenance.  
**Ladies and Gentlemen, what is your pleasure?**
4. Petition to discontinue streets on Wellington Hill.  
**Ladies and Gentlemen, what is your pleasure?**
5. Petition to discontinue a portion of Green Street, Summer Street and Elm East Back Street.  
**Ladies and Gentlemen, what is your pleasure?**
6. Communication from Leon LaFreniere, Planning and Community Development Director, requesting the subordination of a City lien totaling \$11,816 on the property at 30 Fairmount Avenue.  
**Ladies and Gentlemen, what is your pleasure?**
7. Communication from Leon LaFreniere, Planning and Community Development Director, requesting the subordination of a City lien totaling \$22,304 on properties at 14-16 Cass Street and 22-24 Cass Street.  
**Ladies and Gentlemen, what is your pleasure?**

8. Communication from Leon LaFreniere, Planning and Community Development Director, requesting the subordination of a City lien totaling \$80,200 on properties at 129 Amherst Street.  
**Ladies and Gentlemen, what is your pleasure?**
  
9. Communication from Pamela Goucher, Deputy Director of Planning and Zoning, requesting acceptance of \$42,000 from the NH Housing Finance Authority for CIP project #810713 - Second St. Corridor Grant.  
**Ladies and Gentlemen, what is your pleasure?**
  
10. Request from Leon LaFreniere for various CIP project extensions.  
**Ladies and Gentlemen, what is your pleasure?**
  
11. Discussion relative to the Neighborhood Stabilization Program.
  
12. If there is no further business, a motion is in order to adjourn.

**To the Board of Mayor and Aldermen of the City of Manchester:**

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Office of Youth Services be authorized to apply for one time funding for \$70,000 to purchase a client case management database system and three years of maintenance.

*(Unanimous vote with the exception of Aldermen Greazzo and Gamache who were unable to be reached)*

Respectfully Submitted,



Clerk of Committee

**Conducted via phone poll on February 22, 2013, the report of the Committee was accepted and its recommendations adopted.**



**City Clerk**

**2012 - 2013  
Board of Aldermen**

**Yeas and Nays**

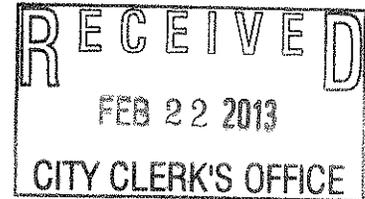
Meeting: Phone Poll

Date: 2/22/13

Action: Accept report of CIP to authorize OVS to apply for one time funding for \$70,000 to purchase a client case management database system with 3 yrs. of maintenance.

| Alderman              | Yea | Nay | Absent | Pass |
|-----------------------|-----|-----|--------|------|
| Ward 1 - Craig        | ✓   |     |        |      |
| Ward 2 - Ludwig       | ✓   |     |        |      |
| Ward 3 - Long         | ✓   |     |        |      |
| Ward 4 - Roy          | ✓   |     |        |      |
| Ward 5 - Osborne      | ✓   |     |        |      |
| Ward 6 - Corriveau    | ✓   |     |        |      |
| At Large - O'Neil     | ✓   |     |        |      |
| At Large - Levasseur  | ✓   |     |        |      |
| Ward 7 - Shea         | ✓   |     |        |      |
| Ward 8 - Katsiantonis | ✓   |     |        |      |
| Ward 9 - Shaw         | ✓   |     |        |      |
| Ward 10 - Greazzo     | MS  |     |        |      |
| Ward 11 - Gamache     | MS  |     |        |      |
| Ward 12 - Arnold      | ✓   |     |        |      |
| <b>TOTAL:</b>         |     |     |        |      |

Martin Boldin, LICSW, MLADC, LCS  
Director



**CITY OF MANCHESTER**  
*Office of Youth Services*

February 22, 2013

Alderman Jim Roy, Chairman  
Board of Mayor and Alderman  
Committee on Community Improvement  
One City Hall Plaza  
Manchester, New Hampshire 03101

Dear Alderman Roy,

I hope this correspondence finds you well. The City of Manchester Office of Youth Services (OYS) is requesting permission to apply for one time funding for \$70,000 to purchase a client case management database system and three years of maintenance. This system will be used to track services and outcomes for clients served by OYS. OYS has discussed the implementation of this system with staff at the Manchester Police Department, the Manchester School District, the Manchester Health Department, and the Manchester Information System Department. In the best-case scenario, the implementation of such a system would improve service delivery for OYS clients by enhancing client coordination. It is also important to note that by collecting data on the most 'at risk' youth in the city, that OYS would be able to provide powerful aggregate data to all of the above listed partners and, of course, to the Mayor and Board of Alderman. The goal to purchase and implement such a system has been an ongoing need at OYS for the last several years. To that end, OYS has already done a great deal of work to prepare for the opportunity that money would be available to fund the purchase of this client case management database system.

The grant application for this one time money was released by the New Hampshire Department of Health and Human Services / Division for Children, Youth and Families / Bureau of Juvenile Justice Services. (DELINQUENCY PREVENTION / REQUEST FOR PROPOSAL / RFP #13-DCYF-SYSC-COMMUNITY JJ-26-02). The RFP was released on February 2 and is due on February 28, 2013. At the end of the first three years of use, the annual cost for system support will be \$7,000 annually.

If you have any questions or need any further information, please do not hesitate to contact me. Thank you for your time and consideration.

Sincerely,

Marty Boldin, LICSW, MLADC, LCS  
Director

CC: Jennie Angel, IS Director

1045 Elm Street • Suite 204 • Manchester, New Hampshire 03101 • (603) 624-6470 • FAX: (603) 628-6285  
E-Mail: [OYS@manchesternh.gov](mailto:OYS@manchesternh.gov) • Website: [www.manchesternh.gov](http://www.manchesternh.gov)

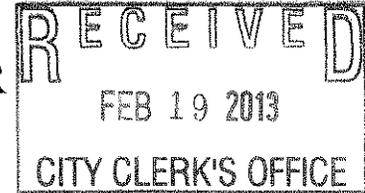
Kevin A. Sheppard, P.E.  
Public Works Director

Timothy J. Clougherty  
Deputy Public Works Director



Commission  
Raymond Hebert  
Hal Sullivan  
Bill Skouteris  
Rick Rothwell  
Philip Hebert

**CITY OF MANCHESTER**  
*Department of Public Works*



February 15, 2013

Community Improvement Committee of the Board of Mayor and Aldermen  
City Hall  
c/o Matthew Normand, City Clerk  
One City Hall Plaza  
Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE STREETS ON WELLINGTON HILL

Dear Committee Members,

The petitioned streets were dedicated on a plan entitled "Mammoth Park" by George H. Allen dated September, 1902 recorded as Hillsborough County Registry of Deeds plan #400 and need to be released and discharged.

|               |               |                |                  |
|---------------|---------------|----------------|------------------|
| First Street  | Fourth Street | Seventh Street | Hampshire Avenue |
| Second Street | Fifth Street  | Dewey Avenue   | Oak Avenue       |
| Third Street  | Sixth Street  | Schley Avenue  |                  |

The State of New Hampshire created Mammoth Park Service Road over most of First Street southerly from Smyth Road in conjunction with the Interstate 93 project. The State classified that road as a Class VI road by letter to the City dated June 30, 1977.

Fee title to the Mammoth Park Service Road was conveyed to the City and the deed is recorded at the Hillsborough County Registry of Deeds book 2940 page 256. Conveyance of the fee interest in this street may require approval by the State of New Hampshire Department of Transportation. The department will assist the Office of the City Solicitor if our help is needed.

Manchester Water Works maintains a water main in Mammoth Park Service Road so an easement for that pipe will be needed. No other utilities appear to be located in these roads.

The Department of Public Works supports this petition.

Sincerely,

Kevin Sheppard, P.E.,  
Public Works Director

MJM  
cc: File

*Matthew Normand*  
City Clerk



*Heather Freeman*  
Assistant City Clerk

*JoAnn Ferruolo*  
Assistant City Clerk

**CITY OF MANCHESTER**  
*Office of the City Clerk*

**MEMORANDUM**

To: Kevin Sheppard  
Public Works Director

From: Heather Freeman   
Assistant City Clerk

Date: December 18, 2012

Re: Petition for Discontinuance, Discharge and/or Release – Wellington Hill

In accordance with Rule 19 of the board, please find attached a petition for discontinuance, Discharge and/or Release of several streets. Please note the petition will be submitted to the Committee on Community Improvement.

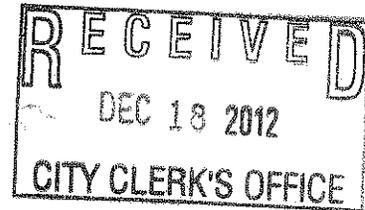
Enclosure

pc: Leon LaFreniere, Director of Planning and Community Development

SHEEHAN  
PHINNEY  
BASS +  
GREEN

PROFESSIONAL  
ASSOCIATION

WRITER'S DIRECT DIAL  
(603) 627-8245  
[smanchester@sheehan.com](mailto:smanchester@sheehan.com)



December 14, 2012



MANCHESTER  
1000 ELM STREET  
MANCHESTER, NH  
03101  
T 603 668-0300  
F 603 627-8121

CONCORD  
TWO EAGLE SQUARE  
CONCORD, NH  
03301  
T 603 223-2020  
F 603 224-8899

HANOVER  
2 MAPLE STREET  
HANOVER, NH  
03755  
T 603 643-9070  
F 603 643-3679

BOSTON  
255 STATE STREET  
BOSTON, MA  
02109  
T 617 897-5600  
F 617 439-9363

[WWW.SHEEHAN.COM](http://WWW.SHEEHAN.COM)

Hon. Ted Gatsas, Mayor  
And Board of Aldermen  
City of Manchester  
One City Hall Plaza  
Manchester, New Hampshire 03101

Re: **Wellington Hill; Petition for Discontinuance for Certain Streets  
and Portions of Streets**

Ladies and Gentlemen:

Our office represents Sterling Homes, the Purchaser under a certain Purchase and Sale Agreement among it as Purchaser and the City of Manchester, Diocese and others, as Sellers. Sterling Homes' obligations under this Purchase and Sale Agreement are contingent upon, inter alia, the discontinuance of various streets listed on a schedule to the Agreement.

On behalf of Sterling Homes, we respectfully represent that for the accommodation of the public there is occasion for discontinuance, discharge and/or release of the following streets shown on a plan entitled "Board of Alderman, Proposed Discontinuance of Street, Manchester, N.H.," dated July 17, 2012 (copy attached) (the "Plan"):

FIRST STREET and MAMMOTH PARK SERVICE ROAD, from Smyth Road to Radburn Street, reserving, however, the right of the City of Manchester in and to all utilities located therein.

SECOND STREET from Sampson Avenue to Schley Avenue, being approximately 40 feet wide.

THIRD STREET from Sampson Avenue to Schley Avenue, being approximately 40 feet wide.

FOURTH STREET from Sampson Avenue to Schley Avenue, being approximately 40 feet wide.

FIFTH STREET from Sampson Avenue to Schley Avenue, being approximately 40 feet wide.

Honorable Ted Gatsas and  
Board of Aldermen  
December 14, 2012  
Page 2

SIXTH STREET from Sampson Avenue to Dewey Avenue, being  
approximately 40 feet wide.

SEVENTH STREET from Sampson Avenue along Tax Map 467-33.

SAMPSON AVENUE, from First Street to Seventh Street.

DEWEY AVENUE, from Mammoth Park Service Road to Fox Hollow at  
Wellington Condominium being approximately 50 feet wide.

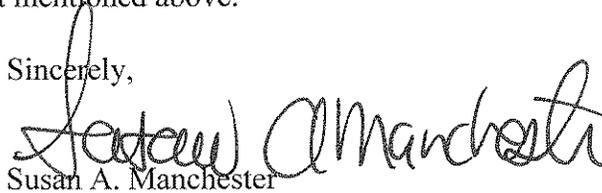
SCHLEY AVENUE, from Mammoth Park Service Road to Fox Hollow at  
Wellington Condominium being approximately 40 feet wide,

HAMPSHIRE AVENUE, from Mammoth Park Service Road to Second Street,  
being approximately 50 feet wide.

OAK AVENUE, from Mammoth Park Service Road to Second Street  
approximately 50 feet wide.

The discontinuance would only be effective if the property is sold under the  
Purchase and Sale Agreement mentioned above.

Sincerely,

A handwritten signature in black ink, appearing to read "Susan A. Manchester". The signature is fluid and cursive, with a large initial "S".

Susan A. Manchester

SAM/neb

cc: Keith A. Martel  
Thomas I. Arnold, III, City Solicitor  
Martin Miccio  
Denis O. Robinson, Esquire

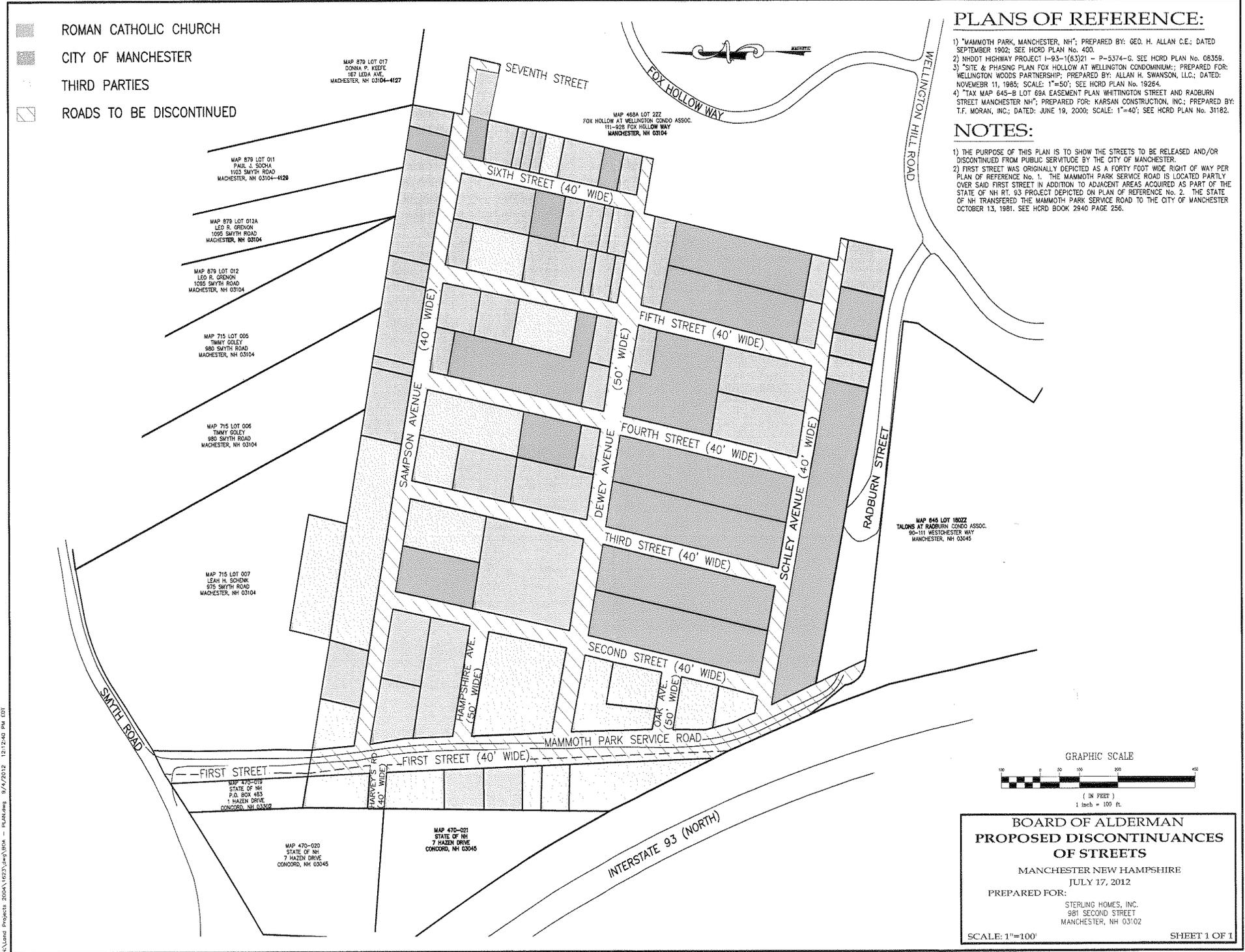
-  ROMAN CATHOLIC CHURCH
-  CITY OF MANCHESTER
-  THIRD PARTIES
-  ROADS TO BE DISCONTINUED

**PLANS OF REFERENCE:**

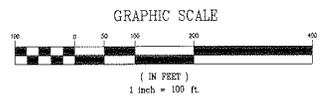
- 1) "MAMMOTH PARK, MANCHESTER, NH"; PREPARED BY: GEO. H. ALLAN C.E.; DATED SEPTEMBER 1902; SEE HORD PLAN No. 400.
- 2) NHDOT HIGHWAY PROJECT I-93-1(63)21 - P-5374-G; SEE HORD PLAN No. 08358.
- 3) "SITE & PHASING PLAN FOX HOLLOW AT WELLINGTON CONDOMINIUM"; PREPARED FOR: WELLINGTON WOODS PARTNERSHIP; PREPARED BY: ALLAN H. SWANSON, LLC.; DATED: NOVEMBER 11, 1985; SCALE: 1"=50'; SEE HORD PLAN No. 19264.
- 4) "TAX MAP 645-B LOT 69A EASEMENT PLAN WHITTINGTON STREET AND RADBURN STREET MANCHESTER NH"; PREPARED FOR: KARSAN CONSTRUCTION, INC.; PREPARED BY: T.F. MORAN, INC.; DATED: JUNE 19, 2006; SCALE: 1"=40'; SEE HORD PLAN No. 31182.

**NOTES:**

- 1) THE PURPOSE OF THIS PLAN IS TO SHOW THE STREETS TO BE RELEASED AND/OR DISCONTINUED FROM PUBLIC SERVICE BY THE CITY OF MANCHESTER.
- 2) FIRST STREET WAS ORIGINALLY DEPICTED AS A FORTY FOOT WIDE RIGHT OF WAY PER PLAN OF REFERENCE No. 1. THE MAMMOTH PARK SERVICE ROAD IS LOCATED PARTLY OVER SAID FIRST STREET IN ADDITION TO ADJACENT AREAS ACQUIRED AS PART OF THE STATE OF NH RT. 93 PROJECT DEPICTED ON PLAN OF REFERENCE No. 2. THE STATE OF NH TRANSFERRED THE MAMMOTH PARK SERVICE ROAD TO THE CITY OF MANCHESTER OCTOBER 13, 1981. SEE HORD BOOK 2840 PAGE 256.



N:\Users\Projects\2005\1023\plan\Map - Plans.dwg 9/4/2012 10:12:40 PM 001



**BOARD OF ALDERMAN**  
**PROPOSED DISCONTINUANCES**  
**OF STREETS**  
 MANCHESTER NEW HAMPSHIRE  
 JULY 17, 2012  
 PREPARED FOR:  
 STERLING HOMES, INC.  
 981 SECOND STREET  
 MANCHESTER, NH 03102  
 SCALE: 1"=100' SHEET 1 OF 1

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

*Timothy J. Clougherty*  
*Deputy Public Works Director*



*Commission*  
*Raymond Hebert*  
*Hal Sullivan*  
*Bill Skouteris*  
*Rick Rothwell*  
*Philip Hebert*

**CITY OF MANCHESTER**  
*Department of Public Works*

February 15, 2013

Community Improvement Committee of the Board of Mayor and Aldermen  
City Hall  
c/o Leo R. Bernier, City Clerk  
One City Hall Plaza  
Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE A PORTION OF GREEN STREET

Dear Committee Members,

The Manchester Department of Public Works found

Summer Street was the subject of a court decision in 1920, *Hodge v. Manchester*, and it is believed the Department has not maintained the street since that time. Our records do not indicate any utilities in the street.

Elm East Back Street was never dedicated and accepted or laid out. The deeds indicate this is a private right of way. The department does not maintain the street and our records do not indicate any utilities in this area.

No dedication or layout of Green Street was found. It is possible that the street was maintained at one time by the City and attained public status by prescription. The department has not maintained that street within the past 30 years. The department's plan 3281 shows a sewer pipe installed in the street in 1911 extending from Elm Street easterly about 150'.

The Manchester Department of Public Works supports the formal discontinuance of any rights the City may have in the petitioned streets but requests an easement for the existing sewer line.

Sincerely,

Kevin Sheppard, PE  
Public Works Director

MJM  
cc: File

*Matthew Normand  
City Clerk*



*Heather Freeman  
Assistant City Clerk*

*JoAnn Ferruolo  
Assistant City Clerk*

**CITY OF MANCHESTER**  
*Office of the City Clerk*

**MEMORANDUM**

To: Kevin Sheppard  
Public Works Director

From: Heather Freeman   
Assistant City Clerk

Date: February 1, 2013

Re: Petition for Discontinuance-- Summer, Green & Elm East Back Streets

In accordance with Rule 19 of the board, please find attached a petition for discontinuance of Summer, Green & Elm East Back Streets. Please note the petition will be submitted to the Committee on Community Improvement.

Enclosure

pc: Leon LaFreniere, Director of Planning and Community Development

# Baroff Professional Association

## Attorneys

10 Commerce Park North ■ Suite 13B ■ Bedford ■ New Hampshire 03110

Phone: 603.647.4200 ■ Fax: 603.647.4664

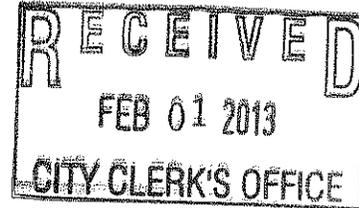
www.baroffpa.com

Patricia M. Panciocco, Esq.

Direct Dial: 603.518.5370

ppanciocco@baroffpa.com

VIA HAND DELIVERY



February 1, 2013

City Clerk  
City of Manchester  
One City Hall Plaza  
Manchester, NH 03101

RE: Petitions To Fully Discontinue certain portions of Summer Street; Green Street; and  
"Elm St. East Back"

To Whom It May Concern:

Enclosed please find originals, and one copy of the following for processing by your office:

- Petition To Fully Discontinue Summer Street From Its Intersection With Elm Street To Willow Street;
- Petition To Fully Discontinue Green Street From Its Intersection With Elm Street to Willow Street; and
- Petition To Fully Discontinue "Elm St East Back" From Grove Street to The Southerly Boundary of Tax Map 144-9.

Should you require additional information, please contact me at 518-5370.

Very truly yours,

  
Patricia M. Panciocco

Enclosures

Cc: Client, Linda Connell, Esquire

**PETITION TO FULLY DISCONTINUE SUMMER STREET  
FROM ITS INTERSECTION WITH ELM STREET TO WILLOW STREET**

TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER:

Oak Leaf Homes, LLC ("Petitioner"), owner of Lots 1, 4, 5, 11 and 12 shown on the City of Manchester Tax Map 166 ("Lots"), respectfully petitions and represents to the City of Manchester, that the public interest would be served, by the City's full release and discharge of public rights, to the extent they exist, in the length of Summer Street that runs from east to west between Elm Street and Willow Street as shown on Exhibit A.

This length of Summer Street is located to the immediate north of the Petitioner's Lots and more specifically described as:

---

*Beginning at a point located on the easterly side of Elm Street, said point also being the northwesterly most corner of Lot 166-1; thence*

*North along the easterly side line of Elm Street for approximately fifty feet (50') to the southwesterly most corner of Tax Map 144, Lot 9; thence*

*Easterly along the northerly side line of said length of Summer Street for approximately two hundred twenty and 18/100 feet (220.18') to a point located on the westerly side of Willow Street; thence*

*South along the westerly boundary of Willow Street for fifty feet (50') feet; thence*

*West along the south boundary of Summer Street for two hundred twenty and 18/100 feet (220.18') to the point of beginning.*

.....

This area of Summer Street appears on one version of the *Amoskeag Plan* recorded in the Hillsborough County Registry of Deeds in 1844. Exhibit B; See also, *Hodges v. Manchester*, 79 N.H. 437 (1920). Copies of plans on file with the Manchester Historical Society and the City of Manchester Highway Department that appear to have relied upon the *Amoskeag Plan* are attached as Exhibit C.

In 1916, a petition to layout out this length of Summer Street was submitted to the City, which it approved. However, due to lack of notice, the Hodges family challenged that layout in superior court. The court quashed the layout, which was later affirmed by the N.H. Supreme Court in 1920. *Id.* at 439.

A review of records within the City and its Archives dating back to 1920 has confirmed no petition has been submitted to the City to layout the length of Summer Street appearing on Exhibit A. Further supporting the non-public nature of this area is the barriers installed along the centerline of this area, suggesting it has reverted to the abutting property owners.

Nonetheless, as a measure of caution and to officially confirm the area shown on Exhibit A is not subject to public rights to conclusively clear this cloud from the title of Lots 166-1 and 166-12, the Petitioner hereby submits this Petition to fully release and discontinue the public rights in the length of Summer Street shown on Exhibit A, to the extent they exist.

OAK LEAF HOMES, LLC



1/30/13  
Date

Ronald Dupont, Manager

# EXHIBIT A

VALLEY CEMETARY

WILLOW STREET

WEST AUBURN STREET

GROVE STREET

ELM STREET

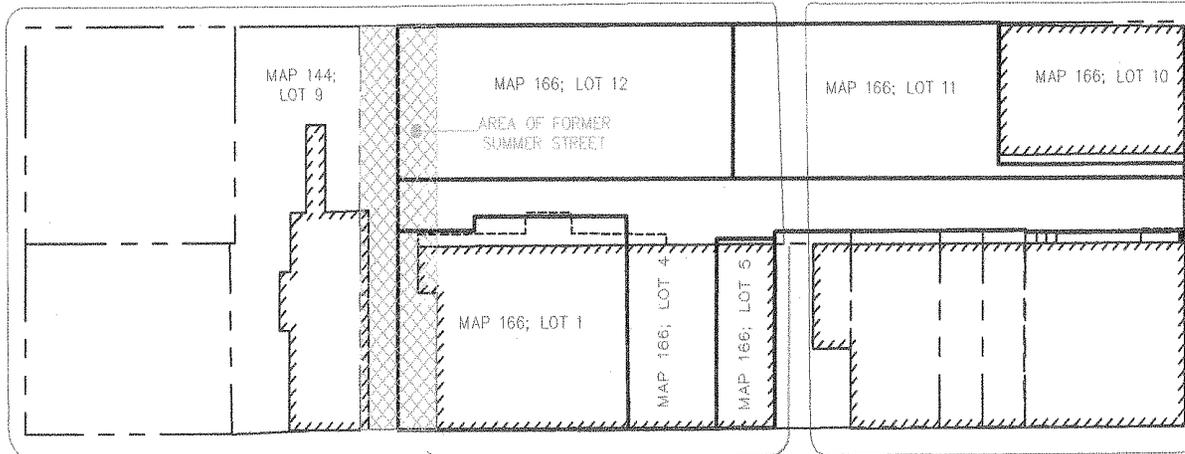


EXHIBIT PLAN 2

OAK LEAF PROPERTIES, LLC.

MAP 166; LOTS 1, 4, 5, 11, & 12  
ELM STREET & WILLOW STREET  
MANCHESTER, NEW HAMPSHIRE

PREPARED FOR:  
DENNIS MIRES, P.A.  
THE ARCHITECTS  
697 UNION STREET  
MANCHESTER, NH 03104

DATE: JANUARY 24, 2013  
PROJECT NO: 12-1022-1  
SCALE: 1" = 80'  
SHEET 2 OF 3



Civil Engineering Land Surveying Landscape Architecture  
10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 697-2681

## **EXHIBIT B**

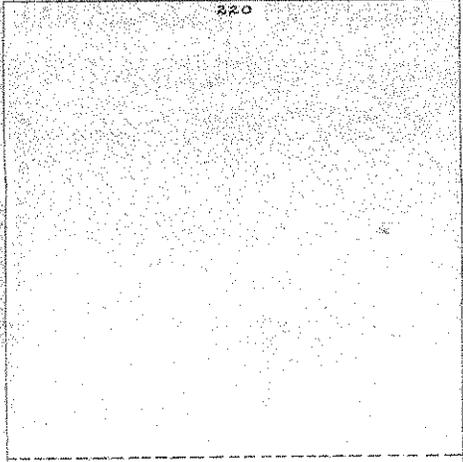


# EXHIBIT C

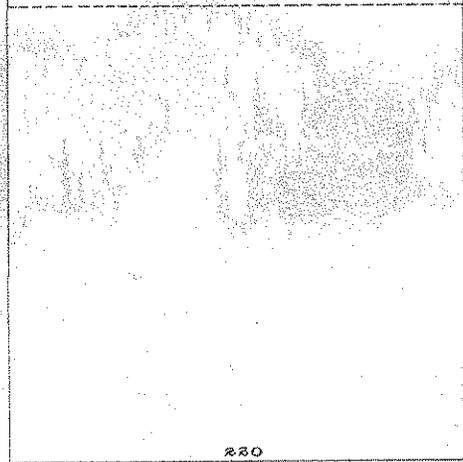
THE VALLEY CEMETERY

1300

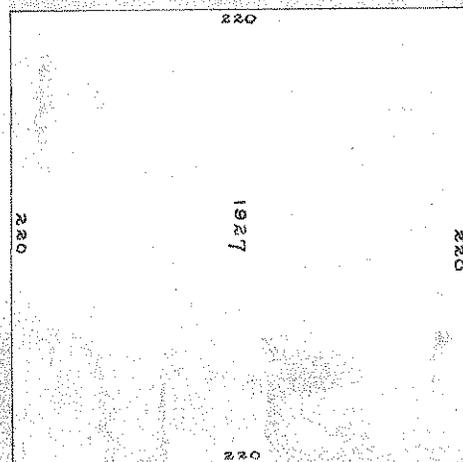
5 GROVE STREET 5



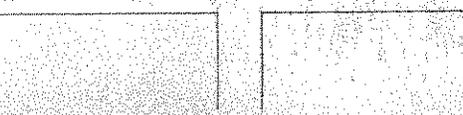
4 GREEN STREET 4



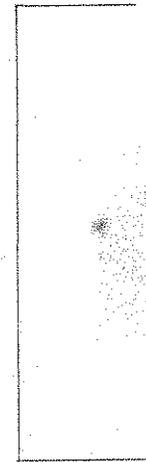
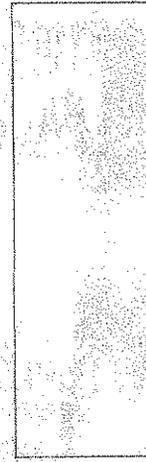
5 SUMMER STREET 5



5 AUBURN STREET 5



8 ELM



STREET 8

SCALE - 1" = 50'

**PETITION TO FULLY DISCONTINUE GREEN STREET**  
**FROM ITS INTERSECTION WITH ELM STREET TO WILLOW STREET**

TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER:

Oak Leaf Homes, LLC (“Petitioner”), owner of Lots 1, 4, 5, 11 and 12 shown on the City of Manchester Tax Map 166 (“Lots”), respectfully petitions and represents to the City of Manchester, that the public interest would be served, by the City’s full release and discharge of public rights, to the extent they exist, in the length of Green Street that runs from east to west between Elm Street and Willow Street as shown on Exhibit A.

This length of Green Street is more specifically described as:

---

*Beginning at a point located on the easterly side of Elm Street, at the northwesterly corner of Lot 166-6; thence*

*North along the easterly side line of Elm Street for approximately fifty feet (50') to the southwesterly corner of Tax Map 166-5; thence*

*Easterly along the northerly boundary of said Green Street, also the southerly boundary of Tax Map 166-5 for approximately two hundred twenty and 18/100 feet (220.18') to a point located on the westerly side of Willow Street; thence*

*South along the westerly sideline of Willow Street for fifty feet (50') feet; thence*

*Westerly along the southern boundary of Green Street to the easterly edge of Elm Street, to the point of beginning.*

\*\*\*\*\*

This section of Green Street appears on certain plans found in the Manchester Historical Society and the City of Manchester Highway Department, copies of which are attached as Exhibit B. The plans attached as Exhibit B suggest reliance upon the old *Amoskeag Plan*. This length of Green Street also appears on other maps on file with the City. However, Green Street does not appear on the version of the *Amoskeag Plan* recorded in the Hillsborough County Registry of Deeds.

No formal layout, or formal acceptance, of this length of Green Street has been found in the City’s records. There is also no evidence that this length of Green Street was ever formally dedicated by being shown on a plan, lots being sold by reference to the plan, and it being opened, built or traveled as a public highway. RSA 231:51.

By way of further information, the fee interest in the easterly most end of the area shown on Exhibit A is part of Lot 166-6 owned by Zioze, over which the Petitioner has unrestricted access (“West Green”), with the exception of the area formerly occupied by the garage that was recently removed from the Zioze building. West Green is paved, and its southerly side is used by Zioze for parking<sup>1</sup>.

The section of Green Street located to the east (“East Green”) passes over Lots 166-11 and 166-12 owned by the Petitioner before it intersects with Willow Street.

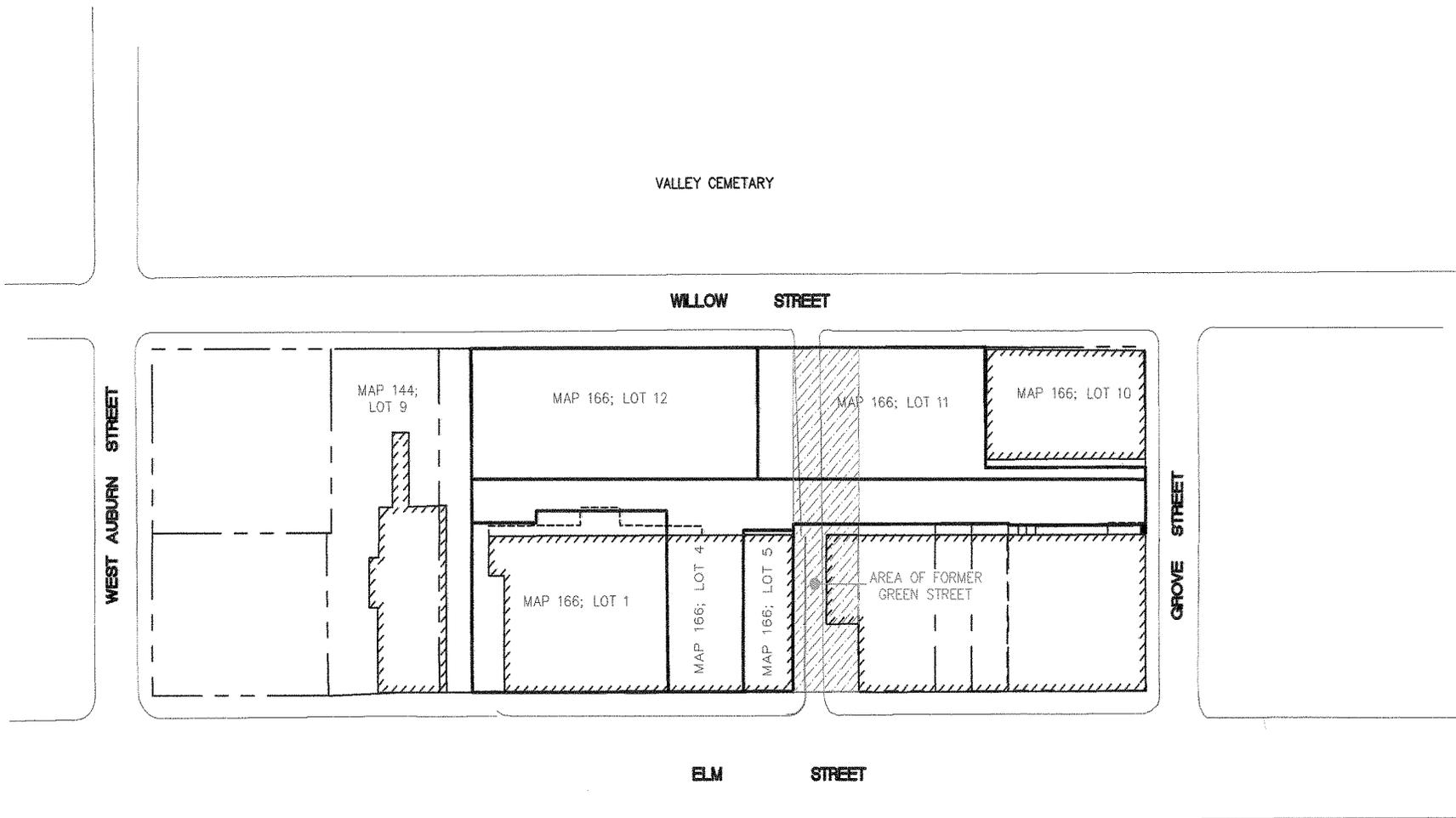
To extinguish the cloud created by Green Street appearing on plans in this general area, the Petitioner is requesting the City of Manchester formally release and fully discontinue all public rights in this length of Green Street, to the extent they may exist, between Elm Street and Willow Street.

OAK LEAF HOMES, LLC  
  
Ronald Dupont, Manager      Date 1/30/13

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<sup>1</sup> A variance was granted in 2012.

# EXHIBIT A



**EXHIBIT PLAN 1**

**OAK LEAF PROPERTIES. LLC.**

MAP 166; LOTS 1, 4, 5, 11, & 12  
ELM STREET & WILLOW STREET  
MANCHESTER, NEW HAMPSHIRE

|  |  |
|--|--|
| <b>PREPARED FOR:</b><br>DENNIS MIRES, P.A.<br>THE ARCHITECTS<br>697 UNION STREET<br>MANCHESTER, NH 03104 | <b>DATE:</b> JANUARY 24, 2013<br><b>PROJECT NO:</b> 12-1022-1<br><b>SCALE:</b> 1" = 80'<br><b>SHEET</b> 1 OF 3 |
|--|--|

**KM** KEACH-NORDSTROM ASSOCIATES, INC.

Civil Engineering Land Surveying Landscape Architecture  
10 Commerce Park North, Suite 3E, Bedford, NH 03110 Phone (603) 627-8881

5.15

## EXHIBIT B

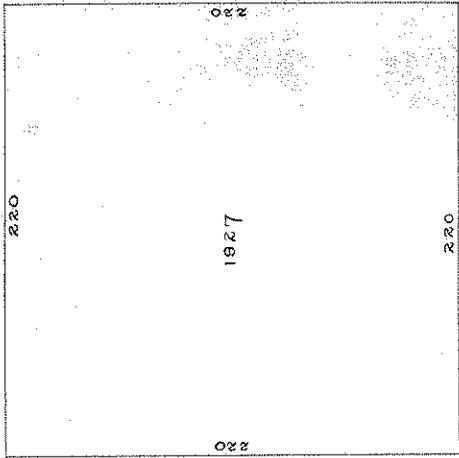
SCALE - 1"=50'

STREET 21

STREETS 05

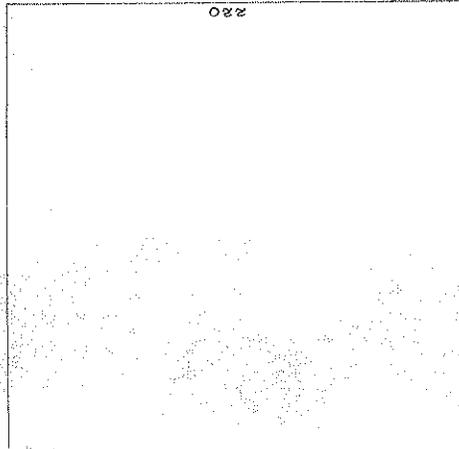
AUBURN 05

STREET 05



STREETS 05

SUMMER 05



STREET 190

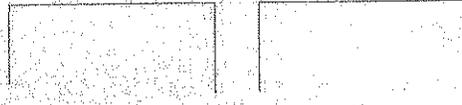
GREEN 190

ELM 10

STREETS 05

GROVE 05

WILLOW 05



1300

THE VALLEY CEMETERY

VALLEY CEMETERY.

OF

AVENUE

WILLOW

OF

OF

STANDARD

OF

STANDARD

SECT. 13

ELM

OF

|     |      |      |      |     |
|-----|------|------|------|-----|
| 257 | 2124 | 2054 | 220  | 220 |
|     |      |      | 2652 | 220 |
|     |      |      |      | 220 |

**PETITION TO FULLY DISCONTINUE "ELM ST EAST BACK"**  
**FROM GROVE STREET TO**  
**THE SOUTHERLY BOUNDARY OF TAX MAP 144-9**

TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER:

Oak Leaf Homes, LLC ("Petitioner"), owner of Lots 1, 4, 5, 11 and 12 shown on the City of Manchester Tax Map 166 ("Lots"), respectfully petitions and represents to the City of Manchester, that the public interest would be served, by the City's full release and discharge of public rights, to the extent they exist, in "Elm St East Back" that runs from north to south between Grove Street and the southerly boundary of Tax Map 144-9 as is shown on Exhibit A.

"Elm St East Back" appears on the City's GIS mapping, is referred to as the "20-foot wide passageway" in certain deeds recorded in the Hillsborough County Registry of Deeds, although it has been reported that public use may have expanded beyond that 20-foot width. Accordingly, the area subject matter of this Petition includes:

---

*A certain 20-foot wide passageway referred to in the deed recorded at Book 2130, Page 68 in the Hillsborough County Registry of Deeds, more particularly described as beginning at a Masonry Nail set on 4/14/05 located on the northerly edge of Grove Street, at the southeast corner of the Tax Map 166-9; thence*

*Easterly along the northerly sideline of Grove Street for twenty-one and 13/100 feet (21.13') to an iron rod found, said iron rod also being the southwest corner of Lot 166-11 owned by the Petitioner; thence*

*Northerly along the westerly Five Hundred and Forty Feet (540') more or less along the westerly boundaries of Tax Map 166-11 and Tax Map 166-12 owned by the Petitioner to the southerly lot line of Tax Map 144-9 owned by Eleanor W. Dahar, et al; thence*

*Westerly along the northerly boundary of the former way referred to as Summer Street for Twenty-Seven and 8/100 feet (27.08'); thence*

*South across a way referred to as Summer Street to the northeasterly corner of Tax Map 166-1; thence*

*Continuing south along the easterly most boundary line of Tax Map 166-1 to a point located at its southeasterly most corner; thence*

*Continuing due south and parallel with Elm Street to a point located at the northeasterly most corner of Tax Map 166-5; thence*

*South along the easterly boundary of Tax Lot 166-5 to its southeasterly most corner; thence*

*South, crossing a way referred to as Green Street and continuing along the easterly boundaries of Tax Lot 166-6, 166-7, 166-8 and 166-9 to a point located on the northerly side line of Grove Street to the point of beginning.*

*Including all other areas immediately adjacent to the passageway upon which the public may have encroached when using the passageway.*

\*\*\*\*\*

“Elm St. East Back” appears as an unnamed passageway on certain unrecorded versions of the *Amoskeag Plan*, one of which is attached as Exhibit B. Upon information and belief, “Elm St. East Back” has not been dedicated by a plan, referred to expressly in a lot conveyance nor opened, built or used for public travel. RSA 231:51.

Although private railroad siding tracks, which were formerly used to transport goods from merchants located in this area to the main railroad station located on the other side of Elm Street, remain on the ground within the general area of the “passageway”, those tracks are no longer used. In addition, the New Hampshire Department of Transportation has officially confirmed it claims no rights in this area.

As is the case with other Petitions submitted to the City for Summer Street and Green Street, this Petition to Fully Discontinue “Elm St. East Back” is being submitted to extinguish the cloud created by the suggestion that Green Street is a public way in this area as this could lend itself to all uses typically made of public highways by the public.

For this reason, and to clear the title to its Lots, the Petitioner hereby requests the City fully release and discontinue any and all public rights in this length of Elm St East Back, and abutting areas, as described above.

OAK LEAF HOMES, LLC

  
Ronald Dupont, Manager      Date 1/30/13

# EXHIBIT A

WEST AUBURN STREET

VALLEY CEMETARY

WILLOW STREET

MAP 144;  
LOT 9

MAP 166; LOT 12  
AREA OF FORMER ELM STREET SOUTH BACK

MAP 166; LOT 11

MAP 166; LOT 10

MAP 166; LOT 1

MAP 166; LOT 4

MAP 166; LOT 5

GROVE STREET

ELM STREET

**NOTE:**

1. THE AREA OF FORMER ELM STREET SOUTH BACK IS APPROXIMATE. THE LIMITS OF PUBLIC USE IS UNCLEAR.

**EXHIBIT PLAN 3**

**OAK LEAF PROPERTIES. LLC.**

MAP 166; LOTS 1, 4, 5, 11, & 12  
 ELM STREET & WILLOW STREET  
 MANCHESTER, NEW HAMPSHIRE

**PREPARED FOR:**  
 DENNIS MIRES, P.A.  
 THE ARCHITECTS  
 697 UNION STREET  
 MANCHESTER, NH 03104

**DATE:** JANUARY 24, 2013  
**PROJECT NO:** 12-1022-1  
**SCALE:** 1" = 60'  
**SHEET 3 OF 3**

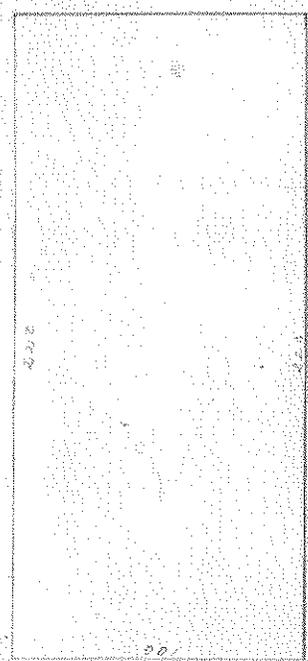
**KMA**  
 KEACH-NORDSTROM ASSOCIATES, INC.

Civil Engineering Land Surveying Landscape Architecture  
 10 Commerce Park North, Suite 3B, Bedford, NH 03110 Phone (603) 627-2881

# EXHIBIT B

WILL-OW

20

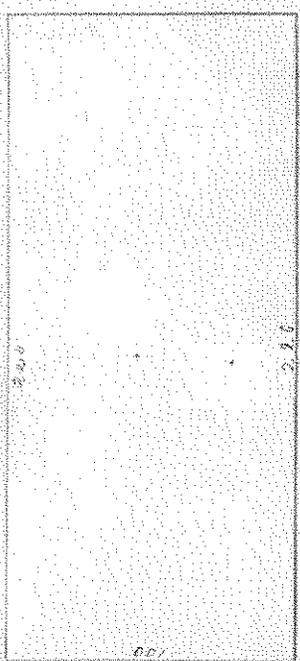


50

ST

GREEN

50

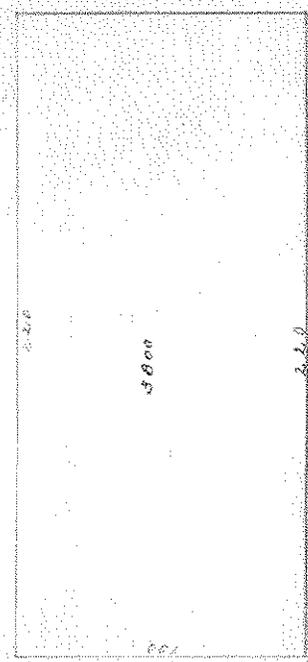


50

ST

ORCH

50



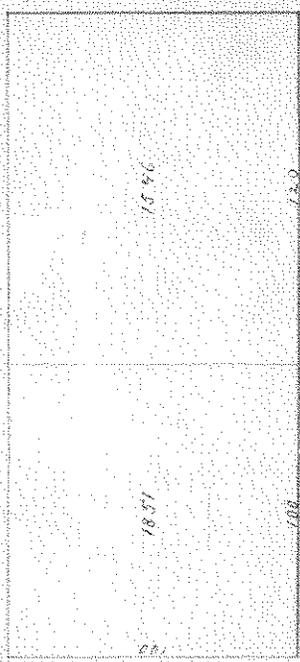
ST

50

ST

SHORE

50



ELM

ST

ELM ST

ELM ST

GROVE ST

325-353

359 365

377

383-379

387

403

411-409

381

166-9  
11130

107

166-6  
17667  
M-8-2008

100.23 D  
166-5  
100.23 D  
107.23 D

166-4  
17614

107

166-1  
15986

V783

100

105

28

28

109

30.02

40.33

58

55

220

144-9  
23604

ELM ST EAST BACK

288.92

ELM ST EAST BACK

226.08

122.48

166-10  
0449

77.15

166-11  
17421 +/-

93

166-12  
21025

93

582-566

166.44 +/-  
584-600

226.08  
604-624

25

82.31

WILLOW ST

WILLOW ST

1300

1300



# 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: February 21, 2012

Re: CIP #612005 Housing Rehabilitation Program – Mortgage Subordination 30  
Fairmount Avenue (Single Family Home)

---

Stephen Laurin, the owner of 30 Fairmount Avenue has contacted this office to request the subordination of a City lien totaling \$11,816 placed upon this property. The lien was placed due to the use of Housing Rehabilitation Program funds being used in the renovation of the property. The current balance of the City's loan is \$2,363.24 and two annual payments remain.

As noted in the attached letter and e-mail correspondence, 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. Laurin represents that no cash is being taken out in the refinancing and that the City's security instrument will remain in third position. As such, it would be consistent with the previous actions of the Committee to recommend this lien subordination.

Stephen A. Laurin  
30 Fairmount Avenue  
Manchester, NH 03104

February 14, 2013

CIP Manager  
City of Manchester  
Planning and Community Development  
One City Hall Plaza  
Manchester, NH 03101

Todd,

I am working to refinance my CitiMortgage loan for my residence at 30 Fairmount Avenue, and request a subordination of my Rehabilitation Loan (CIP #612005) to complete the application. The Rehabilitation Loan is currently in third position after Citi Bank and Wells Fargo Bank (line of credit). The original City of Manchester loan amount was \$11,816.04. The current balance on my Rehabilitation Loan is \$2,363.24. I have made 8 annual payments of 1,181.60.

Thank you for your consideration of my request. You can reach me at 641-1090 with any questions you may have.

Sincerely,

Stephen Laurin

**Fleming, Todd**

---

**From:** slaurin@comcast.net  
**Sent:** Thursday, February 21, 2013 12:09 PM  
**To:** Fleming, Todd  
**Subject:** Re: Stephen Laurin subordination request

Todd,  
 I don't know that Citimortgage will be able to get the subordination document to you by tomorrow. If not, I think you said the next opportunity to take this to the BMA is in late March.

My existing loan is a 30-year fixed at 5.75% for \$160,000. My monthly payment with escrow is \$1,226.00.

The new loan is for a 30-year fixed at 4.131% APR for \$144,000 (the approximate current balance of the existing loan). The new payment with escrow would be \$981.25.  
 Steve.

---

**From:** "Todd Fleming" <TFLEMING@manchesternh.gov>  
**To:** "slaurin@comcast.net" <slaurin@comcast.net>  
**Sent:** Wednesday, February 20, 2013 2:33:12 PM  
**Subject:** RE: Stephen Laurin subordination request

Thank you Steve. In addition to this information I need information on the loan that you would like to refinance. I need to know the terms of your existing loan (interest rate and loan balance) and the terms of the new loan (interest rate and new loan amount). Generally, the only reason that the City will agree to subordinate is in cases where the mortgagee is attempting to refinance in an effort to reduce their monthly payment. As such, I need to include that information as a part of your request. In addition, I need to get a copy of the Subordination document so that I can submit it to the City Solicitors office for their review. To get this information on the agenda, I need to have all this information no later than Friday 2/22/2013.  
 Thank you.

---

**From:** slaurin@comcast.net [mailto:slaurin@comcast.net]  
**Sent:** Wednesday, February 20, 2013 12:32 PM  
**To:** Fleming, Todd  
**Subject:** Stephen Laurin subordination request

Todd,  
 I think my request is attached now. I believe the subordination document is created by Citimortgage, and they will be sending it to you or contacting you.  
 Thanks.  
 Steve.



# 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: February 22, 2013

Re: CIP #610410 Housing Rehabilitation Lead Hazard Reduction Program –  
Mortgage Subordination 14-16 & 22-24 Cass Street

---

William Socha of Dove Tail Properties, LLC has contacted this office to request the subordination of City liens totaling \$22,304 placed upon 14-16 Cass Street and 22-24 Cass Street. The liens were placed due to the use of housing rehabilitation funds being used in the renovation of these properties.

As noted in the attached letter, the requested subordination will allow the developer to use these properties as collateral for a loan to build another building in Manchester. The loan to develop the new property will be secured by four properties. The combined values provided from these properties, together with the value of the new development must be in an amount as not to exceed an aggregate loan to value ratio of seventy five percent. The requested subordination would change the City's mortgage position from first to second. Your review of these documents and a recommendation to the full Board is respectfully requested.



CRAIG,  
DEACHMAN  
& AMANN

ATTORNEYS AT LAW

W. John Deachman  
[jdeachman@cda-law.com](mailto:jdeachman@cda-law.com)

February 21, 2013

City of Manchester  
Community Improvement Program  
c/o Todd Fleming, Sr. Planner  
One City Hall Plaza  
Manchester, NH 03101

Re 14-16 Cass Street and 22-24 Cass Street, Manchester, NH

Dear Mr. Fleming:

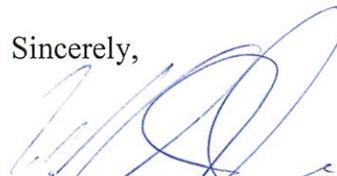
Please be advised that this office represents the interests of Dove Tail Properties, LLC and William R. Socha of 145 Cilley Road, Manchester, New Hampshire. My clients owns two (2) adjacent properties situated at 14-16 Cass Street and 22-24 Cass Street in Manchester (the "Properties"), both of which benefited from the City's Lead Hazard Reduction Demonstration Program (the "LHRD Program"). In accordance with the City's usual practice, the City placed a mortgage on the Properties, copies of which are enclosed for the City's convenience. Other than these mortgages, there is no other debt on the Properties.

My client hopes to use these Properties as collateral for a loan to build another building in Manchester, and accordingly requests that the City's Mortgage Deeds be subordinated to an expected loan from Bank of New England. As the Committee is undoubtedly aware, the LHRD Program mortgages are by their very terms intended to be subordinate to primary financing.

Enclosed herewith is a proposed Subordination of the City's existing Mortgages on the Properties. Would you kindly present this letter and the enclosed proposed Subordination to the CIP Committee for review and approval. I expect that either Mr. Socha or I will attend the Committee Meeting to answer any questions. Once approved, kindly obtain execution of the Subordination, and return the fully executed Subordination to this office for recording.

Should you require additional information in order to process this request, please feel free to contact this office.

Sincerely,



W. John Deachman

WJD:ddb  
Enclosures

**SUBORDINATION**

For value received, **City of Manchester** a body corporate and politic, with an address of One City Hall Plaza, Manchester, County of Hillsborough and State of New Hampshire (“City”), holder of the following security interests from **Dove Tail Properties, LLC**, a New Hampshire Limited Liability Company with offices at 145 Cilley Road, Suite 101, Manchester, County of Hillsborough and State of New Hampshire (“Dove Tail”):

1. City of Manchester Lead Hazard Reduction Demonstration Program Mortgage Deed (the “22-24 Cass Street Mortgage”) in the original principal amount of Eleven Thousand One Hundred Fifty-Two and 00/100 (\$11,152.00) Dollars, dated October 28, 2009 and recorded in the Hillsborough County Registry of Deeds at Book 8327, Page 1527; and

2. City of Manchester Lead Hazard Reduction Demonstration Program Mortgage Deed (the “14-16 Cass Street Mortgage”) in the original principal amount of Eleven Thousand One Hundred Fifty-Two and 00/100 (\$11,152.00) Dollars, dated October, 2009 and recorded in the Hillsborough County Registry of Deeds at Book 8327, Page 1535;

hereby subordinates the 22-24 Cass Street Mortgage and 14-16 Cass Street Mortgage to the lien of:

Mortgage and Security Agreement and a Collateral Assignment of Leases and Rents from **Dove Tail Properties, LLC** to **Bank of New England**, dated on or about the date hereof and recorded, or to be recorded in the Hillsborough County Registry of Deeds, and any and all other collateral documents related to the loan secured thereby.

In all other respects, said 22-24 Cass Street Mortgage and 14-16 Cass Street Mortgage shall remain unchanged.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF MANCHESTER

By:

\_\_\_\_\_  
Theodore Gatsas, Mayor  
Duly Authorized

STATE OF NEW HAMPSHIRE  
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledge before me this \_\_\_\_\_ day of \_\_\_\_\_, 2013  
by Theodore Gatsas, duly authorized Mayor of the CITY OF MANCHESTER, on behalf of same.

\_\_\_\_\_  
Justice of the Peace/Notary Public  
My Commission Expires: \_\_\_\_\_



**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 *PLG for WC*  
Director, Planning and Community Development

Date: February 25, 2013

Re: CIP #810606 Manchester Historic Association - Mortgage Subordination 129  
Amherst Street

---

The Manchester Historic Association has contacted this office to request the subordination of a City lien totaling \$80,200 placed upon this property. The lien was placed due to the use of Community Development Block Grant (CDBG) Program funds for accessibility renovations to this property. The current balance of the City's loan is \$24,060 and three annual payments remain.

As noted in the attached letter, the requested subordination will allow the Manchester Historic Association to acquire a lower rate mortgage on the property thereby reducing operational costs and correspondingly, its economic viability. The representative from Centrix Bank 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.



BEDFORD • CONCORD • DOVER • MANCHESTER • MILFORD • NASHUA • PORTSMOUTH

February 22, 2013

Alderman Jim Roy  
Chairman CIP Committee  
1 City Hall Plaza  
Manchester, N.H. 03103

Dear Mr. Roy:

Centrix Bank is providing the Manchester Historic Association with an Eight Hundred Twenty Five Thousand Dollar (\$825,000) mortgage on property located at 129 Amherst Street, Manchester, N.H. for the purpose of refinancing their existing first mortgage and interest rate swap currently with Citizens Bank.

In 2006, the City of Manchester, under the Community Improvement Program, provided the Manchester Historic Association with an Eighty Thousand, Two Hundred Dollar (\$80,200) mortgage.

Centrix Bank will close on the first mortgage and after our mortgage is recorded the City of Manchester could record their mortgage, thus placing the City in second position.

Please let me know if the City of Manchester is in agreement with this request.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Wayland C. Elwood". The signature is written in a cursive style with a large initial "W" and "E".

Wayland C. Elwood  
Vice President



# 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  
Committee on Community Improvement

**From:** Pamela H. Goucher, AICP *PHG*  
Deputy Director of Planning & Zoning

**Date:** February 25, 2013

**Subject:** Second Street Grant

#### New Funding

---

Enclosed please find a CIP Budget Authorization Form for the Second Street Grant. As you may recall, the City was successful in securing a Community Planning Grant from the New Hampshire Housing and Finance Authority in the amount of \$42,000. The grant requires in-kind staff hours and a local cash match of \$2,625, which will come from CDBG funds. (Use of CDBG funds for the cash match was presented to the BMA on December 18, 2012 in order for the staff to enter into a contract with NHHFA.)

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

# 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 Forty Two Thousand Dollars (\$42,000) for the FY 2013 CIP 810713 Second St. Corridor Grant.”

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 \$42,000 from the NH Housing Finance Authority to complete a planning study in the Second Street Corridor area;

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

**By adding:**

FY 2013 CIP 810713-Second St. Corridor Grant- \$42,000 Other

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

**CIP BUDGET AUTHORIZATION**

CIP#: 810713 Project Year: 2013 CIP Resolution: 6/12/2012  
 Title: Second St. Corridor Grant Amending Resolution: 3/19/2013  
 Administering Department: Planning and Community Development Revision:         

Project Description: To develop access management strategies to address road capacity and unsafe traffic conditions along the Second Street corridor and to develop zoning tools to promote new investment and redevelopment along the corridor.

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

**Critical Events**

|   |                    |           |
|---|--------------------|-----------|
| 1 | Program Initiation | 3/19/13   |
| 2 | Program Completion | 6/30/14   |
| 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        | \$42,000.00        | \$0.00        | \$0.00        | \$42,000.00        |
| 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             |
| <b>TOTAL</b>           | <b>\$42,000.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$42,000.00</b> |

**Revisions**

|  |
|--|
|  |
|  |
|  |

Comments: Other funds to be received from NH Housing Finance Authority through the NH Community Planning Grant Program-Round 1. Grant requires matching funding of: \$2,625 CDBG to come from CIP #810111 , \$3,937 In-Kind Staff Hours, and \$3,937 Volunteer Hours.



# 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: March 4, 2013

Re: CIP Project Extensions

---

Please accept this request to extend the following CIP Projects until June 30, 2013:

- 511607 - Bass Island Flood Damage Stabilization Project (Balance: \$378,425.10)
- 5109G7 – Parks Improvement Program (Balance: \$3,623.68)
- 511110 – Rockingham Recreational Trail (Balance: \$17,376.64)
- 510011 – recreational Trail Contribution (Balance: \$150,000)