

## **AGENDA**

### **BOARD OF MAYOR AND ALDERMEN**

**May 4, 2004**

**7:30 PM  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Proclamation recognizing the 35<sup>th</sup> Annual Municipal Clerks Week May 2 through May 8, 2004.

#### **CONSENT AGENDA**

4. Mayor Baines advises 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. PSNH Petition #11-991 located on Maple Street and Petition #11-992 located on Ruggles Street.

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

- B. Communication from Mayor Baines advising of transfer of appropriations per City Charter, Section 6.05:c for Police, Parks, Recreation & Cemetery and the Office of Youth Services.
- C. Communication from Comcast submitting the franchise fee payment for the first quarter of 2004 in the amount of \$275,544.80.

- D.** Communication from Attorney Anthony Marts, on behalf of Manchester Place LLC, advising of a closing date of May 3, 2004 as outlined in the Purchase & Development Agreement dated June 5, 2002 on property located at Bridge and Elm Streets.
- E.** Minutes of the Piscataquog River Local Advisory Committee meeting held April 1, 2004.

## **REFERRALS TO COMMITTEES**

### **COMMITTEE ON FINANCE**

- F.** Resolution:

“Authorizing the Finance Officer to effect a transfer of Fifty Thousand Dollars (\$50,000.00) from EPD Contingency to Maintenance and Repair.”

## **REPORTS OF COMMITTEES**

### **COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE**

- G.** Recommending that the 3<sup>rd</sup> quarter FY2004 write-off list for the accounts receivable module be approved.
- H.** Advising that it has accepted the City’s Quarterly Financial Statements for the nine months ended March 31, 2004 for FY2004 submitted by the Finance Department, and is forwarding same to the Board for informational purposes.
- I.** Advising that it has accepted the audit status update report submitted by the Finance Department, and is forwarding same to the Board for informational purposes.

- J.** Advising that it has accepted the following Finance Department reports:
- a) department legend;
  - b) open invoice report over 90 days by fund;
  - c) open invoice report all invoices for interdepartmental billing only;
  - d) open invoice report all invoices due from the School Dept. only;
  - e) listing of invoices submitted to City Solicitor for legal determination; and
  - f) accounts receivable summary.

And is forwarding same to the Board for informational purposes.

### **COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS**

- K.** Recommending that a request from CIGNA HealthCare of New Hampshire to hang a 60-foot banner across Elm Street to mark the start of their 5K Road Race on Thursday, August 12, 2004 be granted and approved under the direct supervision of the City Clerk, Fire, Highway, Police, Traffic and Risk Departments.

**LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.**

5. Nominations to be presented by Mayor Baines, if available.
6. Mayor Baines advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
7. Mayor Baines calls the meeting back to order.

**OTHER BUSINESS**

8. Report of the Committee on Finance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
9. Report(s) of the Committee on Finance relative to the School District resolutions, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
10. Report of the Special Committee on Riverfront Activities & Baseball, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
11. Communication from Leo Bernier, City Clerk, suggesting that the July Board meeting be held on Tuesday, July 20, 2004 due to the Independence Day holiday being held on Monday, July 5<sup>th</sup>.  
**Ladies and Gentlemen, what is your pleasure?**
  
12. Communication from Thomas Bowen, Water Works Director, submitting a request for retirement under the old pension plan for Russell S. Bond effective July 30, 2004.  
**A motion is in order to accept the retirement request of Mr. Bond as submitted**
  
13. Communication from Barbara Vigneault, Elderly Services Director, advising of CMC's proposal to provide community and medical services at the new Manchester Senior Activity Center.  
**Ladies and Gentlemen, what is your pleasure?**
  
14. Communication from the Chief Negotiator requesting to meet with the Board for a negotiation strategy session.  
**A motion is in order to recess the meeting for a negotiation strategy session.**

**15. NEW BUSINESS**

- a) Communications
- b) Aldermen

**16.** If there is no further business, a motion is in order to adjourn.