

**BOARD OF MAYOR AND ALDERMEN**

**May 4, 1999**

**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, O'Neil,  
Girard, Shea, Rivard, Pariseau, Cashin, Thibault, Hirschmann

3. Presentations by students of Manchester High Schools - Central, Memorial and West relative to their recent experiences at the FIRST competition held in Orlando, Florida at EPCOT Center.

Mayor Wieczorek advised that the presentations by the high school students will not be done tonight as they were unable to reach the students. However, he did read a Proclamation into the record and invited School Committee Member Russ Ouellette to the presenter's table.

**PROCLAMATION**

**WHEREAS,** in understanding the need to help their community, the Manchester Letter Carriers will be holding a good drive on Saturday, May 8, 1999; and

**WHEREAS,** the food drive is sponsored by the National Association of Letter Carriers in conjunction with the U.S. Postal Service, AFL-CIO, and United Way, and

**WHEREAS,** all food gathering will stay in Manchester to benefit those in need;

**NOW, THEREFORE, I, Raymond J. Wieczorek,** by virtue of the authority vested in me as the Mayor of the City of Manchester, in the State of New Hampshire, do hereby proclaim May 8, 1999 as

**NATIONAL ASSOCIATION OF LETTER CARRIERS**

**FOOD DRIVE DAY**

**In the City of Manchester** and urge all citizens to join with the Manchester Letter Carriers in helping the hungry in our community by placing non-perishable food items by their mailbox on Saturday, May 8, 1999.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City to be affixed this Eighty day of May in the year of Our Lord, One-Thousand Nine-Hundred and Ninety-Nine.

Raymond J. Wieczorek, Mayor  
City of Manchester, NH

School Committee Member Ouellette stated my friends on the Board of Mayor and Aldermen as the Mayor said May 8th will be our Food Drive Day and we are asking all of the citizens of Manchester to place a non-perishable food item by their mailbox to be collected on Saturday, May 8th by the Letter Carriers. This is a truly huge effort that we provide. Last year was our seventh year, this is going to be our eighth year of doing this. Last year we collected 33,000 pounds of food which stayed directly in Manchester. We hope to beat that this year and I hope to see a large basket of groceries on your doorstep, Alderman Girard. And, also, non-perishable...Alderman Pinard, no ice cream. Again, I thank you for your support and thank you very much, your Honor.

### **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, one motion only will be taken at the conclusion of the presentation.

#### **Approve under Supervision of the Department of Highways**

- A. Bell Atlantic Petition #922694

#### **Informational to be Received and Filed**

- B. Copies of minutes of Airport Authority meetings held on January 28, February 25 and March 25, 1999.
- C. Copies of minutes of an MTA meeting held on March 30, 1999 and the Financial and Ridership Reports for the month of March, 1999.
- D. Communication from the State of NH, Department of Transportation advising that a public hearing for the Candia Road project has been scheduled for Wednesday, May 12, 1999 at 7:00 PM at the Weston School Gym/Cafeteria, 1066 Hanover Street.
- E. Communication from Ms. Dimanche, President of the NH Association of National Honor Societies thanking the City for its help in their city-wide book drive held in October, 1998.
- F. Communication from the President of The National Arbor Day Foundation congratulating the City on being named as a "1998 Tree City USA".
- G. Communication from the President/CEO of the Greater Manchester Family YMCA expressing support for Kim Valdez of Child and Family Services for her role as an advocate in the child care field.

#### **REFERRALS TO COMMITTEES**

##### **COMMITTEE ON COMMUNITY IMPROVEMENT**

- H. Communication from Brown Avenue residents asking that they be fairly relocated, as previously having been reassured by the City, due to the Brown Avenue Reconstruction and Widening project.

- I.** Communication from Wayne Vetter, Executive Director of the NH Fish and Game Department, requesting the City's consideration of entering into an agreement with the Department to construct a fish ladder at Pine Island Pond Dam.

#### **COMMITTEE ON FINANCE**

- J.** Resolutions:

"Amending the 1999 Community Improvement Program, authorizing and appropriating funds for various School Department Projects."

"Resolution Authorizing \$5,000.00 from Contingency be given to sponsor the Meet Me in New Hampshire Program."

#### **COMMITTEE ON TRAFFIC/PUBLIC SAFETY**

- K.** Communication from the Executive Director of the Greater Manchester Chapter of the American Red Cross requesting closure of Elm Street between North and Webster Streets from 5:30 to 9:30 PM on Saturday, October 16, 1999 for their fourth annual "Frightmare on Elm Street."

### **REPORTS OF COMMITTEES**

#### **COMMITTEE ON COMMUNITY IMPROVEMENT**

- L.** Recommending that a request allowing for the acceptance and expenditure of additional funds of \$31,000 from the U.S. Department of Education (Challenge Grant I) for Virtual Professional Development; \$11,500 from Private Foundations for MCTV Future Planning; and \$47,093.60 from tuition payments for the '99 Summer School Program be granted and approved; and for such purpose an amending resolution has been submitted.

#### **COMMITTEE ON TRAFFIC/PUBLIC SAFETY**

- P.** Recommending that a request from Big Brothers/Big Sisters of GM, Inc. as outlined below for a Yard Sale to be held on Saturday, June 19, 1999 from 8:00 AM until 4:00 PM:
- (a) closure of Concord Street between Chestnut and Pine Streets from 6:00 AM to 6:00 PM; and
  - (b) a "No Parking" ban beginning at 6:00 AM
- be granted and approved under supervision of the Police, Fire, Highway and Traffic Departments.
- Q.** Recommending that a request to close Kenney Street at Hanover Street and Hilton Street at Amherst Street from 10:00 AM to 11:00 PM on September 17, 18 & 19, 1999 in conjunction with the annual Glendi celebration be granted and approved under the supervision of the Police, Fire, Highway, and Traffic Departments.
- R.** Recommending that a request of Rev. Msgr. Crosby, Coordinator of the Central Committee for Jubilee 2000 to use the City's parking facilities on June 10 & 11, 2000 in celebration of Jubilee 2000 to be held at Saint Anselm's College be granted and approved under the supervision of the Traffic Department.
- S.** Recommending that a request for closure of Silver Street between Belmont and Hall Streets on Friday, June 4, 1999 in conjunction with St. Anthony's Student Appreciation Day be granted and approved under supervision of the Police, Fire, Highway, and Traffic Departments.

- T.** Recommending that certain regulations governing standing, stopping and parking, be adopted and put into effect when duly advertised.

**HAVING READ THE CONSENT AGENDA, ON MOTION OF ALDERMAN O'NEIL, DULY SECONDED BY ALDERMAN PINARD, IT WAS VOTED THAT THE CONSENT AGENDA BE APPROVED.**

**Report of Committee on Joint School Buildings**

- M.** Advising that it has accepted the attached NORESKO March '99 Progress Report and is submitting same to the Board for informational purposes.

Alderman Girard stated I wanted to pull this to draw the Board's attention that this is a report from the Committee on Joint School Buildings regarding the progress that the City has made with the NORESKO contract in doing the conversions of the lighting, etc. noting there was some concern at the last Board meeting regarding the progress and just wanted to draw the Board's attention to say that progress was well on track and right on schedule.

Alderman Girard moved to accept, receive and adopt the report of the Committee on Joint School Buildings.. Alderman Pariseau duly seconded the motion. There being none opposed, the motion carried.

**Report of Committee on Joint School Buildings**

- N.** Advising that it has accepted the enclosed project summaries and contractor's reports for April relative to Northwest Elementary School, the Henry J. McLaughlin, Jr. Middle School, Jr. High School Tech. Ed., Parkside Junior High School Addition, Memorial High School Science Lab and Other Improvements, ADA Accessibility/School Elevators, Central & West Heat & Ventilation Improvements, and West High School Room 104 Alterations and is submitting same to the Board for informational purposes.

Alderman Cashin stated this is in reference to the tabled items because of the Claremont Bill. Now, that the Bill has passed the State asked where are these.

Mayor Wiczorek requested Mr. MacKenzie address the question.

Mr. MacKenzie replied it was the Board's wish that the staff, if we felt it could be triggered that we could trigger the projects. We did confer that Friday after the action by the State and did give the go-ahead to both Frank Thomas at the Highway Department and Parks and Recreation to proceed with those projects related to the school projects.

Alderman Cashin moved to accept, received and adopt the report of the Committee on Joint School Buildings. Alderman Hirschmann duly seconded the motion. There being none opposed, the motion carried.

**Report of Committee on Joint School Buildings**

- O.** Advising that it has closed out the following projects:  
Highland Goffs Falls School Elevator; and  
West High School/Special Ed Room 104 w/toilet rooms.

Alderman Thibault stated I would like to know exactly where this is at "advising that it has closed out the following projects...especially West HighSchool/Special Ed Room 104 w/toilet rooms." What are we saying here, can anybody explain that to me, I just don't understand where it's at.

Mr. MacKenzie replied I can generally tell you what was going on with those, I know Frank Thomas is here if there are any specifics, he could answer those. But, generally, when a project is completed the Joint School Buildings Committee is actually establishing procedures for closing out a project which means once it is all done they want to make sure that the contractor has done everything that he said he would and in these two cases they feel that these projects have been properly completed. So, they are in essence closed out and handed over to the School Board under their jurisdiction.

Alderman Thibault stated you both feel comfortable that they have been completed.

Mr. Thomas stated they closed out, in some cases, only part of the project...there may be furniture that still needs to be purchased. So, it's the construction phase of the project.

Alderman Thibault asked you're comfortable that this will get to the end of where it has to go.

Mr. Thomas replied correct. We are formalizing the process as we speak right now.

Alderman Thibault moved to accept, receive and adopt the report of the Committee on Joint School Buildings. Alderman Pariseau duly seconded the motion. There being none opposed, the motion carried.

There were no nominations presented by Mayor Wiczorek.

6. Confirmation of the nomination of Chet Raymond to succeed Judith J. Gibson as an alternate member of the Zoning Board of Adjustment, term to expire March 1, 2000.

Mayor Wiczorek stated he would leave the confirmation of the nomination of Chet Raymond on the agenda as he had not yet received the resume.

On motion of Alderman Shea, duly seconded by Alderman Pariseau, 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**

9. A report of the Committee on Finance was presented recommending, that Appropriating Resolutions:

"Appropriating to the Manchester Aggregation Program the sum of \$808,118 from Aggregation Fees for the Fiscal Year 2000."

"A Resolution appropriating to the Manchester Airport Authority the sum of \$24,837,000 from Special Airport Revenue Funds for Fiscal Year 2000."

"A Resolution Appropriating to the Central Business Service District the sum of \$225,000 from Central Business Service District Funds for Fiscal Year 2000."

"A Resolution appropriating the sum of \$3,300,415 from Recreation User Charges to the Recreation Division for Fiscal Year 2000."

"A Resolution appropriating the sum of \$9,997,760 from Sewer User Rental Charges to the Environmental Protection Division for Fiscal Year 2000."

"A Resolution appropriating to the Manchester Transit authority the sum of \$651,000 for the Fiscal Year 2000."

"Raising Monies and Making Appropriations for the Fiscal Year 2000."

be referred to public hearing on Tuesday, May 25, 1999 at 7:00 PM in the Aldermanic Chamber, City Hall (3rd Floor), One City Hall Plaza.

Alderman Shea asked if we wished to remove one of these items at the public hearing on the 25th, we can do that, is that correct.

Mayor Wieczorek replied no, it has to go to public hearing.

Alderman Shea stated once it goes to the public hearing, following the public hearing if we want to remove one of the items we may do so.

Mayor Wieczorek replied yes.

Alderman Shea moved to accept, receive and adopt the first report of the Committee on Finance. Alderman Rivard duly seconded the motion. There being none opposed, the motion carried.

A second report of the Committee on Finance was presented recommending that, Resolutions:

"Amending the 1999 Community Improvement Program, authorizing and appropriating funds for various School Department Projects."

"Resolution Authorizing \$5,000.00 from Contingency be given to sponsor the Meet Me in New Hampshire Program."

ought to pass and be Enrolled.

Alderman Shea moved to accept, receive and adopt the second report of the Committee on Finance. Alderman Girard duly seconded the motion. The motion carried with Alderman Hirschmann duly recorded in opposition.

- 10.** A report of the Committee on Community Improvement was presented recommending that the Board of Mayor and Aldermen approve the assignment of the Development Agreement dated August 11, 1992 between Blue Cross and the City of Manchester by New Hampshire Vermont Health Service d/b/a Blue Cross and Blue Shield of New Hampshire to HUB Properties Trust; and further that the Mayor be authorized to execute such CONSENT, as enclosed herein, for and on behalf of the City of Manchester subject to the review and approval of the City Solicitor.

Alderman Wihby moved to accept, receive and adopt the report of the Committee on Community Improvement. Alderman Clancy duly seconded the motion. There being none opposed, the motion carried.

- 11.** Ordinance:

"Authorizing the Mayor to dispose of certain tax deeded property known as Map 9, Lot 11, known as 1037-1045 Elm Street."

On motion of Alderman Reiniger, duly seconded by Alderman O'Neil, it was voted that the Ordinance be read by title only, and it was so done.

On motion of Alderman Thibault, 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 Wiczorek called the meeting back to order.

- 14.** A report of the Committee on Accounts, Enrollment and Revenue Administration was presented advising, that Ordinance:

"Authorizing the Mayor to dispose of certain tax deeded property known as Map 9, Lot 11, known as 1037-1045 Elm Street."

was properly enrolled.

Alderman Reiniger moved to accept, receive and adopt the report of the Committee. Alderman Clancy duly seconded the motion. There being none opposed, the motion carried.

- 15.** Report of the Committee on Administration/Information Systems recommending that a request from Manchester Community Television for a Government Access Production Technician position be referred to the Committee on Finance for discussion with the budget.  
(Note: referred to the full Board by the Committee on Finance on 4/19/99.)

Alderman Wihby moved to amend the report for funding through the Human Resources Department, and accept, receive and adopt the report as amended.

Mr. Hobson stated it needed to be placed in a home at the moment noting it can be put in his department's budget as it had a combination of funding and could then decide where they would like it to stay permanently.

Alderman O'Neil duly seconded the motion. Mayor Wieczorek called for a vote. There being none opposed, the motion carried.

- 16.** Communication from the City Clerk on behalf of Kids Voting USA of NH requesting utilization of the City Hall Plaza area, departmental support for the event as may be necessary, and referral to the Committee on Traffic for the closure of a portion of Market Street in conjunction with a Presidential Barbecue Election Poll to be held on September 28, 1999.

On motion of Alderman Thibault, duly seconded by Alderman Hirschmann, it was voted to approve the communication from the City Clerk as requested.

- 17.** Communication from the Second Deputy Finance Officer seeking authorization to utilize \$450,000 from the EPD Replacement Account to upgrade various hardware and software system components into necessary compliance for the Y2K transition.

Alderman Pariseau moved to approve the authorization as requested.

Alderman Pariseau asked could this be sent to the Committee on Administration/ Information Systems.

Mayor Wieczorek asked, Frank, are you in any time crunch here or what.

Mr. Thomas replied yes we are. This is to upgrade our control system down at the Wastewater Treatment Plant. As you know the plant is completely automated and depends on computers and software. A study was done by a consulting firm over the last few months which indicated we have to do this upgrade. As it is, if we got the go ahead and fast tracked the projects we probably wouldn't be able to start the implementation of these upgrades until the end of the summer, first of September. So, we are cutting it close; that does not mean that the Treatment Plant will stop functioning, there may be some operations that we'll have to control manually. But, I do urge consideration of moving forward with this.

Alderman Rivard duly seconded the motion and thanked Mr. Thomas for clarifying the matter as it was rather vague noting that the \$450,000 from the EPD Replacement Account to upgrade various hardware and software systems did not specifically address the Wastewater Treatment Plant, so as long as it is being spent at the Treatment Plant I support is one hundred percent.

Alderman Shea stated this has something to do with the HTE system and wondered if Kevin could answer. Is the HTE system compliant with Y2000.

Mr. Clougherty replied that was one of the prerequisites that the Information Support Services Director required as part of HTE and I believe she's reported to this Board that it is and I will follow-up if you'd like and have her confirm that.

Alderman Shea noted that we are spending quite a bit of money to upgrade our computer systems and I think the Information Services wanted \$500,000 and I'm not sure if the Finance Office wanted some money at all, no. But, it's really leading to a lot of expenditures and I just wondered if HTE were compliant.

Mayor Wieczorek stated it is and there are a lot of people spending a lot of money, this is major, major conversion on the part of everybody.

Mayor Wieczorek called for a vote on the motion. There being none opposed, the motion carried.

18. Copy of a communication from members of the Task Force on the Future of Health Care in Manchester seeking the closure of the account established and dividing the amount (interest included, if any) equally between the NH Charitable Foundation and the City of Manchester.

On motion of Alderman Girard, duly seconded by Alderman Cashin, it was voted to accept closure of the account established and divide equally as outlined.

Alderman Shea asked how much did we contribute initially.

Mayor Wieczorek replied it was twenty and twenty noting they had not spent it all having spend \$21,000 and returning approximately \$19,000.

19. Ordinance:

"Authorizing the Mayor to dispose of certain tax deeded property known as Map 9, Lot 11, known as 1037-1045 Elm Street."

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

This Ordinance having had its third and final reading by title only Alderman Reiniger moved on passing same to be Ordained. Alderman Sysyn duly seconded the motion. There being none opposed, the motion carried.

**20. Resolutions:**

"Amending the 1999 Community Improvement Program, authorizing and appropriating funds for various School Department Projects."

"Resolution Authorizing \$5,000.00 from Contingency be given to sponsor the Meet Me in New Hampshire Program."

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

Alderman O'Neil moved that the Resolutions pass and be Enrolled. Alderman Pinard duly seconded the motion. There being none opposed, the motion carried.

**TABLED ITEMS**

- 21.** Communication from the Deputy Finance Officer relative to the Amoskeag Hydroelectric Station.  
(Tabled: April 20, 1999)

This item remained on the table.

- 22.** Communication from the Deputy Finance Officer requesting the Board's consideration of an Energy Efficiency Measure (EEM) contract with Virginia Electric and Power Company.  
(Note: previously forwarded under separate cover to Mayor and Aldermen.)  
(Tabled: April 20, 1999)

This item remained on the table.

- 23.** Communication from the Deputy Finance Officer relative to a Natural Gas contract.  
(Tabled: April 20, 1999)

This item remained on the table.

**NEW BUSINESS**

Mayor Wieczorek stated the Clerk is distributing an updated summary report of the FY2000 budget noting that it included the following changes: an additional \$11 million has been added to the State Revenue line in addition to the \$25 million originally projected in the budget. The Human Resources Department has recommended that the Salary lines of the Assessor's, MEDO, Information Systems, Youth Services, Fire, Police and Elderly Services be adjusted to reflect a total increase of \$195,238.00. Also, in consideration of the Board of Mayor and Aldermen's policy change regarding the Aquatics Division of Parks, Recreation and Cemetery an additional \$275,497.00 has been added to the Parks General Fund budget. After adjusting the budget using the above information the new proposed tax rate would be \$30.19 or a reduction of 7.2% from

the fiscal year 1999 adopted tax rate. While I believe this is good news, I want to encourage this Board to continue to work together to lower the rate even further and I look forward to working with you over the next few weeks to try and accomplish this.

Alderman Wihby stated I have some concerns and I don't know how we can do this and I asked the City Solicitor to be thinking about it. We have a brand new budget almost this evening because of the Claremont issue and the extra money and it's a big difference for the taxpayer, but I would like to hear from the taxpayer when we go to the public hearing on whether the 7% is enough or if they want 15%, not the one or two percent increase that's there and I know we have to send your budget but somewhere there has got to be a way that this is the numbers that go to the public hearing so we can all talk about a minus 7% and see if that's good enough for them or if they wanted more than that. I don't know how we do that...I asked the City Solicitor and Finance to get together and come up with an answer so we asked them and maybe they'll have one.

Mayor Wieczorek stated I've been informed that according to the Finance Officer and the City Solicitor they will have to have a motion to accept these changes to send them to the public hearing.

Alderman Wihby stated the only other change that I know of what we've done in here is we've funded the Channel 16 person, so can we have that in there too and bring everything there...it will be all of the different actions we've taken so far.

Deputy Clerk Johnson suggested that a motion be made to send all additional information to public hearing for consideration.

Mayor Wieczorek asked would you move on that motion.

Alderman Wihby asked would that mean that the new number at the budget hearing is going to be a minus 7%.

Deputy Clerk Johnson replied the number presented at the public hearing has to be what was already referred. What we can do is present this as additional information.

Alderman Wihby asked what are you telling me that we are just going to pass it out.

Deputy Clerk Johnson replied it can be presented just as last year there was additional information that was presented by the Mayor and also by Mr. MacKenzie at the public hearing. This additional information can be presented as well.

Alderman Wihby stated I guess I don't like that answer. Your Honor, I would like to get up there when we have the public hearing and let the residents know that the budget is now a minus 7%, these are the numbers and get input on that number. Not, come in and say it's two percent,

but by the way here's additional information and here's what it could be. They should see what it is right now, where it is.

Mr. Clougherty stated I think we can accomplish what the Board wants. I think the Solicitor and I agree that the Charter, the way it currently reads you have to send the resolutions that were originally introduced by your (Mayor's) office to the public hearing and the Board has done that tonight. But, there is nothing that prohibits that public hearing from starting with a presentation that explains what has gone on in the budget process and why there are some additional numbers being presented to the public and doing a presentation to walk them through that that would be this item plus the items that you would be referring to public hearing. I think this is not uncommon for any of the cities and towns this year just because of the nature of the lawsuit. So, we're going to have to do a presentation, I think, at the public hearing to disclose to people what's been going on and explain that and I think you'd be remiss not to do that. So, you have the opportunity. You have to follow the Charter to refer the original resolutions, but I think we're going to have an opportunity to take this additional information is you refer it to us and use that as the basis for comments and to do the handouts based on that.

Alderman Wihby moved to amend the motion by including the additional salary numbers...I think they're still wrong. Is there still some, Mark, or are these the updated numbers.

Mr. Hobson replied this is the last change that we made in April and as I've talked to the Human Resources Committee and the people on the Budget Task Force we're still going to have some changing numbers on both our Personnel account and some of our Restricted items because we're still in negotiations with unions, we're still in negotiations with our health and dental insurance carrier and we've also been making some changes and reviews to the Federal funding process within the HTE system on payroll.

Alderman Wihby stated the question then, Mark, is there anything that you know of now that's not on here that you have a number for.

Mr. Hobson replied yes.

Alderman Wihby stated those additional changes along with the Channel 16 person.

Solicitor Clark stated you do have one more meeting before the public hearing. If you get the final numbers before then you can refer them to public hearing at the next meeting.

Alderman Clancy asked what does this \$195,238.00 represent in Article II here. Mark, can you tell me where these monies come from, why are they needed.

Mr. Hobson replied some of the \$195,238.00 were numbers that were in error when the Mayor's budget was...

Alderman Clancy asked was that the Yarger Decker report.

Mr. Hobson replied some of it has to do with the Yarger Decker report, some of the items were in error due to the Federal funding process within the HTE system. We had to go through and do some manual paring of different departments the way in which they were funded...some of their funds come out of General Funds, some of their funds come out of CIP and Federal funds. As we went through and did more grooming and more changing this is the number we came up with and we also had an appeals process...the Yarger Decker Appeals process is still on-going and so we've made some changes to positions because of that.

Alderman Thibault stated in view of the last several years that the people of the City of Manchester have had to pay higher taxes because of the crunches that we've had here on this Board for the past several years, I think it behooves all of us to be very careful here, to give people back as Alderman Wihby just said in part, that we give the people of the City of Manchester back as much of this extra revenue that we can. They deserve this break, they've been paying the extra taxes for the last six or seven years and I believe that we should do our best to return to them for the times that they've had to pay up because we've had problems, the City has had problems. So, I would like the whole Board to be very recognizant of that as we agree to the next budget especially with this new windfall that we've had.

Mayor Wieczorek stated I don't think you're going to get too much disagreement here.

Alderman Wihby stated along those lines I think that if we move it to Memorial High School, if it's available, I think it's better than having it here so that we can get a lot more input from everybody and I would hope that everybody takes Alderman Thibault's suggestion and shows up and complains that 7% isn't enough.

Alderman Thibault stated good deal, I appreciate it.

Alderman Shea stated the sheet that we received tonight had one column missing than the one we received last night and I think that I would ask that the Finance Office or whoever prepared this would include the percent of increase or decrease concerning each department, I think that's very important because some departments have stayed within a certain parameter and other departments have kind of gone over the top a little bit. So, I think that would be helpful. Could that be done.

Mr. Clougherty replied absolutely Alderman.

Mr. Hobson stated can I make one more emphasis point about the fact that we are still in negotiations with some pretty big ticket items. All of our contracts, 12 of them are still up. We spent nine hours today meeting with the collaborative bargaining group from the coalition of all of the public employees and we are still in negotiations with the Blue Cross on health and our dental numbers and those may change again. So, I just want everybody to be cognizant of that.

Alderman O'Neil stated I was going to bring this up later, but just a follow-up to the Human Resources Director comments. I think two weeks from now I would recommend that we bring in the Chief Negotiator and talk about some strategy here because I think they're pretty close on some of these contracts, but I think he may need some kind of guidance to kind of seal them and I think the sooner we can get these contracts sealed, the sooner we can get good numbers for the budget. So, my recommendation would be that in two weeks that we plan some time to meet with Mr. Hodgen to talk about negotiations.

Mayor Wieczorek stated would the Clerk note that we want Mr. Hodgen here at the next meeting.

Alderman Wihby moved to rescind the action on the Finance Committee report and moved to amend the report to hold the public hearing at Memorial High School, if available. Alderman Thibault duly seconded the motion. There being none opposed, the motion carried.

Deputy Clerk Johnson suggested that with the other items that at the next meeting of the Board at the Finance Committee we will bring the Resolutions back along with the numbers that Finance will provide us, I would hope, and the Mayor's Office for those changes. We will bring those in at the next Board meeting for referral in.

Mayor Wieczorek stated you're probably looking at the banner that is behind me here. It is a banner that was made for me by the students at the Developmental Preschool formerly the Chandler School. Some of the students and teachers visited City Hall two weeks ago during the week "Of the Young Child". I was honored to have them visit our new facilities and to accept this wonderful banner from them. As you can see they did a very nice job of making the rainbow. For those of you who cannot see it clearly the banner says "children are the promise of the future, cooperation is the key." I want to offer my special thanks to all of the students and teachers at the Developmental Preschool for providing with this colorful banner and for taking the field trip to City Hall. I encourage any Alderman or School Board Member who has not visited the school since they moved to the Easter Seals building on Auburn Street to do so as soon as you get a chance. You'd be amazed at all of the extraordinary things that are happening at our least recognized school.

Mayor Wieczorek stated we have one other item of business, the addendum relative to reconsideration:

**24. C. Notice for Reconsideration**

Given by Alderman Girard regarding vote taken on motion to table a Natural Gas contract submitted at the April 20, 1999 meeting of the Board of Mayor and Aldermen. Votes cast were recorded as follows: Aldermen Clancy, Pinard, O'Neil, Shea, Rivard, Pariseau, Cashin, Thibault and Hirschmann were recorded in favor. Aldermen Wihby, Klock, Reiniger, Sysyn, and Girard were recorded in opposition. If Alderman Girard or any alderman having voted in the affirmative so desires, a motion is in order to reconsider the vote to table such item.

Alderman Girard withdrew his notice for reconsideration.

Alderman O'Neil stated on behalf of the Board I think we appreciate the comments we received tonight from Carol Johnson on her appearance before the State Senate and if we can remind the department heads that we should be getting these legislative updates and we haven't been getting too many of them. I'm sure you've been going up there more often than the two or three that we've received. It's just good for us to know what's going on, I think.

Mayor Wieczorek stated one other item of new business we have has to do with the custodial contract and I've got Craig and Frank Thomas...Craig has been travelling along with some other people to Chicago and to Newark and to Providence and I don't imagine they've traveled on the same airline twice, so I don't know if they have frequent flyer clubs that they belong to, but I think they went by van to Providence, so maybe Craig you can give everybody an update and Frank because an awful lot of work has been done by everybody regarding this project and it is a big one, it's a big change that we're talking about and, Frank, I think you probably want to discuss some of the problems we're having with this year's budget on that.

Mr. Annis stated back in February the Mayor former the Special Committee to begin looking at the issues surrounding the custodial contract that we currently have for our schools as well as some of our municipal buildings. The Committee was comprised of the Mayor, three Aldermen, three School Committee Members, various City department representatives, a school principal, and the School administration. We were charged with two goals: the first was to identify the shortfalls of our current contract with WFF & A and the second was to begin the process of working towards a new program of cleaning and preventative maintenance by the close of the fiscal year. Over the past three months, the Committee has heard from other school districts in New Hampshire, our veteran school principals, consultants, colleges and various professional management companies. Representatives of the Committee have visited Providence, Chicago, and several school districts throughout New Jersey to gain a better understanding of the services that three professional management companies provided. Through this process we have developed a Request for Proposals and have begun accepting and negotiating contract proposals from four companies as well as from Public Building Services. These companies include Service Master, Sodexo Marriott, Aramark and WFF & A. For the review process, we broke into a smaller group comprised of myself, Frank Thomas, Mark Letendre, Barbara Connors, Bruce Thomas, Tina Parsons, Principal Rich Girard, Assistant Superintendent Tom Brennan, Randy Sherman and Bill Norton from Norton Asset Management. From the very beginning we have been committed to finding the best available service while being responsible to the taxpayers of Manchester. All of you realize that the situation that we are currently in has not proven to be adequate to say the least. Clearly, we need a comprehensive cleaning and maintenance program for our schools that will provide a clean and safe learning environment for our teachers. As we come before you tonight, we believe that we are within striking distance of obtaining that goal. We are here tonight to share with you all of the information on the proposals we have collected to date, we welcome your questions and input on this important

process, but before we get to that we'd like to walk you through the handouts that are being provided.

Mr. Thomas stated before I get into reviewing the table that's been passed out, I just want to go back a little bit regarding the Request for Proposal process which is different than the way it was handled originally. Originally, when the services of custodial cleaning was obtained there was a bid document that was put together. The City specified the number of staff that would be required. The number of times the floor, etc. would be swept, it was put out in a bid package, there was a bid and was basically awarded to the low-bidder. This time around we've approached it altogether differently. What we've done is we've put out a Request for Proposals. In this Request for Proposals what we stated was "we want clean schools". We're not going to tell you how to do it, you're the experts, you put together the proposal on how you're going to achieve this goal, you're going to define the staffing, you're going to define the dollar value...we put not limits on it. And, that was the basis of the proposal. The custodial portion of the proposal also included outside grounds within a certain distance of the schools and what that was limited to was basically from the face of the schools out to the public right-of-way and then an area of 50 feet from the school buildings around the perimeter of the school complexes and then any inside court areas. By doing this, we've asked them to tell us how they would handle these outside areas as far as litter, as far as maintaining the landscaping and by putting a clear defining line on their responsibility we hope to avoid overlaps between this contract and say Parks & Recreation or maybe even the Highway Department in such activities as snow removal. A second key part of our Request for Proposals was we wanted the vendor to define for us how they would establish and maintain a good working relationship with the facility managers. Again, we felt that was a key in having a successful program to have those facility managers buy in and work cooperatively with whatever vendor we bring on for the benefit of the schools. The second part of what we asked in this Request for Proposals was for the vendors to define a preventive maintenance program for the facilities. The City never really had a preventive maintenance program. What Public Building Services...because of their staffing and funding basically addressed emergency situations, basically put out the fires. When something broke down they ran out and repaired it and they never had the ability, up until this year...they did a little bit, but they never really had the ability to go out there and change the air filters, oil the equipment and it stands to make sense that if you do that your equipment is going to last a little bit longer, there is going to be less breakdowns requiring costly repairs...everybody does that with their cars, however, we haven't been doing it for the facilities. So, again, what we asked these vendors to do without giving them any guidelines except telling them what we had in mind, you put together a proposal on how you're going to provide this minimum preventive maintenance so that we could review it. As a result, as Craig mentioned, we got four vendors who are all national firms and I'll briefly go through this table for you so that you can understand what's in front of you. The first line is custodial costs that also includes the ground maintenance costs that I had mentioned. In the Request for Proposals we suggested an option that the vendors could take if they wanted and the option was what we call "catch up cleaning". We felt that the schools needed to be brought up from a low level up to a satisfactory level going into the fall of the start of the school season and we felt we didn't want to tie the vendors hands

and we basically said if you want to propose a one-time cost to get in and do a special cleaning...propose it. One of the vendors, Service Master, did accept our proposal as noted and what they are proposing to do is addition to the staffing that they've identified as their minimum year-round staffing, they're proposing to bring in an equivalent of 45 additional people for a month's time over the summer months to basically bombard the schools with personnel to get the schools clean. The other vendors felt that they could accommodate that same extra level of effort during the summer months with the staffing that they propose and, quite frankly, they realized that we're expecting a high standard come September and some of them even though they haven't opted for this catch up cleaning, additional compensation, said they would potentially bring in additional staffing to get the schools clean. The bold line that you see on this table is the first-year costs for janitorial services. Jumping down we asked for a preventive maintenance proposal and that's the next bold line down. As you can see those costs kind of go all over the spectrum and the reason for that is that various vendors had different ideas of what the level of preventive maintenance services should be. It's really hard to put a division line of that. So, we had a wide range to look at. The heavy bold at the bottom is the bottom line; that is what it would cost for the total of custodial and preventive maintenance services. Now, even though all of these proposals are still under active consideration we're trying to focus in on two of them more actively where we're continuing to ask for more information, we're continuing to review in detail various scopes of services and so these numbers are preliminary and they should be kept in mind as being preliminary. They could shift slightly up and down a little bit, but they're in the general ballpark of what we're talking about. I did want to touch briefly on the proposal to the right from Public Building Services...that is a preliminary proposal and the reason why it is preliminary is that Public Building Services along with the Highway Department started looking at a proposal to bring it all back in-house and it was worth consideration. However, it became apparent to us all very, very early that if the Board was not going to be in a position to make a decision on this till say mid-May/June, it was going to be impossible for the City to put together a proposal and implement it. Quite frankly, you're looking at close to \$250,000 worth of equipment that you would have to buy, you'd need appropriations for that money if the City was going to go ahead and do it, you'd have to develop the bidding documents, you'd have to expect lead time/delivery time. In addition, you are potentially looking at 100 new employees...you'd have to recruit them, you'd have to train them and they'd all have to be up and available come July 1st in order to transition from the contract that we're presently in into a new contractor and it was in total agreement with everybody that we wanted whoever we were going to be moving forward with on board by July 1st, if not sooner, so that that vendor had the opportunity to get into the schools, to do that necessary cleaning so that when they came into the start of the school season working their normal operations that the level of cleanliness would be there and wouldn't be coming in with someone else. So, with all that in mind it became apparent that we shouldn't waste a lot of time on that proposal. Now, what that did do it helped us regarding staffing. Public Building Services put together a staffing profile and we used that as a gauge when we reviewed the staffing from these private vendors. I am extremely pleased with the proposals that we've gotten in. I've been extremely please with the negotiations that we've had to date and I would hope that within a short period of time, the staff committee that's been reviewing this and working on this in a short

period of time will be able to come to the Board of Mayor and Aldermen with a recommendation. When we do, I hope that we can have a quick turnover if it's in everybody's agreement so that we can move ahead as quickly as possible. Most of these vendors have stated to us that they would like to start gearing up as soon as they get a positive response because some of the problems that the City would have been faced with they are faced with too because they have a recruiting challenge, they have training challenges, etc.

Mr. Annis stated all of the three companies: Service Master, Sodexo Marriott and Aramark all spent about a week, about five working days in the City going through all of the school buildings which is probably why you see the difference in the preventative maintenance. I think some of them probably had different ideas for what needed to be done than others and I would just add that the timing in this is critical because we want to be sure that we start out...if we do decide to go with a new contractor we want to be sure to start out on a positive note and to give them the time that they need to gear up because if we don't we'll be sort of back where we were a few years ago where we were only having a few weeks to go through the summer to get caught up particularly with all of the projects that are going on at all of our schools, or most of them.

Alderman Wihby asked what did we spend last year for preventive maintenance.

Mr. Thomas replied nothing.

Alderman Wihby asked what are you going to get for \$141,000, is that really a...

Mr. Thomas stated that's a good question. For that dollar value they will be furnishing two full-time...the first year it will be three full-time people. One person will be basically a computer person that will be responsible for inputting the inventory of all of the plant equipment that's in the facility and setting up a computerized PM Program after they take a look at the manufacturer's recommendations that goes into this package and periodically something will get spit out saying that it's time to change the oil on that, etc. for that one person for one year, then he goes away, and then there will be two full-time people and all they will be doing is preventive maintenance services, they will have a van totally equipped. They will also be furnishing the supplies in that cost noting the supplies are minimal (i.e., filters, belts, oils, etc.). As far as that staffing level in the case of Service Master I asked Public Building Services because they started doing some preventive maintenance this year on a part-time basis and I asked them to put together a proposal for me to do it in-house...what they would need for staffing to do preventive maintenance and they came back to me with a budget estimate which included two people. So, Service Master would be providing two people after the first year and that would coincide with what PBS would be recommending as a minimum staffing level. Now, going up the line as the dollars increase obviously the staffing level increases and again it gets to the point of where do you shut off preventive maintenance and where do you start crossing the line into corrective maintenance.

Alderman Wihby asked shouldn't we just not look at that line item, take whatever Aramark or six eighty-one was going to do and somebody sit down and say "they had a good idea here, here and here" and this is the number that should be done and go back to whoever we pick and say this is what we want done for maintenance...that's the way of doing it, not having a \$500,000 discrepancy and say someone's going to do something and someone's not going to do something. We should decide what we want done and tell that person what we want done and use the money and spend it.

Mr. Thomas stated I tend to agree with you to a point. One of the problems we've got into under the contract that we're presently in...the City defined the number of custodians, the City defined the number of times the floors would be swept. Every time there's been a problem the vendor, the contractor comes back to the City and says we're doing it the way you told us to do it. So, it kinds of bothers me to take a proposal and try to cut it down from what the proposer has suggested.

Alderman Wihby stated I'm just saying if you were to pick Service Master, for instance, we shouldn't be happy with \$141,000...if we need more to be done. If we look at Aramark's list and there's things there that should be done or that Service Master is not proposing to do it, we should be adding that into this budget too and get those items done also. Which leads me to the next question...in the Mayor's budget how much did he put in to do this.

Mr. Thomas replied totally in a couple of different locations...there's \$3.277 million and PBS' budget is all that except \$125,000 which is in a different area.

Alderman Wihby stated but total all is enough to cover.

Mr. Thomas stated that is correct.

Alderman Wihby stated you could even take the extra two and put it in preventive maintenance.

Mr. Thomas stated I think we can always building on these proposals. I have to depend on the expertise of PBS and PBS' staff...they've been out in those facilities and I would rather build on it next year than to overkill it this year in that area. But, I agree with you. In the last couple of months of being actively involved in PBS' operations it's clear that they're under staffed, they're underfunded, even some of the vendors made quotes in their proposals to that effect which I planned on using if I ever came to you people for a budget review. So, I agree that we should be looking down the road to invest more in our infrastructure as it pertains to public buildings similar to roads.

Alderman Thibault stated first of all, Frank, I'd like to congratulate you on the term that you used for our school "pits". Don't be afraid to say it because they are the "pits" or they have been and I think that in going around with Craig and some of the other guys on the Board here and looking at some of the school buildings and some of the other areas with these professionals and

I think, Alderman Wihby, I appreciate your questions but let's remember that they people are professional cleaners. Any of these three or four companies that we're looking at here, we've looked at their work and I'll tell you I was quite impressed with all of these sets ups. They are very, very important and they pay a lot of attention to detail. But, I just want to say that maybe three of these companies I would go with any one of them, but look at what they've done here. I'm extremely impressed and like Frank says this is a way for us to start. If there is anything that is not being done in three months or four months from now we can always increase by \$100,000 or \$150,000 to some of the things that we feel are not being done, but should be done. But, let me tell you in going around the country and looking at some of these facilities I was quite impressed and I'm sure that any one of these companies we pick we're going to be in a lot better shape than we have been in this City for many years.

Alderman Clancy stated I know a lot of these schools are in bad shape, but we have a City painter. Most of these schools in my ward need painting bad, not cleaning.

Mr. Annis stated part of the CIP budget included about \$1 million for so-called cosmetic things.

Alderman Clancy stated we haven't had a City painter in a number of years, right.

Mr. Annis replied we still don't.

Alderman Girard stated you're recommending \$4.9 million for the Public Building Services budget and I guess the custodial part of that is \$3.277 million...

Mayor Wieczorek interjected you've got to remember that was a guess, I had no idea what the bids were going to be.

Alderman Girard stated I realize it was a guess, my question is is that \$1.7 million less, what is the difference as the total is \$4.9 million, so I'm just interested in what the difference is.

Mr. Thomas replied it is the operating portion of PBS' budget...salaries, corrective maintenance, etc. This year was the first year that corrective maintenance money for work over \$1,500 was taken out of the CIP and shifted into their operating budget.

Alderman Girard asked that's how about much \$250,000.

Mr. Thomas replied I'm going to say about \$300,000.

Alderman Girard stated there is a pretty wide discrepancy here in the bottom lines of the different companies, if we were to go with what appears to be the low bidder now are you comfortable that they will provide an adequate level of service.

Mr. Thomas replied I am confident that either the low or the second low bidder would provide an adequate level. Again, we're not at the stage of making a final recommendation to you tonight. We are still negotiating, we are trying to negotiate contract language, I want to make sure that there's wording in the contract that will protect the City's interests. If by some chance these professional firms don't meet their obligations...

Alderman Girard asked there's a performance bond if they don't.

Mr. Thomas replied we have increased the performance bond from what we presently have on the contractor which is three months to a year's performance bond so it will be a \$3.+/- million performance bond.

Alderman O'Neil asked were they required to state what their hourly pay would be for employees.

Mr. Annis replied they all did a prevailing wage study for the area and actually they all came up with around the same figures.

Alderman O'Neil asked do you know it off the top of your head.

Mr. Annis replied it's approximately \$7.75 to start for a run of the mill custodian; that goes up based on whether or not you're a head custodian, you're a lead custodian...there's also figures for the maintenance people that are significantly higher and one of the things we asked as well we know that part of the staffing problem that we have now is that the company currently only offers about \$6.50 per hour with no benefits. Service Master, Marriott and Aramark actually as well as WFF & A this time around proposed a benefits package as well.

Mr. Thomas stated the day custodian under Service Master's proposal would be earning approximately \$12.00 an hour plus benefits which include medical. One point that I didn't mention that I think it is very important to mention is that we've tried to state that we want the vendor to establish a good working relationship with the facility manager. The day custodian...his primary duty or job during the day is to coordinate his activities with the principal or the administration of that facility; that day custodian will have tasks or assignments, but his main priority will be to do what the facility manager wants him to do. So, if the facility manager isn't looking for him to do something, he's out maybe checking a lavatory or doing something along that line, but he's going to be at the sole direction of the facility manager which I think is very important to keep in mind.

Alderman O'Neil stated so they are all providing some kind of health insurance and other benefits. I'm just going to throw this out because I know this was discussed at one time...was there any consideration to using the vendor as a program manager with City custodians and what did that number come out at.

Mr. Thomas replied that was quickly dropped for the reason I stated before is that it's fairly easy for these vendors to come in if there's an existing operation already underway with City staff to come over and take over the management. But, again, it would have been very difficult for us to do the recruiting, etc.

Alderman O'Neil asked did I understand you correct, Frank, that you're negotiating with just two of them or are you negotiating with all four of them.

Mr. Thomas replied all of the proposals are active but we are focusing in, quite frankly, on the left two.

Alderman O'Neil asked are they required to have a local program manager or somebody that's in charge that you're not picking up a phone and calling Chicago or Newark or wherever they're based out of.

Mr. Annis replied yes their proposals all include a local manager and they've all stated that we could be part of that process, they could give us whether it be one, two or three names and we would have to feel comfortable enough with that person, whoever they may be that we say yes we're comfortable and we want to go ahead with this person and we think this would be a good person to hire.

Mr. Thomas stated in addition they are all going to have a local office with a local warehouse. One of the problems that we've experienced in the past was shortages of supplies. The Request for Proposals require that the vendor at all times maintain a 30-day stock of paper products, so they will all have an office, they will all have a supply warehouse facility and the office will be manned by clerical people and the manager if he is not out in the field doing some type of checking.

Alderman O'Neil asked does the contract allow for flexibility especially in the preventive maintenance end and if you decide you want to double the amount of manpower the contract will allow for that.

Mr. Thomas replied yes, we're going to have wording in the contract which will allow us the flexibility to amend. Obviously, we want to get some experience under both sides, both the custodial and the preventive maintenance that we agree on in the initial stages...evaluate that and then we can always come back the following year and request modifications to it.

Alderman O'Neil stated I'm not concerned about Service Master's \$141,000 in preventive maintenance. I think two people would be a start in the right direction, so I'm not overly concerned. Aramark and some of the other companies might think it might take more people to do it but I think two is in the right direction.

Alderman Hirschmann stated because we're trying to start over here and we want the best for our schools it kind of occurred to me and I don't know if you thought about it, but we're asking for two separate things. We may have the best cleaning company over here and the best maintenance company over here with a possibility of having two vendors.

Mr. Thomas stated that was considered but everything that these national firms do is all computerized and the custodial services is going to all be computerized so that there is going to be a tracking, we'll be able to get reports on a weekly/monthly basis and the PM side is also going to be computerized and it kind of makes sense to have one firm that's tying those two areas together, one contact person between the vendor and us. If someday in the future we ever got into...

Alderman Hirschmann interjected I thought quite the contrary because Mr. Thibault and I were in West High and you're seeing a gentleman moping a floor and if something needed to be maintained you would hope that a maintenance person would show up and the guy wouldn't stop moping the floor and that leaves the door open for that to happen. I think if you have one vendor...it's just a thought.

Mr. Annis stated these are also separate positions though.

Alderman Hirschmann stated they're intended to be separate but I know how things work with some of these vendors.

Mr. Thomas stated that is one thing that we are going to be tracking. If the proposal is to have two people and all their job is to do preventive maintenance services, quite frankly, if I or anybody tells me that they have a mop and they're washing the hall floor down I'm going to be asking why. So, I don't expect that and I'm sure that two people will have more than enough preventive maintenance activities to do in these facilities that have been neglected for so long.

Alderman Hirschmann stated from what I've seen I think the catch up rate is going to take a lot longer than one year. I don't know if you have established lists of what needs to be corrected, but they're big.

Mr. Thomas stated the preventive maintenance side of this will assist the City doing corrective maintenance because there's going to be two more eyes out there that are going to be taking a look at this equipment and they will do the tightening, the oiling and adjustments, but if there's a bearing that needs to be replaced that really falls into corrective areas...those calls or those work orders will then come down to PBS who should be able to get down and change that bearing before there is a need to change the whole pump or engine or whatever the problem is. So, I'd like to think that there is going to be a good working relationship between the people that are doing PM by the private vendor and the City's Public Building Services staff.

Alderman Cashin stated I'd like to take a minute to thank Frank Thomas for putting this together along with Craig. As you know, I made a living in facilities management and things of that nature and I've gone through many of these contracts and I know how tedious they are to get them at this point. You guys, have done a yeomen's job here, you really have and you're to be commended and I say that to you publicly. You look at the numbers.. \$1.50/square foot, \$1.74 or whatever it might be...these are national companies and when I've always dealt with them they've always told me look our reputation's on the line, we tell you we can do it for this, we're going to do it no matter what it costs us and they will come in and they will spend the extra money if they have to. I think...in fact, I talked to Dick Houle several years ago telling him that I thought that this was the way we ought to go and it fell on deaf ears. To be here tonight and to see this happening really makes me feel good and I certainly think it's in the right direction and I would hope it would be unanimous when you vote on it.

Alderman Shea stated one of the important considerations is where are the workers going to come from. Are they coming from the local area, how is this process going to be worked out.

Mr. Annis replied actually all of the companies, as I've stated before, they've spent at least a week here going through the schools and they've actually spoken with Mark Letendre from PBS about the workforce that we currently have and certainly Mark as well as the principals between the two of them can identify maybe 50-55% of the workforce that we currently have, it's good solid people that just maybe need some more direction, some more training which all of these other companies will provide. So, there will be people that are currently employees that will stay. The others will be from active recruiting and what all of these companies are saying that with a higher wage rate and benefits that they will be able to get an adequate work force, they'll be able to have the adequate staffing levels they need to get the job done.

Alderman Shea stated the second question is one of the important considerations is the responsibility for the building, is that being discussed, is it going to be in the hands of the principal, is it going to be in the hands of...in other words, somebody has to be accountable for the condition of the building and it can't be somebody passing the buck here or there, has that been decided upon. Who is going to be ultimately responsible for the cleanliness of the building.

Mr. Thomas replied we expect to hold the contractor or the vendor of these services responsible for the conditions of the buildings. If the conditions are not satisfactory to the principal or the faculty standards as viewed in a cooperative effort we plan on having monthly meetings and part of this monthly inspection team will be a principal on a rotating basis that will go out with people from PBS, Highway, and the upper management of the vendor and we are going to review some of these reports that are generated weekly, monthly that are going to identify any deficiencies and how long it took to correct it, if during these inspections or any feedback that this team gets we see the level of service or cleanliness goes down we're going to make sure that this contractor responds immediately and bring it back up. Hopefully, with these professional firms we're not going to face those difficulties, but as I mentioned we're negotiating now

language into these contracts so that we can ensure that we get the vendors attention if that level of cleanliness service drops.

Alderman Shea stated there will be close communication between the principal of the school and the contractor and your department is that correct.

Mr. Annis replied yes, that is and another thing we've considered too is having someone from Public Building Services as well as the area manager for whichever company we choose to have mandatory meetings, once-a-week with the principals so that both of them go in and say what are the issues you have, particularly at the beginning it will be important as they're learning the layout of the buildings because it's going to be new to them and as we're starting the contracts that the principals have a lot of input in what happens in what direction their school is going to take.

Alderman Shea stated another concern is there was quite a bit of money spent for outside contractual services, is that still going to be in existence or is that going to be handled by personnel from the Public Building Services.

Mr. Thomas asked are you talking about corrective...

Alderman Shea replied yes, plumbing and heating...there's a considerable amount of money in the last few years...the boilers used to be cleaned by workers from Public Buildings, now that is contracted out. If something breaks down in the building...outside plumbing companies come in...how is that going to be handled.

Mr. Thomas replied the boiler cleaning and testing is going to be part of the preventive maintenance contract. Right now, quite frankly, with the staffing that PBS has and the deferred maintenance that is out there in those facilities there is going to be a continued, fairly high level of outsourcing corrective maintenance because with five people at Public Building Services when you're talking 44 buildings they just can't handle it. Again, some of the things that we would like to look at down the road is to identify shortfalls potentially in staffing to identify ways that we can avoid some of this outsourcing of corrective work. But, initially that's going to happen. Again, if you don't change the oil in your car and you let it run low you're liable to blow an engine and now you've got to pay somebody to rebuild your engine; that is the type of situations we're experiencing.

Alderman Shea stated my last comment or question, is there some consideration being given to the absorption of the present Public Buildings Department into your department or some other department. They don't have a director per se right now. Is there some kind of consideration in that regard.

Mayor Wieczorek replied let me answer that, Alderman. Mr. Thomas is the Acting Director at Public Building Services and we will be looking at moving that department into Public Works.

Mayor Wieczorek stated we are going to have a joint School Board and Aldermanic meeting on May 17th which will give Frank and the team a little bit more time to refine the information that they have and will make a presentation to the joint Boards so that we'll have a good idea as to where we're at.

Alderman Hirschmann asked to further work on this year's tax reduction could we schedule some Finance Committee meetings to give the taxpayers what they're looking for.

Mayor Wieczorek stated they're all scheduled aren't they.

Alderman Wihby stated the 11th's open.

Alderman Hirschmann recommended we tentatively schedule something for the eleventh.

Alderman Wihby stated the Clerk needs to know who the Board wants in. There's five new positions in the budget: Solicitor's, Parks, Police, Health and Information Systems.

Alderman Hirschmann stated Finance had one in their budget.

Mr. Hobson asked can I address that one, your Honor. The Finance position...I didn't get a chance to speak about this last night. When Yarger Decker came in and did an assessment of every department...in the reports that we all received back in November there was a vacant position called Financial Analyst II in the Yarger Decker complement. When we went into the budget process we talked to the Finance Director about that position, he agreed to downgrade it to a Financial Analyst I, but he wanted to have that position in case there are some other changes that happen this year and to keep up with his workload. So, we on the budget team at that time, we kept that position in the complement. So, while some people may feel it's semantics, I really don't. I feel we recognized back last November that that position was in its complement, we downgraded it one level and the budget team kept it in the Finance Department budget for this year.

Alderman Hirschmann stated you knew that two Deputies were upgraded to eliminate that position and not fill that position.

Mayor Wieczorek stated, Alderman, you discussed that last night.

Alderman Hirschmann stated Mr. Hobson was not here last night.

Mr. Hobson stated I was.

Mayor Wieczorek stated why don't you take it up when we talk about all of the new positions.

Alderman Hirschmann stated okay I'll address it another evening.

Alderman Girard stated, Mr. Hobson, you said that Yarger Decker classified that position as a Financial Analyst II, but that the...

Mayor Wieczorek stated I don't want to have a whole discussion on that when you're going to be talking about new positions at your Finance Committee meetings.

Alderman Wihby stated we need to know who we want on the eleventh. What department does this Board want to come in. The only department so far has been Finance.

Alderman Hirschmann stated what about departments with a 15% increase or better as I understand there are a lot of those.

Alderman Wihby stated that's ten departments.

Alderman O'Neil stated the majority of these increases have to do with the Yarger Decker which we all agreed on, I don't really know what we gain by bringing in any of the departments in unless there's a case where their increase doesn't have to do with Yarger Decker. I can't see bringing departments in for four or five positions at this point.

Alderman Wihby asked are there any departments that any of the Aldermen want to come forward, is Alderman Hirschmann asking for anyone over 15%.

Alderman Hirschmann asked does anyone else want to work on it.

Alderman Shea duly seconded the motion.

Alderman Wihby stated, Leo, you'll schedule the eleventh for anyone over 15% using the new numbers.

Alderman Klock asked even if the increase is because of the Yarger Decker study.

Alderman Wihby stated sitting in the budget process most of the increase is the Yarger Decker study. There wasn't a lot of money that the departments came and said that they wanted and the additional money is in the backup material under the individual departments and it was only the five or six new positions...

Mayor Wieczorek called for a vote on the motion to bring in all departments whose budget is over a 15% increase. The motion carried with Aldermen Klock and Sysyn duly recorded in opposition.

Alderman Pariseau stated I'd like to bring up Frank Thomas' letter under new business for a request for funding from Contingency.

Mr. Thomas stated what was passed out to you is a letter that defines a problem in the existing Public Building Services budget for this year. As noted in the correspondence approximately 98% of the budget has been expended to date and we have two more months to go. The letter does summarize where the shortfalls are. To quickly go over them we're requesting for PBS \$25,000 from Contingency to continue to do corrective maintenance work. Right now, only emergency work is being allowed to be done out of the line item and so work is being deferred in order to make it through the year and continue the corrective work. In addition, there was a shortfall in their existing operating budget of \$40,000 for utilities. Public Building Services pays the utilities for this facility and the new annex. With all of the lights, air-conditioning, etc. the usage is way up and attributed directly to this facility. So, we're asking for \$40,000 out of Contingency to cover those shortfalls. In addition to the Contingency requests that have been identified and documented there is also a need for \$30,000 out of the Salary Adjustment account. A portion of that shortfall is to cover Mr. Houle's retirement severance monies over and above what was normally budgeted for his salary in this year's operating budget and overtime that was required as a result of the sprinkler system, the water line break at the Northwest Elementary School and for problems with the janitorial services again as noted. I'm not asking for you to take action tonight, but if you could consider it for the future.

Alderman Wihby stated I guess he's looking for a motion but we only have \$65,000 in Contingency left. Is there something...

Mr. Thomas stated that's all I need.

Alderman Wihby asked can you sit down with Mr. Clougherty and maybe come up with something and maybe at the next meeting we'll okay it. I know you need it, but maybe there's some other way of coming up with it.

Mr. Thomas stated yes. Obviously, these are beyond my control noting I was just bringing it to your attention and we're trying to get these resolved. We don't want to put everything at a halt down there.

Alderman Wihby stated this isn't going to stop anything if you don't get the transfer now, it's not holding up anything now, right.

Mr. Thomas replied not right now. Two weeks would be fine.

Alderman Wihby moved that Mr. Thomas meet with Finance to locate funding. Alderman Pariseau duly seconded the motion. There being none opposed, the motion carried.

Alderman Shea stated at the April 20th meeting there were a lot of negative comments made, but I want to publicly express my appreciation to Dave Wihby, Chairman of the Board for his letter to the Finance Officer. This written correspondence is a keen reflection of why he was chosen Chairman of the Board and how he conducts himself as Chairman of the Board and I deeply appreciate your support in this matter, Dave, thank you very much.

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

A True Record. Attest.

City Clerk