

BOARD OF MAYOR AND ALDERMEN

May 5, 1998

7:30 PM

Mayor Wieczorek called the meeting to order.

The Clerk called the roll. There were fourteen Aldermen present.

Present: Aldermen Wihby, Klock, Reiniger, Sysyn, Clancy, Pinard, Shea,
O'Neil, Girard, Rivard, Pariseau, Cashin, Thibault, Hirschmann

Update by Youth for Greater Manchester (a new initiative of *For Manchester*) about Rally Around Manchester on May 16th from 12:00 to 4:30 PM at McIntyre Ski Area.

Brooke Linehan and Lori Ota introduced themselves stating they were with the Youth Action Committee of *For Manchester*.

Ms. Ota stated Rally Around Manchester is going to be held on Saturday, May 16th and it's an initiative for Youth for Greater Manchester which was formed as a way of having youth be able to have a voice in some of the initiatives that *For Manchester* is planning. The mission for Youth for Greater Manchester is to bring youth together in a positive manner, to voice their opinion and take action toward creating a brighter future for greater Manchester area youth. They seek the input of junior and senior high age youth of greater Manchester, these are their goals that the greater Manchester community recognize the value of the voice of youth in planning our community's future; that one or more projects or action teams are borne from the initiatives that are supported by Youth For Greater Manchester; that a new or existing initiative supported by the Youth Rally Around Manchester be established as a measurable set of goals and that the recognition be given to greater Manchester area youth for their volunteer contributions throughout the greater Manchester community. Out of those goals has come the idea of holding Rally Around Manchester on May 16th and Brooke who is one of the youth members is going to talk to you a little bit about what that day is going to involve.

Ms. Linehan stated the day starts at twelve and it's just going to be that we welcome everybody and then we're going to have a keynote speaker, Stan Spirou, to talk about how he's come about his success of being head coach at New Hampshire College and then we're just going to do some skits to warm up the audience and make them feel more comfortable and tell them a little bit more in a youth kind of manner how the day is going to go about and what they are here for and then brainstorming just to see what they want out of the city and how they can go about getting it and have a break with beverages and more skits to get them more lively and then break up into small groups depending on which groups wants what. Some ideas that we have

collected so far maybe a skateboard park, coffee house, dance club, juice bar, and there's other categories such as environmental issues, government, city improvements and teen wellness. After the small groups discuss their topics we'll come back with a couple more skits just to keep things going and have a little bit of fun and report back and talk about how we can go about getting things and if anyone would like to come and join us, please, if you know any youth, please bring them.

Presentations by Raymond Pinard, Karl Norwood, and Barry Brensinger concerning the proposed marketing plan for the MDC owned property at the corner of Bridge and Elm Streets.

Mr. Pinard stated a few months ago we came before you on behalf of the Manchester Development Corporation (MDC) requesting approval to move forward on the marketing plan for the property at the corner of Bridge and Elm Streets. Tonight, I'd like to take a few moments of your time to bring you up-to-date on our progress. As you know, the Board contracted with The Norwood Group as the marketing agent for the property. The Norwood Group then brought in the architectural firm of Lavallee/Brensinger to help with providing conceptual design for the proposed project. At this time, I'll turn it over to Karl Norwood who will bring you up-to-date on the marketing plan, share that with you and provide you with a copy and Mr. Brensinger will also provide a presentation of the conceptual plan. Thank you.

Mr. Norwood stated The Norwood Group is really pleased to be part of this team and it truly is a team effort. Our first task at hand was to come up with a highest and best use for this key site in Downtown Manchester...1.5 acres of land and there's a lot of sensitivity as to what will go on that site. We know that perhaps the highest use value wise maybe like a Rite Aid or a CVS, but we certainly wanted to stay away from that; that we wanted to create a real signature project. We also wanted to have not only a design that was pleasing, but we wanted to have a project that was feasible, we've got a few things going to us now the economy has tightened up considerably, we have vacancy rates that are below the five percent and that bodes very well for a successful project. So, we contracted the service of Lavallee/Brensinger Associates and they came up with two concepts that we felt were not only pleasing but equally important they made sense economically. So, what I'd like to do is have Barry present those to you this evening, we're an open book here, if you have any questions we certainly can answer those questions. This is a "we" project, not only the MDC Board but all of you folks here, let's spread the word and kick this project off and hopefully we can get it underway in the next 24 months. So, Barry, if you could perhaps.

Mr. Brensinger stated thank you, Mr. Mayor and Aldermen, it's a pleasure to be here. I'm Barry Brensinger from Lavallee/Brensinger and we too have enjoyed working with Ray and Karl and the team on developing concepts for the Bridge and Elm property. I think everyone in the community recognizes it's importance as a piece of real estate and the potential it has to contribute to our Downtown in many ways. As we came on the team our charge really involved

a couple of key tasks. First of all, to look at what is the capacity of the site in terms of development and when I say capacity the program has always been primarily office use with a limited retail component at street level consistent with the tradition of Elm Street and it's important that we felt that that use be supported by a reasonable amount of on-site parking. So, both of the schemes that we looked at include a parking component and that's an important part of the overall project. Having established the capacity of the site and I'll talk about that in a minute as I review some sketches with you. The next task was to think about how you might package that. The conclusion was that the site will sustain approximately 200,000 square feet of space, so the question becomes is that a single very large building, is it multiple buildings, what is the most appropriate way to develop the property and that's really why we looked at several schemes to see what those options might be and then thirdly, as we reviewed those schemes with Ray and Karl and their committee we began to look at probable construction costs and get into some numbers so that as Karl said the project could be tested from a feasibility standpoint to make sure it makes sense. With that as background, we looked at two alternatives as I mentioned. The first of which is a 14-story building, approximately 200,000 square feet, the building to give you some orientation...this is Elm and Bridge Streets...would be on the corner of the property, we felt that it's important from an urban context to really capture the corner to bring the building right up to the corner and address that very important intersection. Each of the schemes...this one included has an on-site parking component and what we have proposed essentially beneath the entire property there be two stores of structured parking that would provide approximately 400 spaces on the property; that to give you some perspective is kind of in the middle range that you would like to see for an office building of this size. Were it on a suburban site you'd probably have more parking, however, typically in Downtown you would have less as I think all of you know. So, this we considered to be a reasonable amount of parking for this urban context and you can see kind of the approximate scale of the building at 14 stories, this being Elm Street and kind of the typical two to three-story buildings that are on Elm Street. The second scheme we looked at...keep in mind these schemes are more or less to capture the imagination. Certainly, a developer coming in will have their own desires, designs...but, we're really interested in scale, to see if the numbers would work. We also on the parking facility want the key to the private initiative and staying away from subsidies, middle financing, all that. So, at the outset that is where we're at. We are not representing any of these to be specific building designs because whoever comes in to develop the property will want to reserve the right, obviously, to fine tune the design. So, what we are really all about is trying to assess the potential of the property from a capacity standpoint and then to begin to speak to character so that we can capture the imagination of potential developers. The second scheme breaks the total 200,000 square feet down into two components. A larger officer building which again would be essentially on the corner, so there would be a larger building, the larger of the two at just over 120,000 square feet, 10 stories tall on the corner and then a less tall building of about 70,000 to 80,000 square feet, six stories tall. Behind that, if you will along Bridge Street. I say behind that, it is technically from the Elm Street perspective behind it, but we felt it was very important that both of the buildings, both phases of the project have an Elm Street address and have frontage, if you will, on Elm Street. So, we suggested there be this very modest

landscape courtyard right on the corner that would allow both of the buildings to have a front door addressing the corner of the property. Once again, as with the prior scheme there would be two stories of structured parking beneath the mass of the building.

Mr. Norwood stated although the script is very similar to the other, close to 200,000 square feet, it would enable a developer to go in and build one structure and have surface parking which is a key ingredient rather than one large building and try to get that off the ground. But, if we're fortunate enough to find enough tenancies to pick the larger building up they'd have a choice of going either way. But, this would have two floors of parking underneath it, would have 400 parking spaces.

Alderman Wihby asked what is behind that building toward Kidder Street the open space, is it parking.

Mr. Brensinger replied that would be the top deck of parking. The entrances to the parking garage in both schemes would be off of Kidder and one of the nice things about that is that because Kidder slopes downward toward the river, it's possible to enter each of the decks at grade without building structured ramps and those kinds of expensive components.

Mr. Norwood stated we could envision probably two floors of light retail.

Alderman Rivard asked is this designed for the property that the City owns now, there's no intention to buy land surrounding the area.

Mr. Norwood replied the object was to take the site specific and bring that to the highest and best use.

Alderman Rivard stated that area is large enough to accommodate that. I know there are some office buildings in the area and there's no intention of...

Mr. Norwood replied no and we're also very sensitive as Barry mentioned scale wise to being compatible with surrounding buildings like FLEET that's a pretty nice building and we didn't want to overshadow that and the building north of that.

Alderman Girard asked in your market assessment did you find any ability to perhaps go after some kind of a mixed use that would include residential or would a hotel or some sort of 24-hour type of use be appropriate to this site.

Mr. Norwood replied it's interesting you mentioned that, again we're looking for scale, a building that would fit. Ironically, we have had some interest in hospitality as well as high-end residential, but we had to start as far as a primary focus we feel there is a demand for new class

A office space and that's our primary focus, but certainly we're very open, we're very flexible. The main thing that is going to be a signature location, we think very key to the future vitality of Downtown Manchester.

Alderman Girard asked, Mr. Norwood, are you going to market this as a commercial property or do you have any plans to market it for those other uses or make it know that we have other, we're open to other things other than just commercial use.

Mr. Norwood replied our two primary uses will be office and/or hospitality. I think that would really be the two uses. As I mentioned earlier, some retail...you certainly can realize the price of the property, but isn't in the best interest long-range or the City's objectives. As far as our marketing approach, do you know if it's the chicken or the egg, do you go for a developer or do you go for the tenant. I think we go down both paths, the project is vital to Downtown, the numbers do make some sense, the market is here. So, it will be a two prong approach and we'll see what comes up.

Mayor Wieczorek stated thank you, gentlemen, we appreciate the update.

Mr. Norwood stated may I take the liberty of passing out to everybody a package. You may have some additional questions and as I said earlier it's we're all helping in marketing this site, so if you've got any ideas and future calls give me a call, please.

CONSENT AGENDA

Mayor Wieczorek advised if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, on motion only will be taken at the conclusion of the presentation.

Ratify and Confirm Poll

- A. Conducted April 28, 1998 approving disposition of surplus property through public auction at 200 N. Bedford Street.

Approve Under Supervision of the Department of Highways

- B. PSNH Pole Petition #'s 11-826, and 11-830 thru 11-833.

Informational to be Received and Filed

- C. Minutes of Airport Authority meetings held February 19, 1998 and March 19, 1998.
- D. Minutes of Fire Commissioners meeting held April 21, 1998.
- E. Minutes of MTA an meeting held March 31, 1998 and the Financial and Ridership Reports for the month of March 1998.
- F. Minutes of Planning Board meetings held December 11, 1997, January 8, 1998, January 22, 1998, February 12, 1998, February 26, 1998, and March 12, 1998.

- G.** Minutes of Task Force on the Future of Health Care meetings held on April 8, 1998.

Accept Funds and Remand for the Purpose Intended

- H.** Communication from the City Clerk advising that Deputy City Clerk Bergeron has received the 1998 Richard L. Hass Award and requesting that the \$500 stipend be used toward attendance at a professional seminar or workshop.

REFERRALS TO COMMITTEES

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- I.** Communication from Thomas O'Rourke, MediaOne, advising of their recent customer service improvement of a new toll-free customer service telephone number (1-888-MediaOne).

COMMITTEE ON COMMUNITY IMPROVEMENT

- L.** Communication from Randall Gustafson seeking information on purchasing the lot owned by the Manchester Tax Collector's Office known as the River Road Property which is located near his property at 1371 North River Road.

COMMITTEE ON FINANCE

- M.** Communication from Bradford Cook, Chairman of the Finance Committee of the Board of School Committee submitting proposed FY99 budgets for the Manchester School District.

- N.** Resolutions:

“Amending the 1997 Community Improvement Program, authorizing and appropriating funds in the amount of \$8,258 for the 1997 Community Improvement Program 5.50201 Library Literacy Volunteers of America Project.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds for the 1998 CIP 4.20106 Motor Vehicle Prosecutor.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds in the amount of (\$30,000.00) Thirty Thousand Dollars for the 1998 Community Improvement Program 5.10258 Livingston Park Capital Improvement.”

“Amending an Amending Resolution ‘Authorizing and appropriating funds in the amount of (\$21,790,000) Twenty One Million Seven Hundred Ninety Thousand Dollars for various Airport Authority Projects’,” so as to revise the funding source for the 1998 Community Improvement Program 7.30279 Ammon Center Parking Lot Project from \$540,000 MAA Cash to \$540,000 MAA Bond.

COMMITTEE ON TRAFFIC/PUBLIC SAFETY

- P.** Communication from Cora Der Koorkanian, Manchester Women's Club, requesting placement of six signs at various locations around the City.

- Q.** Communication from Darrell Ross, American Red Cross, requesting the closure of North and Elm Streets and Webster and Elm Streets in conjunction with their "*Frightmare of Elm Street III*" on Saturday, October 17, 1998 from approximately 5:30 to 9:30 PM.

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

- R.** Recommending that a request allowing for the acceptance and expenditure of donation and grant funds increasing the 1997 CIP 5.20201 Library Literacy Volunteers of America Project by \$8,258.00 be granted and approved; and for such purpose an amending resolution and budget authorization has been submitted.
- S.** Recommending that a request allowing for the acceptance and expenditure of additional grant funds from the State of New Hampshire Highway Safety Agency in the amount of \$1,976.00 for the 1998 CIP 4.20106 Motor Vehicle Prosecutor be granted and approved; and for such purpose an amending resolution and budget authorization has been submitted.
- T.** Recommending that a request allowing for the acceptance and expenditure of a donation from the Oval Society in the amount of \$30,000.00 for the 1998 CIP 5.10258 Livingston Park Capital Improvement be granted and approved; and for such purpose an amending resolution and budget authorization has been submitted.
- U.** Recommending that a request authorizing and appropriating funds in the amount of \$21,790,000.00 for various Airport Authority Projects by revising the fund source for the 1998 Community Improvement Program 7.30279 Ammon Center Parking Lot Project from \$540,000.00 MAA Cash to \$540,000.00 MAA Bond be granted and approved; and for such purpose an amending resolution has been submitted.
- V.** Recommending that the Fire Department be allowed to conduct an auction of surplus communication equipment at 33 Harvey Road.
- W.** Advising that the Highway Department has been authorized to construct a parking area at the northwest corner of the intersection of Granite and Second Streets to alleviate the parking problem around West High School.
- X.** Recommending that a request for authorization to utilize \$100,000.00 of unencumbered funds from the Center of New Hampshire Garage rehabilitation to initiate other repairs to include the upgrading of the revenue control system, lighting improvements, and renovation of the management office be granted and approved.
- Y.** Recommending that authorization be given to the Water Works Department to submit an application for a 20-year, \$3,755,000.00 loan to the State Department of Environmental Services Revolving Loan Fund Program.
- Z.** Recommending that a petition for discontinuance of a portion of Bodwell Road as herein enclosed be referred to a road hearing to be scheduled at the next available date to be determined by the City Clerk.
- AA.** Recommending that a request for a sewer abatement for property located at 77 Goffstown Road be granted and approved in the amount of \$616.90. The Committee notes that such amount was recommended to be abated by EPD of the Highway Department.

COMMITTEE ON HUMAN RESOURCES/INSURANCE

- AB.** Recommending that a request from the Airport director for two positions to be changed

from full-time to create six (6) limited seasonal positions with those employees hired for the period of November 1 through March 1 be granted and approved.

- AC.** Recommending that a request for an additional officer to be hired under the Police Department's Over and Under Hiring Policy be granted and approved. The Committee notes that this amount will be absorbed by the department's FY1998 budget.

COMMITTEE ON JOINT SCHOOL BUILDINGS

- AE.** Advising that it has accepted the enclosed project summary and contractor's report relative to the Henry J. McLaughlin Middle School and is submitting same to the Board for informational purposes.
- AF.** Advising that is has accepted the project summary reports relative to the Central/West Heat & Ventilation Improvements; the Central High School/Locker Room Improvements; the West High School/Special Ed Room 104 w/toilet rooms; the Memorial High School Science Lab and Other Improvements; and the ADA Accessibility/School Elevators and are submitting same to the Board for informational purposes.

HAVING READ THE CONSENT AGENDA, ON MOTION OF ALDERMAN WIHBY, DULY SECONDED BY ALDERMAN SHEA, IT WAS VOTED THAT THE CONSENT AGENDA BE APPROVED.

- J.** Petition for rezoning of a portion of property on South Willow Street owned by Pindot, Inc. from I-3 to B-2.

Alderman Wihby moved that the petition for rezoning be referred to public hearing along with the proposed \$5.00 auto charge fee in the FY1999 budget on either May 26 or 27, 1998.

Alderman Klock duly seconded the motion. There being none opposed, the motion carried.

- K.** Communication from the Public Works Director requesting that the Highway Department be allowed to choose eight of the recently replaced Fire and Police vehicles to replace eight of their existing vehicles which are 8 to 12 years old.

Alderman Girard stated several years ago there was a Fleet Advisory Committee which was supposed to be developing recommendations for the departments on vehicles which were supposed to be purchased, who should have vehicles, and which departments and what types of vehicles they should be and wondered if recommendations from the Advisory Committee was forthcoming.

Mr. Sean Thomas replied there was a study which should be going to that Committee probably in June, so items such as this should still be going to the CIP Committee until policy had been adopted.

Alderman Girard moved that the communication be referred to the Committee on Community Improvement. Alderman Rivard duly seconded the motion. There being none opposed, the motion carried.

- O. Communication from Lawrence Constantine, Chairman of the Concerned Taxpayers of Manchester, advising of their disapproval of the Police Department policy to destroy 300 or more confiscated firearms.

Alderman Hirschmann stated this item had been discussed at the Committee on Traffic/Public Safety meeting held this evening and asked that the Clerk provide a report to the Board relative to this item.

Deputy Clerk Johnson stated the Committee on Traffic/Public Safety met this evening and took up two communications, this particular correspondence and another regarding confiscated firearms at the Police Department, and how they are to be disposed of. She noted the Committee wished to submit a report

The Deputy Clerk presented a report of the Committee as follows:

Recommending that the Board of Mayor and aldermen support the Police Chief in his efforts to destroy the firearms currently being housed in the Evidence Room of the Manchester Police Department.

Alderman Hirschmann moved to accept, receive and adopt the report of the Committee.

Alderman Thibault duly seconded the motion.

Alderman Girard asked why it was being brought in under the consent agenda as it should come at either the next agenda or be under new business.

Deputy Clerk Johnson stated the Committee Chairman had removed the item from the Consent Agenda asking that a report be submitted to the Board with the Clerk providing the report noting the motion would be to accept that report.

Alderman Hirschmann stated that under the Rules of the Board it was a unanimous vote in Committee.

Mayor Wieczorek called for a vote on the motion. The motion carried with Alderman Girard duly recorded in opposition.

Report of Committee on Human Resources/Insurance

- AD. Recommending that a request for the establishing of an Urban Forester Classification, Grade 18, Schedule IB, 40 hours, and the deletion of the Forestry Technician, Grade 18, Schedule VIIA, 40 hours be granted and approved.

Alderman Hirschmann asked was this funded in the '99 budget, your Honor.

Mayor Wieczorek replied it was.

Clerk Bernier stated it was merely a change in the classification name.

Mr. Hobson stated the name of the position was changed only, but the funding was there.

Alderman Hirschmann moved to accept, receive and adopt the report of the Committee.

Alderman Rivard duly seconded the motion. There being none opposed, the motion carried.

6. Confirmation of Nominations made by Mayor Wieczorek:

Manchester Development Corporation Board of Directors:

Gary A. Long to succeed Karen Golz, term to expire
March 11, 2001.

On motion of alderman Pinard, duly seconded by Alderman Shea, it was voted to confirm the nomination of Gary A. Long to succeed Karen Golz, as a member of the Manchester Development Corporation Board of Directors, term to expire March 11, 2001.

Personnel Appeals Board:

Pauline Guay to succeed herself, term to expire March 2001; and
William Varkas to succeed himself, term to expire March 2001.

On motion of Alderman Clancy, duly seconded by Alderman Pariseau, it was voted to confirm the nominations to the Personnel Appeals Board as presented.

Planning Board:

Joan Bennett to succeed herself, term to expire May 1, 2001.

On motion of Alderman Klock, duly seconded by Alderman Pinard, it was voted to confirm the nomination of Joan Bennett to succeed herself as a member of the Planning board, term to expire May 1, 2001.

Mayor Wieczorek presented the following nomination:

Planning Board:

Ronald F. Poltak to succeed Michael Kania as an alternate, term to expire May 1,
2001.

As per Rules of the Board, this nomination will layover until the next meeting of the Board.

Alderman Hirschmann stated he had seen the vacancy for the Fire Commission and asked which position that was.

Mayor Wieczorek replied it was Mark Bodi's noting that Mr. Bodi did not wish to be renominated as he had served three terms and found it to be adequate and that he was taking names from anyone and would give them consideration.

Alderman Hirschmann asked if it had to be a certain political party.

Mayor Wieczorek replied he believed it would need be a Democrat.

8. Presentation of financial statements and revenue forecast with Finance Officer.

Mr. Clougherty stated he would like to walk the Board through financial reports noting the City Clerk had extra copies of the package which had been previously forwarded to the members of the Board. Now, what's going to happen as we go through the last two months of the fiscal year, we are going to be providing you with updated financial reports and keep you apprised of what's happening with the fiscal situation. If you could turn to the first page, the balance sheet, gives you an idea of where you are with the general funds, revenue fund, and capital projects and can see the revenue and expenditures and were all fairly normal for this type of year. We have balances in each of the accounts which is to be expected also. The second page is a report that we have provided to the Board for some time and gives you a combined statement of revenue and expenditures and changes in your fund balance and again shows you where we are with respect to the period ended March 31st. The next page, three, is one of the sheets that a lot of the Aldermen have had interest in in the past and what that does is provide in the first column the budget for each department, the second column gives you the obligations to date and third is what the balance is and the percent unobligated. If I could draw your attention to that last column, if you figure that this report is covering three-quarters of the fiscal year it would be reasonable to expect that most departments would have about 20 to 25 percent left in their budgets at this point in time simply because that's the amount of time left in the year. If you run down the list you can see in that column that the department's are fairly well-positioned to enter the last quarter of the fiscal year; that one number that looks a little bit out of whack - Public Buildings at 5.3%, the reason that that is situated that way is because he's all contracts and he's obligated all of those dollars through contractual arrangements through the year so that is a normal number for that department at this time. Also, if you take a look at the restricted items for the benefits and what have you, you can see that for the most part the City is in good shape on all of those lines items and we expect to be in a reasonable position moving forward as we go down. There was an article today and as we go through this at the end I'm going to talk a little bit about the School situation they're in. If you take a look at it from a financial statement and you see that they are about 20-21 percent left in their budget for the period, they also have under the salary adjustment number below, you'll see the \$1.4 million that we've talked about that was set aside to cover the negotiated settlement that took effect in September plus the associated benefits. But, bottom line if you take a look at the general fund there's about 24 percent of the money left as we go into the last quarter of the year and that's healthy and that's what we would expect under normal conditions and for the most part that's working well. The next page provides you some similar information, but it's stated just a little bit different. It tells you what the obligations were in '88, what the balance is in available and then it compares you to the same period a year ago. So, you can see that for the total for the agency you've got 23.8% left going at this point in time whereas a year ago we were 21.7%. So, we're tracking fairly well

and if you look at the bottom line we've got 24.1% versus 20%, so things are tracking fairly well for the most part with respect to the expenditure side from a financial statement standpoint. The next number of pages that run from page 5 through page 14 is for the Aldermen to take a look at at their convenience and it just gives each department and gives you a multi-year history of where they've been so you can see whether they're tracking according to past histories. If you turn to page 15, what we've given you here is a similar statement to the expense side only these are your revenues and we break them out to let you know how we're tracking. Now, if you take a look at that bottom line total you can see of the \$50 million that we anticipated having collected, to date we've got \$30 million, so there's about a \$20 million number that has to be collected which is about 39%. Now, for the most part that is not unreasonable because remember we get a lot of payments from the State in the last quarter and some reimbursements for tuition and things like that. So, that's not way out of whack, but we're going to talk a little bit about that in more detail in the next report when we go through the revenue report and try and pull all of this stuff together for you. If you take a look at the last page that is being provided, again that tells you where your money is, where it's invested, in what banks, what the rates are that we're getting and what types of vehicles that they're in and again they are all done in accordance with the revenue investment policy that the Board has adopted. The second report that you have is the revenue forecast and I'll just explain the columns here so that when you go back and look at it...

Mayor Wiczorek interjected, Kevin, hold on. If they have any questions as they go along, I'm going to have them interrupt.

Alderman Wihby in referenced to page 3 High School Athletics 71.1 asked is that because we haven't transferred the \$400,000 yet.

Mr. Clougherty replied right. A lot of that takes place in that last quarter.

Alderman Wihby asked does Parks know that they have that \$400,000 to us.

Mr. Clougherty replied yes, I believe they do.

Alderman Wihby in reference to School Severance (\$450,000) stated that is just because it's just going to be transferred later.

Mr. Clougherty replied, right. We haven't been authorized by the Board to change it, so that is why it's sitting.

Alderman Wihby stated we have to authorize you to give him the \$450,000.

Mr. Clougherty replied no, we will have that authorization from them at the end of the year when we go through it.

Alderman Wihby stated we do it at the end of the year.

Mr. Clougherty replied yes.

Alderman Girard interjected it should be done quarterly.

Mr. Clougherty stated if it hasn't been requested, it's not going to move but the money is there and as soon as you request it.

Mayor Wieczorek stated he's requesting it.

Mr. Clougherty in reference to the revenue forecast stated I think this is a thing that we really would like to see the Board focus on. What we've listed there for you are the revenue sources and that's so you can reference back to the Revenue Handbook that you all have and what we've done is we've taken and listed or categorized all the different revenues by department. So, you see in that first grouping those are all the revenue collects that don't really fit under a particular department, then you'll see the second groupings the tax licenses and all of those. Those are the ones associated with the Assessor's Department. Now, that next column Approved Current Budget lists out what were the expectation to be collected by the department. The next column Revenue Through Fiscal Year '98 is what has been collected through the nine month period, so that is already recognized and we have those dollars. The next column which is a three month department estimate, we go to each department and we ask them to give us their best forecast of what they think they'll be collecting for the remaining three month period and that's what's reflected in that column. The next column Adjustments is where the Finance Department if we have something that we're aware of where there is a cyclical pattern or if there is something this year that we're aware of that we will make an adjustment so that the Board gets the most accurate information that we have available and then this all comes together in that next column which is your 12-month estimate based on the best information that we have to date. We then compare the 12-month estimate to the approved budget and what you have is the amount over or under as estimated at this time. Now, understand that over the next couple of months as we are reviewing these reports these numbers are going to change because as departments get better information, they are going to feel better forecasting out and it's a fluid situation. But, right now there are the numbers that are being projected by the departments and by the Finance Department.

Alderman Hirschmann asked, Kevin, who would have forecasted the non-departmental like the Miscellaneous column, why is that so skewed.

Mr. Clougherty replied the reason Miscellaneous is off is because that includes the \$120,000 that's in there every year for the Manchester Development Corporation transfer and it just doesn't happen, it's been there for years and we've recommended in this upcoming budget that

that be discontinued because it really does skew the numbers; that is what that figure is. If you turn to the last page of the report and you go way over to the last column you'll see that what's being forecast is that if we continue to see the current economy and the current collections what we're expecting is that the General Fund will be off \$711,000. Now, that's what we're looking at at this time and again this is going to be a situation where it's going to be monitored regularly with the Board, so you will be seeing this report pretty frequently now to give you some idea as to what's happening. If you turn to the next page, what we did is we summarized here by department for you what's happening. Again, we just talked about that \$120,000 under non-departmental. The other big numbers that we need to talk about are under Traffic, the \$458,000 which is a factor of the delivery of the meter heads and not getting out into the field as soon as they thought they would and the fire in the garage. Those are the factors that the Traffic Department is saying is contributing to their being very conservative about what they think they're going to take in this year. School...the big number there is off \$1,171,000, again, that's a forecast. But, the net result of this is that you've got some, for example, Tax and some of the other departments are overperforming and that the bottom line is it's coming down to a \$711,000 issue. Under the normal circumstances what you want to look at and say, alright if the revenues are going to be off \$711,000 on one side how are we on the expense side and each year most of the departments don't spend every dime, they turn something back to the General Fund and that will, to a certain extent offset against that \$711,000 so that you have a positive fund balance at the end of the year. So, over the next several months as you're looking at the reports what you're going to be focusing on is our fund balance because remember as part of the budget for next year the Board is looking to have \$1.3 million available in fund balance to be used as part of that budget. If that's not going to develop than that \$1.3 million has to be absorbed somehow in next year's budget discussion either by revenues or expenses. You may also want to take a look at given the current revenue projections that are here...forecast...revisit some of those numbers in the upcoming budget, but those are all things in the next two months that the Board will have available to them as they are going through this budget deliberation to try to make some prudent decisions on what if any corrective action needs to be taken. The one thing isn't in the financial statements and is not provided to you is something that we need to touch on with School. Now, what School does and what all of the departments do is they will do...even though we are showing that they've got 20% of their money left, they are forecasting out what their expense patterns are and if they continue their expense patters at School it's our understanding that they will be over their budget by roughly \$1.150 million roughly and that's after you take into consideration the Salary Adjustment changes...we've met with School this afternoon and with the audit people that they have over there and what you have to consider is how is that \$1.148 million if it comes to reality going to affect your bottom line on expenses if you've got some shortages in your revenue. So, those are the issues that we're going to have to watch and try and manage through the next couple of months. The auditors that are meeting with the School Department, I guess as we're meeting tonight will be making some recommendations to them that will help them get that \$1.1 million number down. We, after meeting with them today have some things that we want to talk to them about and take a look at and maybe we can help them a little bit on some things also. The name of the game is to get at

that \$1.1 million projected deficit by the School Department to zero, if possible. The School Department has asked the City though in anticipation of some problems to consider the use of the Special Revenue Fund for Medicaid and I'd like to just explain this a little. In the past, the Board of School asked the City to set up a Special Revenue account which is a self-balancing account, you can put in the dollars that you get that are Medicaid related and then you can spend almost on an enterprise basis what you have in there and that's allowed under the State Statutes. If it looks like the School cannot come within it's budget through corrections to absorb this \$1.148 million and would be overspending the appropriation, they've asked the Board to consider and I don't think they are going to ask for action tonight but to present this to the Board to consider, to think about that if they needed a hundred thousand or five hundred thousand or what that number is to allow the Medicaid funds from this year's budget to be deposited into that Special Revenue account so that they could spend for the Medicaid related items; that would avert overspending of the School budget, but the thing that we have to caution the Board of Aldermen about is that every time you take one of those dollars out of the Medicaid General Fund and put it into the Special Revenue that adds to that \$711,000 problem. So, if for example, we're forecasting \$711,000 being off and you took \$500,000 in spending and put it over into the Special Revenue account for School to be able to deal with their spending problem it creates a...you now have a \$1.2 million revenue deficit. We hope that in working with the School Department that you could minimize the amount of money that would have to be used for that, if at all. We intend to work with them over the next couple of weeks to come up with some ideas that might help them, we'll see what reaction the School Board has to the recommendations of their auditors tonight and try and manage our way through these next two months. But, the bottom line is and I think School agrees that there is going to need to be some type of a correction here.

Alderman Shea asked, Kevin, who projected the revenues for the School Department. Was that done by the Superintendent of Schools or was that done by someone else.

Mr. Clougherty replied the current budget is adopted by the School Board and it's projected by the Superintendent.

Alderman Shea asked was he here at the time or was he in between here and California at the time.

Mr. Clougherty replied he was the Superintendent at the time, he was going back and forth, but he was involved in the discussions.

Alderman Shea asked was there anyone else involved in that discussion with the revenues besides him.

Mr. Clougherty replied yes, he would have been negotiating with the Board and Mark was probably there at the time. The revenue projection, Alderman, for the School and maybe I can

shed a little light on why that's the way it is... the reason that they're off the amount of money is that the School Board thought that there would be some students coming in...that is the way it's been explained to us; that they would be taking in some students from Litchfield. If they took in those students what happens is you've got "X" number of desks in a classrooms and you've got a teacher in there teaching the kids from Manchester, so you bring in kids from Litchfield it doesn't add to your expenses because you've already got the building, you've already got the heat, you're just putting a student in a chair and it may be some supplies, but it's not a big expense. On the other side, you take in the revenue in the form of the tuition from the out-of-town kids. The students from Litchfield that were projected never came, so that's about a \$680,000 number as I understand it. The other thing is as the School appropriations have been going up and the Board has been giving more for School each year. But, as that number grows, the number of students is growing much larger. So, when you divide the number of students by the expenses what happens is that the cost-per pupil is actually going down in the City of Manchester. So, what you can bill for the kids coming is less and that has an effect on driving down the costs. So, I think there are a couple of factors that are going against them in terms of the flow of kids from coming into the School District generally and that's compounding the problem for them.

Mr. Hobson stated the other point that we heard today, Alderman, from the auditors is that the high school tuition per pupil cost dropped from the FY97 projection to the FY98 projection almost \$400 per student. So, the projection that I used when I was Director of Administration, Dr. Jack who was Acting Superintendent, Mr. Tanguay who came in as Superintendent full-time in April, we used a number of \$5,302, the actual number that has been projected with the State is now \$4,907 and that's another drop of three or four hundred thousand dollars when you're doing tuition projection. So, as Kevin said the arrangement with Hudson/Litchfield which was supposed to bring in over a hundred students brought in approximately 16 to date. Those two factors dropped the tuition enrollment. There are other issues that their auditor is going to be reviewing tonight with at their meeting taking a look at Special Education tuition, Vocational tuition and the Medicaid. The Medicaid numbers have also decreased from earlier projections; that could be a number of reasons why none of us could speculate at this time.

Mr. Clougherty stated I think the bottom line, Alderman, on the revenues is that we've been working with School as this Board asked us to and we had the joint meeting back at McDonough School, we've been working with them and I think that what's going to happen here is you're going to see that we're going to resolve this through the course of the year, but it's going to take some work on the part of the School Superintendent and they're going to have to make some management calls that are not going to be the most fun for them. The Board on this side is going to have to entertain and monitor the revenue side because if we're not able to get the School revenue picture back up or to get some of these other General Revenue Funds up we're hoping that we might see some benefit here. I'll give you an example, if the Federal Open Market Committee leaves the interest rates where they are then maybe the investments that the City makes are going to earn more. But, if they lower it then that's going to keep the number

that you've got forecast is where you're going to be. So, there are some things that are going to happen in the next couple of weeks that will give us a better handle on the revenue flow and hopefully it's going to be positive. I spoke, for example, to the City Clerk today and he feels more optimistic than the number that he's given us and we think he's right, so there will be adjustments. We hope that the adjustments over the next couple of weeks are going to be positive and that that \$711,000 number is going to go down and we hope that the \$1.1 million number that the School Department is forecasting that they're going to be able to shrink as well, too. But, we are going to continue to report that to you because as you go through your budget deliberations for next year that's very important for you to know what the actual revenue is going to be and what the fund balance situation is because we want to make sure for credit rating purposes that we have a fund balance. We don't want to come in in a negative position and we don't want to come in with something that is not going to be acceptable in that regard.

Alderman Shea commented that I would say that one of the more difficult problems that the School Department faces is the area of Special Ed and I think that the Federal government sends back seven percent and they promised forty percent and I know that our Congressional delegation has been appealed to at several different junctures. But, I think that that is really a concern that we all have to take into consideration when the Federal government says that you have to educate all the different children coming into the City which, I guess a refugee center and the population goes from 300 to approximately 700 students, so I think there's a lot of onus placed on the School Department in terms of overspending their budget or not getting the revenues, but I think too that it's important that we look at all of the issues involved here.

Mr. Clougherty stated, Alderman, we have spoken to School and said if there is anything that we can do in terms of policy we'll do that and we have met with the people from the State dealing with the refugee issue this morning as one item and we were informed that we have and, Mayor, you were in the meeting and correct me if I'm wrong, we're getting about 80 to 90 percent of the refugees that relocate in New Hampshire come to Manchester, are being assigned to Manchester and it's because of the network of services that is available and the excellent education system that we have and because those things are in place that's serving as something that is compounding the educational budget issues that the Superintendent is trying to wrestle with.

Alderman O'Neil stated, Kevin, I just want to make sure I understand...on page 3 the School Severance, the \$450,000...that is over and above the million dollars or that's included in there, so that it is really only \$650,000 because the transfer hasn't taken place yet, correct.

Mr. Clougherty stated the \$450,000 is set aside for the purpose for which it's intended, right.

Alderman O'Neil stated so that is not part of the \$1.1 million.

Mr. Clougherty stated right.

Alderman O'Neil stated, Kevin, on the last page you mentioned Traffic...the \$458,000. Could you go into that one more time.

Mr. Clougherty stated my understanding of that, Alderman, is that the meter heads that were ordered didn't come in and get installed according to the schedule that they had thought it would when they made their projections last year and as a result of that and the fire in the garage that is what is contributing for the most part to those reductions.

Alderman O'Neil asked the fire in the garage in what way, lost revenue, they weren't closed that long. I don't think they were even closed a week, were they Mary.

Mr. Clougherty replied yes. The bottom floor is still closed, Alderman.

Alderman O'Neil stated none of that traffic has moved up to the Victory.

Mr. Clougherty stated my understanding from Traffic is those are the two reasons that that's off. Now, we'll talk to Traffic as the Board will be talking to all these departments as they come in to deliver their budgets. What we're trying to provide the Board with these financials is something that you'll have it in front of you when you're meeting with the departments to be able to discuss the revenues and the expenditures and making sure that the forecast for the next budget year are prudent.

Alderman Wihby asked are these the accurate numbers, are these what School's using or you're using. We had heard in the beginning that they would be short somewhere between \$1.1 and \$1.2 million, then we heard that there was a mistake, that money was hidden, that they weren't short at all. Yesterday, they were talking to a couple of Aldermen saying that you went on TV and said we were short and we're not going to be short at all and then today you come to us and you tell us you're short \$1.148 million. Do they agree with your numbers.

Mr. Clougherty replied I can only tell you, first of all, I haven't done projections of their deficit and we've tried to work with School and I think School is in a difficult position and they're trying to manage their way through that and as you know, Alderman, as you go through this process the numbers change and they're trying to change them positively. Now, when we met with them on April 28th, the number that they had for their projected deficit was \$2.035 million, but included in that was about \$400,000 worth of cuts that they would have and they were trying to factor in a million dollars in the Medicaid, so that brought them down to a projected deficit of about \$600,000.

Alderman Wihby asked what do you mean by Medicaid.

Mr. Clougherty replied they were asking that the City transfer over, so what we have done is we've met with them and we said the number from the Salary Adjustment gets transferred over at the end of the year as we do with all of the departments because if a department has 50 people to start and you move the money over...paid by the end of the year, just a natural turnover you may not need all that, but that money is available to them, so when you factor that in to that \$2 million problem they are still off the \$1.148 million.

Alderman Wihby stated go over that again. If it was \$2.035 million and they found \$400,000 somehow, so it's \$1.6 million.

Mr. Clougherty stated they're hoping they can make \$400,000 in cuts, right.

Alderman Wihby stated okay, so they haven't done that yet. So, it's \$2 million, but yet we gave them \$1.1 million from Salary Adjustment...

Mr. Clougherty stated if you calculate the \$1.1 million that still gets them down to somewhere...

Alderman Wihby stated so, your number using \$1.148 million, you're saying that out of that they think they can cut \$400,000, so they're looking at a shortage of about \$750,000.

Mr. Clougherty stated what we've told them is that we will work with them to see if there is ways that all...that we're away of...that things they can do that might help them to try and get that number down even further and I think there are some things they can do with purchase orders and things that they might have out and we're going to work with them on that. My hope is that the Board would be meeting next week on a number of nights to review individual department budgets, what I'd like to do is to be able to come back to the Board next week at one of those meetings, maybe Wednesday or Thursday and update you on this so that you're getting this stuff currently as we're going through that and if the Board does need to take some action as a result of the situation then you have more than a month-and-a-half to accomplish those corrective measures.

Alderman Wihby stated it's really a double hit because the revenues are down \$1.1 million plus they're short \$1.1 million and it's not due because the revenues didn't come, it's not due to their expenses, they've overspent, it has nothing to do with the revenues, two separate accounts here. Just because the revenues are down \$1.1 million doesn't mean that if they were right they'd be okay, they still overspent the \$1.1 million.

Mr. Clougherty replied they haven't overspent anything until the end of the year, Alderman, they are projecting they will overspend and that's what we're trying to do is to make sure to not get into that situation because we don't want to see any of the departments get to that level.

Alderman Hirschmann stated Alderman Wihby is right on the same train of thought I had. Kevin, \$1.1 on the expense side and \$1.1 on the revenue side and if you move one to the other side you're going to hit \$2.2 on the revenue side to the General Fund, it's still the same right.

Mr. Clougherty replied, right.

Alderman Hirschmann stated tell us a good reason to move that Medicaid money, will they pick up any more revenues by moving that money.

Mr. Clougherty replied, no. What that will do is allow them not to overexpend.

Alderman Hirschmann stated that is the only reason.

Mr. Clougherty replied, yes.

Mayor Wiczorek stated then you have a shortage on the revenue side, so you're just taking it from one side and putting it to the other.

Alderman Hirschmann stated it's still \$2.2 no matter which way you look at it, right.

Mr. Clougherty stated what we're trying to do and my perspective as you know is a little bit different from other people when we're looking at these things because I'm trying to look at the bottom line here and what's good for the City of Manchester when we present our financials to people and I think what you have to take a look at is how do you want that bottom line to look.

Alderman Hirschmann stated so for reporting, for auditing purpose you'd like to report it out better.

Mr. Clougherty replied, right and I think the City's best moments are when they collectively work with the Boards to these challenges and that's what we're going to try and do, we're going to try and work with School and we already are we've had several meetings in the last couple of days and making progress in some areas to help them and our goal of both staffs is to try and get this number down so that we end the year with a little bit of a positive fund balance. The issue that you will have and that I remind you is that it's probably not going to be \$1.3 million, so you are probably going to have to address that as part of next year's budget in some fashion.

Alderman Hirschmann asked is this going to be an annual precedent where we give them the Medicaid money every year.

Mayor Wiczorek stated normally that account would be closed, but we kept that account open for them, I think last year.

Mr. Clougherty stated the account is...when you set up a special revenue account it exists, you go through a process and it's there. Whether you choose to activate it or use it is a difference budgetary consideration. As part of this year's budget, the thought was that we would not use those numbers and the goal still is not to use those unless you absolutely have to to avert some type of an overexpenditure situation and again we are going to try and work with them to minimize that the best we can.

Alderman Girard stated, Mr. Clougherty, I just have two questions. Why would...since the Medicaid fund is a dedicated fund, why would using that money affect the fund balance, I didn't think we could use that for any other purpose other than for Special Ed expenditures in the School Department.

Mr. Clougherty stated that is right, Alderman, but what you would do is carve out of this year's budget those legitimate expenses, move them over to that fund and pay for them with the Medicaid dollars; that would then free up the appropriation of the School Department to cover some of the other expenses.

Alderman Girard asked why would that affect that \$711,000.

Mr. Clougherty replied because you...the Medicaid money is part of this year's budget.

Alderman Girard asked was it put into the General Fund.

Mr. Clougherty replied, right. The thing you have to watch when you do that is that if you move those dollars, it's not exactly a dollar-for-dollar because of its salaries, it's a buck thirty because you have to put in the benefits and you've got to watch that calculation and that's what we're going to be monitoring with them to see how to maximize that or possibly minimize the use entirely.

Alderman Girard asked, Kevin, does a situation exist where we might consider tapping the Revenue Stabilization account, the "Rainy Day" fund.

Mr. Clougherty replied the Revenue Stabilization account if you go back and take a look at its purpose is to be used during periods of economic downturns. The problem that we have here isn't that we have an economic downturn, we've got a pretty good economy out there and that's shown by a lot of the other revenue projections overperforming. So, it would not be something that you would want to tap because that again sends a signal that there's a management weakness rather than something else and you're going to need that when that correction comes. We don't want to start tapping that because we've been putting it aside in anticipation of a correction of a real economic correction in another couple of years.

Alderman Girard asked do you know what's in that account now.

Mr. Clougherty replied it's about four or five million.

Alderman Girard asked are we obligated at the end of the year by ordinance to take half of the fund balance and put it there.

Mr. Clougherty replied until you get to an economic correction we'll leave it and leave "Rainy Day" the way it is.

Alderman Girard asked what's the balance again.

Mr. Clougherty replied I think it's about five million.

Mayor Wieczorek replied between four to five, four-and-a-half thereabouts.

Alderman Girard stated I'd just like to know what that cap is when Mr. Clougherty gets a chance.

Mayor Wieczorek replied it's about five percent, as the budget goes up the dollars go up.

Alderman Girard stated he wasn't sure, your Honor, he said it was five percent or five million.

Mr. Clougherty stated I think it's five too.

Alderman Pariseau stated, Kevin, I have one question relative to the revenue forecast. I noticed that revenue source 4929 Airport...only \$60,000 is coming back to the City and then you say they are going to shortchange us \$10,000.

Mr. Clougherty stated under Federal law, we cannot profit from the Airport and the revenues that the Airport makes has to stay into use for the Airport, however, under Federal law the City can be reimbursed for actual expenses for services provided. So, if the Highway Department were to plow a road, they get to be reimbursed for the exact amount of dollars and we submit invoices to them on a regular basis. One of the nice things about this new system is that we are going to be able with the departments be more accurate in that and I think in other years that is going to go up, but right now that's been expended for several of the departments is lower than what we had talked about. We've talked to Fred about this and in the next month as we go through this Airport financing a lot of my time is going to be spent there, so I think that the time that we put in, the staff puts in, that Information Systems is going to have to do it for running projects will bring that closer to zero.

Alderman Pariseau stated that was my concern of all the effort that we as a City put into the Airport, not only the staff, the Alderman and whomever it should come up to more than \$60,000

and one other question relative to the Highway Department they were working over off of Goffs Falls Road doing landscape work, is that in that \$60,000.

Mr. Clougherty replied no, because that is probably part of a special project or a CIP project and would be reflected in those capital items there.

Alderman Pariseau asked why would the CIP funds be used for Airport activity. Where they tore down those houses and the trees and everything else.

Mr. Clougherty replied I thought you were talking about a capital project and if the City is providing services to the Airport, Highway should be billing them and I know that Claire does a pretty conscientious job of that, so I'm sure if they were down there doing the work, she submitted a bill.

Alderman Pariseau asked wasn't there something a few years back that said the City's income from the Airport was frozen at three hundred thousand plus dollars.

Mayor Wieczorek replied you missed a few meetings since then because when we went for FAA funds they said you can't do that and we had to stop that.

Mr. Clougherty stated at one point in time, Alderman, the City tried to capture between 10 and 13 percent and as I explained under the Federal law you can't do that. In LA, what they did was to try and use the airport and make money on it and they ended up and I think Philadelphia was another one where they were actually taken to court by the FAA and they are now paying that money back at over 8% interest, so the City doesn't benefit from trying to go in and use those dollars to offset. What you've got to is make sure you've got an accurate justification and billing system to get every dime that you get back out of it, did I misstate that.

Mr. Testa replied no that's exactly right. I think for Alderman Pariseau the project on Goffs Falls Road is a combination of two things: the Airport personnel went in and landscaped both sides of the road, the Highway Department then came in with a drainage project and putting sidewalks on both sides. When they tore up the road and tore up the landscaping as part of that CIP project replaced what was torn up, but that's a combined project that was not an Airport project.

Alderman Thibault stated I would like to ask Mark Hobson a question. Mark, you stated something about what the State paid back for per pupil in the schools, could you explain that a little more and also I'd like to know how long has it been since we assessed exactly what it does cost us to put a person through school, I'd like to know where we're at with that. Here we are taking a lot of kids from other towns, are we getting paid the proper amount of money to take care of these kids.

Mayor Wieczorek stated I think that would be more properly asked when the School Department is meeting here on their budget and hopefully they will have all of the figures.

Alderman Thibault stated I just want to know how come they cut it down by two or three dollars, I guess from what I heard them say before.

Mr. Hobson stated what the auditor explained to us today that based on the School Department's/District's reporting to the State through their MS report that the cost per pupil went down from \$5,300 to approximately \$4,907. So, that means that the amount of tuition that we would charge to an outlying district such as Bedford and Hooksett would also go down. So, therefore, if the cost per pupil goes down in the School system then the amount of money we, in turn, may charge or might charge to an outlying district will also go down. So, that obviously means that the high school tuition revenue projection that we did last year, we used a number of \$5,300. If that amount, after a period of time of nine months, ten months, eleven months whatever decreases then, therefore, your total tuition revenue from the high schools will also decrease; that will make the revenue projection for the School District to be down for high school tuition revenues. But, I think the Mayor is also correct that the School District is paying the City's auditors to go through their revenues...I feel that is it unfair for us to get into too much detail tonight, we're not listening to what this auditor is saying at their Finance Committee report and I feel it would be more just to hear what that gentleman has to say and what their Finance Committee wants to do about it. As Kevin says we have been meeting with that auditor and School District administration on a regular basis.

Alderman Thibault stated this is the reason for the shortfall though, right.

Mr. Hobson replied it's one and also the Hudson/Litchfield program/contract that was signed which did not come to fruition. There is a lot of discussion going on right now in the Hudson/Litchfield School District about what they will be doing with their high schools and apparently the auditor didn't know why this afternoon, he was not sure just why that shortfall occurred, why a hundred students who could have come did not come and only 16 did.

Mr. Clougherty stated, Alderman, your question is a good one in terms of capturing the costs and making sure we try to get that up and with the new system we can do work orders. For example, Highway has what is known as a Coronis system which is an automated time clock that works into a work order, so they know how many hours people put in, so when they do a billing to the Airport it's far more accurate than another department that isn't doing it that way. Because that has been successful Parks is now moving into that direction and a lot of the other departments are going to be moving there and you're going to get a much more accurate assessment from the departments, it's not so much that the School Department controls that as much as the other departments trying to keep track of what their expenses are and with the new system that should be a lot easier and more defensible. So, if someone wants to argue with the

City as to why we are putting that, we will be in a position to say here's the number, here's the hours and be able to collect it.

Alderman Shea stated I was going to ask did you get any explanation as to why the cost has gone down, you explained that the costs had gone down according to what the auditor at the State had mentioned, but why did it go down.

Mr. Hobson replied basically it's a lot like any other kind of consumer item. If you've got a certain amount of children and you've got a certain amount of overhead including teachers, including educational assistants, etc. the amount of money that you end up using in the formula for those MS reports, if the amount of money that you are using divided by the amount of children, the enrollment changes for example, the amount of teachers that you add to the classrooms changes, then your cost per student is going to come down.

Alderman Shea asked what is the average cost projected in the adequate education.

Mayor Wiczorek replied we haven't figured that out yet, Alderman.

Mr. Hobson replied it's a sliding number, it's in the low five's. We've heard that \$5,300/\$5,250 and that was the reasonable number, frankly, that we were using for tuition when we put last year's budget together.

Alderman Shea asked will we received the auditors report that is being given to the School Department.

Mayor Wiczorek replied the School Department will be here during the budget period; that the auditor will be here, the Superintendent will be here, his finance people will be, they will all be here.

Alderman Shea stated I'd like that prior to it so that we could sort of be aware of what...you people are dealing with them now, aren't you.

Mr. Clougherty stated if you want us to ask for a copy of that, we will be happy to do that and get it out to the Board.

Alderman Shea stated I think it is important that we look at that prior to the meeting, so that if we have any concerns or questions.

Alderman Wihby stated in the Salary Adjustment account we knew that the raises that were in were going to total almost \$1.7 million and we only put in \$1.4 million and they were going to come up with the other \$300,000 in their budget. I think where there is a little difference there is that \$1.4 million isn't really \$1.4 million, it's \$1.1 million because we took out the benefits.

So, there is \$300,000 there that got lost in the interpretation of school's think they had \$1.4 million when they really only had \$1.1 million, so \$300,000 of the deficit isn't really their fault because the numbers were messed up, but we knew that they were going to incorporate some money into their budget for raises, but they thought \$300,000, but they really have to do \$600,000 because the money went to benefits.

Mr. Clougherty stated one of the things we're looking at is if you looked in the financials you see all of the health benefits about 26% and that's a factor of what people are taking out for insurances, families or singles. So, if for some reason we're able to accommodate what their needs are in these line items then we will probably come back to the Board and say we'd like to free up the additional \$300,000 and provide that to them. But, we have to go through and Mark and to calculate how that affects all of the other departments and make sure that they don't get caught short and that the other lines items are not in jeopardy and if we can do those types of things we'll come back and recommend it and present that to the Board.

Alderman O'Neil stated, Kevin, I just want to revisit the School Severance one more time. We are not going to use the \$450,000 which was earmarked for the Early Retirement Program to offset the \$1.1 million, is that correct.

Mr. Clougherty replied that is my understanding from the auditors.

Alderman O'Neil asked where are the figures of the money that was put in their for the Early Retirement.

Mayor Wiczorek replied there wasn't any, this is just regular retirement. This is a line item that was funded last year.

Alderman O'Neil stated there was a commitment made, but no money put into it.

Mayor Wiczorek stated I think that people had talked about it, if there was a way to try to do it, I think they wanted to try to accommodate them. What we're working toward now is to find out is there a way that we can help them and can we meet that objective. I told you I'm never going to support if the budget is in deficit to be adding to that deficit.

Alderman O'Neil asked how can commitments be made to do an early retirement...

Mayor Wiczorek asked who made a commitment.

Alderman O'Neil replied my understanding is this Board did.

Mr. Hobson stated, Alderman O'Neil, when we put the budget together for School Severance we utilized the numbers that were in the normal retirement program and we negotiated the

teacher settlement fairly late in the budget process. The way in which we were going to fund the additional monies that would be needed for the program that would be negotiated and that's approximately \$325,000 added to the \$450,000 that was going to be utilized from the savings that would come into play by hiring teachers at the lower rate on the retirees that went out, there were 42 retirees that left in last year's budget, however, what was confirmed to us today is that on a projected basis that savings is no longer there, so the savings that could have been in place in the budget to help support above and beyond the \$450,000 is apparently not there from what we saw from the auditor's financials, the \$450,000, however, is still there.

Alderman Girard asked why didn't those savings materialize or did they and they've been overwhelmed by the projected deficit.

Mr. Hobson replied I can't really answer that whole question.

Alderman Girard stated well, answer the part you can.

Mr. Hobson replied we budgeted for 993 teachers in this year's budget, we finished the year last year with 961. On top of that there were 42 teachers that retired last year, so if you take all of that into account and if you say that there are people that are leaving in the \$45,000 range and you have people that are coming in that you would project to hire in the low \$20,000 range you're going to have a savings in your line item that you can use to help fund your payroll. What we found out today that the School went beyond the hiring of 993 FTE's because of Special Ed and ESL teachers that were hired, that is what we were told, so the FTE count is greater than 993 and also what you probably know and many of the teachers who are here in the audience know that most Special Ed and ESL people are generally not coming into the system at a Bachelor's step one for \$23,200. Most of them have Master's degrees, many of them have some longevity behind them, so I don't know what took place because one thing that I will admit to is that, yes, I was a part of the team that put the revenue projection in the budget together, but after August 8th, I was not part of the team that spent the money on the hiring process, so it's not up to me to say what they did with their hiring process and I think that's what we're paying their auditor to help them support.

Mr. Clougherty stated if you go back...right now, as we project forward next year's budget we've got some ideas of what we'd like to do and some initiatives we'd like to undertaken, but the economy changes and things happen and you're not always able to carry those things out and I think that's what the School Department is saying. As you said, Alderman, they're overwhelmed in the events of the day with respect to some of the things that happened with respect to Special Education and the influx of students worked against them and the fact that they weren't able to take some of the people in from Litchfield worked against them and all those factors have to be addressed. As much as you would like to be able to do some things you have to offset and that I think is what was trying to be conveyed to us today. From our standpoint we're trying to make sure that their bottom line is taken care of and that is what we

are going to continue to work with them on and continue to report to you on. So, I would ask if the Board in its meetings over the next several weeks when you're meeting with the departments and I know that those meetings you put in a lot of hours and you've got them all laid out, we may try to tack on some of those just a few minutes and brief you on the progress that we're making, so that everyone can be appraised of this and the City can weather this situation.

Alderman Girard in reference to the \$1.4 million that is in the Salary Adjustment account asked is that for pay raises for the teachers, my recollection was that that was to handle that rollover.

Mr. Clougherty replied that is in addition to it.

Alderman Girard stated I remember the rollover was \$1.4 million all by itself, I didn't think that was there for pay raises.

Mr. Clougherty stated that was \$1.2 million for the 27th week and has already been taken care of and transferred with the remaining \$1.4 million was for the raises and the benefits.

Alderman Girard stated there was another \$600,000 in that account that has already been tapped.

Mr. Clougherty stated there was \$2.6 million and it was \$1.2 million and \$1.4 million and those have already been factored into the School Board's consideration of where they are today and the audit report of being off the \$1.1 million.

Mr. Hobson stated the other point, Alderman, is that what School did not understand and myself included was what Alderman Wihby pointed out that when the \$2.6 million was put in the Salary Adjustment account to handle the 27 teacher pay period and to help support the negotiated settlements, what we did not understand was that on top of the \$2.6 million money for FICA and Medicaid and State Retirement would also be taken off the top which can total anywhere between \$260,000 to \$300,000 and I believe that that's one of the items that we have to continue to talk to the School Department about.

Alderman Girard stated of that \$1.4 million there's \$1.1 million that is going to be applied to the School Department's budget to buy down that projected deficit.

Mr. Hobson replied that is what we understand, yes.

Mr. Clougherty stated to buy down the two million dollars they are already including that as part of the two million and as I said...that's already been included above the \$1.1 million; that has already been taken into consideration.

Alderman Girard asked the \$1.1 million brings the projection down to what.

Mr. Hobson replied down to \$1.1 million.

Mr. Clougherty stated if we see some progress in some of the health benefits and things like that so that we can accommodate more of a transfer, we will do that and try to give them some more relief and get that further down.

Alderman Cashin stated, your Honor, this discussion this evening has been very interesting, but I feel a lot more comfortable if we had Superintendent Tanguay here and the finance people, a lot of people are throwing a lot of things out here and there's nobody here to say yes, no or maybe and I don't understand this. I really think that we might be going a little bit too far here tonight. At least, let's invite them in so they can at least discuss it.

Mayor Wiczorek stated they are going to be here next Wednesday and that is what I suggested that if you've got any questions the Superintendent ought to be here, his finance people ought to be here, they should all be here.

Alderman Girard stated just a point, I believe that Alderman Pariseau at least at two meetings has made the point and this Board has supported him that all department heads should be at these meetings in case we have questions, so we can get answers while...

Mayor Wiczorek interjected he is at a different meeting tonight, Alderman.

Alderman Girard stated but I don't see many other department heads from the City here, so I just wanted to bring that to the Board's attention.

Alderman Shea commented I might add we ought to be very careful how we refer to department heads until we have the full story, your Honor, because Superintendent Tanguay a couple of meetings ago was lambasted and I don't think that's a very appropriate type of approach to use to a department head when we don't know all of the details.

On motion of Alderman Pariseau, duly seconded by Alderman Reiniger, it was voted to recess the regular meeting to allow the Committee on Finance to meet.

Mayor Wiczorek called the meeting back to order.

OTHER BUSINESS

11. A report of the Committee on Finance recommending that Resolutions:

“Amending the 1997 Community Improvement Program, authorizing and appropriating funds in the amount of \$8,258 for the 1997 Community Improvement Program 5.50201 Library Literacy Volunteers of America Project.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds for the 1998 CIP 4.20106 Motor Vehicle Prosecutor.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds in the amount of (\$30,000.00) Thirty Thousand Dollars for the 1998 Community Improvement Program 5.10258 Livingston Park Capital Improvement.”

“Amending an Amending Resolution ‘Authorizing and appropriating funds in the amount of (\$21,790,000) Twenty One Million Seven Hundred Ninety Thousand Dollars for various Airport Authority Projects’,” so as to revise the funding source for the 1998 Community Improvement Program 7.30279 Ammon Center Parking Lot Project from \$540,000 MAA Cash to \$540,000 MAA Bond.

ought to pass and be enrolled.

Alderman Clancy moved to accept, receive and adopt the report of the Committee. Alderman Sysyn duly seconded the motion. The motion carried with Aldermen O’Neil, Cashin and Thibault duly recorded in opposition to the last resolution listed relative to the Airport projects.

12. Communication from the Airport Director seeking approval to advertise for janitorial services and receive proposals for said services rather than utilize straight bid procedures as set forth in Section 35.101(A) of the Code of Ordinances.

Alderman Wihby moved to approve the request of the Airport Director relative to advertising for janitorial services. Alderman Klock duly seconded the motion. The motion carried with Aldermen O’Neil and Cashin duly recorded in opposition.

Alderman Wihby asked if this had ever been done previously.

Solicitor Clark replied that the City had authorized various departments to use RFP’s rather than straight bids on various projects.

Mr. Testa stated we had asked the Board last year to go out for the management contract for the parking services by proposal rather than straight bid, since it required services that they wanted to evaluate quality rather than quantity. The idea of going out for proposals allows you to assess the quality of the services including the price and under the ordinances of the City of Manchester in order to do that they need to seek approval by the Board of Mayor and Aldermen and have done so in the past such as parking services last year and are asking in this particular case the cleaning contractor’s there is a very specific contract for the Airport to make sure that the Airport stays clean at all times and also want to...in bid services especially in cleaning contracts and I don’t want to rehash some painful things for this Board, but in cleaning contracts a lot of times what you get is very low bids and the quality of services start slipping, we don’t have that problem at the Airport because we evaluate the services to be rendered (i.e., how many times will you go to the bathrooms to clean them per hour, how many times do you visit this, how many feet high do you clean the glass, how many times do you clean the glass), so in

assessing the cleanliness aspect of the Airport it looks just as good now as it did four years ago, so we like that permission from the Board.

13. Communication from the City Clerk seeking authorization to seek grant funding to assist in efforts to improve the storage, security, preservation of, and public access to municipal records.

On motion of Alderman Hirschmann, duly seconded by Alderman Clancy, it was voted to authorize the City Clerk to seek grant funding as requested.

Alderman Girard stated I would like to suggest to the Board that it say something to Deputy City Clerk Bergeron because he really has done an outstanding job and to congratulate him on his award.

14. Communication from Virginia Henderson requesting use of Manchester's City Seal to be used in her proposal for a mosaic mural in the Brown Building in Concord, NH.

Alderman Cashin moved to deny the request of Ms. Henderson. Alderman Thibault duly seconded the motion.

Alderman Cashin stated we'll get more and more of these requests since it was approved for the bank.

Alderman Pariseau stated they had forwarded letters to other communities noting he would not want Manchester to be the only one without their City Seal up in the Brown building.

Alderman Pariseau moved to table Ms. Henderson's request. Alderman Rivard duly seconded the motion. The motion carried with Aldermen Wihby, Cashin and Hirschmann duly recorded in opposition.

15. Ordinances:

“Amending the Zoning Ordinance of the City of Manchester by extending the R-1B (Residential one-family) district to include parcels of land currently zoned R-2 (Residential two-family), generally including all properties front on Lewis Street, and having an area of approximately 2.0 acres.”

“Amending the Zoning Ordinance of the City of Manchester by extending the I-2 (Industrial Park) zone to include a portion of land currently zoned R-S (Residential Suburban) in the area generally to the northeast of the Zachary Road cul-de-sac (Map 727/Lot 1-I).”

On motion of Alderman Wihby, duly seconded by Alderman Reiniger, it was voted that the Ordinances be read by titles only, and it was so done.

These Ordinances having had their second readings by titles only, on motion of Alderman Wihby, duly seconded by Alderman Sysyn, it was voted that the Ordinances be Enrolled.

On motion of Alderman Reiniger, duly seconded by Alderman Hirschmann, it was voted to recess the regular meeting to allow the Committee on Accounts, Enrollment and Revenue Administration to meet.

Mayor Wiezorek called the meeting back to order.

A report of the Committee on Accounts, Enrollment and Revenue Administration was presented advising that Ordinances:

“Amending the Zoning Ordinance of the City of Manchester by extending the R-1B (Residential one-family) district to include parcels of land currently zoned R-2 (Residential two-family), generally including all properties front on Lewis Street, and having an area of approximately 2.0 acres.”

“Amending the Zoning Ordinance of the City of Manchester by extending the I-2 (Industrial Park) zone to include a portion of land currently zoned R-S (Residential Suburban) in the area generally to the northeast of the Zachary Road cul-de-sac (Map 727/Lot 1-I).”

were properly enrolled.

On motion of Alderman O’Neil, duly seconded by Alderman Shea, it was voted to accept, receive and adopt the report of the Committee.

19. Resolutions:

“Amending the 1997 Community Improvement Program, authorizing and appropriating funds in the amount of \$8,258 for the 1997 Community Improvement Program 5.50201 Library Literacy Volunteers of America Project.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds for the 1998 CIP 4.20106 Motor Vehicle Prosecutor.”

“Amending the 1998 Community Improvement Program, authorizing and appropriating funds in the amount of (\$30,000.00) Thirty Thousand Dollars for the 1998 Community Improvement Program 5.10258 Livingston Park Capital Improvement.”

“Amending an Amending Resolution ‘Authorizing and appropriating funds in the amount of (\$21,790,000) Twenty One Million Seven Hundred Ninety Thousand Dollars for various Airport Authority Projects’,” so as to revise the funding source for the 1998 Community Improvement Program 7.30279 Ammon Center Parking Lot Project from \$540,000 MAA Cash to \$540,000 MAA Bond.

On motion of Alderman Reiniger, duly seconded by Alderman Shea, it was voted that the Resolutions be read by titles only, and it was so done.

Alderman Pariseau moved that the Resolutions pass and be Enrolled. Alderman Wihby duly seconded the motion. The motion carried with Aldermen Cashin, Thibault and O'Neil duly recorded in opposition to that Resolution relative to various Airport Authority Projects.

20. Ordinances:

“Amending the Zoning Ordinance of the City of Manchester by extending the R-1B (Residential one-family) district to include parcels of land currently zoned R-2 (Residential two-family), generally including all properties front on Lewis Street, and having an area of approximately 2.0 acres.”

“Amending the Zoning Ordinance of the City of Manchester by extending the I-2 (Industrial Park) zone to include a portion of land currently zoned R-S (Residential Suburban) in the area generally to the northeast of the Zachary Road cul-de-sac (Map 727/Lot 1-I).”

On motion of Alderman Wihby, duly seconded by Alderman Reiniger, it was voted that the Ordinances be read by titles only, and it was so done.

These Ordinances having had their third and final readings by titles only, Alderman O’Neil moved on passing same to be Ordained. Alderman Pinard duly seconded the motion. There being none opposed, the motion carried.

Mayor Wieczorek addressed addenda items distributed to the Board earlier as follows:

Communication from Alderman O’Neil seeking the Board’s support of Governor Shaheen’s ABC Plan.

Alderman O’Neil moved to table noting several questions had arisen and thought that perhaps the Governor and Speaker may be close to an agreement. Alderman Wihby duly seconded the motion. There being none opposed, the motion carried.

Communication from Moni Sharma, Executive Director of Southern NH Planning Commission submitting a copy of a resolution adopted by the Southern NH Planning Commission relative to the construction of the Airport Access Road and improvements to the Manchester Airport.

Alderman Wihby moved to support the resolution adopted. Alderman Pariseau duly seconded the motion. There being none opposed, the motion carried.

Communication from members of the Merrimack River Mills LLC, requesting that public parking spaces be made available to them at the Waumbec Commercial Center.

Alderman Reiniger moved that the communication from the Merrimack River Mills LLC be referred to the Committee on Traffic/Public Safety. Alderman Clancy duly seconded the motion. There being none opposed, the motion carried.

21. NEW BUSINESS

Mayor Wiczorek stated you're familiar of the problems the New Hampshire Performing Arts Center have had noting he had received a letter from Dan Leach which he read into the record as follows:

Dear Mayor:

I am happy to announce that the show must and is going on. Due to the benevolence of a few local foundations the national touring company of The Goodbye Girl will be doing a benefit at The Palace Theatre on Saturday, May 9 at 8:00 PM. Tickets are on sale for \$30.00 through The Federated Arts at 668-6186, myself at 647-8600 and at The Palace Theatre at 668-5588. The proceeds of this performance will be used to pay former NHPAC staff for work done prior to the closing of the Theatre and to reimburse the school children who paid to see a Midsummers Night Dream but unfortunately the show was canceled.

Many people have voiced their concern about the demise of the NHPAC and I hope that the community will rally around this effort to show the need for an on-going performing arts organization in the city. I can be reached at 647-8600 (w) or 625-2126 (h) if there are any questions.

Cordially,

s/Daniel J. Leach

Mayor Wiczorek stated he hoped people would support it as he thought it was important that the City have a Performing Arts Center.

Mayor Wiczorek reminded the Board that meetings would begin at 5:45 PM tomorrow evening with the Clerk's Office providing a light meal.

Mayor Wiczorek stated April 19-25, 1998 was National Volunteer Week noting he had been to several events for the volunteers and read the following Proclamation into the record:

PROCLAMATION

WHEREAS, The giving of oneself in service with no expectations in return, is a sign of the strength and character of an individual, and in turn, betters that individual; and

WHEREAS, An underpinning of a decent and just society is the willingness of people to work together for the common good in a volunteer capacity; and

WHEREAS, Our nation's self-sacrificing volunteer force is one of our greatest assets; and

WHEREAS, Only the positive energy of individuals mobilized to help others can stem the tide of homelessness, hunger, drug abuse, poverty, ignorance, and other problems that afflict our society; and

WHEREAS, It is incumbent on all our citizens to salute our dedicated volunteers and celebrate the volunteer programs which contribute to the life of our communities throughout Manchester.

NOW, THEREFORE, I, Raymond J. Wiczorek, by virtue of the authority vested

in me as Mayor of the City of Manchester, in the State of New Hampshire, do hereby proclaim April 19-25, 1998 as

NATIONAL VOLUNTEER WEEK

in the City of Manchester and urge all citizens to observe this week by considering how they can devote a portion of their lives to individuals in need or for an important cause or group.

IN WITNESS WHEREOF, I have hereunto set my hand and cause to be affixed the Seal of the City of Manchester, this Nineteenth day of April, in the year of our Lord, One Thousand, Nine Hundred and Ninety-Eight.

s/Raymond J. Wieczorek, Mayor

Mayor Wieczorek stated we did have a tremendous response to that and was very pleased and wanted to thank all of the folks who had participated in any way in any of the volunteer efforts that have served to make Manchester as better place.

Alderman Wihby announced that he had appointed Alderman Cheryl Klock as a member of the Millyard Review Committee replacing Alderman Robert Pariseau.

Mayor Wieczorek stated he saw no need to meet with the Chief Negotiator this evening relative to the Early Retirement Program as they did not have the figures.

Alderman Thibault commented that it was appalling to see the way the City of Manchester had funded the Public Library with respect to books. In the last ten or eleven years the Library had been held at \$100,000 noting the Board had heard a little last night with the prices of books going up and inflation. In looking at other cities around Manchester noted that in Concord, for instance, with a population of 37,000 they were given \$137,000; that Nashua with a population of 81,000 spent \$124,000; Keene had 23,000 in population and spend \$90,000; Portsmouth with a population of 22,000 give the library \$82,000; Merrimack with a population of 23,000 spends \$103,500; Londonderry at 23,000 spend \$90,000 noting there was a big disparity and thought it would behoove this Board to really look at it to see if it can't bring brought up-to-date with Manchester being 10 to 12 years behind any other Library in the area not counting Manchester's population. People from Manchester were leaving and going to the Nashua Library because we don't even carry them and asked the Board to consider it and make a genuine effort to raise the book allocation so that eventually the Library could get caught up.

Mayor Wieczorek stated the question came up at the public hearing last evening and believed Alderman Pariseau had asked what amount of money was requested by the Library noting they had been requested for a level-budget, but if they wanted budget additions it had been indicated

to them that it could be done by putting in that budget addition and also announced it to them at the meeting that was held with department heads, so he did not know where Mr. Brisbin was when it was happening noting they did have the opportunity to put in whatever their request was.

Alderman Thibault stated it was merely something the Board should look at because he really believed that it was imperative for the children in the schools today that they could not get a lot of the information that they should have.

Alderman Shea stated he could not let that go by because he thought that probably the Rooms and Meals Tax money was probably being used in these communities for this purpose and if it were used for that purpose they'd be able to fund the Library adequately.

Alderman Reiniger commented that he agreed with Alderman Thibault noting the Board was invited last night to look at the Library and look at the issues of interest and had to say that he was shocked that there was a lack of attention to the writings of Abraham Lincoln and Calvin Coolidge and John Adams, there's plenty of John Kennedy, but thought the lacking of those good old American values.

Mayor Wieczorek stated I've noticed that Board is really Democrats on that Board of Trustees.

There being no further business to come before the Board, on motion of Alderman Pariseau, duly seconded by Alderman Rivard, it was voted to adjourn.

A True Record. Attest.

City Clerk