

AGENDA

BOARD OF MAYOR AND ALDERMEN

August 3, 2004

**7:30 PM
Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Baines calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation by representatives of Manchester's Latino community relative to the Latino Festival being held on August 21, 2004.
4. Presentation regarding potential acquisition of JacPac site.

CONSENT AGENDA

5. 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 Pole Petition #11-1005 located on So. Jewett Street;
PSNH Pole Petition #11-1014 located on So. Porter Street;
PSNH Pole Petition #11-1016 located on Brown Avenue; and
Verizon Pole Petition #9AAR07 located on So. Main Street.

Informational – to be Received and Filed

- B. Communication from the Finance Officer submitting information regarding the City's auditors plan and overall approach for the City's June 30, 2004 audit.
- C. Minutes of the Mayor's Utility Coordinating Committee meeting held on July 21, 2004.
- D. Minutes of MTA Commission meeting held on June 29, 2004 and the Financial and Ridership Reports for the month of June 2004.
- E. Communication from the Teen Arts Center Advisory Group and the Office of Youth Services expressing their gratitude to the Board for its donation toward the Teen Art Auction held on June 8, 2004.
- F. Communication from the NH Department of Environmental Services advising of the issuance of a state permit to operate (FP-S-0240) to the City of Manchester Wastewater Treatment Facility.
- G. Communications from the NH Department of Environmental Services advising of a public hearing to be held on August 12, 2004 relative to a draft State Water Pollution Control Grant Program Project Priority List for fiscal years 2005 and 2006; a draft State Revolving Fund Project Priority List for fiscal years 2005 and a draft FY2005 Intended Use Plan.
- H. Copy of a communication from the US Department of the Interior providing comments to the Federal Energy Regulatory Commission's Scoping Document 1 for the Merrimack River Project by PSNH.
- I. Communication from Lloyd Basinow relative to his opinion that the fluoridation referendum question requires that a public hearing be held. **(Note: Solicitor's opinion that the City is not required to hold a public hearing enclosed.)**
- J. Copy of a communication from Comcast advising of a PEG Access payment in the amount of \$22,235.87 inadvertently omitted from January through December of 2003.
- K. Communication from the Theo Family wishing to extend their appreciation to the Board for its renaming of Manhattan Lane to Harry Theo Lane.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

L. Resolution:

“Amending the FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of One Hundred Thousand Dollars (\$100,000) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project.”

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

- M.** Recommending that the 4th quarter FY2004 write-off list for the accounts receivable module be approved.
- N.** Advising that it has accepted the City’s Monthly Financial Statements for the twelve months ended June 30, 2004 for FY2004 submitted by the Finance Department, and is forwarding same to the Board for informational purposes.
- O.** 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.
- P.** 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 billings 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.

- Q.** Advising that it has accepted a report from the Committee on Community Improvement recommending that a policy for Fleet Management/Motorized Equipment be approved, with the recommendation that it be adopted.

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- R.** Recommending that the Information Systems Director be authorized to execute an agreement with the City of Rochester, NH allowing for the acquisition and use of software developed by the city of Manchester, NH for Dog Licensing, as enclosed herein.
- S.** Recommending that language for a proposed charter amendment relating to primary elections be submitted to the Board.
(Note: language enclosed.)
- T.** Recommending that language for a proposed charter amendment relating to the internal auditor be submitted to the Board by the City Solicitor's Office.
(Note: language to be submitted under separate cover.)

COMMITTEE ON COMMUNITY IMPROVEMENT

- U.** Recommending that a request for a sewer abatement for property located at 135 Cedar Street be granted and approved in the amount of \$261.95, as recommended by the Environmental Protection Division.
- V.** Recommending that a request for a sewer abatement for property located at 99 Middle Street not be granted. The Committee notes that the Environmental Protection Division does not recommend abatement because the water entered the sewer system through a floor drain.
- W.** Advising that it has approved the recommendations for the FY2005 Motorized Equipment Replacement money, as attached, be approved.
- X.** Advising that they have approved a request from the Highway Department for a new license plate for a sewer jet trailer.

COMMITTEE ON HUMAN RESOURCES/INSURANCE

- Y.** Advising that it has approved Ordinance:
“Amending Sections 33.024, 33.025, & 33.026 (City Coordinator) of the Code of Ordinances of the City of Manchester.”
providing for a new position at a labor grade 28, non-exempt, and is recommending same be referred to the Committee on Bills on Second Reading for technical review.
- Z.** Advising that it has approved Ordinance:
“Amending Section 33.025 (Assistant to the Assessors) of the Code of Ordinances of the City of Manchester.”
providing for change in salary grade, and is recommending same be referred to the Committee on Bills on Second Reading for technical review.

COMMITTEE ON LANDS AND BUILDINGS

- AA.** Recommending that the Board of Mayor and Aldermen find property located at 398 Hanover Street surplus to City needs and further that:

In accordance with RSA 80:80 the Mayor be authorized to dispose of certain property situated on Hanover Street known as Map 289, Lot 15 by executing deeds releasing all rights, title interest, or claims in said property. Said property formerly owned by Gerald Parker, Trustee, was acquired by the City of Manchester by virtue of Tax Collector's deed dated April 17, 1996 and recorded in Hillsborough County Registry of Deeds on April 23, 1996, in Volume 5711, Page 0078.

The Committee advises that it finds just cause to dispose of such land through sale to an abutter because it has minimal road frontage of 35 feet, considered residual/unbuildable, and serves no practical public purpose. The Committee requested letters of interest/bids from all abutters.

The Committee recommends that said property be offered for sale to the only abutters who responded to the bidding, John H. Gadd and Rose Halen of Manchester, at a price of \$6,170.00, which was the bid received. Such price of \$6,170.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax deed accounts as deemed necessary. To accommodate such disposition, a draft ordinance has been submitted for referral to the Committee on Bills on Second Reading.

- AB.** Recommending that the Board of Mayor and Aldermen find property located on Michigan Avenue surplus to City needs and further that:

In accordance with RSA 80:80 the Mayor be authorized to dispose of certain property situated on Michigan Avenue known as Map 0246, Lots 0001 by executing deeds releasing all rights, title interest, or claims in said property. Said property formerly owned by Outlook Co., was acquired by the City of Manchester by virtue of Tax Collector's deed dated September 8, 1995 and recorded in Hillsborough County Registry of Deeds on September 8, 1995, in Volume 5655, Page 0403.

The Committee advises that it finds just cause to dispose of such land through sale to an abutter because it is landlocked, is considered residual/unbuildable, and serves no practical public purpose. The Committee requested letters of interest/bids from all abutters.

The Committee recommends that said property be offered for sale to the only abutters who responded to the bidding, Matthew and Elizabeth Pinkos of 288 Beaver Street, at a price of \$3,000.00, which was the bid received. Such price of \$3,000.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax deed accounts as deemed necessary. To accommodate such disposition, a draft ordinance has been submitted for referral to the Committee on Bills on Second Reading.

- AC.** Recommending that the Board of Mayor and Aldermen find property located off Old Wellington Road and Bridge Street Extension surplus to City needs and further that:

The Mayor be authorized to dispose of certain unnamed property situated off Old Wellington Road and Bridge Street Extension west of Map 0605, Lots 0015 by executing deeds releasing all rights, title interest, or claims in said property. Said property acquired by the City of Manchester from the State of New Hampshire via Quitclaim Deed in 1982.

The Committee advises that it finds just cause to dispose of such land through sale to the only direct abutter having access to the property since it has limited access right-of-way pursuant to agreements with the State of New Hampshire Department of Transportation. Therefore, the property would not be constituted a buildable lot or serve any public purpose.

The Committee recommends that said property be offered for sale to the only direct abutter, Lloyd Chipman of 166 Old Wellington Road, at a price of \$500.00. Such price of \$500.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required. Such sale shall be contingent upon notification to the State of New Hampshire, Department of Transportation for their concurrence on the adjustment of the limited access right-of-way for Interstate 93, to be overseen by the office of the City Solicitor.

AD. Recommending that in accordance with RSA 80:42 and/or 80:80 the Mayor be authorized to dispose of certain properties executing deeds relating all rights, title interest or claims in said property as follows:

I. Property situated at Page Street known as Map 0246, Lots 0003, 0006 and 0007

Said property formerly owned by Outlook Co. c/o Samuel C. Tarrant was acquired by the City of Manchester by virtue of Tax Collector's deed dated April 28, 1972 and recorded in the Hillsborough County Registry of Deeds on April 28, 1972, Volume 2208, Page 0273.

II. Property situated at Michigan Avenue

Said property formerly owned by Outlook Co. c/o Samuel C. Tarrant was acquired by the City of Manchester by virtue of Tax Collector's deed dated February 27, 1973 and recorded in the Hillsborough County Registry of Deeds on March 1, 1973, Volume 2208, Page 0313.

III. Property situated at Michigan Avenue

Said property formerly owned by William H. Wheeler was acquired by the City of Manchester by virtue of Tax Collector's deed dated July 12, 1917 and recorded in the Hillsborough County Registry of Deeds on October 11, 1917, Volume 0756, Page 0138.

The Committee recommends that said properties be disposed of through public auction with a minimum bid to be set at \$10,000. The Board of Assessors has provided an opinion of value in the range of \$5,000 to \$10,000.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax deeded accounts as deemed necessary.

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

6. Communication from Southern NH Planning Commission advising that the term of Alderman Henry R. Thibault, as one of Manchester's representatives to the Commission expired on June 30, 2004.
Ladies and Gentlemen, what is your pleasure?
7. Nominations to be presented by Mayor Baines, if available.
8. Mayor Baines advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
9. Mayor Baines calls the meeting back to order.

OTHER BUSINESS

10. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?

11. Request of the City Clerk that a public hearing be scheduled for Tuesday, September 7, 2004 at 5:00 PM in the Aldermanic Chambers for the purpose of hearing those wishing to comment on the proposed Charter amendment relative to the School District becoming a department of the City.
Ladies and Gentlemen, what is your pleasure?

12. Communication from the Deputy City Clerk submitting, on behalf of Chief Jaskolka, a return of the Warrant for Non-Renewal of Dog License pursuant to RSA 466:16.
Ladies and Gentlemen, what is your pleasure?

13. Communication from Attorney Richard Fradette requesting the Board issue a building permit for 180 and 192 Watts Street.
Ladies and Gentlemen, what is your pleasure?

14. Bond Resolutions: **(A motion is in order to read by titles only.)**

 “Authorizing, Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Thousand Dollars (\$1,600,000) for the 2005 CIP 411305, South Main Street Fire Station Rehabilitation Project.”

 “Authorizing, Bonds, Notes or Lease Purchases in the amount of Two Million Four Hundred and Ten Thousand Dollars (\$2,410,000) for the 2005 CIP 510005, Park Facilities Improvement Program.”

 “Authorizing, Bonds, Notes or Lease Purchases in the amount of Two Million Five Hundred Thousand Dollars (\$2,500,000) for the 2005 CIP 710005, Major Fleet Upgrades Project.”

“Authorizing, Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred and Ten Thousand Dollars (\$1,710,000) For the 2005 CIP 710205, Public Works Infrastructure Project.”

“Authorizing, Bonds, Notes or Lease Purchases in the amount of Two Hundred Eighty Thousand Dollars (\$280,000) for the 2005 CIP 710905, Parking & Traffic Improvements Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Million Eighty Thousand Dollars (\$6,080,000) for the 2005 CIP 711105, CSO-Phase 1 (Bremer Street) Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711205, Replace Sludge Dewatering Equipment Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711405, WSPS – Roof/HVAC/Piping Project.”

“Authorizing, Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Forty Thousand Dollars (\$4,440,000) for the 2005 CIP 811405, Building Improvements Project.”

“Authorizing, Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Ninety Thousand Dollars (\$1,690,000) for the 2005 CIP 811505, Information/Public Safety Upgrades Project.”

A motion is in order that the Bond Resolutions pass and be enrolled.

15. Bond Resolution: (A motion is in order to read by title only.)

“Authorizing, Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2005 CIP 811305, Revaluation Update Project.”

(Note: Discussion relative to tax year 2006 revaluation requested by Alderman Porter.)

A motion is in order that the Bond Resolution pass and be enrolled.

16. Resolution: (A motion is in order to read by title only.)

“Amending the FY2003 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of One Hundred Thousand Dollars (\$100,000) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project.”

A motion is in order that the Resolution pass and be enrolled.

17. NEW BUSINESS

- a) Communications
- b) Aldermen

18. 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 to meet with the Chief Negotiator.

19. Mayor Baines calls the meeting back to order.

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

PETITION AND POLE LICENSE
PETITION

11-1005

PSNH

Manchester, New Hampshire

July 14, 2004

To the Board of Selectman of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC., request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

Re-license one (1) pole, 1107/022 and license one (1) pole 1107/022Y, located on South Jewett Street in the City of Manchester.

VERIZON NEW ENGLAND, INC.

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: Memo Mills

BY: Kerry O'Donnell
Kerry O'Donnell, Right of Way

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1005, dated May 5, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

City Clerk

A

PETITION AND POLE LICENSE
PETITION

11-1014

PSNH

Manchester, New Hampshire

July 20, 2004

To the Board of Selectman of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

License two (2) poles, 65/039 and 040, located on South Porter Street, in the City of Manchester

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: Kerry O'Donnell
Kerry O'Donnell, Right of Way

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE" No. 11-1014, dated November 12, 2003, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

City Clerk

A

PETITION AND POLE LICENSE
PETITION

11-1016

PSNH

Manchester, New Hampshire

July 21, 2004

To the Board of Selectman of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

Re-license two (2) poles, 3/118 and 119, located on Brown Avenue, in the City of Manchester.

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: *Kerry O'Donnell*
Kerry O'Donnell, Right of Way

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE" No. 11-1016, dated June 28, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

City Clerk

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9AAR07
POLE LOCATION
FORM NO. 1

July 15, 2004

In The Board of Mayor and Alderman
of the City of Manchester, New Hampshire:

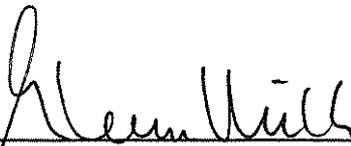
**VERIZON NEW ENGLAND INC
&
PUBLIC SERVICE OF NEW HAMPSHIRE**

requests a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary, along, across and under the following public ways:

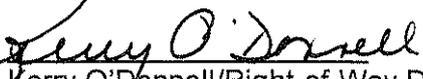
The placing and licensing of 1 replacement pole (74/3) on South Main Street, in the City of Manchester, New Hampshire, as per attached.

cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with such strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked Verizon New England Inc. and Public Service of New Hampshire.

No: 9AAR07
Dated: July 9, 2004
Verizon New England, Inc.

By: 
Right-of-Way Department

Public Service of New Hampshire

By: 
Kerry O'Donnell/Right-of-Way Department

A



City of Manchester
Department of Finance

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

July 23, 2004

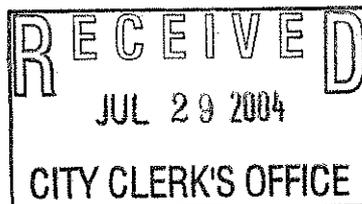
Board of Mayor and Aldermen
C/o Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Board of Mayor and Aldermen,

Attached, please find information from the City's auditors, McGladrey & Pullen, regarding their plan and overall approach for the City's June 30, 2004 audit. Scott Bassett, from McGladrey & Pullen, will be in attendance at the August 17th, Committee on Accounts, Enrollment and Administration meeting to brief them on the FY'04 audit programs.

Respectfully submitted,

Kevin A. Clougherty
Finance Officer



B

McGladrey & Pullen

Certified Public Accountants

McGladrey & Pullen, LLP
1 Church St., 8th Fl., New Haven, CT 06510-3332
O 203.773.1909 F 203.773.0591
www.mcgladrey.com

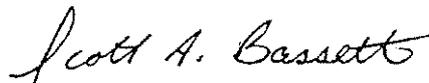
June 28, 2004

Members of the Board of Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, NH 03101

We are pleased to submit the enclosed information about our June 30, 2004 audit plan and overall audit approach for the City of Manchester, New Hampshire (the "City"). We believe our audit plan will satisfy our primary objective of rendering an opinion on the financial statements of the City of Manchester as of June 30, 2004 and for the year then ended.

This letter is intended solely for the information and use of the Board of Mayor and Aldermen and City of Manchester and is not intended to be and should not be used by anyone other than the City.

McGLADREY & PULLEN, LLP



Scott A. Bassett
Partner

Enclosure

B

Engagement Objectives

Our primary objective is to conduct our audit in accordance with auditing standards generally accepted in the United States of America to enable us to express an opinion as to whether the financial statements are fairly presented, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit is planned to provide reasonable, not absolute, assurance that the financial statements are free of material misstatement, whether caused by error, fraudulent financial reporting or misappropriation of assets. We will also conduct an audit so as to satisfy the requirements of Government Auditing Standards issued by the Comptroller General of the United States; the provisions of the Single Audit Act, OMB Circular A-133, and OMB's Compliance Supplement

Audit Approach

Our audit approach includes updating an understanding of:

- The City of Manchester's operations. This understanding allows us to concentrate audit efforts on those aspects of the City that are significant to the financial statements.
- Internal control and its component elements. We have made a preliminary assessment of control risk and plan to assess control risk below the maximum for City's payroll and general disbursements, tax revenue and the budgeting process.
- Changes to the City's significant information systems during the last year.
- Fraud risk factors within the City which may be indicative of either fraudulent financial reporting or misappropriation of assets.
- The cumulative audit knowledge we have gained from previous years' audits.
- New technical accounting and financial reporting requirements that will impact recognition, measurement or disclosure in the June 30, 2004 financial statements.

Internal Control and Compliance

Our review and understanding of the City of Manchester's system of internal control is not undertaken for the purpose of expressing an opinion on the effectiveness of its internal control. Rather, it is to assess the impact of internal control on determining the nature, timing and extent of auditing procedures. Recommendations for improving internal control that come to our attention will be summarized for discussion with management and the Board of Mayor and Aldermen.

B

We will issue reports on internal control related to the financial statements and major programs. These reports describe the scope of testing of internal control and the results of our tests of internal controls. Our reports on internal control will include any reportable conditions and material weaknesses in the system of which we become aware as a result of obtaining an understanding of internal control and performing tests of internal control consistent with the requirements of the standards and circular identified above.

We will issue reports on compliance with laws, regulations, and the provisions of contracts or grant agreements. We will report on any noncompliance which could have a material effect on the financial statements and any noncompliance which could have a direct and material effect on each major program. Our reports on compliance will address material errors, fraud, violations of compliance requirements and other responsibilities imposed by Federal statutes and regulations and assumed contracts; and any Federal grant, entitlement of loan program questioned costs of which we become aware, consistent with the requirements of the standards and circular identified above.

Timing of Procedures

The audit will commence in October 2004. Management's adherence to its closing schedule and timely completion of information used by us in performance of the audit is essential to meeting the schedule.

Engagement Team

Scott A. Bassett will continue to be responsible for coordination of audit and other services to the City of Manchester. Scott will be supported by an engagement team consisting of:

- Diane P. Manning, Manager
- Lauri Monarca, Senior Associate

MAYOR'S UTILITY COORDINATING COMMITTEE

July 21, 2004

It would be greatly appreciated if a representative from each Department or Utility attend the monthly meetings so that any essential information could best assist and/or work with affected parties.

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The meeting was called to order by Peter Capano at 10:00 AM.

MANCHESTER HOUSING AUTHORITY

Ward

#3 89 Pine Street – Adding second floor to building, project on hold pending review.

#2 133 Ash Street – The Gale Home at 133 Ash Street now known as the Mary Gale Apartments, is being rehabbed with an addition to construct elderly apartments. North Branch Construction was awarded the contract (\$3,605,900.00) and work is underway. Ready for occupancy in October.

3 Union/Grove – Occupancy in July.

2 Harrison/Maple – Occupancy in July.

#4 MHRA is in a joint venture with Southern NH Services to construct 28 units of elderly housing on the vacant lot at #628 Hanover Street. The lot is formerly the Somascan property. \$2.6 million grant received from HUD. David White is the architect. Project has Planning Board approval.

#11 Brown School – Venture to rehab as elderly housing with addition.

#2 Old Wellington Rd. – Purchase and Sales o.k.'d by Aldermen for property on Old Wellington Road. Dick Anagnost will be the builder.

STATE PROJECTS

#6 Candia Road [Bypass 28-1-93] - NH Department of Transportation has developed ROW plans. A two-year construction period is expected. Advertising for bid in Spring 2005. Utility work is on-going.

Ward

- #9 I-293 - Roads and bridge work from South Willow St. to the Merrimack River bridge has been awarded to George Cairnes & Sons in the amount of \$13,176,000 is under construction. The Brown Ave. widening and signals work is scheduled for the Spring of 2004. Eastbound bridge is now open to traffic.
- Phase 3: Continental Paving has begun the last phase of widening from S. Willow to I-93 split.
- #11 Granite St./F.E.
Everett Trnprk Imprv. - The Department of Transportation has hired CLD Engineers to complete the design and dovetail ramp work with the City's widening of Granite Street. Work will be performed in two phases:
- Turner/Allard Sts. sewer relocation bid this year.
 - Bridge and ramp work to follow.
- #8 Airport Access - The NH Department of Transportation's preliminary design is progressing. Some building demolition will take place this year. Construction is expected to begin late '05. The project will be split into four contracts and construction is expected to take at least three years.

PLANNING/BUILDINGSUBDIVISIONS

- #1 Jennas Way - 11-lot planned development off Hamel Dr. is underway.
- #12 Legacy Dr. - 11 lot subdivision located between Straw Rd. and Goffstown Road, work is underway.
- #8 Goffs Falls Rd. - Eleven lot subdivision approved. Road is named Mollie Drive. Base pavement is down. House construction is almost complete.
- #9 Brown Ave. - Proposed Dunkin' Donuts.
- #2 721 Mammoth Rd. - Three buildings containing 9 units approved by Planning Board. A building permit has been issued.
- #8 Bryant Road - Approved for both condos (56) single family housing (34). Ashwood development with Keach Nordstrom Engr. Severino Constr. has installed base pavement and curbing along existing road and base pavement on extended Bryant Road.

C

- 2 -

Ward

- #12 Woodland Pond - 77 lot subdivision for single family homes approved with roads off Countryside Blvd. Work has begun in Phase 2.
- #12 Cedar Ridge - 35-lot subdivision off Hackett Hill Rd. A portion of the Woodland Pond Subdivision sold to Reggie Moreau. Work has begun on utilities.
- #8 270 Stanton St. - 4 new lots approved by Planning Board.
- #8 Lilac Court - 15-lot subdivision, work is underway off Brown Ave. near Litchfield town line. Curbing is in.
- #2 820 Wellington Rd. - Walnut Terrace is under construction, eight-lot subdivision.

SITE PLANS

- #10 394 2nd. St. - Families in Transition to rehab mill building for housing and retail approved by Planning Board.
- #5 310 Wilson St. (Vista Foods) - Shopping center rehab. – 73,000 SF, new overall 171,000 S.F. has Planning Board approval.
- #2 166 LaGrange Ave. - Islamic Society Mosque – 13,000 SF approved by Planning.
- # 9 Manchester Commons - Loring St., Faltin Drive & Upton Lane – approximately 150,000 s.f. of retail and office development underway. Shaws' Supermarket now open. Other buildings under construction.
- #3 Bridge/Elm Sts. - Manchester Place Apartment building and parking garage. Foundation work is underway.
- #9 25 Union St. - F.W. Webb wholesale/retail mechanical supplier - construction is underway.
- #1 2233 River Rd. - Synagogue/Temple proposed at intersection of Bicentennial Drive has Planning Board approval
- #10 Carisbrooke - 38 Apts. proposed for steel frame building, approved by Planning Board. Building permit has been issued.
- # 8 1300 S.Porter St. - 150,000 S.F. Furniture World was approved by the Planning Board.

- 3 -

Ward

- #3 795 Elm St. - Rehabilitation underway, at Merrimack Street.
- #1 River Road - New housing for residents at YDC. Work is underway, N. Branch is construction manager.
- #10 49 Harvell St. - 20 dwelling units has Planning Board approval, work has begun.
- #2 1250 S. Willow St. - Hummer dealership approved by Planning Board. Building permit has been issued.
- #5 Elliot Hospital - Daycare Center off Massabesic St. for hospital employees has Planning Board approval.
- #11 South Main St. - Senior Center building well underway. Sidewalks to be repaved by the Highway Department.
- #2 845 Mammoth Rd. - Three story, 10 unit building approved by Planning Board.
- #1 Hanaby Way - 10 lot planned development off Bicentennial Rd. is underway.
- #3 Fisher Cats - City baseball stadium groundbreaking off S. Commercial St. Work is underway. Payton is construction manager.
- #3 25 Brook St. &
15-19 Temple Ct. - One new 8-unit building and conversion of 25 more into housing approved by Planning Board. Building is underway.
- #2 Old Wellington Rd. - (3) Apt. bldgs. approved by Planning Board.
- #7 #594 Silver Street – New six unit townhouse building underway.**
- #9 #84/88 Union Street – New four unit townhouse building underway.**
- #12 #3 Country Club Drive – New eight unit apartment building underway.**

- 4 -

Ward

Water Works Projects

Cleaning and Lining – (Contractor – Spiniello)

- | | |
|--|-------------|
| 1) Phase 1: Merrimack, Manchester, Hanover Sts. 2220' of 8" C.I.P.
(Elm to Chestnut Sts.) | 6/1 – 7/12 |
| 2) Phase 2: Amherst, Concord, Kosciusko Sts. 700' of 6", 8" C.I.P.
(Elm to Chestnut Sts.) | 7/13 – 8/20 |

Water Main Construction - Water Works (In Town)

- | | | |
|---|-------------------|-------------|
| 1) Central – Tarrytown to Mammoth Rd. | 250' of 2" P.E.P. | 4/14 – 4/19 |
| 2) Spruce – Maple to Lincoln St. | 600' of 6" D.I.P. | 4/20 – 5/7 |
| 3) Hayes – Massabesic St. to Chase Ave. | 470' of 6" D.I.P. | 5/10 – 5/21 |
| 4) Chase Ave. – Hayes St. to Hospital | 500' of 6" D.I.P. | 5/14 – 6/4 |
| 5) Hospital – Chase to Massabesic | 200' of 6" D.I.P. | 6/7 – 6/11 |
| 6) Riverfront Drive | 220' of 6" D.I.P. | 6/14 – 6/18 |
| 7) Thayer – No. River to Everett | 200' of 6" D.I.P. | 6/21 – 6/29 |
| 8) Everett – Thayer to Waldo | 820' of 6" D.I.P. | 6/30 – 7/16 |
| 9) Waldo – Everett to Elm | 280' of 6" D.I.P. | 7/19 – 7/23 |
| 10) Kidder – Elm St. to Canal St. | 710' of 6" D.I.P. | 7/26 – 8/11 |
| 11) Farmer – Candia Rd. northerly | 150' of 6" D.I.P. | 8/12 – 8/17 |
| 12) Cartier – Sullivan St. southerly | 370' of 6" D.I.P. | 8/18 – 8/27 |
| 13) Ash – Blodget to Harrison | 750' of 6" D.I.P. | 8/30 – 9/15 |

Large Valve Replacement – Water Works

- | | | |
|-----------------|---------------------|-------------|
| 1. Proctor Road | 20" Butterfly Valve | July 2004 |
| 2. Candia Road | 20" Butterfly Valve | August 2004 |

Engr. & Inspection - (CSO)

- | | | |
|---------------------------------|--------------------|------------|
| • West – Parker to Conant | 1000' of 6" D.I.P. | Spring '04 |
| • Wayne – Notre Dame to Cartier | 300' of 6" D.I.P. | Fall '04 |
| • Main & Conant Sts. | Miscellaneous | 2004 |

NH D.O.T. PROJECTS – by Water Works

- | | |
|-------------------|-----------|
| a) Candia Road | '05 & '06 |
| b) Granite Street | Fall '04 |
| c) Allard Drive | 2005 |

- 5 -

Ward

PARKS & RECREATION PROJECTS
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P&R PROJECTS - FY'04

- # 8 Clement M. Lemire Athletic Complex - Phase 1 improvements to include the central area of the Clem Lemire Sports Complex including the new synthetic multi-sports field, 400 meter running track, parking area along the Jewett Street side of the field and general site improvements. Work is well underway.
- #5 Raco-Theodore Pool Project - Design/Engineering funds were approved to develop plans for improvements identified in the 1997 study of this aquatic facility. Funding was appropriated in the the current CIP budget for the pool project, design is underway with construction in the fall.
- #4 Derryfield Park - Construction of soccer field, (6) tennis courts, softball fields rehabbed planned.

Community Development Block Grant Projects

- #9 Bakersville Elementary School - Bids were received for the playground and school site improvements. Work will include replacement of the playground equipment, expansion of the staff parking lot and general site improvements.
- #3/5 Sheridan-Emmett Park - Bids were received for the park area between Union Street and Pine Streets. Work is underway and will include replacement of the playground equipment, fencing and expansion of the Community Garden.

Other Grant & Planning Projects (FY 2004)

- Urban Forestry
USDA Grant - The City received a grant from USDA Forest Service to address tree maintenance in the Millyard and Valley Cemetery. Work included tree removal, pruning and tree planting.

C

- 6 -

Ward

- Hazard Tree Removal Project* - The second year of appropriations to develop specifications to contract removal of older hazardous trees in the City. This past year approximately 50 hazardous trees were removed from City right-of-ways. Work is underway.
- Watershed Grant Piscataquog River Park* - A Section (319) grant from NH Department of Environmental Services was awarded to the City to create a "watershed sensitive" parking lot and trailhead with informational kiosk.
- #10 Piscataquog Trailway, Phase II* - Grant funding for Phase II has been approved by the NH Department of Transportation for a Transportation Enhancement (TEA) project. This will involve continuation of the trail from South Main Street to the West Side Arena. Authorization of funds will begin in the Fall of 2003. In design by VHB.
- #11 Jr. Deb Field* - Rehab of Jr. Deb field behind West Side Arena.
- #9 South Manchester Rail Trail* - Grant funding for the initial project has been approved by the NH-DOT for a congestion Mitigation and Air Quality (CMAQ) project. This will involve planning, design and construction of a recreational trail along the former Manchester and Lawrence Branch Railroad, from Spring Garden Street to Goffs Falls Road. The trail will link neighborhoods along South Beech Street with Precourt Park. Authorization of funds will begin in the Fall of 2003. Berger Engineers have been chosen as design consultants.
- #8 Brown/Mitchell Park* - Playground to be installed at Brown Ave. and W. Mitchell Street.
- Valley Cemetery Rehabilitation* - Grant funding from the Land and Community Heritage Investment Program (LCHIP) was approved this Spring. A total of \$400,000 is designated to begin the Phase 1 work, which will be done through (2) bids, Fence Rehabilitation and Gate Environs.
- #1 Stark Park* - Master Plan to be produced. Some brush to be removed by Contractor.

C

Ward

*Pine Grove Cemetery
Master Plan*

- A Master Plan was recently completed for the Mausoleum and Lake Environs. This project focused on the need to develop alternative burial methods including cremation garden, scattering grounds and niche burials. The department will seek funding in the next CIP budget to begin work on the Master Plan.

#10 Piscataquog
River Park

- Dubois & King designing rehab of baseball/football fields with lighting relocated from Singer Park. Work done next year.

#4 *Derryfield*

Country Club - *New clubhouse plans submitted to Building Dept. for review.*

HIGHWAY DEPARTMENT PROJECTS

Construction Projects

#6 Candia Rd.
Dry Sewer

- Plans have been reviewed by NH-D.O.T. and are being revised by Hoyle, Tanner & Associates. Waiting for bidders of contract by NH Department of Transportation.

#10 CSO-4

- The S.Main/Boynton St. Project is on Main Street. Traffic will be affected.

#3 Spruce St.

- Maple to Lincoln reconstruction progressing. Road and sidewalks paved, lights installed in July.

4 Lowell St .

- Beech to Maple reconstruction is "on hold".

#4 Manchester St.

- Maple to Lincoln underway, base pavement down, curb to be installed next couple of weeks.

#3 Merrimack St.

- Elm St. to Chestnut, utility work is underway.

#3 Merrimack St.

- Chestnut to Union to be bid this Summer.

#12 Goffstown Back Rd. – Possible Reconstruction from Coolidge Ave. to Cemetery.

#7 Vinton St.
Sidewalk

- South Jewett to South Cypress. } Awarded to Perm-A-Drive } for \$73K. Work well

#6 Hanover St.
Sidewalk

- Page St. to Rand (south side of Hanover)) underway.

- 8 -

Ward

- # 3 Central St. - Reconstruction from Pine to Union Street in Fall/Summer '05.
- #3/5 Auburn St. - Reconstruction from Pine to Maple Street in Fall '05.
- #10 CSO-5 - So. Main North \$4.5 million dollar project underway.
- #6 Mission Ave. - Upgrade work this Fall.
- #2 Wellington Rd.
 @ Old Wellington Rd. - Expansion of signalized intersection at Eddy Roy Rd. to 4-way to allow traffic from Old Wellington Road.

MANCHESTER AIRPORT

- #8 FAA Aircraft Traffic Control Tower (ATCT) - Project underway. Construction Mgr. is Harvey Construction Co., Inc. Completion due 2006.
- #8 Woodlawn Rd. - Surface parking lot is under design. Project tentative bid date is late summer 2004.
- #8 Winston St. - Surface parking lot under design. Project's tentative construction date is summer 2004.

KEYSPAN ENERGY DELIVERY

Expecting an extremely busy season with CSO projects, 32,000 L.F. of mains and services to be replaced. Various schoolwork to begin next week.

PSNH

- #5 Elliot Hospital - Extensive overhead work in vicinity of Hospital beginning on Spruce St. beginning soon. Placing 27 new poles on Spruce/Hall onto Cypress St. for 1000' to new feed.
- #3 Commercial St. - Changing underground cable.

C

Ward

#3 Elm St. – Underground construction work near NH Insurance in late summer, early Fall '04.

#8 S. Beech St. – Mitchell to Spring Garden, setting new poles.

#3 Elm @ Bridge – Some work related to new building construction.

#3 *Hampshire Ln. @ Fir St. – New transformers being installed.*

MANCHESTER TRAFFIC DEPARTMENT

#4 Beech/Bridge - Pole to be installed to correct blind advance.

VERIZON

#4 Beech, Ash, Amherst Sts. - New conduit to replace old one at Central H.S. to be installed this week. Cable work to follow.

#6 Candia Rd. – Massabesic Circle to I-93. Cable relocation needed.

#6 #101 @ Bypass 28 - Conduit work on Bypass 28 in conjunction with Audley's project this Summer.

NEXT MEETING: The next MUCC meeting has been scheduled for Wednesday, August 18th 2004 at 10: 00 AM in the **Conference Room, second floor**, at the Manchester Water Works.

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Attended Contact List

	Ms. Janet Kelliher	PSNH	882-5894 X5230
x	Mr. Karl Franck	Building Dept.	624-6475
x	Mr. Jay Davini	Manchester Highway Dept.	624-6444
	Mr. Guy Chabot	Manchester Water Works	624-6494
	Mr. Jim Masson	Traffic Department	624-6580
	Mr. Andy Bernier	Keyspan	641-0572
	Mr. Chris Blue	Fire Department	669-2256
x	Mr. Steve Morin	Fire Department	669-2256
x	Mr. Mike Venti	Airport Authority	624-6539 X318
	Mr. Ken Yergeau	Info Systems	624-6577
	Mr. Jim Hoben	Traffic Department	624-6580
	Mr. Jody Rivard	Manchester Fire Dept.	669-2256
	Mr. Chuck DiPrema	Parks & Recreation Dept.	624-6565 X315
	Mr. Matt Wietecha	Verizon	645-2703
x	Mr. Terry Harlacher	Planning Department	624-6450
x	Ms. Betty Hackett	Verizon	645-2713
x	Mr. Jim Findlay	Keyspan	231-4970
	Mr. Max Sink	Building Department	624-6475
	Ms. Amanda Parenteau	MHRA	624-2180

NOTE: NEW projects for the month will be *italicized/bold* printed.

**MANCHESTER
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, N.H. 03101-2799
TELEPHONE: (603) 623-8801 • FAX: (603) 626-4512
www.mtabus.org



JOHN H. TRISCIANI, CHAIR
DAVID F. JESPERSEN, VICE CHAIR
EUGENE E. BOISVERT
JULIE A. GUSTAFSON
JOSEPH J. DESELLE

DAVID SMITH
EXECUTIVE DIRECTOR

July 28, 2004

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

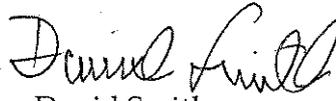
Dear Leo,

The MTA Commissioners held a Commission Meeting on Tuesday, July 27, 2004. Enclosed are the approved Minutes of our June 29, 2004 Commission Meeting, as well as the Financial and Ridership Reports for the month of June 2004.

The next scheduled Commission Meeting will be Tuesday, August 31, 2004 at 5:00 PM.

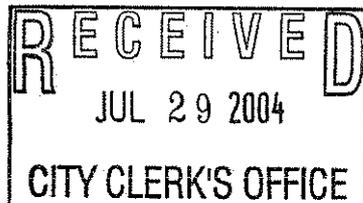
If you should have any questions, please feel free to contact me at extension 632.

Very truly yours,


David Smith
Executive Director

DS:cr

Enclosures



D

**MANCHESTER
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, N.H. 03101-2799
TELEPHONE: (603) 623-8801 • FAX: (603) 626-4512
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JOHN H. TRISCIANI, CHAIR
DAVID F. JESPERSEN, VICE CHAIR
EUGENE E. BOISVERT
JULIE A. GUSTAFSON
JOSEPH J. DESELLE

DAVID SMITH
EXECUTIVE DIRECTOR

Manchester Transit Authority

June 29, 2004 Commission Meeting

MEMBERS PRESENT:

Chairman John H. Trisciani
Vice Chairman David F. Jespersen
Commissioner Eugene E. Boisvert
Commissioner Julie A. Gustafson
Commissioner Joseph J. Deselle

PERSONNEL PRESENT:

Robert Jeniski, Assistant Director
William J. Cantwell, Supt. of Administration
Paul Beauregard, Asst. Superintendent of Maintenance
Karyn Porter, Operations Planning Manager

PERSONNEL ABSENT:

David Smith, Executive Director (bereavement)

1. a. Chairman TRISCIANI called the meeting to order at 5:05 PM.
- b. Minutes of May 25, 2004 Commission Meeting. GUSTAFSON made a motion to approve the Minutes of the May 25, 2004 Meeting as presented. Seconded by JESPERSEN. All Commissioners in favor.

MANAGEMENT REPORTS

2. a. Financial Report for May 2004. BOISVERT made a motion to approve the Financial Report for May 2004. Seconded by DESELLE.

Transit Operation: CANTWELL reported on the last month of the fiscal year. Transit revenue for May was \$35,139 under budget (-15.95%). Operating revenue was \$11,124 (65.65%) over budget. CANTWELL explained since the April financials reflected the City's fuel for April and May, he reconciled that line item. He stated he would also be adjusting the student tickets in June. Farebox

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income averaged \$3,800 per weekly deposit. Adult and senior tickets increased against the budget, but handicapped decreased. Year-to-date revenue is \$92,483 (-3.80%) behind budget. The City's \$112,900 shortfall of contribution is being offset by increased income and reduction of expenses.

Transit expenses for May were \$18,465, (-7.78%) less than budgeted. Year-to-date expenses are \$71,306 (-2.6%) under budget, without depreciation would be under budget \$22,000. CANTWELL stated with the settlement of the Collective Bargaining Agreement ("CBA"), June expenses will increase by \$25,000 because of the \$700 lump sum settlement to full-time employees.

School Operation: Revenue for the month of May was \$9,700 (4.05%) over budget due to the increase in chargeable buses. May expenses were \$23,039 (-9.87%) less than budgeted. Payroll, material and supplies, and insurance accounted for most of the variance. The \$400 CBA lump sum payment to the part-time employees will increase June expenses by \$25,000. CANTWELL did a quick review of the June charter activity and stated we will earn an additional \$20,000 more than budgeted. Year-to-date the school capital funds have earned \$190,579. He has transferred the entire balance to the school capital fund account and projected an additional \$80,000 for June. There will be sufficient funds to purchase up to five replacement school buses.

BOISVERT commented that the overtime between school and transit was \$10,781. TRISCIANI stated although overtime is decreasing, he would like to see it drop even more. JENISKI indicated he implemented a new pick that should help reduce overtime. JENISKI stated May was a very busy charter month.

CANTWELL stated school overtime is \$800 over budget for the month. He explained transit overtime is \$14,000 higher for the year, but regular wages are \$6,200 under budget. CANTWELL explained transit overtime is generated by the Verizon shuttle, the beach trips, sickness, and booking off for contract negotiations or Union business. TRISCIANI stated if we need more drivers we should be hiring more. JENISKI explained the new CBA would allow spare operators to do the work that creates most of the overtime. If people are out for a certain period of time, the new CBA allows for a "hold down" which will decrease overtime. CANTWELL said year-to-date we received \$232,000 in school charter revenue and the budget was \$210,000. Charters are increasing annually and we have been able to do more charters with less payroll because his payroll numbers are less.

The Income Statement was reviewed with BOISVERT commenting on the workers compensation account. CANTWELL explained that amount is the rate we are charged; it's not what we are paying out. JESPERSEN asked if staff has tried to recover the training fee from the drivers who have left employment within six months and are driving for another company. JENISKI replied our attorney has stated we may not be able to recover that loss. He has sent out letters seeking reimbursement, but has not received a single response. JESPERSEN recommended at least trying to collect the reimbursement through small claims court.

The Aged Trial Balance was reviewed with TRISCIANI questioning the outstanding school invoices from December 2003 and January 2004.

CANTWELL gave an explanation of the outstanding invoices and stated so far we have collected 98% of our invoicing and that his department is pursuing payment on anything over 60 days.

The Check Journal was reviewed. TRISCIANI and BOISVERT questioned several checks that were issued, with JENISKI and CANTWELL offering an explanation. All Commissioners in favor of approving Financial Report.

- b. **Ridership/Transit Report for May 2004.** JENISKI reported there were two less workdays this May versus last May. He then reported on the Hampton Beach shuttle and stating we carried 8 passengers on May 30th, 13 passengers on June 5th, 16 passengers on 12th, and dropped down to 8 passengers on June 19th.

Between the Airport and Goffs Falls routes we transported 365 additional passengers year-to-year. The shopping shuttle passenger counts are up with Verizon having very little activity. StepSaver month-to-month trips are down.

- c. **School Report for May 2004.** JENISKI reported we started the month with 78 school bus operators. Throughout the month two operators resigned, one operator was terminated, and another operator was promoted to full-time status leaving us with 74 drivers at the end of the month. JENISKI spoke about the safety meeting held for transit operators on Terrorism Awareness and named the representatives present from the State, Local Law enforcement, and FBI. TRISCIANI and BOISVERT stated they all did a great presentation and commended Trainer/Safety Supervisor William Rogers for organizing this program. JENISKI made the Board aware that PORTER and Dispatcher Virginia Griffen are working on the VersaTrans transportation software in preparation of the upcoming school

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year. There will be a meeting set up with the School District and principals or assistant principals from each school regarding discipline for the upcoming year. PORTER explained they did a trial run by preparing the summer school routes using the software program. TRISCIANI said Barbara Gagne and Karen Burkush from the School District are doing a good job informing people about the software program and explaining how it should perform. PORTER briefly talked about the students who live within 1.4 miles of their school with no safety hazards, that those students should be walkers. She explained how the site works and that walking routes have been built where crossing guards are in place. TRISCIANI said this is where the School District has to take charge. PORTER said Barbara Gagne from the School District would be sending out letters, to be approved by School Board members, informing parents that we will be enforcing the 1.4-mile radius and informing some parents their children will have to walk.

- d. **Maintenance Report for May 2004.** BEAUREGARD reported school mileage was up because of the charter work. They are not behind any preventive maintenance inspections. There was one flat nose bus towed because of transmission problems, but that is under warranty. Road calls were good. Fuel prices are still low because we are locked into a set price. There were four hours of overtime in his department this month. BEAUREGARD stated there were no on the job injuries. City work is down to working on one or two cars per week. JENISKI explained there were problems with the loops that control the opening and closing of the gate. He commended Kevin Shepard from the Highway Department for sending some of his men within an hour to resurface the traffic

D

loops. JESPERSEN asked what is involved in a Preventive Maintenance Inspection ("PMI"). BEAUREGARD explained on a gas vehicle there are two inspections, a transmission service and an oil change. On a diesel vehicle there are three inspections. A safety check (checking the bus all over), at 5,000 miles the oil is changed, and at 18,000 miles the transmission oil is changed.

JESPERSEN asked wouldn't part of those inspections include recharging the air conditioning. BEAUREGARD explained on the 1996 buses the air conditioning gets disconnected in the winter so they have to reinstall it. When the air conditioning is reconnected or a bus comes in for inspection, the units may not be leaking at that time. He explained the units have two compressors; one will work fine then the other one lets go.

NEW BUSINESS

- 3 a. Ratify Award of IFB 04-09 – Bus Stop Signs. GUSTAFSON made a motion to ratify awarding Northeast Traffic IFB 04-09 the bus sign project for the amount of \$8,287.50. Seconded by JESPERSEN. All Commissioners in favor. PORTER stated the signs should be completed by the end of the summer. She will have to go throughout the City and take inventory on where to install the signs. We will be contracting the installation of the signs.
- b. Operating and Capital Grant Applications. With the absence of SMITH, BOISVERT made a motion to table. Seconded by DESELLE. All Commissioners in favor.

OLD BUSINESS

4. a. **Status: Proposed FY 2005 Budget.** BOISVERT made a motion to approve the final budget for FY 2005. Seconded by JESPERSEN. All Commissioners in favor.
- b. **Status: Property, Auto & Liability Insurance Proposals.** JESPERSEN made a motion to award Ferdinando Insurance Associates our insurance contract for a five-year period. Seconded by GUSTAFSON. All Commissioners in favor.
- c. **FY 04 EPA – Clean School Bus Grant.** JENISKI explained the NH Department of Environmental Services has reapplied to the EPA for a grant to provide clean emissions technology for school buses. We have been informed that the grant has been approved and we will be able to equip 30 school buses with exhaust treatment devices. Nashua School District will be able to equip 15 of their buses. BEAUREGARD stated we would do ten buses every year for the next three years. We will start retrofitting the oldest buses that we are keeping. BOISVERT made a motion to accept and sign the Federal EPA grant agreement. Seconded by DESELLE. All Commissioners in favor.

NON-PUBLIC SESSION

5. a. **Non-Public Session per RSA 91-A:3, II. (e).** At 6:30 PM BOISVERT made a motion to go into Non-Public Session per RSA 91-A:3, II. (e). Seconded by JESPERSEN. Roll call was taken with all Commissioners in favor. At 6:15 PM on a motion by JESPERSEN, seconded by DESELLE, with all Commissioners in favor, Non-Public Session adjourned. TRISCIANI stated no motions were made at this time but the Board did discuss the finalization of the new contract and

instructed Management to establish ground rules prior to negotiating a new contract in 2006.

OTHER BUSINESS

6. a. Stacey Widlund. TRISCIANI instructed staff to address a letter to her regarding our policy on traveling with strollers on buses, and then posting the policy on the buses.
- b. Company B-B-Q. Board members were pleased with the turnout. BOISVERT commended Mrs. Carol Deselle for "manning" the grille.
- c. Date for Next Meeting. Tuesday, July 27, 2004 at 5:00 PM.

With no further business to come before the Board, GUSTAFSON made a motion to adjourn the meeting at 6:20 PM. Seconded by DESELLE. All Commissioners in favor.



Balance Sheet

June 2004

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BALANCE SHEET

AS OF JUNE 30, 2004

REPORT # 001 VERSION # 000003 FORMAT # 08

CURRENT ASSETS

CASH

1010 CHECKING ACCOUNT	756,034.66	
1012 PETTY CASH	447.77	
1013 COINS	294.00	

TOTAL CASH		756,776.43

RESTRICTED ASSETS

1580 DEFERRD COMP BENEFIT	526,685.89	

TOTAL RESTRICTED ASSETS		526,685.89

RECEIVABLES

1020 ACCTS.REC.TRADE	121,878.09	
1021 A/R TOWN OF BEDFORD	0.00	
1023 FULL TIME OPERATORS	5,169.25	
1024 PART TIME OPERATORS	1,263.95	
1025 DISPATCHERS	342.50	
1028 GAS TAX RECEIVABLE	179.01	
1029 FEDERAL RECEIVABLE	269,113.00	

TOTAL RECEIVABLES		397,945.80

INVENTORY

1030 DIESEL	13,025.90	
1031 GASOLINE UNLEADED	13,422.01	
1033 OIL 1230,15W40,A-T-F	3,059.85	
1036 ANTI-FREEZE	1,196.74	
1050 INVENTORY TRANSIT	128,349.98	
1055 INVENTORY TIRES	14,279.76	

TOTAL INVENTORY		173,334.24

FIXED ASSETS

1060 LAND	66,829.00	
1065 BUILDING	1,748,790.00	
1066 LESS DEPRECIATION	1,559,622.00-	
1070 FIXED ASSETS TRANSIT	3,798,598.60	
1071 LESS DEPRECIATION	2,798,860.77-	
1072 FIXED ASSETS SCHOOL	3,954,661.65	
1073 LESS DEPRECIATION	3,025,774.49-	

NET FIXED ASSETS		2,184,621.99

SPECIAL FUNDS

1410 SCH CAPITAL REPLMENT	252,916.14	

TOTAL SPECIAL FUNDS		252,916.14

TOTAL CURRENT ASSETS

4,292,280.49

PREPAYMENTS

1510 PREPAID INS.TRANSIT	146,787.00	
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BALANCE SHEET

AS OF JUNE 30, 2004

REPORT # 001 VERSION # 000003 FORMAT # 08

1518 PREPAID DEPOSIT	165,025.46	
1519 PREPAID - OTHERS	20,252.00	

TOTAL PREPAYMENTS		326,064.46

TOTAL ASSETS		4,618,344.95
		=====
CURRENT LIABILITIES		
PAYABLES		
2010 TRADE PAYABLES	51,242.23	

TOTAL PAYABLES		51,242.23
ACCRUED PAYROLL LIAB		
2012 ACCRUED SICK WAGES	162,773.13	
2019 ACCRUED VACATION	108,756.89	
2020 ACCRUED SALARIES	16,084.77	
2026 PENSION PAYABLE	848.00	
2029 ACCRUED SECT. 125	96.00	
2030 W/H TAX PAYABLE	6,365.08	
2031 FICA TAX PAYABLE	8,360.69	
2033 UNION DUES PAYABLE	1,090.98	
2035 WAGE GARNISHMENT	12.50	
2036 C.O.P.E. PAYABLE	15.75	
2039 DEFERRED COMP	1,477.69	

TOTAL CURRENT LIABILITIES		305,881.48
OTHER CURRENT LIABILITIES		
2022 ACCRUED COMM. EXP	0.00	
2025 ACCRUED NH UNEMPLOY	613.51-	
2410 DEF TICKET SALES	8,823.25	
3030 DEF COMP DUE EMP	526,685.89	

TOTAL OTHER CURRENT LIAB		534,895.63

TOTAL CURRENT LIABILITIES		892,019.34

TOTAL LIABILITIES		892,019.34
CAPITAL		
2090 SCH BUS NET INCOME	87,044.55	
3200 FEDERAL CAPITAL FUND	462,505.00	
3010 ACCUM INCOME (LOSS)	1,021,759.53	
3020 SCHOOL BUS FUND	1,280,613.89	
3080 CONTRIBUTED CAPITAL	1,168,269.86	
3090 NET INCOME (LOSS)	293,867.22-	

TOTAL CAPITAL		3,726,325.61

TOTAL LIAB & CAPITAL		4,618,344.95
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June 2004

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INCOME STATEMENT TRANSIT

JUNE 01, 2004 - JUNE 30, 2004

REPORT # 002 VERSION # 000198 FORMAT # 02

	CURRENT PERIOD				YEAR TO DATE				YTD NET CHANGE	
	THIS YEAR	PCT	BUDGET	PCT	THIS YEAR	PCT	BUDGET	PCT	AMOUNT	VAR%
FAREBOX REVENUE										
4010 FAREBOX	15,641.57	6.8	8,120.00	3.6	170,772.42	6.6	105,560.00	3.9	65,212.42	61.7
4011 TICKETS - ADULTS	2,586.50	1.1	1,700.00	0.7	24,437.50	0.9	20,400.00	0.7	4,037.50	19.7
4012 TICKETS - SENIORS	775.00	0.3	675.00	0.3	10,280.50	0.4	8,100.00	0.3	2,180.50	26.9
4013 TICKETS - STUDENTS	4,214.99	1.8	825.00	0.3	0.00	0.0	9,900.00	0.3	9,900.00	100.0
4014 MONTHLY FULL FARE	4,353.50	1.9	1,000.00	0.4	22,162.00	0.8	12,000.00	0.4	10,162.00	84.6
4015 HANDICAPPED FEES	366.50	0.1	825.00	0.3	11,780.47	0.4	9,900.00	0.3	1,880.47	18.9
4017 COLONIAL HALF-FARE	0.00	0.0	0.00	0.0	52.50	0.0	0.00	0.0	52.50	100.0
4058 MONTHLY HALF FARE	2,298.50	1.0	1,300.00	0.5	17,166.50	0.6	15,600.00	0.5	1,566.50	10.0
TOTAL FAREBOX & TICKETS	21,806.58	9.5	14,445.00	6.5	256,651.89	9.9	181,460.00	6.8	75,191.89	41.4
TRANSIT CHARTER										
4050 SPECIAL FARE	1,155.00	0.5	2,000.00	0.9	16,149.50	0.6	24,000.00	0.9	7,850.50	32.7
TOTAL SPECIAL FARES	1,155.00	0.5	2,000.00	0.9	16,149.50	0.6	24,000.00	0.9	7,850.50	32.7
OTHER INCOME										
4039 SALE FUELS CITY	14,482.98	6.3	13,300.00	6.0	170,471.61	6.6	159,600.00	6.0	10,871.61	6.8
4056 RENT BUS TERMINAL	0.00	0.0	1,600.00	0.7	16,000.00	0.6	19,200.00	0.7	3,200.00	16.6
4057 NH EMPLOYMENT DIV	0.00	0.0	0.00	0.0	13,240.17	0.5	0.00	0.0	13,240.17	100.0
4060 ADVERTISING SERVICES	8,703.50	3.8	3,700.00	1.6	62,271.10	2.4	44,400.00	1.6	17,871.10	40.2
4061 INSURANCE RPR REFUND	0.00	0.0	0.00	0.0	312.21	0.0	0.00	0.0	312.21	100.0
4070 SALES MAINT.SERVICE	885.64	0.3	3,000.00	1.3	31,031.52	1.2	36,000.00	1.3	4,968.48	13.8
4071 SALE OF BUSES & VEH	0.00	0.0	0.00	0.0	1,118.97	0.0	0.00	0.0	1,118.97	100.0
4072 INTEREST INCOME	859.84	0.3	870.00	0.4	5,368.37	0.2	10,440.00	0.3	5,071.63	48.5
4073 MISCELLANEOUS	275.97	0.1	25.00	0.0	3,050.96	0.1	300.00	0.0	2,750.96	916.9
4074 SPECIAL INCOME	38.47	0.0	0.00	0.0	38.47	0.0	0.00	0.0	38.47	100.0
4075 SENIOR PICTURES	12.00	0.0	12.00	0.0	236.00	0.0	144.00	0.0	92.00	63.8
TOTAL OTHER REVENUE	25,258.40	11.0	22,507.00	10.2	303,139.38	11.8	270,084.00	10.1	33,055.38	12.2
TOTAL OPERATION REVENUE	48,219.98	21.0	38,952.00	17.6	575,940.77	22.4	475,544.00	17.9	100,396.77	21.1
ASSISTANCE										
4090 OPER. ASST. C. OF M.	70,833.33	30.9	81,096.00	36.8	849,999.96	33.1	973,163.00	36.7	123,163.04	12.6
4091 OPER. ASST. BEDFORD	3,300.00	1.4	3,300.00	1.5	39,600.00	1.5	39,600.00	1.4	0.00	0.0
4092 OPER. ASST NHDES	0.00	0.0	0.00	0.0	4,142.00	0.1	0.00	0.0	4,142.00	100.0
4130 OPER. ASST., SEC.9	106,888.00	46.6	96,896.00	43.9	1,098,510.00	42.7	1,162,763.00	43.8	64,253.00	5.5
TOTAL ASSISTANCE	181,021.33	78.9	181,292.00	82.3	1,992,251.96	77.5	2,175,526.00	82.0	183,274.04	8.4
TOTAL REVENUES	229,241.31	100.0	220,244.00	100.0	2,568,192.73	100.0	2,651,070.00	100.0	82,877.27	3.1
EXPENSES										
LABOR										
5010 OPERATORS WAGES	82,151.97	30.4	62,687.00	25.6	686,966.76	24.0	728,847.00	25.0	41,880.24	5.7
5011 OPERATORS WAGES E&H	4,795.28	1.7	5,451.00	2.2	63,848.23	2.2	63,378.00	2.1	470.23	0.7
5110 OPERATORS O.T. WAGES	5,275.19	1.9	3,064.00	1.2	82,312.48	2.8	35,619.00	1.2	46,693.48	131.0
5110 OPERATOR O.T. E&H	38.61	0.0	3,061.00	1.2	3,822.84	0.1	35,616.00	1.2	31,793.16	89.2
5013 MECHANICS WAGES	19,994.61	7.4	12,774.00	5.2	133,535.80	4.6	153,244.00	5.2	19,708.20	12.8
5113 MECHANICS O.T. WAGES	59.71	0.0	0.00	0.0	4,892.56	0.1	0.00	0.0	4,892.56	100.0
5017 TRANS ADMIN WAGES	7,404.86	2.7	5,888.00	2.4	74,576.90	2.6	70,029.00	2.4	4,547.90	6.4

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MANCHESTER TRANSIT AUTHORITY

INCOME STATEMENT TRANSIT

JUNE 01, 2004 - JUNE 30, 2004

REPORT # 002 VERSION # 000198 FORMAT # 02

	CURRENT PERIOD				YEAR TO DATE				YTD NET CHANGE	
	THIS YEAR	PCT	BUDGET	PCT	THIS YEAR	PCT	BUDGET	PCT	AMOUNT	VAR%
5018 WAGES MAINT. ADMIN	3,247.90	1.2	3,423.00	1.4	38,711.68	1.3	41,637.00	1.4	2,925.32-	7.0-
5019 WAGES OFFICE ADMIN	5,938.94	2.2	5,568.00	2.2	66,493.46	2.3	70,798.00	2.4	4,304.54-	6.0-
5117 WAGES TRANSP O.T.	701.12	0.2	94.00	0.0	11,882.24	0.4	1,150.00	0.0	10,732.24	933.2
5119 WAGES OFFICE O.T.	130.14	0.0	75.00	0.0	1,439.31	0.0	944.00	0.0	495.31	52.4
6003 PAYROLL TRANSACTION	92.35-	0.0	0.00	0.0	0.00	0.0	0.00	0.0	0.00	*****
TOTAL LABOR	129,645.98	48.0	102,085.00	41.7	1,168,482.26	40.8	1,201,262.00	41.3	32,779.74-	2.7-
FRINGE BENEFITS										
5004 TRANS ADM SICK WAGES	350.22	0.1	129.00	0.0	4,674.89	0.1	1,526.00	0.0	3,148.89	206.3
5005 TRANS ADM VAC WAGES	939.20	0.3	757.00	0.3	12,790.85	0.4	9,051.00	0.3	3,739.85	41.3
5006 TRANS ADM HOL WAGES	771.40	0.2	424.00	0.1	4,323.30	0.1	5,088.00	0.1	764.70-	15.0-
5007 MAINT ADM SICK WAGES	0.00	0.0	82.00	0.0	572.48	0.0	1,028.00	0.0	455.52-	44.3-
5008 MAINT ADM VAC WAGES	776.83	0.2	280.00	0.1	7,864.75	0.2	3,426.00	0.1	4,438.75	129.5
5009 MAINT ADM HOL WAGES	327.60	0.1	373.00	0.1	2,370.64	0.0	4,454.00	0.1	2,083.36-	46.7-
5014 OFFICE VAC WAGES	467.45	0.1	531.00	0.2	8,730.83	0.3	6,394.00	0.2	2,336.83	36.5
5015 OFFICE HOLIDAY WAGES	511.07	0.1	399.00	0.1	4,710.41	0.1	4,832.00	0.1	121.59-	2.5-
5016 OFFICE SICK WAGES	0.00	0.0	119.00	0.0	3,271.42	0.1	1,450.00	0.0	1,821.42	125.6
5021 F.I.C.A.	7,015.05	2.6	9,619.00	3.9	107,876.32	3.7	113,807.00	3.9	5,930.68-	5.2-
5022 N.H. UNEMPLOYMENT	470.00	0.1	455.00	0.1	5,709.00	0.2	5,526.00	0.1	183.00	3.3
5023 PENSION	4,070.00	1.5	4,191.00	1.7	49,158.69	1.7	50,336.00	1.7	1,177.31-	2.3-
5024 HEALTH INSURANCE	25,708.71	9.5	31,586.00	12.9	359,135.11	12.5	379,087.00	13.0	19,951.89-	5.2-
5025 MEDICAL EXAMINATION	0.00	0.0	0.00	0.0	160.00	0.0	0.00	0.0	160.00	100.0
5026 LIFE INSURANCE	546.17	0.2	480.00	0.2	6,581.24	0.2	5,705.00	0.2	876.24	15.3
5027 WORKER'S COMP	4,714.00	1.7	3,829.00	1.5	55,293.15	1.9	45,016.00	1.5	10,277.15	22.8
5028 OPERATORS SICK PAY	582.48	0.2	2,449.00	1.0	25,440.78	0.8	29,454.00	1.0	4,013.22-	13.6-
5034 OPERATORS VACATION	4,119.00	1.5	4,449.00	1.8	49,427.80	1.7	53,333.00	1.8	3,905.20-	7.3-
5031 OPERATORS HOLIDAY	4,811.64	1.7	3,269.00	1.3	43,999.13	1.5	39,272.00	1.3	4,727.13	12.0
5029 MECHANICS SICK PAY	0.00	0.0	89.00	0.0	3,438.16	0.1	1,024.00	0.0	2,414.16	235.7
5035 MECHANICS VACATION	1,752.00	0.6	1,730.00	0.7	21,025.96	0.7	20,694.00	0.7	331.96	1.6
5032 MECHANICS HOLIDAY	1,347.68	0.5	1,026.00	0.4	13,355.60	0.4	12,290.00	0.4	1,065.60	8.6
5037 OPER UNIFORM ALLOW	1,180.15	0.4	737.00	0.3	7,018.51	0.2	8,800.00	0.3	1,781.49-	20.2-
5038 MAINT UNIFORM ALLOW	930.19	0.3	448.00	0.1	4,025.35	0.1	5,824.00	0.2	1,798.65-	30.8-
5120 MAINT TOOL ALLOWANCE	0.00	0.0	55.00	0.0	0.00	0.0	649.00	0.0	649.00-	100.0-
5095 OP/MECH FRINGE RATE	4,044.91-	1.5-	4,716.00-	1.9-	68,031.21-	2.3-	57,773.00-	1.9-	10,258.21-	17.7-
6006 FRINGE BENEFITS	6,916.53-	2.5-	4,415.00-	1.8-	70,671.51-	2.4-	52,980.00-	1.8-	17,691.51-	33.3-
TOTAL FRINGE BENEFIT	50,429.40	18.6	58,375.00	23.8	662,251.65	23.1	697,313.00	23.9	35,061.35-	5.0-
SERVICES										
5039 MGMNT/CONSULTANT FEE	11,473.69	4.2	11,092.00	4.5	141,573.34	4.9	133,060.00	4.5	8,513.34	6.4
5041 COMMISSIONERS EXP	172.80	0.0	87.00	0.0	2,027.67	0.0	1,000.00	0.0	1,027.67	102.7
5042 OUTSIDE ADVERTISING	258.48	0.1	413.00	0.1	2,365.19	0.0	5,000.00	0.1	2,634.81-	52.7-
5043 LEGAL EXPENSES	302.10	0.1	837.00	0.3	2,664.49	0.0	10,000.00	0.3	7,335.51-	73.3-
5044 AUDITING EXPENSES	0.00	0.0	0.00	0.0	5,040.00	0.1	4,800.00	0.1	240.00	5.0
5045 SERVICE BUREAU	714.05	0.2	1,063.00	0.4	9,671.17	0.3	12,800.00	0.4	3,128.83-	24.4-
5046 SECURITY SERVICE	98.89	0.0	37.00	0.0	766.39	0.0	400.00	0.0	366.39	91.6
5047 REPAIRS BLG & GRNDS	1,465.14	0.5	913.00	0.3	17,399.10	0.6	11,000.00	0.3	6,399.10	58.1
5048 REPAIRS SHOP EQUIP.	125.54	0.0	137.00	0.0	2,229.87	0.0	1,710.00	0.0	519.87	30.4
5049 REPAIRS OFFICE EQUIP	183.17	0.0	242.00	0.1	3,338.44	0.1	2,860.00	0.1	478.44	16.7
5050 REPAIRS - RADIOS	0.00	0.0	87.00	0.0	0.00	0.0	1,000.00	0.0	1,000.00-	100.0-
5051 JANITORIAL SERVICES	488.20	0.1	625.00	0.2	6,871.32	0.2	7,500.00	0.2	628.68-	8.3-

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INCOME STATEMENT TRANSIT

JUNE 01, 2004 - JUNE 30, 2004

REPORT # 002 VERSION # 000198 FORMAT # 02

	CURRENT PERIOD				YEAR TO DATE				YTD NET CHANGE	
	THIS YEAR	PCT	BUDGET	PCT	THIS YEAR	PCT	BUDGET	PCT	AMOUNT	VAR%
5052 JANITORIAL SUPPLIES	14.98	0.0	34.00	0.0	656.94	0.0	375.00	0.0	281.94	75.1
5081 PRE-EMPLOY MED. EXAM	0.00	0.0	125.00	0.0	400.00	0.0	1,500.00	0.0	1,100.00	73.3-
5100 DRUG & ALCOHOL TESTS	490.00	0.1	250.00	0.1	3,920.00	0.1	3,000.00	0.1	920.00	30.6
6002 MARKETING EXPENSE	0.00	0.0	0.00	0.0	220.50	0.0	0.00	0.0	220.50	100.0
TOTAL SERVICES	15,787.04	5.8	15,942.00	6.5	199,144.42	6.9	196,005.00	6.7	3,139.42	1.6
MATERIAL & SUPPLIES										
5001 PURCHASES DISCOUNTS	279.26	0.1-	250.00	0.1-	4,383.61	0.1-	3,000.00	0.1-	1,383.61	46.1-
5053 FUELS CITY DEPTS	13,726.99	5.0	13,300.00	5.4	161,485.76	5.6	159,600.00	5.4	1,885.76	1.1
5055 GASOLINE OPERATIONS	216.35	0.0	38.00	0.0	2,864.68	0.1	500.00	0.0	2,364.68	472.9
5056 GASOLINE SUPPORT VEH	36.46	0.0	38.00	0.0	484.73	0.0	500.00	0.0	15.27	3.0-
5057 DIESEL OPERATIONS	8,494.66	3.1	8,633.00	3.5	95,213.40	3.3	100,638.00	3.4	5,424.60	5.3-
5058 OIL & GREASE	857.52	0.3	354.00	0.1	3,628.10	0.1	4,109.00	0.1	480.90	11.7-
5060 TIRES	858.00	0.3	1,329.00	0.5	9,513.31	0.3	15,517.00	0.5	6,003.69	38.6-
5061 TRANS.-MISC.	104.87	0.0	163.00	0.0	1,144.73	0.0	2,000.00	0.0	855.27	42.7-
5062 TRANS. SCHED/TKTS	112.84	0.0	413.00	0.1	7,739.70	0.2	5,000.00	0.1	2,739.70	54.7
5063 MAINTENANCE PARTS	13,268.09	4.9	4,416.00	1.8	97,787.21	3.4	51,534.00	1.7	46,253.21	89.7
5065 MAINTENANCE SUPPLIES	1,172.00	0.4	570.00	0.2	6,244.05	0.2	6,840.00	0.2	595.95	8.7-
5066 OFFICE SUPPLIES	1,080.44	0.4	1,040.00	0.4	13,916.49	0.4	12,480.00	0.4	1,436.49	11.5
5067 MISC. OFFICE SUPPLIE	13.44	0.0	177.00	0.0	1,796.18	0.0	2,080.00	0.0	283.82	13.6-
5093 ANTI-FREEZE EXP	18.37	0.0	87.00	0.0	194.58	0.0	1,044.00	0.0	849.42	81.3-
5098 HAZARDOUS MATERIALS	153.40	0.0	42.00	0.0	2,651.73	0.0	570.00	0.0	2,081.73	365.2
5099 BODY SHOP SUPPLIES	101.75	0.0	95.00	0.0	777.56	0.0	1,140.00	0.0	362.44	31.7-
6005 OUTSIDE PARTS/LABOR	0.00	0.0	38.00	0.0	307.00	0.0	500.00	0.0	193.00	38.6-
TOTAL MATERIAL & SUPPLIES	39,935.92	14.7	30,483.00	12.4	401,365.60	14.0	361,052.00	12.4	40,313.60	11.1
UTILITIES										
5068 NATURAL GAS	112.84	0.0	825.00	0.3	14,895.84	0.5	9,900.00	0.3	4,995.84	50.4
5069 TELEPHONE	457.66	0.1	550.00	0.2	6,878.53	0.2	6,600.00	0.2	278.53	4.2
5070 ELECTRICITY	1,406.66	0.5	1,606.00	0.6	20,437.70	0.7	19,250.00	0.6	1,187.70	6.1
5071 WATER	121.48	0.0	110.00	0.0	1,475.27	0.0	1,375.00	0.0	100.27	7.2
TOTAL UTILITIES	2,098.64	0.7	3,091.00	1.2	43,687.34	1.5	37,125.00	1.2	6,562.34	17.6
INSURANCE										
5072 PUBLIC LIABILITY INS	10,907.00	4.0	8,513.00	3.4	130,872.00	4.5	102,200.00	3.5	28,672.00	28.0
5074 OTHER LIABILITY INS	1,062.00	0.3	1,187.00	0.4	12,596.00	0.4	14,200.00	0.4	1,604.00	11.3-
TOTAL INSURANCE	11,969.00	4.4	9,700.00	3.9	143,468.00	5.0	116,400.00	4.0	27,068.00	23.2
OTHER EXPENSES										
5064 REPAIRS CITY TERMINL	0.00	0.0	250.00	0.1	1,792.07	0.0	3,000.00	0.1	1,207.93	40.2-
5076 OPERATORS LICENSES	76.30	0.0	38.00	0.0	951.30	0.0	500.00	0.0	451.30	90.2
5078 DUES & MEMBERSHIP	0.00	0.0	87.00	0.0	984.36	0.0	1,000.00	0.0	15.64	1.5-
5079 TRAINING & MEETINGS	161.43	0.0	87.00	0.0	657.95	0.0	1,000.00	0.0	342.05	34.2-
5094 GRIEVANCE EXPENSE	0.00	0.0	32.00	0.0	175.00	0.0	450.00	0.0	275.00	61.1-
5097 DEPRECIATION EXPENSE	19,925.00	7.3	24,400.00	9.9	239,100.00	8.3	292,800.00	10.0	53,700.00	18.3-
TOTAL OTHER EXPENSES	20,162.73	7.4	24,894.00	10.1	243,660.68	8.5	298,750.00	10.2	55,089.32	18.4-

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MANCHESTER TRANSIT AUTHORITY
INCOME STATEMENT TRANSIT
JUNE 01, 2004 - JUNE 30, 2004
REPORT # 002 VERSION # 000198 FORMAT # 02

	CURRENT PERIOD				YEAR TO DATE				YTD NET CHANGE	
	THIS YEAR	PCT	BUDGET	PCT	THIS YEAR	PCT	BUDGET	PCT	AMOUNT	VAR%
TOTAL EXPENSES	270,028.71	100.0	244,570.00	100.0	2,862,059.95	100.0	2,907,907.00	100.0	45,847.05-	1.5-
NET INCOME (LOSS)	40,787.40-	15.1-	24,326.00-	9.9-	293,867.22-	10.2-	256,837.00-	8.8-	37,030.22-	14.4-



Commissioners Memorandum



To: Commissioners
 From: Karyn Porter, Interim Assistant Executive Director
 Date: July 27, 2004
 Re: Transit Statistical Report – June 2004

The following chart details the comparison between current and previous years for service in June.

	June		Percent Difference
	2003 21	2004 22	
AM AIRPORT- Route #1	338	504	49.11%
PM AIRPORT-Route #1	306	504	64.71%
Lake-Hanover St. Route #2	2485	3042	22.41%
Goffsfalls Route #3	1052	1072	1.90%
Page-Elliot Route #4	1733	1785	3.00%
Pinard-Bremer Route #5	1147	1388	21.01%
Gossler-St. Anselm Route #6	1462	2199	50.41%
VA Hospital Route #7	1984	1991	0.35%
So. Willow Route #8	2563	3537	38.00%
DW Highway-River Rd. Route #9	1861	1869	0.43%
Valley-Weston Rd. Route #10	3162	3412	7.91%
Front St. Route #11	1645	1666	1.28%
So. Beech Route #12	2943	2459	-16.45%
Bedford Mall Route #13	3671	4115	12.09%
VISTA SHUTTLE	157	560	256.69%
HANNAFORDS SHUTTLE	280	429	53.21%
VERIZON WIRELESS SHUTTLE	465	252	-45.81%
CCT	266	250	-6.02%
Weekday Fixed Route Totals	27520	31034	12.77%
Saturday Fixed Route Totals	2454	2571	4.77%
MTA Specials & Excursions	43	45	4.65%
Fixed Route Weekday Average	1311	1411	7.60%
Total Transit Passengers Served	30017	33650	12.10%

The two attached pages show the graph of service changes over the past fiscal years and the standard report.


 Karyn Porter
 Interim Assistant Executive Director

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Step Saver Statistical Report

Reporting Period:

June 2004

SERVICE TOTALS

Total Days of Service:	25	Total Routes Provided:	74
Total Passenger Trips:	947	Total Wheelchair Trips:	153
Total Service Miles:	3,284.3	Total Service Time:	14,812.6
Total Subscriptions Served:	742	Total Reservations Taken:	205
Total Cancellations:	50	Total No-Go's:	64

STATISTICS

Avg. Passenger Trips/Day:	37.9	Avg. Wheelchair Trips/Day:	6.1
Avg. Daily Miles:	131.4	Avg. Daily Time:	592.5
Avg. Daily Subscriptions:	29.7	Avg. Daily Reservations:	8.2
Avg. Miles/Passenger Trip:	3.5	Avg. Trip Time:	15.6
Avg. Daily Cancellations:	2.0	Avg. Daily No-Go's:	2.6

DAY OF WEEK BREAKDOWN

	MON	TUE	WED	THU	FRI	SAT	SUN
Total Weekdays For Period:	4	5	5	4	4	4	4
Avg. Passenger Trips/Day:	35.0	53.2	40.0	44.3	29.8	11.3	0.0
Avg. Wheelchair Trips/Day:	8.5	4.8	7.4	7.3	7.3	0.0	0.0
Avg. Daily Miles:	108.3	198.0	161.4	117.9	83.7	61.8	0.0
Avg. Daily Time:	505.9	1,010.4	664.0	570.5	268.8	265.0	0.0
Avg. Daily Subscriptions:	27.0	44.2	29.2	34.5	23.8	8.5	0.0
Avg. Daily Reservations:	8.0	9.0	10.8	9.8	6.0	2.8	0.0
Avg. Miles/Passenger Trip:	3.1	3.7	4.0	2.7	2.8	5.5	0.0
Avg. Trip Time:	14.5	19.0	16.6	12.9	9.0	23.6	0.0
Avg. Daily Cancellations:	2.5	1.2	2.6	3.5	1.3	0.5	0.0
Avg. Daily No-Go's:	2.5	4.0	3.0	2.3	1.3	1.3	0.0

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CITY OF MANCHESTER

Office of Youth Services

1528 Elm Street
Manchester, NH 03101
www.manchesternh.gov

Tel (603) 624-6470
Fax (603) 628-6285
oys@manchesternh.gov

July 14, 2004

Honorable Mayor and
Board of Alderman
1 City Hall Plaza
Manchester, NH 03103

The Teen Arts Center Advisory Group and the Office of Youth Services thanks you for your donation toward the Teen Art Auction held on June 8, 2004. This occasion could not have been a success without the assistance of caring sponsors like you. As you know, the Teen Art Auction was held to raise funds for a New Teen Arts Center here in Manchester. The Auction raised more than \$2,500 and we look forward to securing a safe environment for teen artists in Manchester. We are continuing to raise the funds needed for the New Teen Art Center and would appreciate your support in identifying any potential individuals or organizations who would care to support this cause. Again, thank you again for all your assistance.

Sincerely,

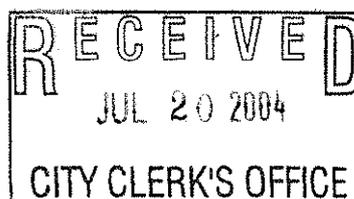
Christine Hayward

Christine Hayward
Teen Advisor

Nick Moulton
Teen Advisor

Nick Moulton
Martin Boldin

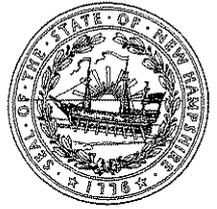
Martin Boldin, LICSW, LADAC, LCS
Director, Office of Youth Services



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The State of New Hampshire
Department of Environmental Services



Michael P. Nolin
Commissioner

July 20, 2004

Thomas W. Seigle, P.E.
Chief Sanitary Engineer
City of Manchester
Department of Highways
Environmental Protection Division
300 Winston Street
Manchester, New Hampshire 03103-6826

**Re: State Permit to Operate FP-S-0240
Wastewater Treatment Facility
City of Manchester, Department of Highways, Environmental Protection Division
300 Winston St., Manchester, New Hampshire
Facility Identification # 3301100089, Application # FY03-0137**

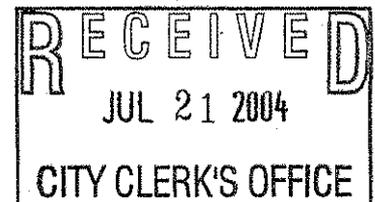
Dear Mr. Seigle:

The New Hampshire Department of Environmental Services hereby issues the enclosed permit in accordance with the New Hampshire Code of Administrative Rules Env-A 100 *et seq.*, *New Hampshire Rules Governing the Control of Air Pollution*. Air permits previously issued for the same device are hereby canceled and may be disposed of at your discretion.

Enclosed please find a questionnaire distributed by our Public Information and Permitting Unit. We are constantly trying to improve our permit processing and your feedback is greatly appreciated. If you have any questions, please contact Barbara Dorfschmidt of the Air Resources Division, Stationary Source Management Bureau at (603) 271-6796 or via e-mail at bdorfschmidt@des.state.nh.us.

Sincerely,

Robert R. Scott
Director
Air Resources Division



rrs/vlp

Enclosure: FP-S-0240 and Engineering Summary
By certified mail # 7099 3400 0003 6160 4770

cc: Ida McDonnell, USEPA, Region I
Tim Drew (PIP) w/o Enclosure
City of Manchester by certified mail # 7099 3400 0003 6160 4749

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State of New Hampshire
Department of Environmental Services
Air Resources Division



State Permit to Operate

Facility ID No: 3301100089
Permit No: FP-S-0240
County: Hillsborough
Date Issued: July 20, 2004
This certifies that:

City of Manchester, Department of Highways
has been granted a State Permit to Operate for:

**Wastewater Treatment Facility
300 Winston Street, Manchester, NH**

which includes devices that emit air pollutants into the ambient air as set forth in the permit application filed with the New Hampshire Department of Environmental Services, Air Resources Division (Division) on **January 23, 2003**, in accordance with RSA 125-C of the New Hampshire Laws. Request for permit renewal is due to the Division at least 90 days prior to expiration of this permit and must be accompanied by the appropriate permit application forms. This permit is valid upon issuance and expires **July 31, 2009**.

This permit is valid provided that each device is operated in accordance with all the legally enforceable conditions specified within this permit.

- I. The Owner or Operator shall be subject to all applicable state and federal air pollution control regulations, including (but not limited to):
- A. The New Hampshire Code of Administrative Rules Env-A 100 et seq., *New Hampshire Rules Governing the Control of Air Pollution*;
 - B. The Code of Federal Regulations (CFR), 40 CFR Part 60, Subpart O, *Standards of Performance for Sewage Treatment Plants*;
 - C. 40 CFR Part 61, Subpart C, *National Emission Standard for Beryllium*; and
 - D. 40 CFR Part 61, Subpart E, *National Emission Standard for Mercury*.
- II. All equipment, facilities and systems installed and used to achieve compliance with the terms and conditions of this permit shall at all times be maintained in good working order and be operated as efficiently as possible to minimize air pollutant emissions.

SEE ATTACHED SHEETS FOR ADDITIONAL PERMIT CONDITIONS

The Owner or Operator of the devices covered by this permit shall submit an application for a permit amendment to the Division at least 90 days prior to the implementation of any proposed change (that would require a modification to this permit) to the physical structure or operation of the devices covered by this permit which increases the amount of a specific air pollutant currently emitted by such devices or which results in the emission of any regulated air pollutant currently not emitted by such devices. The change shall not take place until a new permit application is submitted and acted upon by the Director pursuant to Env-600.

This permit (or a copy) should be appropriately displayed near the devices for which it is issued.



Director
Air Resources Division

Abbreviations and Acronyms

AAL	Ambient Air Limit	NO _x	Oxides of Nitrogen
Btu	British thermal units	PM ₁₀	Particulate Matter < 10 microns
CFR	Code of Federal Regulations	RACT	Reasonably Available Control Technology
CO	Carbon Monoxide	RTAP	Regulated Toxic Air Pollutant
gal	Gallon	SO ₂	Sulfur Dioxide
HAP	Hazardous Air Pollutant	TSP	Total Suspended Particulate
hr	Hour	tpy	tons per consecutive 12-month period
lb	Pound	USEPA	United States Environmental Protection Agency
MM	million	VOC	Volatile Organic Compound
min	Minute		

III. Operating Conditions

- A. This permit covers the devices identified in Table 1 and replaces permits previously issued for these devices:

Table 1 Device Identification			
Fuel Burning Devices			
Device	Manufacturer, Model No., Serial No.	Install Date	Nameplate Rating in MMBtu/hr and Permitted Fuel Type ¹
Fluidized Bed Sewage Sludge Incinerator (Incinerator)	Zimpro Model FBI	1994	32.1 MMBtu/hr heat input of sludge, scum and auxiliary fuel. Auxiliary fuel shall be limited to #2 fuel oil or natural gas.
Boiler #1	Cleaver Brooks CB-600-250; L57727	1974	10.5 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 75 gal/hr
Boiler #2	Cleaver Brooks CB-600-250; L57728	1974	10.5 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 75 gal/hr
Boiler #3	Cleaver Brooks CB-600-250; L57729	1974	10.5 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 75 gal/hr
Emergency Generator #2	Solar Div GSE-1000; S428717	1976	12.6 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 90 gal/hr
Emergency Generator #3	Solar Div GSE-1000; S428717	1976	12.6 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 90 gal/hr
Emergency Generator #4	Solar Div GSE-1000; S431098	1976	12.6 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 90 gal/hr
Emergency Generator #5	Solar Div GSE-1000; S431099	1976	12.6 MMBtu/hr #2 fuel oil or diesel fuel - equivalent to 90 gal/hr
Wastewater Processes			
Process	Control Device		
Primary Clarifier	Biofilter		
Aeration Tanks	Biofilter		

- B. The maximum operating capacity of the Incinerator shall be limited to 3,500 lb/hr of dry sludge and 500 lb/hr of dry sludge scum of Type 7 waste as defined in Env-A 101.293(h).
- C. The Incinerator shall be limited to burning 14,700 tons of dry sludge and 2,100 tons of dry sludge scum during any consecutive 12-month period.

¹ The hourly fuel rates presented in Table 1 are set assuming a heating value of 140,000 Btu/gal for #2 fuel oil.

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III. Operating Conditions (continued)

- D. Env-A 1905.01, *Name Plate and Instruction Posting Requirements*: The Owner or Operator shall post the following information in a conspicuous place on or near the Incinerator:
1. The manufacturer's name plate giving model number, rated capacity, and the types of waste for which the device is designed; and
 2. Detailed instructions for the operation of the Incinerator.
- E. Env-A 1905.02, *Trained and Competent Operator Required*: A trained and competent operator shall be in charge of the Incinerator at all times of its operation.
- F. The temperature of the combustion zone shall be maintained between 1340°F and 1550°F and the freeboard temperature shall not exceed 1650°F measured at the incinerator outlet.
- G. Env-A 1604.01, *Maximum Sulfur Content Allowable in Liquid Fuels*: The sulfur content of #2 fuel oil or diesel fuel combusted in any of the devices shall be limited to 0.40 percent sulfur by weight.
- H. Env-A 1605.01, *Maximum Sulfur Content Allowable in Gaseous Fuels*: The sulfur content of natural gas combusted in the Incinerator shall be limited to 15 grains of sulfur per 100 scf of natural gas, calculated as hydrogen sulfide at standard temperature and pressure.
- I. The fuel consumption for the three boilers combined shall be limited to 752,500 gallons of #2 fuel oil or diesel fuel in any consecutive 12-month period.
- J. Env-A 1211.02(o), *"emergency generator"*: The emergency generators shall only operate:
1. As a mechanical or electrical power source and only when the primary power source for the Facility has been lost during an emergency such as a power outage; or
 2. During normal maintenance and testing as recommended by the manufacturer.
- K. The hours of operation of each emergency generator shall be limited to 120 hours during any consecutive 12-month period.
- L. Env-A 1400, *Regulated Toxic Air Pollutants*: Emissions of Regulated Toxic Air Pollutants (RTAPs) from the Primary Clarifiers and the Aeration Tanks shall be controlled in accordance with Condition VI to maintain compliance with Condition IV.I.

IV. Emission Limitations

- A. 40 CFR 61.32, *Emission standard*: Emissions from the Incinerator shall not exceed 10 grams of beryllium over any 24-hr period.
- B. 40 CFR 61.52, *Emission standard*: Emissions from the Incinerator shall not exceed 3,200 grams of mercury over any 24-hr period.
- C. Env-A 1903.01, *Visible Emission Standard for Incinerators*: The opacity of emissions from the Incinerator shall not exceed 20 percent for any continuous 6-minute period².
- D. Env-A 1904.02, *Emissions Standards For Incinerators Constructed, Installed, or Substantially Altered After April 15, 1970*: The emissions of TSP from the Incinerator shall be limited to 0.2 grains per standard cubic foot of dry flue gas, corrected to 12 percent carbon dioxide, without the contribution of carbon dioxide from auxiliary fuel.

² Compliance with visible emission limitations is to be determined using 40 CFR 60, Appendix A, Method 9.

IV. Emission Limitations (continued)

- E. 40 CFR 60.152, *Standard for Particulate Matter*: The emissions of TSP from the Incinerator shall be limited to 1.30 lb/ton dry sludge input.
- F. Env-A 2003.02, *Visible Emission Standard for Fuel Burning Devices Installed After May 13, 1970*: The opacity of emissions from each boiler and each emergency generator shall not exceed 20 percent for any continuous 6-minute period.
- G. Env-A 2003.07, *Particulate Emission Standards for Fuel Burning Devices Installed After May 13, 1970 but Before January 1, 1985*:
 - 1. The emissions of TSP from each boiler shall be limited to 0.59 lb/MMBtu.
 - 2. The emissions of TSP from each emergency generator shall be limited to 0.57 lb/MMBtu.
- H. Hourly and annual emissions from individual devices shall be limited as provided in Table 2:

Table 2 Emission Limitations for Criteria Pollutants ³					
Device	CO	NO _x	PM ₁₀	SO ₂	VOCs
Hourly Emission Limitations (lb/hr)					
Incinerator	4.2	3.4	0.88	1.6	1.6
Boiler #1	0.38	1.5	0.08	4.3	0.02
Boiler #2	0.38	1.5	0.08	4.3	0.02
Boiler #3	0.38	1.5	0.08	4.3	0.02
Emergency Generator #2	11	40	0.72	5.1	1.2
Emergency Generator #3	11	40	0.72	5.1	1.2
Emergency Generator #4	11	40	0.72	5.1	1.2
Emergency Generator #5	11	40	0.72	5.1	1.2
Annual Emission Limitations (tpy)⁴					
Incinerator	17.6	14.3	3.70	6.72	6.72
Boilers #1, #2, & #3 combined	1.88	7.53	0.38	21.4	0.08
Emergency Generators #2, #3, #4, and #5 combined	2.57	9.68	0.17	1.23	0.28

- I. Env-A 1400: Facility-wide emissions of any RTAP shall not cause an exceedance of its associated 24-hr or annual Ambient Air Limit (AAL) as set forth in Env-A 1450, *Table Containing the List Naming All Regulated Toxic Air Pollutants*. At the time of permit issuance, the RTAPs in Attachment A were reviewed and determined to be in compliance.

³ Emission limitations for the devices are set based on United States Environmental Protection Agency (USEPA) AP-42 (5th Edition 1/1995), Section 1.2, *Fuel Oil Combustion* (updated 9/98), Section 2.2, *Sewage Sludge Incineration* (updated 1/95) and Section 3.4, *Large Stationary Diesel and All Stationary Dual-Fuel Engines* (updated 10/96). Compliance with emission limitations found in this section is to be verified using fuel utilization records, sludge feed records and the appropriate emission factors.

⁴ The Facility has the potential to emit the criteria pollutant NO_x at levels greater than the major source threshold for this pollutant of 50 tpy. The annual emission limits in Condition IV.A are less than these thresholds and establish the Facility as a synthetic minor source of air pollution for NO_x. The Facility does not have the potential to emit the criteria pollutants CO, SO₂, PM₁₀ or VOCs, or Hazardous Air Pollutants (HAPs, as defined in Section 112 of the 1990 Clean Air Act Amendments) at levels greater than the major source thresholds for these pollutants. Therefore, the Facility is a true minor source for CO, SO₂, PM₁₀, VOCs and HAPs.

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V. NO_x RACT Requirements

- A. Env-A 1211.14, *Emission Standards and Control Options for Miscellaneous Stationary Sources*: The Incinerator shall be exempt from the NO_x RACT requirements of Env-A 1211.14 provided that the actual Facility-wide NO_x emissions are less than 50 tpy as specified in Env-A 1211.01(n)(1), *Applicability*.
- B. Env-A 1211.05, *Emission Standards for Industrial Boilers*: The boilers shall be exempt from the NO_x RACT requirements of Env-A 1211.05 provided that the actual Facility-wide NO_x emissions are less than 50 tpy as specified in Env-A 1211.01(n)(1).
- C. Env-A 1211.07, *Emission Standards for Stationary Internal Combustion Engines*: The emergency generators shall be exempt from the NO_x RACT requirements of Env-A 1211.07 provided that the actual Facility-wide NO_x emissions are less than 50 tpy as specified in Env-A 1211.01(n)(1).

VI. Air Pollution Control Equipment

- A. Air pollution control equipment listed in Table 3 shall be operated at all times that the associated devices are operating to minimize the emissions of RTAPs and meet permit conditions. The control equipment shall be maintained in good working order and, at a minimum, the maintenance and monitoring requirements in Table 4 shall be performed.

Table 3 Air Pollution Control Equipment	
Control Equipment	Devices Vented to Control Equipment
Biofilter	Primary Clarifiers and Aeration Tanks
Wet Scrubber	Incinerator

Table 4 Air Pollution Control Equipment Maintenance and Monitoring Requirements		
Control Equipment	Maintenance Requirements	Monitoring Requirements
Biofilter	The Owner or Operator shall maintain, monitor and operate the biofilter as described in the Manchester Wastewater Treatment Facility Primary Covers Odor Control Project, Operation Maintenance Information. ⁵	
Wet Scrubber	Maintain the scrubber in a manner consistent with manufacturer's recommendations. Inspect the scrubber if conditions indicate that the scrubber may need maintenance, but at least annually. The inspection shall be conducted by plant personnel familiar with the operation of the scrubber and connected equipment.	40 CFR 60, Subpart O: The Owner or Operator shall maintain, calibrate and operate a device that continuously measures and records the pressure drop of the exhaust gas through the wet scrubber. The measuring device shall be certified by the manufacturer to have an accuracy of plus or minus one inch water column and shall be calibrated on an annual basis in accordance with the manufacturer's instructions.

- B. The minimum pressure drop across the wet scrubber shall be 35 inches of water column.
- C. The scrubber system shall be able to deliver water at a flow rate of 100 gal/min to the venturi, 600 gal/min to the impingement tray scrubber and 40 gal/min to the caustic scrubber.

⁵ The Primary Covers Odor Control Project document shall be maintained at the facility and be available for review by the Division upon request.

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VII. Stack Criteria

The following devices at the Facility shall have exhaust stacks that discharge vertically, without obstruction, and meet the criteria in Table 5:

Table 5 Stack Criteria			
Stack	Device	Minimum Height (feet above ground surface)	Maximum Exit Area (square feet)
Stack 1	Incinerator	121.5	2.19
Stack 2	Boilers #1, #2 and #3	50	9.62

VIII. Stack Testing and Monitoring Requirements

- A. When conditions warrant, the Division may require the Owner or Operator to conduct stack testing in accordance with USEPA or other Division approved methods.
- B. 40 CFR 60.153, *Monitoring of Operations*: The Owner or Operator shall maintain, calibrate and operate the following monitoring equipment on the Incinerator:
 - 1. A flow measuring device used to determine either the mass flow rate or volumetric flow rate of sludge charged into the Incinerator. This device shall be certified by the manufacturer to have an accuracy of plus or minus 5% over its entire operating range.
 - 2. A device that continuously measures and records the oxygen content of the Incinerator exhaust gas. The oxygen monitoring device shall be certified by the manufacturer to have an accuracy of plus or minus five percent over its operating range. The calibration shall be checked at least once during each 24-hour operating period and recalibrated according to methods prescribed by the manufacturer as necessary.
 - 3. Temperature measuring devices shall be located in the fluidized bed freeboard and at the outlet of the fluidized bed. Each temperature measuring device shall be certified by the manufacturer to have an accuracy of plus or minus 5% over its operating range.
 - 4. A device for measuring the auxiliary fuel flow to the Incinerator. The fuel flow measuring device shall be certified by the manufacturer to have an accuracy of plus or minus 5% over its operating range.
 - 5. Continuous sampling systems shall complete a minimum of one cycle of operation which shall include sampling, analyzing, and data recording for each successive 15 minute period except for the oxygen sampling system which shall complete a minimum of one cycle of operation for each successive 5 minute period.
- C. 40 CFR 60.153(a)(2): The Owner or Operator shall provide access to the sludge charged to the Incinerator so that a well-mixed representative grab sample of the sludge can be obtained.

IX. Recordkeeping Requirements

- A. Env-A 902, *Availability of Records*: The Owner or Operator shall keep the records required by this permit on file for a minimum of 5 years. These records shall be available for review by the Division upon request.
- B. Except for information that meets the criteria of Env-A 103, *Claims of Confidentiality*, all data submitted to the Division, including emission data and applicable emission limitations, shall be available to the public.

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IX. Recordkeeping Requirements (continued)

- C. Env-A 903.02, *General Recordkeeping Requirements for Process Operations*: The Owner or Operator shall keep the following records, on a monthly basis:
1. Hours of operation of the Primary Clarifiers, the Aeration Tanks and the Incinerator;
 2. Amount of sludge and scum burned in the Incinerator on a daily basis.
- D. Env-A 903.03, *General Recordkeeping Requirements for Combustion Devices*: The Owner or Operator shall maintain the following records, on a monthly basis, of fuel characteristics and utilization for the fuel used in the combustion devices:
1. Type (e.g., #2 fuel oil) and amount of fuel burned and hours of operation of each device to be used to apportion fuel use between the multiple devices;
 2. Sulfur content of any liquid fuel burned in terms of percent sulfur by weight; and
 3. Hours of operation of each emergency generator.
- E. Env-A 905.02, *General NO_x Recordkeeping*: If the actual annual NO_x emissions from the Facility are greater than or equal to 10 tpy, the Owner or Operator shall record the following information:
1. Identification of each combustion device;
 2. Operating schedule during the *high ozone season*, (June 1 through August 31) for each combustion device identified in Condition IX.E.1, including:
 - a. Hours and days of operation per calendar month;
 - b. Number of weeks of operation;
 - c. Type and amount of each fuel burned;
 - d. Heat input rate in MMBtu/hr;
 - e. Actual NO_x emissions for the calendar year and a typical high ozone day during that calendar year; and
 - f. Emission factors and the origin of the emission factors used to calculate the NO_x emissions.
- F. Env-A 906, *Additional Recordkeeping Requirements*: The Owner or Operator shall maintain additional records, as necessary, for the purpose of demonstrating compliance with all federal and state statutes, rules, regulations and permits. These additional records shall include, but are not limited to:
1. A 12-month running total record of Facility-wide emissions of NO_x, which shall include emissions from non-permitted devices for the purpose of demonstrating that emissions of this pollutant are below the major source thresholds for this pollutant of 50;
 2. Records of all air pollution control equipment monitoring and maintenance activities required under Condition VI; and
 3. Records of the measured temperatures of the Incinerator.
- G. Env-A 1406.01, *Methods of Demonstrating Compliance*: The Owner or Operator shall maintain records demonstrating compliance with the most recent list of RTAPs and associated AALs presented in Env-A 1450.
- H. 40 CFR 60, Subpart O: The Owner or Operator shall maintain the following records for the Incinerator:
1. The measured pressure drop of gas flow through the wet scrubber; and
 2. The measured oxygen content of the Incinerator exhaust gas.

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IX. Recordkeeping Requirements (continued)

- I. 40 CFR 61, Subpart C: The Owner or Operator shall maintain records of emission test results and other data needed to determine total emissions of beryllium.
- J. 40 CFR 61, Subpart E: The Owner or Operator shall maintain records of emission test results or sludge sampling and other data needed to determine total emissions of mercury.

X. Reporting Requirements**A. Env-A 907.01, *General Reporting Requirements*:**

- 1. The Owner or Operator shall submit an annual emissions report to the Division on or before April 15th of the following year. For example, the annual emissions report for calendar year 2004 shall be submitted on or before April 15, 2005.
- 2. The annual emissions report shall include the following information:
 - a. Actual calendar year emissions from the Incinerator of NO_x, CO, SO₂, TSP, VOCs and RTAPs (speciated by individual RTAP);
 - b. Actual calendar year emissions from each boiler and each emergency generator, of NO_x, CO, PM₁₀, SO₂, TSP, and VOCs;
 - c. Actual calendar year emissions from the Primary Clarifiers and Aeration Tanks of hydrogen sulfide;
 - d. The methods used in calculating such emissions in accordance with Env-A 704.02, *Determination of Actual Emissions for Use in Calculating Emission-based Fees*; and
 - e. All information recorded in accordance with Conditions 0 and IX.D.

B. Env-A 909, *NO_x Emission Statements Reporting Requirements*: If the actual annual NO_x emissions for the Facility are greater than or equal to 10 tpy, the Owner or Operator shall:

- 1. Break down the NO_x emissions reported pursuant to Condition X.A.2.a by month; and
- 2. Include all data recorded pursuant to Condition IX.E in the annual emissions report required in Condition X.A.

C. 40 CFR Part 60, Subpart O: The Owner or Operator shall submit, to the Division and to USEPA Region 1, semi-annually a report containing the information described below. The address for USEPA Region 1 is:

Chief, Air Technical Unit
U.S. Environmental Protection Agency – Region 1
One Congress Street
Suite 1100 Mail Code SEA
Boston, MA 02203-2211

- 1. The average scrubber pressure drop for each period of 15 minutes or more during which the pressure drop was less than 28 inches of water; and
- 2. The average oxygen content in the Incinerator exhaust gas for each period of 1-hour duration or more where the percent oxygen levels exceed 9.3%.

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XI. Permit Deviation Reporting Requirements

A. Env-A 101, *Definitions*:

1. A *permit deviation* is any occurrence that results in an excursion from any emission limitation, operating condition, or work practice standard as specified in either a Title V permit, state permit to operate, temporary permit or general state permit issued by the Division.
2. An *excess emission* is an air emission rate that exceeds any applicable emission limitation.

- B. Env-A 911.04(b), *Reporting Requirements*: In the event of a permit deviation that causes excess emissions, the Owner or Operator shall notify the Division of the permit deviation and excess emissions by telephone (603-271-1370), fax (603-271-7053) or e-mail (pdeviations@des.state.nh.us), within 24 hours of discovery of the permit deviation, unless it is a Saturday, Sunday, or state or federal legal holiday, in which event, the Division shall be notified on the next day which is not a Saturday, Sunday, or state or federal legal holiday.

XIII. Emission-Based Fee Requirements

- A. Env-A 705.01, *Emission-based Fees*: The Owner or Operator shall pay to the Division each year an emission-based fee for emissions from the devices listed in Condition III.A.
- B. Env-A 705.02, *Determination of Actual Emissions for use in Calculating of Emission-based Fees*: The Owner or Operator shall determine the total actual annual emissions from the devices listed in Condition III.A for each calendar year in accordance with the methods specified in Env-A 616, *Determination of Actual Emissions*. If the emissions are determined to be less than one ton, the emission-based fee shall be calculated using an emission-based multiplier of one ton.
- C. Env-A 705.03, *Calculation of Emission-based Fees*: The Owner or Operator shall calculate the annual emission-based fee for each calendar year in accordance with the procedures specified in Env-A 705.03 and the following equation:

$$FEE = E * DPT * CPI_m * ISF$$

Where:

- FEE = The annual emission-based fee for each calendar year as specified in Env-A 705.
 E = The emission-based multiplier is based on the calculation of total annual emissions as specified in Env-A 704.02 and the provisions specified in Env-A 705.03(a).
 DPT = The dollar per ton fee the Division has specified in Env-A 705.03(b).
 CPI_m = The Consumer Price Index Multiplier as calculated in Env-A 705.03(c).
 ISF = The Inventory Stabilization Factor as specified in Env-A 705.03(d).

- D. The Owner or Operator shall contact the Division each calendar year for the values of the Inventory Stabilization Factor and the Consumer Price Index Multiplier.
- E. Env-A 705.04, *Payment of Emission-based Fee*: The Owner or Operator shall submit, to the Division, payment of the emission-based fee by:
1. July 15, 2005 for emissions during calendar year 2004; and
 2. April 15th each subsequent year for emissions during the previous calendar year. For example, the emission-based fee for calendar year 2005 shall be submitted on or before April 15, 2006.

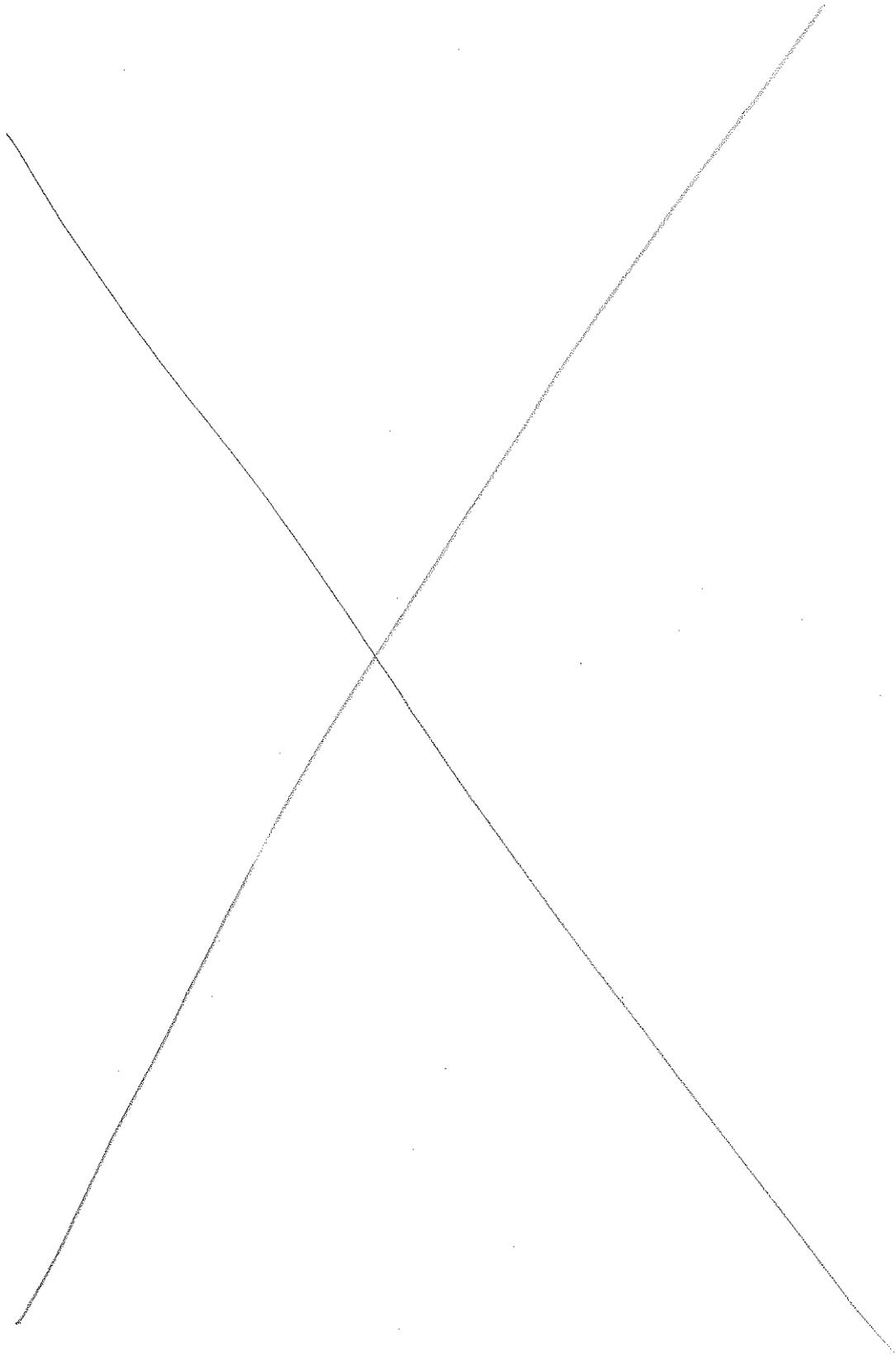
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ATTACHMENT A
List of RTAPs and Emission Rates Evaluated

RTAP	Chemical Abstracts Service Number	Emission Rate (lb/day)	Compliance Determination Method
Hydrogen Sulfide	7783-06-4	0.62	Modeling
1,1,1 – Trichloroethane	71-55-6	0.02	De Minimus
1,2 – Dichlorobenzene	95-50-1	6.24	In-Stack
1,4 – Dichlorobenzene	106-46-7	23.0	In-Stack
Aluminum	7429-90-5	0.18	De Minimus
Arsenic	7440-38-2	0.0006	In-Stack
Barium	7440-39-3	0.02	In-Stack
Benzene	71-43-2	0.02	De Minimus
Beryllium	7440-41-7	0.00006	De Minimus
Bis(2-Ethylhexyl) Phthalate	117-81-7	0.39	In-Stack
Cadmium	7440-43-9	0.001	In-Stack
Carbon Tetrachloride	56-23-5	0.001	De Minimus
Chlorobenzene	108-90-7	0.0005	De Minimus
Chloroform	67-66-3	0.19	De Minimus
Chromium	7440-47-3	0.003	In-Stack
Copper	7440-50-8	0.003	In-Stack
Dioxins	1746-01-6	0.0003	Modeling
Ethylbenzene	100-41-4	0.002	De Minimus
Hydrogen Chloride	7647-01-0	4.80	In-Stack
Lead	7439-92-1	0.01	In-Stack
Manganese	7439-96-5	0.03	Modeling
Mercury	7439-97-6	0.0002	In-Stack
Methylene Chloride	75-09-2	0.07	De Minimus
Naphthalene	91-20-3	9.12	De Minimus
Nickel	7440-02-0	0.01	In-Stack
Perchloroethylene	127-18-4	0.01	De Minimus
Selenium	7782-49-2	0.009	In-Stack
Silicon	7440-21-3	0.31	De Minimus
Sulfuric Acid	7664-93-9	5.76	Modeling
Tin	7440-31-5	0.03	De Minimus
Trichloroethene	79-01-6	0.003	De Minimus

Notes:

1. **This list does not set limits on the type or amount of RTAPs emitted.** The list serves to identify the RTAPs and associated facility-wide emission rates that were evaluated by DES at the time the permit was issued, and that were determined to be in compliance with Env-A 1400.
2. Emission rates shown represent controlled emissions for RTAPs where controls are required pursuant to Condition VI.
3. Annual emissions were evaluated based on continuous operation of the Facility (8760 hrs/yr).
4. Actual emissions of these RTAPs, and any RTAPs subsequently emitted that are not on this list, shall be included in the annual emissions report required in Condition X.A.



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ENGINEERING SUMMARY SHEET (Draft) AIR RESOURCES DIVISION

6 Hazen Drive Concord, NH 03302-0095
Phone: 603-271-0905 Fax: 603-271-7053

PROJECT/PROPOSAL NAME: Manchester Wastewater Treatment Plant Wastewater Treatment and Sludge Incinerator		ENGINEER: Barbara Dorfschmidt	
AFS #: 3301100089	Application #: FY02-0137	DATE: 6/9/04	Page 1 of 4

DATE RECEIVED: January 23, 2003

FACILITY DESCRIPTION

The Manchester Wastewater Treatment Facility (WWTF) is owned and operated by the City of Manchester, New Hampshire. Designed for an average daily flow of 26 million gallons per day (MGD) and a peak flow of 50 MGD, the facility currently provides wastewater treatment services for residential, commercial, institutional and industrial users in the City of Manchester and surrounding communities. The treatment process includes screening and grit removal, primary clarification, mechanical aeration activated sludge, secondary clarification, and disinfection. Sludge handling processes include gravity thickening of combined primary and secondary sludges, belt press dewatering, and incineration. The facility also has four boilers to heat the facility and four emergency generators.

PROJECT DESCRIPTION

The facility submitted a permit application to renew its permits for three boilers, four emergency generators and the sludge incinerator. This review will also look at emissions of hydrogen sulfide from the treatment processes in order to determine the facility's compliance with Env-A.1400.

EMISSION CALCULATIONS

Hydrogen Sulfide from WWTF

In January of 1995, the engineering firm of Bowker & Associates was retained by the City of Manchester to investigate potential odor problems at the WWTF. In this report, results of air sampling conducted at the facility were enclosed. H₂S was measured using an Interscan Model 1176 electrochemical H₂S analyzer (0-100 ppm). A follow-up study was conducted by Wright - Pierce and Odor Science & Engineering in September of 2000. Then in June 2003, Camp Dresser & McKee, Inc. conducted additional sampling using a Jerome hydrogen sulfide meter. Information in these reports and the associated air sampling were used to estimate the emissions of hydrogen sulfide (H₂S) emitted during the wastewater treatment process. The following paragraphs summarize the different emission sources identified at the facility. Emission rates based on air sampling are attached.

Pump Station and Raw Sewage Channel

All flow enters the facility through gravity sewers leading to the Crescent Road Pump Station. Grit is removed from the wastewater stream by means of four parallel aerated grit chambers. Screened sewage enters the four aerated grit chambers and proceeds through 290 linear feet of parallel open channels until it reaches the primary clarifiers. A sample collected from the exhaust leading from the screening room of the Crescent Road Pump Station showed low levels of H₂S at 0.035 ppm.

A dual bed carbon adsorber controls odors emitted from the raw wastewater channels below the floor of the Crescent Road Pump Station. The vessel stands 15 feet high, 12 feet in diameter and has a design capacity of 10,000 cfm. Media is potassium hydroxide-impregnated carbon. H₂S levels were measured at the inlet and outlet of the carbon unit. The H₂S levels were reduced by almost 85%, from 0.035 ppm to 0.0055 ppm.

Another activated carbon adsorber is used to control odors from the septage receiving facility. Inlet and outlet readings were also taken for this carbon unit. Only 75% removal of H₂S was observed, 0.97 ppm to 0.23 ppm.

Primary Clarifiers and Aeration Basins

There are three primary clarifiers at the facility. Each clarifier is 130 feet in diameter and has a capacity of 1.2 million gallons. Gas samples were collected from the feed well, quiescent surface and effluent launder. The H₂S readings from these three locations were 0.20, 0.08 and 0.28 ppm, respectively. As an odor control measure the facility has covered the primary clarifiers and vented emissions to a biofilter.

The facility has two parallel trains of six aeration tanks (total of 12). Each tank is 68 feet square, with a capacity of 0.55 million gallons. At the time of the odor study, four tanks were out of service. Two aeration basins were being used for preaeration. The remaining six aeration tanks provide biological oxidation.

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ENGINEERING SUMMARY SHEET (Draft) AIR RESOURCES DIVISION

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Phone: 603-271-0905 Fax: 603-271-7053

PROJECT/PROPOSAL NAME: Manchester Wastewater Treatment Plant Wastewater Treatment and Sludge Incinerator		ENGINEER: Barbara Dorfschmidt	
AFS #: 3301100089	Application #: FY02-0137	DATE: 4/15/04	Page 2 of 4

The two preaeration tanks had H₂S readings ranging between 0.2 and 1.5 ppm. Each of the three mechanically aerated basins (west) were tested for H₂S. The first basin, operating at high speed, recorded the highest H₂S reading (aerators for the second and third basins were operating at low speed.) The report only lists the average reading from the three tanks which was 0.47 ppm. The facility has since installed covers on the aeration tanks and vents the exhaust to a biofilter.

Measurements were taken from the exhausts prior to the biofilter and at the outlet. The exhaust from the primary clarifiers showed a concentration of 0.047 ppm and the exhaust from the aeration basins was measured at 0.081 ppm. The outlet of the biofilter showed a minimal H₂S concentration of 0.001 ppm.

Secondary Clarifiers

The facility has three secondary clarifiers, two of which were in use at the time of the study. The clarifiers are 145 foot diameter tanks with a 1.48 million gallon capacity. The secondary clarifier effluent proceeds to four contact tanks for chlorination and dechlorination. The disinfected effluent is discharged through an outfall pipe into the Merrimack river. Samples taken at the quiescent surface and the effluent launder showed trace levels of H₂S, 0.08 and 0.05 ppm, respectively. An average number of 0.065 ppm was used for the emission rate calculations.

Solids Handling Processes

Primary and secondary sludge is thickened in three gravity thickeners located within the Operations and Administration Building. One or more thickeners may be empty at any given time. The tanks are 50 feet in diameter, each with 220,193 gallon capacity. The thickened sludge is then dewatered by three 2.2 meter belt filter presses, also located in the Operations and Administration Building. Typically, two presses are in use during dewatering operations. To control the levels of H₂S in the belt press room, hydrogen peroxide is added to the belt press feed. Following the dewatering process, the sludge cake is transported via conveyor and cake pumps to a fluidized bed incinerator where the volatile components are thermally oxidized and the inert material removed as ash slurry. The ash slurry is pumped to two lagoons each 115 feet by 60 feet, where the ash is thickened by gravity. H₂S levels at the ash lagoon were insignificant. Scum from primary and secondary clarifiers and sludge thickeners is thickened in two scum thickeners located in the Operations and Administration Building. The thickened scum is incinerated.

To control emissions within the sludge thickening, scum thickening and belt press areas, a mist scrubber was installed outside the north wall of the Operations and Administration Building. This two tower system is designed for an air flow of 40,000 cfm. The towers are 24 feet high and 12 feet in diameter. A solution containing sodium hypochlorite and sodium hydroxide is introduced into each tower as a fine mist to contact the odorous constituents. H₂S removal was measured under three conditions. First, the pump controlling sodium hypochlorite stroke was positioned at 60% stroke and 60% speed. The result was an outlet H₂S level of 0.8 ppm. Without changing the stroke, the speed of the pump was adjusted to 80%. Subsequently, the outlet H₂S level dropped to 0.6 ppm. Finally, with both stroke and speed increased to 80%, the outlet H₂S level dropped to 0.3 ppm. In a follow-up a scrubber optimization study was conducted. In this study the inlet concentration of H₂S was measured at 1.113 ppm. It was determined that the optimal operating point for the scrubber is a hypochlorite feed rate of 40 to 50% (9-11 gph). At these conditions the removal efficiency of H₂S was measured at approximately 95.4%. Testing conducted in 2003 showed a 92% removal efficiency with inlet and out concentrations at 0.036 ppm and 0.003 ppm, respectively.

Another odor control measure implemented at the plant involves the existing fluidized bed incinerator as an odor treatment device. Approximately 7,500 cfm of odorous air from the sludge conveyor room is ducted to the fluidizing air blower, from which it is fed into the incinerator. H₂S was not measured from the outlet of the incinerator due to interference of SO_x and NO_x in the incinerator stack exhaust.

Sample Calculation

Emission calculations are contained in the spreadsheet:

h:\permits\current\Hillsborough 11\Manchester Hwy Dept\WWTP emissions.

The following are sample calculations used in the spreadsheet.

To convert the measured concentrations from ppm to mg/m³, the following conversion factor was used, H₂S: 1 ppm = 1.40 mg/m³
Example calc: 0.035 ppm H₂S * (1.40 mg/m³ / 1 ppm) = 0.049 mg/m³



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Emission rates were calculated by multiplying the concentration by the exhaust flow rate and converting it into lbs/hr.
Example calc. – emission rate coming out of the Secondary Clarifiers concentration $H_2S = 0.091 \text{ mg/m}^3$, exhaust flow = $17200 \text{ ft}^3/\text{min}$
 $(0.091 \text{ mg/m}^3) * (0.02832 \text{ m}^3/\text{ft}^3) * (1 \text{ g}/1000 \text{ mg}) * (1 \text{ lb}/453.6 \text{ g}) * (17200 \text{ ft}^3/\text{min}) * (60 \text{ min}/\text{hr}) = 0.0059 \text{ lbs/hr}$

Sludge Incinerator

Emissions from the sludge incinerator are detailed in the attached spreadsheet. The spreadsheet shows the source of emission factors and analyzes RTAPs for compliance with Env-A 1400. Three compounds did not meet the de minimus emission rates or the adjusted in-stack concentration. Modeling was needed in order to show compliance. (see below for summary of modeling)

Fuel Burning Devices

Details of the fuel burning devices at use at the facility are shown in the attached spreadsheet along with emission rates. Emission factors were taken from USEPA AP-42, 5th edition, Section 1.3, Fuel Oil Combustion (updated 9/98) and Section 3.4, Large Stationary Diesel and All Stationary Dual-Fuel Engines (updated 10/96). Operating restrictions contained in the current permit were not changed.

COMPARISON WITH PREVIOUS PERMITS

A comparison was made between the emission rates stated in the most recent permits for the devices and the emission rates calculated during this review. The following lists the differences and, when possible, an explanation of the difference.

Incinerator

1. VOC emission rates higher than previous permit – The previous permit used the results of stack testing conducted in 1995 to develop VOC emission rates. For this review emission factors from AP-42 were used.
2. NO_x emission rates lower than previous permit – For this review emission factors from AP-42 were used. It could not be determined how the emission rates in the previous permit were developed.
3. SO₂ and CO emission rates lower than previous permit – Again, this review used factors from AP-42. The emission rates in the previous permit appear to stem from manufacturer's data obtained at the time the Incinerator was installed.
4. The previous permit limited the source for total particulate matter. This permit lists the emissions as PM₁₀.

Boilers

1. The emission rates for the boilers are slightly greater than the previous permit. - The previous permit used a heating value of 142,000 Btu/gal for #2 fuel oil. The number currently being used by DES is 140,000 Btu/gal.

Emergency Generators

1. NO_x emission rates are much higher than the previous permit – The previous permit used the results of stack testing conducted in 1995. For this review emission factors from AP-42 were used.
2. The emission rates for the other criteria pollutants are slightly higher than the previous permit. - The reason for this is the use of different heating values for #2 fuel oil. This review used a value of 140,000 Btu/gal and the previous permit used 137,000 Btu/gal.

MODELING

Modeling was conducted for this source in 2004 (see memo dated March 23, 2004) to determine compliance with Env-A 1400. Emissions of dioxin, manganese and sulfuric acid from the incinerator were modeled and shown to be in compliance with the AALs. Emissions of hydrogen sulfide from various point and area sources, as described previously, were modeled. Modeling run with uncontrolled emission rates did not show compliance with the annual AAL. The modeling was rerun using the uncontrolled emissions from all sources except for those exhausting through the biofilter (primary clarifiers and aeration tanks). Under this scenario, the source was able to meet the AAL. Therefore, a permit is required for the control of the primary clarifiers and aeration tanks, but no permit is required for other sources at the facility. No operating restrictions are needed for the wastewater treatment processes.



ENGINEERING SUMMARY SHEET (Draft)
AIR RESOURCES DIVISION

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AFS #: 3301100089	Application #: FY02-0137	DATE: 6/9/04	Page 4 of 4

REVIEW OF REGULATIONS

NSPS Subpart O for sludge incinerator - Because emission testing showed that the particulate matter emission rate was less than 0.75 lb/ton, the source is exempt from certain continuous monitoring requirements, see 60.153(d). Reporting required if pressure drop across scrubber is less than 30% of performance test, 40 in H₂O, or oxygen content exceeds tested number, 6.3%, by more than 3%, or 9.3%. The facility noted that currently they operate with an oxygen content of approximately 12%. Discussions with EPA did not give definitive reasons for the reporting requirement or if oxygen content is related to particulate emission rates. The source was given the option of reporting the excess oxygen per the requirement or retesting to establish a new number.

- NESHAP** Subpart C (beryllium) and Subpart E (mercury)
Title V No; synthetic minor for NO_x
Env-A 300 NAAQS; Facility in compliance based on modeling conducted in 1991
Env-A 608 State Permits to Operate
Env-A 700 Permit Fee System
Env-A 900 Owner/Operator Obligations
Env-A 1204 VOC RACT; PTE < 50 tpy
Env-A 1211 NO_x RACT; opting out by restricting PTE < 50 tpy
Env-A 1400 Regulated Toxic Air Pollutants; controls required for H₂S
Env-A 1900 Incinerators
Env-A 2000 Fuel Burning Devices
Env-A 2100 Process, Manufacturing, & Service based Industries

SUMMARY

A permit is required for the following devices at the facility:

- Sludge Incinerator;
- Boilers #1, #2 and #3
- Emergency Generators #2, #3, #4, and #5;
- Primary Clarifiers and Aeration Basins (biofilter required in order to meet H₂S AALs).

One, facility-wide State Permit to Operate will be drafted for the devices.

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City of Manchester Wastewater Treatment Facility
 AFS: 3301100089
 Application: FY03-0137
 Hydrogen Sulfide Emissions

Source	Control Device	Uncontrolled Emissions (ppm)	Controlled Emissions (ppm)	Exhaust Flow (acfm)	Uncontrolled Emissions (lbs/hr)	Controlled Emissions (lbs/hr)
Crescent Rd Pump Station	Activated Carbon	0.035	0.0055	10000	0.0018	0.00029
Pump Station Screen Room	none	0.035	0.035	32000	0.0059	0.00587
Septage Receiving	Activated Carbon	0.97	0.23	700	0.0036	0.00084
Primary Clarifiers	Biofilter	0.047	0.001	22000	0.0054	0.00012
Aeration Basins	Biofilter	0.081	0.001	22000	0.0093	0.00012
Secondary Clarifiers	none	0.065	0.065	17200	0.0059	0.00586
Sludge Handling	Mist Scrubber	0.036	0.003	44000	0.0083	0.00069
Total Hydrogen Sulfide (lbs/hr)					0.0402	0.0138
Total Hydrogen Sulfide (lbs/day)					0.97	0.33
Total Hydrogen Sulfide (lbs/yr)					352.23	120.83

de minimus
0.55
16

24-hr AAL 70
Annual AAL 1

City of Manchester Wastewater Treatment Facility
 AFS: 3301100089
 Application: FY03-0137
 Sludge Incinerator Emissions

Emission factors from AP-42, Chapter 2.2, Sewage Sludge Incineration
 Criteria pollutant emission factors from Table 2.2-6 - emission factors for venturi/impingement control were used if given, otherwise uncontrolled rates used
 PM10 emission factor from Table 2.2-11 - used controlled emission factor
 RTAP/HAP emissions from Table 2.2-7 - used uncontrolled emission factors if listed else used venturi/impingement control
 Certain metal emissions were calculated based on stack testing data (noted with an *)

Capacity of unit = 3,500 lbs/hr dry sludge and 500 lb/hr dry sludge scum = 2 tons/hr
 Permit limit = 14,700 tpy dry sludge and 2,100 tpy dry sludge scum = 16,800 tpy
 Exhaust flow rate = 10,380 acfm = 4.899 m3/sec

Pollutant	Emission Factor (lb/ton)	Emissions (lbs/hr)	Potential (tpy)	Permitted (tpy)
PM10	0.44	0.88	3.85	3.70
SO2	0.8	1.60	7.01	6.72
CO	2.1	4.20	18.40	17.64
NOX	1.7	3.40	14.89	14.28
VOC	0.8	1.60	7.01	6.72

RTAP/HAP Emissions Pollutant	CAS #	Emission Factor (lb/ton)	Emissions (lbs/day)	Permitted (lbs/yr)	Potential (tpy)	Demin (lbs/day)	Demin (lbs/yr)	Adj In-Stack (ug/m3)	24-hr AAL (ug/m3)	Annual AAL (ug/m3)
1,1,1-Trichloroethane	71-55-6	5.20E-04	0.02496	9	0.005	54	19,580		6821	4548
1,2-Dichlorobenzene	95-50-1	0.13	6.24	2,184	1.139	42	1,539	16.71	536	357
1,4-Dichlorobenzene	106-46-7	0.48	23.04	8,064	4.205	6.3	2,297	61.70	800	800
Aluminum	7429-90-5	3.80E-03	0.1824	64	0.033	0.39	144		50	34
Arsenic*	7440-38-2	1.25E-05	0.0006	0.21	0.000	0.00028	0.10	0.002	0.036	0.024
Barium	7440-39-3	4.80E-04	0.02304	8	0.004	0.02	7.20	0.06	2.5	1.7
Benzene	71-43-2	4.00E-04	0.0192	7	0.004	0.045	16		5.7	3.8
Beryllium*	7440-41-7	1.25E-06	0.00006	0.021	0.000	0.00016	0.058			
bis(2-ethylhexyl)phthalate	117-81-7	0.0082	0.3936	138	0.072	0.14	52	1.05	18	12
Cadmium*	7440-43-9	2.51E-05	0.0012048	0.42	0.000	0.00028	0.10	0.003	0.036	0.024
Carbon Tetrachloride	56-23-5	2.40E-05	0.001152	0.4	0.000	0.87	319		111	74
Chlorobenzene	108-90-7	1.00E-05	0.00048	0.2	0.000	1.8	663		231	154

City of Manchester Wastewater Treatment Facility

AFS: 3301100089

Application: FY03-0137

Sludge Incinerator Emissions

RTAP/HAP Emissions Pollutant	CAS #	Emission Factor (lb/ton)	Emissions (lbs/day)	Permitted (lbs/yr)	Potential (tpy)	Demin (lbs/day)	Demin (lbs/yr)	Adj In-Stack (ug/m3)	24-hr AAL (ug/m3)	Annual AAL (ug/m3)
Chloroform	67-66-3	4.00E-03	0.192	67	0.035	1.4	502		175	117
Chromium*	7440-47-3	6.27E-05	0.0030096	1	0.001	0.014	5	0.01	1.8	1.2
Copper*	7440-50-8	6.12E-05	0.0029376	1	0.001	0.0056	2	0.01	0.71	0.48
Dioxins	1746-01-6	5.58E-06	0.0002678	0.09	0.000	na	na	0.001	0.001	0.001
Ethylbenzene	100-41-4	5.00E-05	0.0024	1	0.000	7.9	2,871		1000	1000
Hydrogen Chloride	7647-1-0	0.1	4.8	1,680	0.876	0.21	78	12.85	27	20
Lead*	7439-92-1	2.51E-04	0.012048	4	0.002	0.0014	0.51	0.03	0.18	0.12
Manganese	7439-96-5	6.00E-04	0.0288	10	0.005	0.0079	0.82	0.08	1	0.05
Mercury*	7439-97-6	4.70E-06	0.0002256	0.08	0.000	0.0024	0.86	0.00	0.3	0.3
Methylene Chloride	75-9-2	1.40E-03	0.0672	24	0.012	4.9	1,783		621	414
Naphthalene	91-20-3	1.90E-01	9.12	3,192	1.664	1.5	49		186	3
Nickel*	7440-02-0	2.65E-04	0.01272	4	0.002	0.028	10	0.03	3.6	2.4
Perchloroethylene	127-18-4	2.40E-04	0.01152	4	0.002	4.8	1,742		607	405
Selenium*	7782-49-2	1.85E-04	0.00888	3	0.002	0.0056	2	0.02	0.71	0.48
Silicon	7440-21-3	6.40E-03	0.3072	108	0.056	1.2	428			
Sulfuric Acid	7664-93-9	0.12	5.76	2,016	1.051	0.028	10	15.42	3.6	2.4
Tin	7440-31-5	7.00E-04	0.0336	12	0.006	0.079	29			
Trichloroethene	79-01-6	6.00E-05	0.00288	1	0.001	7.6	2,759			
Total HAP Potential									6.888	

TT

Device	Manufacturer	Model #	Serial #	Installation Date	fuel	Nameplate Rating (MMBtu/hr)	fuel flow rate (gal/hr)	Stack Height (ft)	Exit Area (ft ²)
Boiler #1	Cleaver Brooks	CB-600-250	L57727	1974	#2	10.5	75	50.25	9.62
Boiler #2	Cleaver Brooks	CB-600-250	L57728	1974	#2	10.5	75	50.25	9.62
Boiler #3	Cleaver Brooks	CB-600-250	L57729	1974	#2	10.5	75	50.25	9.62
Boiler #4	Smith Cast Iron	non-permitted device			#2	0.91	6.5		
Emer. Gen. #2	Solar Div.	GSE-1000	S428717	1976	#2	12.6	90	NA	NA
Emer. Gen. #3	Solar Div.	GSE-1000	S428717	1976	#2	12.6	90	NA	NA
Emer. Gen. #4	Solar Div.	GSE-1000	S431098	1976	#2	12.6	90	NA	NA
Emer. Gen. #5	Solar Div.	GSE-1000	S431099	1976	#2	12.6	90	NA	NA

POTENTIAL EMISSIONS (based on 8760 hr/yr for boilers and 500 hr/yr for generators)

Pollutant	CO	NOX	PM10	SO2	VOC
Emission Factor (lb/kgal)	5	20	1	56.8	0.2
Device	lb/hr	tpy	lb/hr	tpy	tpy
Boiler #1	0.38	1.50	0.08	4.26	18.66
Boiler #2	0.38	1.50	0.08	4.26	18.66
Boiler #3	0.38	1.50	0.08	4.26	18.66
Boiler #4	0.03	0.13	0.01	0.37	1.62
Emission Factor (lb/gal)	0.119	0.448	0.008	0.057	0.013
Emer. Gen. #2	10.71	40.32	0.72	5.13	1.28
Emer. Gen. #3	10.71	40.32	0.72	5.13	1.28
Emer. Gen. #4	10.71	40.32	0.72	5.13	1.28
Emer. Gen. #5	10.71	40.32	0.72	5.13	1.28
Total Potential Emissions	15.78	60.60	1.73	62.72	1.37

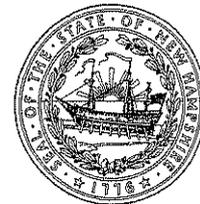
Current Permit Limits:
 Fuel Usage for all four boilers combined = 752,500 gal/yr
 Each generator is limited to 120 hr/yr

PERMIT EMISSION LIMITATIONS (tpy)

	CO	NOX	PM10	SO2	VOC
Boilers combined	1.88	7.53	0.38	21.37	0.08
Emer. Gens. combined	2.57	9.68	0.17	1.23	0.28



The State of New Hampshire
Department of Environmental Services



Michael P. Nolin
Commissioner

July 23, 2004

To: Municipalities, Consulting Engineers and Regional Planning Commissions

Re: State Water Pollution Control Grant Program

Public Hearing Notice

The New Hampshire Department of Environmental Services has prepared, in accordance with Revised Statutes Annotated 486:1,IV(a), a draft State Water Pollution Control Grant Program Project Priority List for Fiscal Years 2005 and 2006 and subsequent years. The project priority list designates those projects to which construction funds will be allocated from New Hampshire's FY 2005 and 2006 appropriations.

A public hearing on the draft project list will be held on Thursday, August 12, 2004 in Rooms 113-114 of the Health and Human Services Building at 29 Hazen Drive in Concord. This hearing is being held in conjunction with hearings on the Clean Water Revolving Fund (SRF) loan program draft project list and draft intended use plan for wastewater and landfill closure projects, the unlined landfill closure grant program priority list, and the Drinking Water State Revolving Fund loan program draft project list and draft intended use plan. These hearings will begin at 9:00 a.m. starting with the landfill closure grant program, followed by the Clean Water SRF loan program, the wastewater grant program, and finally the Drinking Water SRF loan program. We anticipate that each hearing will last about one half hour.

Enclosed are copies of the draft project priority list on which the wastewater hearing will be held. Any comments you have on the scheduling of projects may be presented by letter prior to the hearing and will be considered in the final decision. Also, you are welcome to attend and offer any comments at the hearing. Comments on the draft project priority lists will be accepted until Friday, August 27, 2004 at 4:00 p.m.

Sincerely,

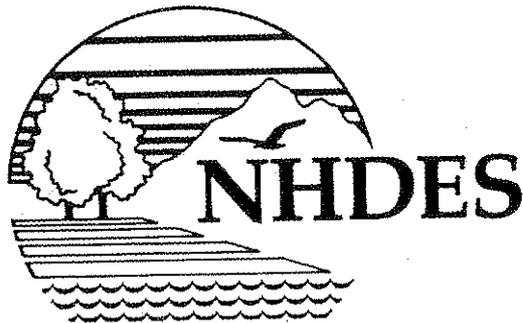
Stephen H. Snell
Grant Program Director
Wastewater Engineering Bureau

SHS:s
Enclosures

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STATE OF NEW HAMPSHIRE

DEPARTMENT OF ENVIRONMENTAL SERVICES



New Hampshire Water Pollution Control Program

In Accordance with Revised Statutes Annotated 486:1,III.

Draft Project Priority List

July 2004

6



MUNICIPAL GRANT PROGRAM FOR SEWER / WASTEWATER TREATMENT PROJECTS

New Hampshire's rivers are important to the quality of life that makes the state such an attractive place to live, work and play. There are approximately 90 rivers, totaling more than 8,000 river miles. These rivers are widely recognized for their outstanding values and diversity.

As the growth and industrialization of New Hampshire threatened the quality and uses of our rivers, the state responded by establishing a grant program for water pollution control facilities in 1959. Since that time, nearly \$863 million in state and federal grant monies have been made available to the cities and towns in New Hampshire for the construction of approximately 80 wastewater treatment plants and hundreds of miles of intercepting sewers.

Recognizing that we had made great strides but that the job was not complete, and in response to the phasing out of federal grant funds, the Governor and Legislature stepped forward in 1992 by enacting Chapter 277 of the Laws of 1992 to provide a new 20/30 percent state grant program for municipal water pollution control projects. This law directed the Department of Environmental Services (DES) to establish and maintain a priority list of projects eligible to receive grant funds, using the existing priority system developed under the former federal Construction Grants Program, and further directed that an annual public hearing be held to receive comments on the priority list. The existing priority system considers the severity of the pollution problem, the population affected, the need for the preservation of high quality water and the enforcement requirements for abating the particular pollution problem.

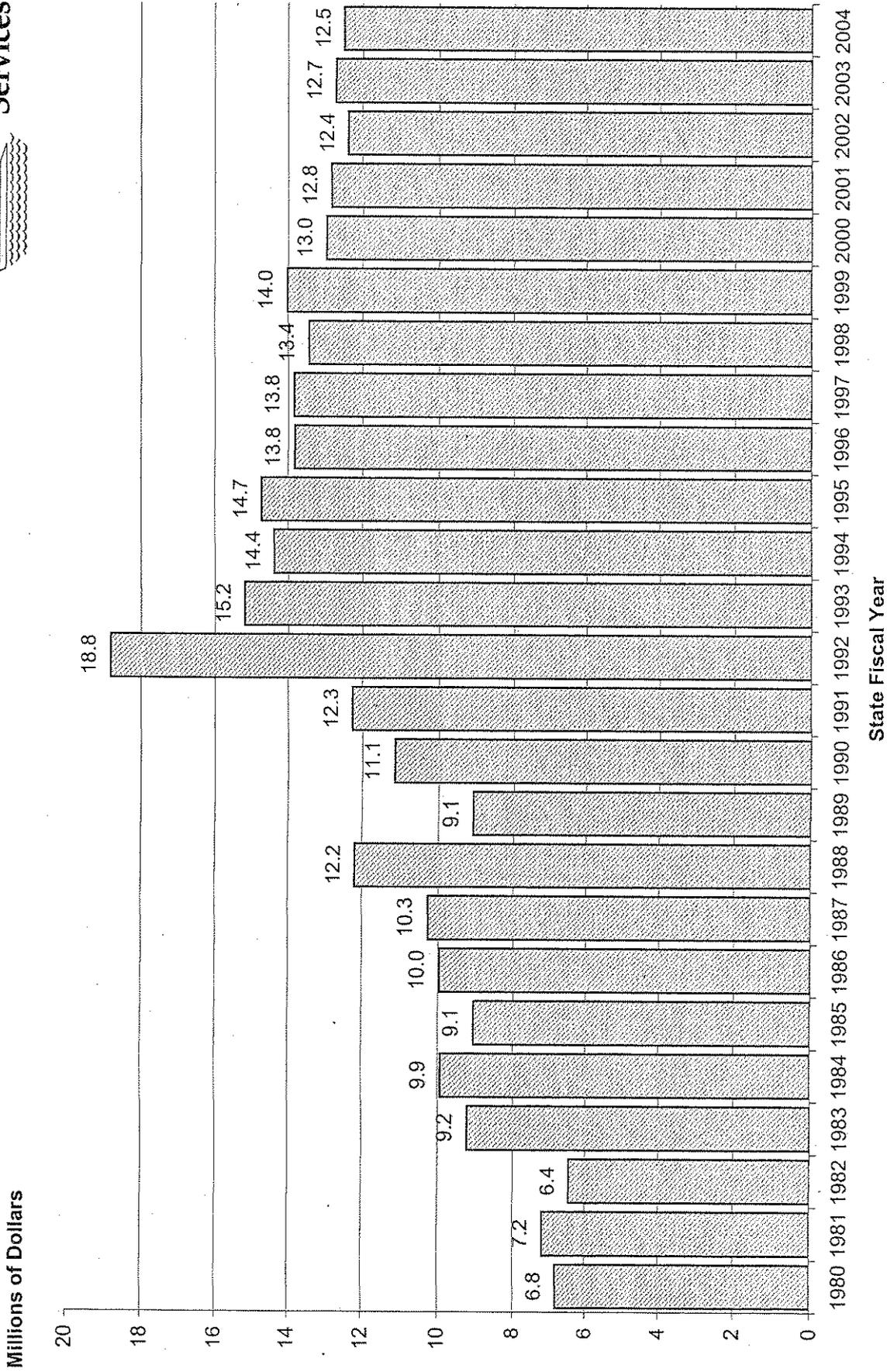
On June 11, 2004, the DES sent a notice requesting new preapplications for projects to be funded under this program to 124 cities, towns, counties, districts and precincts, as well as 61 prequalified engineering firms. The preapplications received since then have been used to develop the draft priority list this year. This priority list is based on the priority system mentioned above and the readiness of the applicants to proceed with construction.

Since the inception of this state grant program on July 1, 1993, the DES has awarded 280 grants to 73 municipalities totaling over \$77 million for the construction of wastewater projects.

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GRANT PAYMENTS TO MUNICIPALITIES BY DES FOR SEWER/WASTEWATER TREATMENT PROJECTS STATE FISCAL YEARS 1980 THROUGH 2004



STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

FISCAL YEAR 2005 PROJECT LIST

Franklin	- Route 11 Sewer Rehabilitation	\$ 493,350
Gilford	- Gilford Village Interceptor	2,778,612
Sanbornton	- Community Wastewater System	95,000
WRBP *	- Pendleton Beach Pump Station Electrical Upgrade	14,256
WRBP	- Maiden Lady Cove Pump Station Electrical Upgrade	12,000
WRBP	- North Main Pump Station VFDs	89,600
WRBP	- State School Pump Station Grinder	18,440
WRBP	- Laconia Compound Improvements, Phase II, Influent Sewers	139,000
WRBP	- Stormwater Management Improvements	68,450
WRBP	- Design of Dewatering Improvements and Replacement Pumps	420,000
Boscawen	- Penacook Wastewater Treatment Facility Upgrade (Concord)	1,950,000
Manchester	- Crescent Road Pump Station Screen	1,675,611
Manchester	- Cohas Brook Interceptor, Phase 1, Contract 3	1,503,013
Manchester	- Pond Drive Sewer & Pumping Station	678,655
Manchester	- South Main & Hancock Streets Sewer Separation	6,000,000
Manchester	- CSO Preliminary Design (Merrimack River CSOs)	450,000
Manchester	- Fluidizing Air Blower	336,500
Nashua	- Temple Street CSO Separation, Phase III	3,578,010
Nashua	- Sewer Rate Study	79,510
Nashua	- East Dunstable Road CSO Separation, Phase II	3,258,677
Nashua	- Sargents Avenue CSO Separation	2,301,277
Nashua	- Class A Biosolids Project	1,100,000
Nashua	- Primary Tanks Upgrade	2,875,000
Wolfeboro	- Electrical System Upgrade	98,400
Wolfeboro	- Pump Station Emergency Bypass Piping	53,700
Merrimack	- Biofilter Heating & Sludge Tank Rehabilitation	110,200
Merrimack	- Chemical Feed System Upgrade	297,112
Merrimack	- Electrical System Upgrade, Phases I & II	809,488
Merrimack	- Compost Facility SCADA	71,995
Swanzey	- Design of North Swanzey Wastewater Improvements	229,900
Berlin	- WWTF and Pump Station Upgrades, Phase I	4,079,522
Allentown	- Canal Street Sewer	135,500
Allentown	- Wastewater Treatment Facility Evaluation	20,000
Allentown	- Wastewater Treatment Facility Capacity Evaluation	5,000
Allentown	- Wastewater Treatment Facility Influent Screen Upgrade	66,000
Hanover	- WWTF Interim Improvements, Phase I	575,000
Hanover	- WWTF Interim Improvements, Phase II	470,000

* Winnepesaukee River Basin Program

STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

FISCAL YEAR 2005 PROJECT LIST (Continued)

Hanover	- WWTF Phase I Facility Plan	\$ 100,000
Hanover	- WWTF Phase II Facility Plan	75,000
Milford	- Infiltration / Inflow Study, Phase V	25,000
Milford	- Powers & Nashua Streets Sewer Rehabilitation	87,310
Milford	- Composting Cover	608,317
Portsmouth	- Sewerage Improvements Program, Phase II	9,600,000
Portsmouth	- Lincoln Area Sewer Separation, Cont. #1 (Stormwater Facilities)	759,000
Portsmouth	- Lincoln Area Sewer Separation, Cont. #1 (Interim Finance)	980,000
Salem	- Sewer System Rehabilitation, Phase II	350,000
Hillsborough	- Aeration System Upgrade	41,700
Newmarket	- Exeter Road Interceptor	190,000
Newmarket	- WWTP Improvements Report (Administrative Order)	40,000
Newmarket	- Nichols Avenue Sewer	180,000
Ashland	- River Street Sewer Improvements	3,317,000
Derry	- WWTF Facility Plan Update	65,000
Derry	- Sewer System Rehabilitation	286,493
Derry	- Scenic Drive Interceptor	810,000
Exeter	- Lantern Lane Infiltration / Inflow Correction	115,000
Exeter	- Belmonte & Front Street Pumping Station Improvements	427,000
Plymouth VW&SD	- Septage Receiving Classifier	107,800
Charlestown	- Sewer Improvements, Contract #4	2,014,000
Northumberland	- Aeration System Upgrade	23,100
Stratford	- Mill House Wastewater Treatment Facility Upgrade	730,892
Seabrook	- Centennial Station VFD Upgrade	71,000
Seabrook	- WWTF Expansion Needs Study	20,000
Seabrook	- Dechlorination System Upgrade	18,500
Seabrook	- Pumping Station Odor Control Upgrades	75,000
Meriden Vill. Water Dist.	- Aeration System Upgrade	219,700
Strafford County	- Force Main Upgrade	395,000
Conway Vill. Fire Dist.	- Wastewater Treatment Facility Study	90,000
Lincoln	- Mansion Hill Road Sewer	281,250
Rockingham County	- North Road Pumping Station Upgrade	150,000
Beebe River Vill. Dist.	- Wastewater Improvements, Phase I	80,000
Beebe River Vill. Dist.	- Wastewater Improvements, Phase II	400,000
Greenfield	- Municipal Wastewater System	485,000
Woodstock	- WWTF Secondary Clarifier	1,053,039
Woodstock	- Lost River Road Sewer	1,101,313

July 21, 2004

STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

FISCAL YEAR 2006 PROJECT LIST

Laconia	- Rollercoaster Road Interceptor	\$ 1,506,000
Meredith	- Infiltration / Inflow Analysis and SSES	100,000
Rochester	- Chestnut Hill Road Sewer Extension	3,047,867
Concord	- Hall Street WWTF Odor Control Study	150,000
Concord	- WWTF Sludge Digester Evaluation	50,000
Concord	- WWTF SCADA, Phase I	170,000
Manchester	- West Side Pump Station Improvements	1,000,000
Manchester	- South Mammoth Road Sewers & Pump Station, Phase 3	1,150,000
Manchester	- Cohas Interceptor, Phase 2 Design	500,000
Manchester	- CSO Technical Assistance	100,000
Manchester	- Cemetery Brook / Stark Brook Basin Study	1,152,000
Manchester	- North Main & Victoria Streets Sewer Separation	4,900,000
Manchester	- Sludge Dewatering Improvements, Phase 1	4,495,000
Nashua	- SCADA Upgrade	2,150,000
Nashua	- CSO 4B Stormwater Detention, Farmington Outfall	3,800,000
Nashua	- Stormwater Abatewater	500,000
Nashua	- Sewer Rehabilitation	1,500,000
Wolfeboro	- WWTF Improvements, Phase I	1,115,000
Wolfeboro	- Wastewater Spray Fields Improvements	557,500
Wolfeboro	- Wastewater Spray Fields Access Road Improvements	60,000
Wolfeboro	- Compost Facility	133,750
Wolfeboro	- Composting Equipment	470,000
Wolfeboro	- Wastewater Spray Area 1 Improvements	60,000
Wolfeboro	- Wastewater Spray Fields Control System	76,000
Wolfeboro	- Addition of Third Clarifier	450,000
Wolfeboro	- Aeration Tank Upgrade	230,000
Wolfeboro	- New Disinfection Facility	340,000
Wolfeboro	- Laboratory and Computer System Upgrade	12,000
Wolfeboro	- WWTF Water Vault Rehabilitation	27,200
Wolfeboro	- Chlorine Storage Tank Rehabilitation	41,500
Wolfeboro	- Contact Chamber Pump System Upgrade	30,500
Wolfeboro	- Aeration Tank Rehabilitation	40,500
Wolfeboro	- Upgrade of Existing Clarifiers	35,000
Wolfeboro	- Belt Press Rehabilitation	33,000
Wolfeboro	- Blower/Generator Room HVAC Upgrade	19,800
Wolfeboro	- Sewall Road Sewer Rehabilitation	26,500
Wolfeboro	- Smith River Bridge Pump Station & Sewer Relocation	161,250
Keene	- Lift Station SCADA Project	59,884
Merrimack	- Septage Receiving Facility	937,500
Merrimack	- Reeds Ferry Sewer Rehabilitation	250,000

STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

FISCAL YEAR 2006 PROJECT LIST (continued)

Merrimack	- Mayflower Road Infrastructure Improvements	\$ 970,000
Swansey	- North Swansey Wastewater Improvements	4,400,000
Troy	- Wastewater Treatment System Improvements	2,500,000
Allenstown	- Main Street Force Main	56,900
Hanover	- Anaerobic Digester Improvements	680,000
Hanover	- Disinfection Upgrade	2,150,000
Milford	- WWTF Odor Control Assessment	48,000
Milford	- Aerated Sludge Holding Tank Upgrade	833,050
Milford	- Septage Receiving Facility	560,000
Salem	- Elmwood Road / Marsh Road Area Sewers	2,500,000
Salem	- Canobie Lake Area Sewers, Phase II	3,675,000
Salem	- Sewer System Rehabilitation, Phase III	970,000
Salem	- I / I Analysis and SSES, Phases II and III	400,000
Hillsborough	- Wastewater Treatment Facility Improvements	520,000
Hillsborough	- Collection System Test and Seal	115,000
Hillsborough	- Collection System Rehabilitation, Phases I and II	326,000
Newmarket	- Wadleigh Falls Road Pump Station and Interceptor	400,000
Newmarket	- Sewer System Improvements	160,000
Pittsfield	- Septage Receiving & Residuals Management Facilities	775,000
Farmington	- Wastewater Treatment Facility Upgrade, Phase I	1,491,300
Littleton	- Sludge Processing Upgrade	413,000
Littleton	- Badger Street Sewer, Phase I	98,907
Littleton	- Kelley Lane Sewer	101,563
Ashland	- Septage Receiving Station	100,000
Derry	- Septage Treatment Study	25,000
Derry	- Effluent Pump Station & Outfall Upgrade	5,200,000
Derry	- Sunset Acres Interceptor	1,000,000
Exeter	- Portsmouth Avenue Wastewater Improvements	500,000
Hinsdale	- Canal Street Wastewater Improvements	360,000
New Hampton Vill. Prec.	- Wolfeden Sewer	142,250
Stratford	- Stratford Hollow Wastewater System	1,080,000
Boscawen	- Municipal Wastewater System	2,450,000
Lancaster	- Summer Street Sewer, Phase II	60,000
Lancaster	- Water Street Sewer	75,000
Seabrook	- Sludge Processing System	450,000
Seabrook	- Route 286 Bridge Outfall Upgrade	177,000
Piermont	- Wastewater Treatment Facility Upgrade	608,900
Amherst	- Baboosic Lake Wastewater System	787,500
Cheshire County	- Lagoon Expansion & Upgrade	999,350

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July 21, 2004

STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

EXTENDED PORTION OF PRIORITY LIST - BEYOND FISCAL YEAR 2006

Laconia	- Eastman Shore Interceptor	\$ 3,918,000
Laconia	- Woodvale Drive Interceptor	1,693,500
Laconia	- Moulton Cove / Pickerel Cove Interceptor	2,200,000
Laconia	- Opechee Area Sewer Extension	365,000
Rochester	- Hanson Street Sewer Rehabilitation	682,750
Rochester	- East Rochester Inflow & Infiltration Reduction	5,450,000
Rochester	- Washington Street Sewer Rehabilitation	5,740,000
Rochester	- Rochester Hill Road Sewer Extension	1,687,500
Tilton	- Lochmere Sewer Extension	3,810,000
WRBP	- Centrifuge Dewatering and Sludge Pump Systems	6,250,000
Concord	- WWTF Odor Control Improvements, Phase I	1,120,000
Concord	- WWTF Headworks Improvements, Phase I	900,000
Manchester	- Cemetery Brook Conduit Rehabilitation	2,300,000
Manchester	- WWTF Upgrade Facility Plan	750,000
Manchester	- Fluidizing Bed Incinerator Windbox Modifications	1,000,000
Manchester	- Candia Road Portion of Cohas Brook Interceptor, Phase 2	1,600,000
Manchester	- West Bridge / Bremer Street Sewer Separation	6,000,000
Manchester	- Poor & Schiller Streets CSO Separation	9,600,000
Manchester	- Crescent Road CSO Separation	2,800,000
Manchester	- Cohas Brook Interceptor, Phase 2	5,500,000
Manchester	- Wastewater Treatment Facility Upgrade	19,800,000
Nashua	- Sludge Dewatering	750,000
Nashua	- Wet Weather Treatment Unit	26,000,000
Wolfeboro	- Mill Street Area Sewer Rehabilitation	907,000
Wolfeboro	- WWTF Improvements, Phase II	1,115,000
Wolfeboro	- Lehner Street Pump Station	290,000
Wolfeboro	- Mill Street Pump Station Rehabilitation	290,000
Wolfeboro	- Septage Receiving Tanks Improvements	500,000
Wolfeboro	- WWTF Structural Concrete Rehabilitation	30,500
Wolfeboro	- WWTF Automation & Improvements	230,000
Wolfeboro	- Wastewater Spray Fields Access Control	16,500
Wolfeboro	- Floating Spray Aeration Pumps	23,500
Wolfeboro	- Sludge and Aeration Tanks De-foaming Equipment	15,200
Wolfeboro	- Land Acquisition for Wastewater Spray Field Expansion	400,000

STATE WATER POLLUTION CONTROL GRANT PROGRAM

In Accordance With Revised Statutes Annotated 486:1, III.

EXTENDED PORTION OF PRIORITY LIST - BEYOND FISCAL YEAR 2006

Keene	- Pearl and Marlboro Streets Sewer Rehabilitation	\$ 250,000
Keene	- West, Blossom & Hanover Sts. & Butler Court Sewer Rehab.	250,000
Keene	- Phosphorus Removal at Wastewater Treatment Plant	3,124,440
Keene	- Ultraviolet Disinfection Upgrade	481,000
Keene	- Solids Dewatering Upgrade	694,700
Merrimack	- Wastewater Treatment Facility Upgrades	10,120,000
Merrimack	- Interceptor Rehabilitation	190,000
Merrimack	- Conifer Street Siphon Upgrade	1,120,000
Berlin	- WWTF & Pump Station Upgrade, Phase II	6,853,000
Goffstown	- Danis Park / Dumont Park & Morgan Estates Sewer Project	1,520,000
Goffstown	- Lynchville Park Sewer Project	2,887,000
Allenstown	- Upgrade & Expansion of Wastewater Treatment Facility	5,100,000
Hanover	- Outfall Extension	2,000,000
Hanover	- New Secondary Clarifier	1,500,000
Milford	- Wastewater Treatment Facility Improvements	1,780,000
Milford	- Chemical Feed System Upgrade	302,500
Salem	- North Main Street Interceptor	13,700,000
Gorham	- US Route 2 Sewer Upgrade	388,850
Pittsfield	- Wastewater Treatment Facility Upgrades, Phases I & II	1,600,000
Warner	- Wastewater Treatment Facility Improvements	998,000
Durham	- Wastewater Treatment Facility Improvements, Phase III	3,431,400
Derry	- Septage Receiving Facility	650,000
Lebanon	- CSO Separation, Contract 3	291,167
Lebanon	- CSO Separation, Contract 4	234,697
Lebanon	- Wastewater Treatment Facility Improvements	5,538,000
Lebanon	- SCADA Upgrade	720,000
Charlestown	- Aeration Upgrade	2,500,000
Winchester	- Wastewater Treatment Facility Upgrade	1,875,000
Northumberland	- Wastewater Treatment Facility Improvements	1,125,000
Northumberland	- Sewer System Improvements	1,750,000
Bow	- Gravity Sewers, Force Mains & Pumping Stations	7,591,260
Seabrook	- Administrative Order Implementation	1,440,000
Jaffrey	- Wastewater Treatment Facility Upgrade	16,800,000
Peterborough	- Wastewater Treatment Facility Improvements	7,498,800

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The State of New Hampshire
Department of Environmental Services



Michael P. Nolin
Commissioner

July 23, 2004

To: Municipalities, Consulting Engineers and Regional Planning Commissions
Re: State Water Pollution Control Revolving Loan Fund

Public Hearing Notice

The New Hampshire Department of Environmental Services has prepared, in accordance with federal law, a draft State Revolving Fund Project Priority List for Fiscal Year 2005 and a draft Fiscal Year 2005 Intended Use Plan. The project priority list designates those projects to which construction funds will be allocated from New Hampshire's Fiscal Years 2003 and 2004 share of federal appropriations and funds available from the SRF repayment account. The intended use plan serves as the planning document for establishing how the funds available for the State Water Pollution Control Revolving Loan Fund will be used and identifies the specific projects to be funded.

A public hearing will be held on the draft project priority list and draft intended use plan on Thursday, August 12, 2004 in Rooms 113-114 of the Health and Human Services Building at 29 Hazen Drive in Concord. This hearing is being held in conjunction with hearings on the wastewater grant program draft project priority list, the unlined landfill closure grant program priority list, and the Drinking Water State Revolving Fund loan program draft project list. These hearings will begin at 9:00 a.m. starting with the landfill closure grant program, followed by the Clean Water SRF loan program, the wastewater grant program, and finally the Drinking Water SRF loan program. We anticipate that each hearing will last about one half hour.

Enclosed are copies of the draft project priority list and draft intended use plan on which the hearing will be held. Any comments you have on the scheduling of projects may be presented by letter prior to the hearing and will be considered in the final decision. Also, you are welcome to attend and offer any comments you believe appropriate at this hearing. Comments on the draft project priority lists will be accepted until Friday, August 27, 2004 at 4:00 p.m.

Sincerely,

Gretchen R. Rich, P.G.
SRF Program Manager
Wastewater Engineering Bureau

GRR:s
Enclosures

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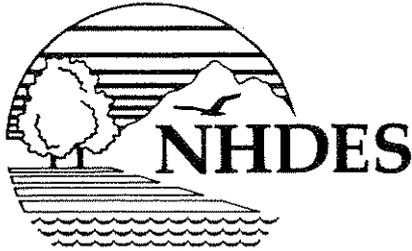
STATE OF NEW HAMPSHIRE
DEPARTMENT OF ENVIROMENTAL SERVICES



State Revolving Loan Fund
Draft Project Priority List

FISCAL YEAR 2005

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STATE REVOLVING FUND (SRF) LOAN PROGRAM

New Hampshire's rivers are widely recognized for their outstanding values and diversity. There are approximately 90 rivers, totaling over 8,000 river miles, which are important to the quality of life that makes the state such an attractive place to live, work and play.

The State of New Hampshire has been committed to the control of water pollution for the protection of its valuable water resources for many years. In 1959, legislation was enacted to provide a grant program for water pollution control facilities. Since that time, the State of New Hampshire has provided 686 grants to municipalities totaling more than \$408 million. In addition \$442 million in federal monies has been provided for the Clean Water Act from 1972 to 1990, for the construction of approximately 85 wastewater treatment plants and many miles of intercepting sewers.

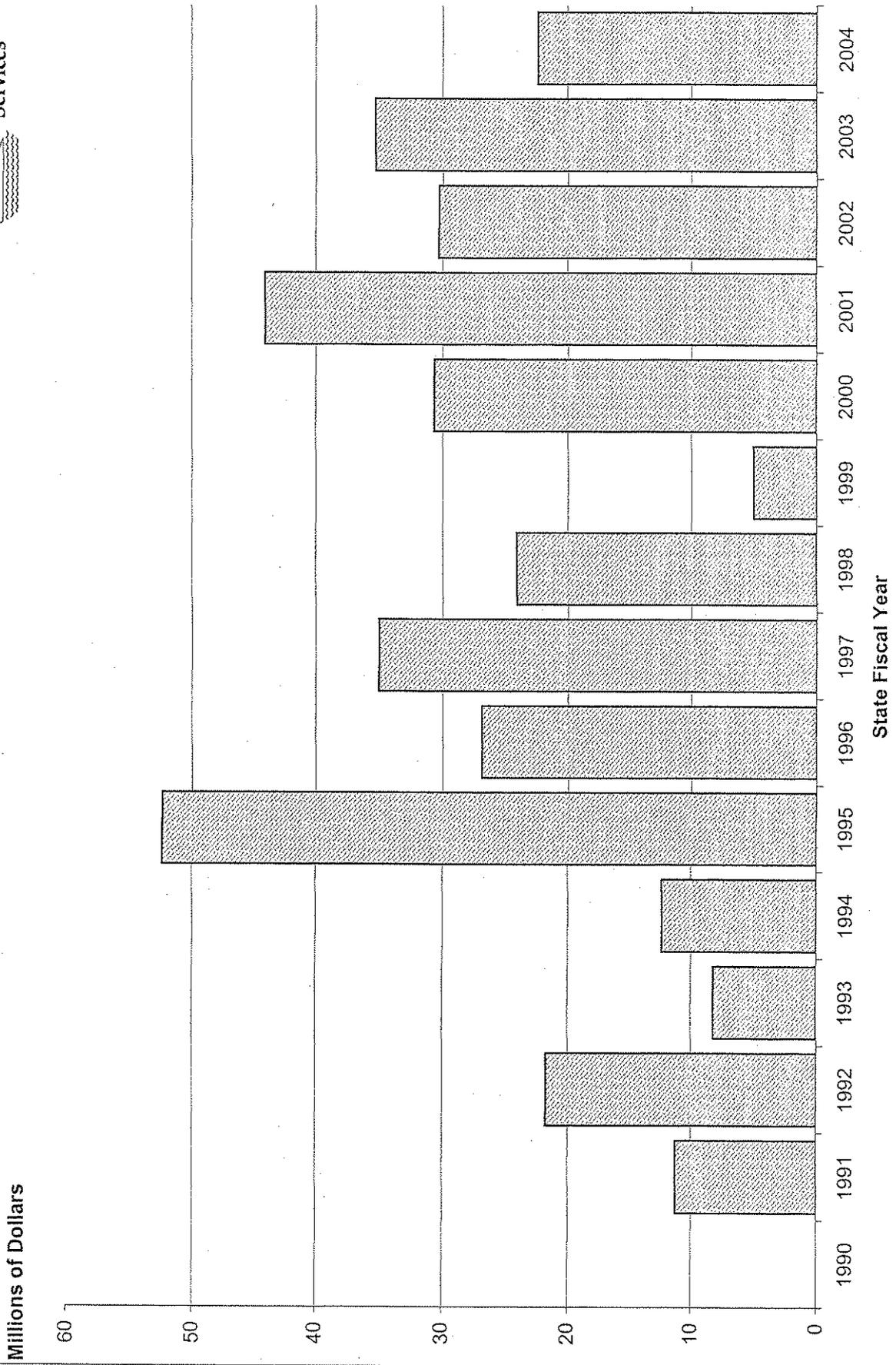
In 1987, recognizing the need for a transition period before the phase out of the federal construction grants program in 1990, the reauthorization of the Clean Water Act provided for the creation of State Revolving Funds (SRFs). To assist in this transition, federal monies were appropriated for the SRF start-up in the form of capitalization grants to states. These grants are supplemented by 20% state matching funds. Contributions to the fund will continue through 2004 and, at that time, New Hampshire will have made nearly \$341 million available to municipalities participating in the program. Since 1990, the New Hampshire Water Pollution Control Revolving Fund has provided one hundred and thirty nine loans to seventy municipalities totaling over \$305 million.

New Hampshire is able to offer this revolving fund program to help reduce the cost of borrowing for water pollution control projects through low interest rate loans. Loans from the fund can pay for various wastewater and solid waste projects. The most common projects are the planning, design and construction of municipal wastewater treatment works and the closure of unlined municipal landfills and appurtenant facilities. These can include sewage treatment plants, sewers, combined sewer overflow reduction, storm water control, landfill closures, transfer stations and recycling facilities directly related to a landfill closure. There are two main benefits for a municipality borrowing from the fund. First, the interest rate charged on the loan is well below municipal borrowing rates, which will reduce interest payments thereby providing substantial project savings. Second, there is no need to obtain funding from other sources since the loan will pay for most, if not all, of the project costs.

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LOW INTEREST LOANS TO MUNICIPALITIES BY DES FOR WASTEWATER & LANDFILL CLOSURE PROJECTS STATE FISCAL YEARS 1989 THROUGH 2004



Source: NH Department of Environmental Services, July 2004

Appendix I

Use of Funds State Fiscal Year 2005 SRF Project List

Allenstown	WWTF Expansion	\$4,489,849
Claremont	Facilities Plan	\$400,000
Claremont	Sewer line/Pump Station Improve.	\$7,500,000
Claremont	WWTF Upgrades	\$2,848,750
East Rochester	Infiltration/Inflow	\$1,550,000
Lebanon	Phase II - WWTP Amendment	\$3,000,000
Manchester	Design/Const. W. Bridge/Bremer CSO	\$1,000,000
Manchester	WWTP Upgrade/Facility Plan	\$1,000,000
Meriden	Aeration System Replacement	\$219,700
Merrimack Cty.	WWTP Improvements	\$1,000,000
Newmarket	WWTP Improvements	\$4,000,000
Peterborough	WWTP	\$3,900,000
Portsmouth	Long-Term Control Plan, Lincoln Ave.	\$5,000,000
Rochester	Gonic Separation - Amend.	\$755,000
Rochester	Sewer-Homemakers - Amend.	\$500,000
Troy	WWTF Upgrades	\$2,500,000
Winnepesaukee RBP	WWTF Dewatering Improvements	\$6,500,000
	Total	<u>\$46,163,299</u>

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Appendix I

SOURCES OF FUNDS Title VI State Revolving Fund STATE FISCAL YEAR 2005		
Total FFY 2003 Cap Grant Funds Available	→	\$10,932,674
FFY 2004 Cap Grant Funds Available		\$13,244,022
Title II Transfer		\$0
Less Reserves		
604(b) Planning (1%)	(\$132,440)	
SRF Administrative Expense (4%)	(\$529,761)	(\$662,201)
State 20% Match		\$2,648,804
Total Cap Grant Funds Available for SFY 2005	→	\$26,163,299
Estimated Available Funds From Loan Repayments Including Interest and Investment Earnings Through 3/31/04	→	\$20,000,000
Total Funds Available For Loans		<u>\$46,163,299</u>

IUP_04a Appendix I

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EXTENDED PORTION OF PRIORITY LIST

Town of Acworth	Town of Dublin	Town of Lancaster	Town of Plymouth
Town of Albany	Town of Dummer	Town of Landaff	City of Portsmouth
Town of Alexandria	Town of Dunbarton	Town of Langdon	Town of Randolph
Town of Allenstown	Town of Durham	City of Lebanon	Town of Raymond
Town of Alstead	Town of East Kingston	Town of Lee	Town of Richmond
Town of Alton	Town of Easton	Town of Lempster	Town of Rindge
Town of Amherst	Town of Eaton	Town of Lincoln	City of Rochester
Town of Andover	Town of Effingham	Town of Lisbon	Rockingham County
Town of Antrim	Town of Ellsworth	Town of Litchfield	Town of Rollinsford
Town of Ashland	Town of Enfield	Town of Littleton	Town of Roxbury
Town of Atkinson	Town of Epping	Town of Londonderry	Town of Rumney
Town of Auburn	Town of Epsom	Town of Loudon	Town of Rye
Town of Barnstead	Town of Errol	Town of Lyman	Town of Salem
Town of Barrington	Town of Exeter	Town of Lyme	Town of Salisbury
Town of Bartlett	Town of Farmington	Town of Lyndeborough	Town of Sanbornton
Town of Bath	Town of Fitzwilliam	Town of Madbury	Town of Sandown
Town of Bedford	Town of Francestown	Town of Madison	Town of Sandwich
Belknap County	Town of Franconia	City of Manchester	Town of Seabrook
Town of Belmont	City of Franklin	Town of Marlborough	Town of Sharon
Town of Bennington	Town of Freedom	Town of Marlow	Town of Shelburne
Town of Benton	Town of Fremont	Town of Mason	City of Somersworth
City of Berlin	Town of Gilford	Town of Meredith	Town of South Hampton
Town of Bethlehem	Town of Gilmanton	Town of Merrimack	Town of Springfield
Town of Boscaawen	Town of Gilsum	Merrimack County	Town of Stark
Town of Bow	Town of Goffstown	Town of Middleton	Town of Stewartstown
Town of Bradford	Town of Gorham	Town of Milan	Town of Stoddard
Town of Brentwood	Town of Goshen	Town of Milford	Town of Strafford
Town of Bridgewater	Town of Grafton	Town of Milton	Strafford County
Town of Bristol	Grafton County	Town of Monroe	Town of Stratford
Town of Brookfield	Town of Grantham	Town of Mont Vernon	Town of Stratham
Town of Brookline	Town of Greenfield	Town of Moultonborough	Town of Sugar Hill
Town of Campton	Town of Greenland	City of Nashua	Town of Sullivan
Town of Canaan	Town of Greenville	Town of Nelson	Sullivan County
Town of Candia	Greenville Village District	Town of New Boston	Town of Sunapee
Town of Canterbury	Town of Groton	Town of New Castle	Town of Surry
Town of Carroll	Town of Hampstead	Town of New Durham	Town of Sutton
Carroll County	Town of Hampton	Town of New Hampton	Town of Swanzeay
Town of Center Harbor	Town of Hampton Falls	Town of New Ipswich	Town of Tamworth
Town of Charlestown	Town of Hancock	Town of New London	Town of Temple
Town of Chatham	Town of Hanover	Town of Newbury	Town of Thornton
Cheshire County	Town of Harrisville	Town of Newfields	Town of Tilton
Town of Chester	Town of Harts Location	Town of Newington	Town of Troy
Town of Chesterfield	Town of Haverhill	Town of Newmarket	Town of Tuftonboro
Town of Chichester	Town of Hebron	Town of Newport	Town of Unity
City of Claremont	Town of Henniker	Town of Newton	Town of Wakefield
Town of Clarksville	Highlands Village District	Town of North Hampton	Town of Walpole
Town of Colebrook	Town of Hill	Town of Northfield	Town of Warner
Town of Columbia	Town of Hillsboro	Town of Northumberland	Town of Warren
City of Concord	Hillsborough County	Town of Northwood	Town of Washington
Town of Conway	Town of Hinsdale	Town of Nottingham	Town of Waterville Valley
Coos County	Town of Holderness	Town of Orange	Town of Weare
Town of Cornish	Town of Hollis	Town of Orford	Town of Webster
Town of Croydon	Town of Hooksett	Town of Ossipee	Town of Wentworth
Town of Dalton	Town of Hopkinton	Pease Development Auth.	Town of Westmoreland
Town of Danbury	Town of Hudson	Town of Pelham	Town of Whitefield
Town of Danville	Town of Jackson	Town of Pembroke	Town of Wilmot
Town of Deerfield	Town of Jaffrey	Town of Peterborough	Town of Wilton
Town of Deering	Town of Jefferson	Town of Piermont	Town of Winchester
Town of Derry	City of Keene	Town of Pittsburg	Town of Windham
Town of Dorchester	Town of Kensington	Town of Pittsfield	Town of Windsor
City of Dover	Town of Kingston	Town of Plainfield	Town of Wolfboro
	City of Laconia	Town of Plaistow	Town of Woodstock

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STATE OF NEW HAMPSHIRE
DEPARTMENT OF ENVIROMENTAL SERVICES



State Revolving Loan Fund
Draft Intended Use Plan

FISCAL YEAR 2005

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INTRODUCTION

The State of New Hampshire herewith submits its Intended Use Plan (IUP) for all funds available in the State Revolving Fund (SRF) during Fiscal Year 2005. This plan is based on utilizing \$10,932,674 available from the 2003 capitalization grant to fund the State Revolving Fund loan program. In addition, the funds available from the Fiscal Year 2004 capitalization grant are \$13,244,022. The available funds will include \$2,648,804 of the state's required 20% matching funds. The available funds will also include \$20,000,000 of other available funds (see Appendix I).

STATEMENT OF SHORT-TERM AND LONG TERM GOALS

Short-Term Goals

The State of New Hampshire has the following goals and objectives for the SRF:

1. Achieve and facilitate statewide compliance with State and Federal water quality standards, in particular with the National Municipal Policy (NMP).
2. Coordinate SRF activities with enforcement activities of both the State of New Hampshire and the Environmental Protection Agency.
3. Continue to implement administrative rules and regulations for carrying out the SRF program.
4. Provide municipalities of the State of New Hampshire with low cost financial assistance to provide wastewater treatment facilities.
5. Coordinate State funded programs for wastewater treatment facilities with activities of the SRF.
6. Provide effective program management to ensure the integrity of the SRF.
7. Continue the program for funding landfill closure projects and appurtenant facilities.
8. Continue pursuing a mechanism to make loans to private groups/individuals for the purpose of solving non-point source pollution problems.

Long-Term Goals

1. Through effective management of the SRF, a self-sustaining program will be available to ensure compliance by all publicly owned unlined landfills and treatment works with State and Federal water quality goals.

2. To protect the public health and the environment and promote the completion of cost-effective projects.

CRITERIA AND METHOD FOR DISTRIBUTION OF FUNDS

The Fiscal Year 2005 Project Priorities were reviewed to determine which projects should be funded by the SRF in Fiscal Year 2005. Under the SRF program, priority ranking on the project list is not a required factor in the selection of SRF projects to be funded. As such, continuing expressed interest in participating in the program and a readiness to proceed to construction in a timely manner were the main criteria used to determine the potential projects for the Fiscal Year 2005 SRF list.

LOAN INTEREST RATES

Interest charges during loan repayment will be fixed over the loan repayment period and will be established at the time of the execution of the supplemental loan agreement based on the established market rate and the loan repayment period selected by the loan recipient. Loan interest charges during repayment shall be 25 percent of the established market rate minus 1% when a 5 year repayment period is selected, 50 percent of the established market rate minus 1% when a 10 year repayment period is selected, 75 percent of the established market rate minus 1% when a 15 year repayment period is selected, and 80 percent of the established market rate minus 1% when a 20 year repayment period is selected. Loan interest charges paid by private parties for rehabilitation of nonpoint source pollution problems shall be 25% of the established market rate minus 1%. The market rate is the 11 G.O. Bond Index published the first week of October.

In addition to the interest charges established above, an annual administrative fee in the amount of 1% on the unpaid principal balance shall be charged on all outstanding loans during the loan repayment period.

LOAN REPAYMENT FUNDS

Repayment of outstanding loans will be deposited in an interest bearing account separate from the SRF account. It is the intent of the State to place these funds in conservative instruments that will produce the best return on the investment. At the present time the account is in T-Bills, CDs and Money Market instruments with interest rates ranging from 1.16% to 1.46%.

ASSURANCES AND SPECIFIC PROPOSALS

The State of New Hampshire will provide the necessary assurances and certifications as part of the Operating Agreement between the State and the Environmental Protection Agency. The State of New Hampshire's Operating Agreement includes the requirements of the following sections of the law:

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602(a) - Environmental Reviews

The State of New Hampshire will conduct environmental reviews as specified in Section VIII, Environmental Review Requirements, of the Operating Agreement and Appendix D, Criteria for Structuring a State Environmental Review Process, in EPA's SRF Guidance.

602(b)(3) - Binding Commitments

The State of New Hampshire will enter into binding commitments for 120% of each quarterly payment within 1 year of receipt of that payment.

602(b)(4) - Expeditious and Timely Expenditures

The State of New Hampshire will expend all funds in the SRF in a timely and expeditious manner.

602(b)(5) - First Use for Enforceable Requirements

The State of New Hampshire will use funds first to assure maintenance of progress toward enforceable deadlines, goals and requirements of the Clean Water Act.

The State of New Hampshire has initially addressed those projects contained in the Environmental Protection Agency's National Municipal Policy universe. On May 26, 1987 the New Hampshire General Court enacted Chapter 395, Laws of 1987 which amended Revised Statutes Annotated 149-B:1 (now RSA 486:1) to increase State financial aid to certain municipalities for wastewater treatment projects. That legislation specifically identified the 11 remaining projects on the National Municipal Policy list and provided for State grants to the respective communities in an amount that, subsequent to the application of all available federal funds and the 5% local share, would fully fund each project. By providing this State funded program for identified NMP projects, the provision of Section 602(b)(5) for first use of funds to meet the enforceable requirements of the Act has been met.

602(b)(6) - Compliance with Title II Requirements

The State of New Hampshire agrees to meet the specific statutory requirements for publicly owned wastewater treatment projects constructed in whole or in part before Fiscal Year 1995 with funds directly made available by Federal capitalization grants.

The State of New Hampshire will meet equivalency requirements using State technical review regulations and procedures applicable to all SRF projects. State law authorized the Department of Environmental Services to promulgate the technical review regulations and procedures.

ACTIVITIES TO BE SUPPORTED BY THE SRF

Administrative costs of the SRF

The State of New Hampshire intends to use 4% of the Federal capitalization grant funds for administrative support. Based on the estimated Fiscal Year 2004 Title VI appropriation, the State will use \$529,761 for administrative support in managing and operating the SRF program.

Projects to be Funded

With the total available funds of \$46,163,299 it is our plan to assist sixteen Section 212 projects as listed in Appendix I and provide for the administration (\$529,761 or 4% of the FFY 2004 Capitalization Grant) of the SRF program.

In the event that any of the projects initially identified for funding in Fiscal Year 2005 are unable to proceed, these delayed projects will be bypassed and other projects listed in the extended portion of the Fiscal Year 2005 Project Priority List will be considered for the utilization of those funds based on procedures in the priority system.

Appendix I

SOURCES OF FUNDS Title VI State Revolving Fund STATE FISCAL YEAR 2005		
Total FFY 2003 Cap Grant Funds Available	—————▶	\$10,932,674
FFY 2004 Cap Grant Funds Available		\$13,244,022
Title II Transfer		\$0
Less Reserves		
604(b) Planning (1%)	(\$132,440)	
SRF Administrative Expense (4%)	(\$529,761)	(\$662,201)
State 20% Match		\$2,648,804
Total Cap Grant Funds Available for SFY 2005	—————▶	\$26,163,299
Estimated Available Funds From Loan Repayments Including Interest and Investment Earnings Through 3/31/04	—————▶	\$20,000,000
Total Funds Available For Loans		\$46,163,299

IUP_04a Appendix I

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Appendix I

Use of Funds State Fiscal Year 2005 SRF Project List

Allenstown	WWTF Expansion	\$4,489,849
Claremont	Facilities Plan	\$400,000
Claremont	Sewer line/Pump Station Improve.	\$7,500,000
Claremont	WWTF Upgrades	\$2,848,750
East Rochester	Infiltration/Inflow	\$1,550,000
Lebanon	Phase II - WWTP Amendment	\$3,000,000
Manchester	Design/Const. W. Bridge/Bremer CSO	\$1,000,000
Manchester	WWTP Upgrade/Facility Plan	\$1,000,000
Meriden	Aeration System Replacement	\$219,700
Merrimack Cty.	WWTP Improvements	\$1,000,000
Newmarket	WWTP Improvements	\$4,000,000
Peterborough	WWTP	\$3,900,000
Portsmouth	Long-Term Control Plan, Lincoln Ave.	\$5,000,000
Rochester	Gonic Separation - Amend.	\$755,000
Rochester	Sewer-Homemakers - Amend.	\$500,000
Troy	WWTF Upgrades	\$2,500,000
Winnepesaukee RBP	WWTF Dewatering Improvements	\$6,500,000
	Total	<u>\$46,163,299</u>

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EXTENDED PORTION OF PRIORITY LIST

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Town of Amherst	Town of Eaton	Town of Lincoln	City of Rochester
Town of Andover	Town of Effingham	Town of Lisbon	Rockingham County
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Town of Atkinson	Town of Epping	Town of Londonderry	Town of Rumney
Town of Auburn	Town of Epsom	Town of Loudon	Town of Rye
Town of Barnstead	Town of Errol	Town of Lyman	Town of Salem
Town of Barrington	Town of Exeter	Town of Lyme	Town of Salisbury
Town of Bartlett	Town of Farmington	Town of Lyndeborough	Town of Sanbornton
Town of Bath	Town of Fitzwilliam	Town of Madbury	Town of Sandown
Town of Bedford	Town of Francestown	Town of Madison	Town of Sandwich
Belknap County	Town of Franconia	City of Manchester	Town of Seabrook
Town of Belmont	City of Franklin	Town of Mariborough	Town of Sharon
Town of Bennington	Town of Freedom	Town of Marlow	Town of Shelburne
Town of Benton	Town of Fremont	Town of Mason	City of Somersworth
City of Berlin	Town of Gifford	Town of Meredith	Town of South Hampton
Town of Bethlehem	Town of Gilmanton	Town of Merrimack	Town of Springfield
Town of Boscawren	Town of Gilsum	Merrimack County	Town of Stark
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Town of Brookfield	Town of Grantham	Town of Mont Vernon	Town of Stratham
Town of Brookline	Town of Greenfield	Town of Moultonborough	Town of Sugar Hill
Town of Campton	Town of Greenland	City of Nashua	Town of Sullivan
Town of Canaan	Town of Greenville	Town of Nelson	Sullivan County
Town of Candia	Greenville Village District	Town of New Boston	Town of Sunapee
Town of Canterbury	Town of Groton	Town of New Castle	Town of Surry
Town of Carroll	Town of Hampstead	Town of New Durham	Town of Sutton
Carroll County	Town of Hampton	Town of New Hampton	Town of Swanzey
Town of Center Harbor	Town of Hampton Falls	Town of New Ipswich	Town of Tamworth
Town of Charlestown	Town of Hancock	Town of New London	Town of Temple
Town of Chatham	Town of Hanover	Town of Newbury	Town of Thornton
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Town of Chichester	Town of Hebron	Town of Newport	Town of Unity
City of Claremont	Town of Henniker	Town of Newton	Town of Wakefield
Town of Clarksville	Highlands Village District	Town of North Hampton	Town of Walpole
Town of Colebrook	Town of Hill	Town of Northfield	Town of Warner
Town of Columbia	Town of Hillsboro	Town of Northumberland	Town of Warren
City of Concord	Hillsborough County	Town of Northwood	Town of Washington
Town of Conway	Town of Hinsdale	Town of Nottingham	Town of Waterville Valley
Coos County	Town of Holderness	Town of Orange	Town of Weare
Town of Cornish	Town of Hollis	Town of Orford	Town of Webster
Town of Croydon	Town of Hooksett	Town of Ossipee	Town of Wentworth
Town of Dalton	Town of Hopkinton	Pease Development Auth.	Town of Westmoreland
Town of Danbury	Town of Hudson	Town of Pelham	Town of Whitefield
Town of Danville	Town of Jackson	Town of Pembroke	Town of Wilmot
Town of Deerfield	Town of Jaffrey	Town of Peterborough	Town of Wilton
Town of Deering	Town of Jefferson	Town of Piermont	Town of Winchester
Town of Derry	City of Keene	Town of Pittsburg	Town of Windham
Town of Dorchester	Town of Kensington	Town of Pittsfield	Town of Windsor
City of Dover	Town of Kingston	Town of Plainfield	Town of Wolfeboro
	Town of Laconia	Town of Plaistow	Town of Woodstock

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United States Department of the Interior

FISH AND WILDLIFE SERVICE

New England Field Office
70 Commercial Street, Suite 300
Concord, New Hampshire 03301-5087



REF: Merrimack River Project No. 1893
Public Service Company of New Hampshire
(ER 04/0458)

July 26, 2004

Magalie R. Salas, Secretary
Federal Energy Regulatory Commission
888 First Street, N.E.
Washington, DC 20426

Dear Secretary Salas:

This is in response to the Commission's Scoping Document 1 for the Merrimack River Project, which was transmitted by letter dated June 3, 2004. We have the following comments.

General Comments

In general, Scoping Document 1 proposes an environmental scope that encompasses the important environmental issues that need to be addressed in the project's relicensing proceeding. We do have a few comments and recommendations, however.

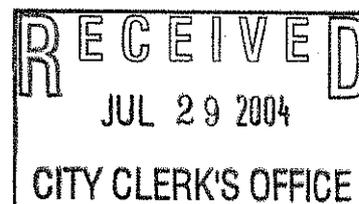
Specific Comments

4.2 Proposed Protection and Enhancement Measures

We have previously commented on land protection issues at the project. We believe that it is imperative that the project EA fully address these issues. We also believe that land protection issues should be settled with license issuance and not left to post-license proceedings.

4.5.3 Project Retirement

This section states that "no agency has advocated the retirement of the project". While it is true that no agency has called for retirement of the entire project, the New Hampshire Fish and Game Department, in past correspondence, has called for the evaluation of the removal of the Hooksett Dam.



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5.1 Cumulative Impacts

While we concur with the list of resources that may be affected by cumulative impacts, some other resources not listed can be affected cumulatively. In other areas, the extent of the evaluation of listed resources needs to be clarified and possibly expanded.

In addition to anadromous fishes and American eel, riverine fishes and their habitat are also affected cumulatively by the project due to the presence of the three project dams that inundate a substantial portion of the mainstem Merrimack River. In addition to inundated riverine habitat, the bypass reaches have historically been without guaranteed flow. The cumulative combination of inundated river habitat and dry bypass reaches at the three project developments makes the maintenance of flow in free-flowing river reaches and bypass reaches especially important. This cumulative impact should be evaluated.

Its unclear what is proposed to be assessed in the water quality category. The evaluation should include evaluation of the water temperature implications of the Merrimack Station coal-fired generating plant and the interaction of this thermal input and the project dams.

It is also unclear what the anadromous fish assessment would include. The assessment should include a review of the impacts of flow fluctuations below Amoskeag on the passage of anadromous fishes at Amoskeag and downstream dams.

5.2.2 Aquatic Resources

Evaluation is proposed on the effects of the project operation changes on aquatic resources "in the project area". The exact definition of the geographic scope of the "project area" is not clear. In the case of aquatic resources, it is imperative that the scope of assessment extend downstream of the project as far as project operations affect river flow. In this case, that limit extends beyond the Lowell Project and even the Lawrence Project, which operate run-of-river and therefore pass any flow fluctuations downstream.

5.2.3 Terrestrial Resources

Evaluation of the effects of the proposed conservation easement on the Garvins Falls Property is proposed. However, as we have indicated in past correspondence, additional shoreline and land protection measures are needed. This need for additional land protection measures should also be assessed.

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Thank you for this opportunity to comment. If you have any questions, please contact John Warner of this office at (603) 223-2541, extension 15.

Sincerely,



for

William J. Neidermyer
Assistant Supervisor, Federal Projects
New England Field Office

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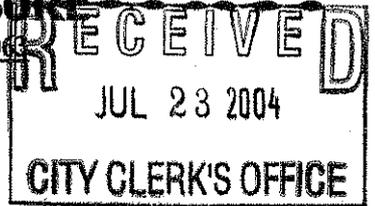
cc: FERC Service List
RO/Eng. - Dick Quinn
Merrimack River Coordinator - Joe McKeon
EPA - Ralph Abele
NPS - Kevin Mendik
NOAA Fisheries
NHFGD - Bill Ingham
NHFGD - John Kanter
NHDES - Paul Piszczek
NHDES - Steve Couture
TU - Jim MacCartney
CLF - Nancy Girard
AMC- Ken Kimball
SPNHF - Jane Difley
TU-Basil Woods Chapter
Merrimack Valley Paddlers - George May
Upper Merrimack River Local Advisory Comm.- Michele Tremblay
Town of Bow
Town of Hooksett
City of Concord
City of Manchester
BFA-ERT
OEPC
ES: JWarner:7-26-04:603-223-2541

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CITIZENS AGAINST FLUORIDE EXPOSURE

503 Amherst Street, Manchester, NH 03104 (603) 624-4000

Lloyd G. Basinow, Director of Public Information



Board of Mayor and Aldermen

C/O Manchester City Clerk

One City Hall Plaza

HAND DELIVER

July 23, 2004

Re: September 14, 2004 fluoridation referendum - PUBLIC HEARING

Dear Board:

The New Hampshire legislature recently amended the State statutes relative to fluoridating public water supplies, Ref. Senate Bill SB 449.

Manchester is required on September 14th, along with certain other towns receiving water from the city, to hold a referendum as to allowing continued fluoridation.

RSA 485:14 (as amended and passed) specifically requires that there can not be a question submitted to the voters "unless and until the municipal or municipalities using said waters have held a public hearing.....".

There is less than 7 weeks left prior to the fluoride special ballot being submitted to the registered voters of Manchester. Therefore, a public hearing date must soon be set in each of the effected communities.

Since this is a new ballot submission to the voters, any previously held public hearings **do not count**.

The amended law makes the Water Works responsible for ballot election costs.

We strongly recommend that the Board set a time, day and location for Manchester's public hearing.

Sincerely,

A handwritten signature in black ink, appearing to read "Lloyd G. Basinow".

Lloyd G. Basinow

lgb:per

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CHAPTER 225

SB 449 – FINAL VERSION

03/17/04 0805s

03/17/04 0886s

6May2004... 1333h

6May2004... 1440h

05/25/04 1627cofc

2004 SESSION

04-3155

06/10

SENATE BILL **449**

AN ACT relative to fluoridation of municipally-owned public water systems.

SPONSORS: Sen. D'Allesandro, Dist 20; Rep. Beaton, Hills 49

COMMITTEE: Environment

AMENDED ANALYSIS

This bill:

- I. Establishes a procedure for voting on the introduction of fluoride into public water supplies that serve multiple municipalities.
- II. Permits the introduction of fluoride into public water supplies that serve multiple municipalities if the voters of the municipalities vote to approve its use.
- III. Provides that public water supplies that serve multiple municipalities and that are currently using fluoride may continue to do so until all of the municipalities have the opportunity to vote on the use of fluoride.
- IV. Creates a procedure for a vote in the September 2004 state primary election on the use of fluoride in the municipalities served by the city of Manchester, water works department.

Explanation: Matter added to current law appears in *bold italics*.

Matter removed from current law appears [~~in brackets and struckthrough.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

03/17/04 0805s

03/17/04 0886s

6May2004... 1333h

6May2004... 1440h

05/25/04 1627cofc

04-3155 06/10

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Four

AN ACT relative to fluoridation of municipally-owned public water systems.

Be it Enacted by the Senate and House of Representatives in General Court convened:

225:1 Use of Fluoride; Public Water Systems Serving More Than One Political Subdivision. RSA 485:14 is repealed and reenacted to read as follows:

485:14 Use of Fluoride. No fluoride shall be introduced into the public water supply unless and until the municipality or municipalities using said waters have held a public hearing as to the introduction of fluoride into the public water supply of said municipality or municipalities, and the registered voters of such municipality or municipalities have approved such action pursuant to RSA 44:16, RSA 31:17-a, RSA 52:23, or RSA 485:14-a. For purposes of this section "municipality" means a municipality that has 100 or more user connections that are served from the public water supply.

225:2 New Section; Referendum for Public Water Systems Serving More Than One Political Subdivision. Amend RSA 485 by inserting after section 14 the following new section:

485:14-a Referendum Procedure for Public Water Systems Serving More Than One Political Subdivision.

I. Upon the written application of the aggregate of 10 percent of the registered voters in all of the towns served by a water system, presented to the clerk of the town owning the water system at least 90 days before the day prescribed for an annual town meeting or city election, the clerk shall forward a copy of the petition to each town served by the water system. Upon receipt of the petition, the selectmen of the town shall insert on the warrant or the official ballot the following question: "Shall fluoride be used in the public water system?" Beside this question shall be printed the word "yes" and the word "no" with the proper boxes for the voter to indicate his or her choice. If a majority of the registered voters in a water system that serves multiple towns does not approve the use of fluoride in the public water system, no fluoride shall be introduced into the public water system for said towns. After such popular referendum, the selectmen shall not insert an article relative to the use of fluoride in the public water system in the warrant nor shall such question be inserted on the official ballot for a minimum period of 3 years from the date of the last popular referendum and only upon written application at that time of not less than the aggregate of 10 percent of the registered voters of all of the towns.

II. In this section:

(a) "Town" means town as defined in RSA 21:5.

(b) "Selectmen" means selectmen as defined in RSA 21:28.

225:3 Referendum on the Use of Fluoride. RSA 31:17-a is repealed and reenacted to read as follows:

31:17-a Referendum. Upon the written application of 10 percent of the registered voters in a town, presented to the selectmen or one of them at least 15 days before the day prescribed for an annual town meeting, the selectmen shall insert in their warrant for such meeting an article relative to the use of fluoride in the public water system for said town. If the town has an official ballot, the town clerk shall insert on such ballot the following question: "Shall fluoride be used in the public water system?" Beside this question shall be printed the word "yes" and the word "no" with the proper boxes for the voter to indicate his or her choice. If a majority of the registered voters in a water system that serves one municipality does not approve the use of fluoride in the public water system, no fluoride shall be introduced into the public water system for said town; or if fluoride has prior to said vote, been introduced, such use shall be discontinued until such time as the registered voters of the town shall, by majority vote, approve the use of fluoride. After such popular referendum, the selectmen shall not insert an article relative to the use of fluoride in the public water system in the warrant nor shall such question be inserted on the official ballot for a minimum period of 3 years from the date of the last popular referendum and only upon written application at that time of not less than 10 percent of the registered voters of said town. The procedure for a referendum on the use of fluoride in a town that is part of public water system serving more than one municipality shall be the procedure in RSA 485:14-a.

225:4 Public Water Supplies; Referendum on the use of Fluoride. RSA 44:16 is repealed and reenacted to read as follows:

44:16 Public Water Supplies. Upon the written application of 10 percent of the registered voters in any city, presented to the city clerk prior to the municipal election, the city clerk shall insert on the ballot to be used at said election the following question: "Shall fluoride be used in the public water system?" Beside this question shall be printed the word "yes" and the word "no" with the proper boxes for the voter to indicate his or her choice. If a majority of the registered voters in a water system that serves one municipality at said election does not approve the use of fluoride in the public water system for said city, no fluoride shall be introduced into the public water system. If fluoride has, prior to said vote, been so introduced, such use shall be discontinued until such time as the registered voters of the city shall, by majority vote, approve the use of such fluoride. After such popular referendum, the city clerk shall not insert the aforementioned question relative to the use of fluoride in the public water system on the ballot to be used at the municipal election for a minimum period of 3 years from the date of the last popular referendum, and only upon written application at that time of not less than 10 percent of the registered voters of said city. The procedure for a referendum on the use of fluoride in a city that is part of a water system serving more than one municipality shall be the procedure in RSA 485:14-a.

225:5 Public Water; Referendum on the use of Fluoride. RSA 52:23 is repealed and reenacted to read as follows:

52:23 Public Water. Upon the written application of 10 percent of the registered voters in any village water district, presented to the commissioners or one of them at least 15 days before the day prescribed for an annual meeting of the district, the commissioners shall insert in their warrant for such meeting an article relative to the use of fluoride in the water system for said district, and the district clerk shall prepare a ballot for said meeting with the following question: "Shall fluoride be used in the district water system?" Beside the question shall be printed the word "yes" and the word "no" with the proper boxes for the voter to indicate his or her choice. If a majority of the registered voters in a water system that serves only one municipality does not approve the use of fluoride in the district water system, no fluoride shall be introduced into the district water system; or if fluoride has, prior to said vote, been so introduced, such use shall be discontinued until such time as the registered voters of the district shall, by majority vote, approve of the use of fluoride. After such popular referendum, the commissioners shall not insert an article relative to the use of fluoride in the district water system in the warrant nor shall the district clerk prepare such a ballot for a minimum period of 3 years from the date of the last popular referendum of the district and only upon

written application at that time of not less than 10 percent of the registered voters of said district. The procedure for a referendum on the use of fluoride in a village district that is part of a water system serving more than one municipality shall be the procedure in RSA 485:14-a.

225:6 Applicability. Any public water system serving more than one municipality which introduced fluoride into the water supply prior to July 1, 2004 may continue the use of fluoride until a referendum under RSA 485:14-a has taken place.

225:7 Special Procedure; Municipalities Receiving Water From the City of Manchester, Water Works Department.

I. Notwithstanding RSA 485:14-a, the secretary of state shall place the following question on the September 2004 state primary election ballot and on a separate ballot for undeclared voters for the city of Manchester and other municipalities whose voters directly receive water from the city of Manchester, water works department: "Shall fluoride be used in the Manchester public water system?"

II. When the secretary of state has received the returns on the question in paragraph I, he or she shall examine, record, and total such returns and shall declare the outcome.

III. The secretary of state shall forward one copy of the outcome to the clerk of the city of Manchester.

IV. The city of Manchester, water works department, may continue to use fluoride until the secretary of state notifies the Manchester city clerk of the outcome of the question in paragraph I. If a majority of those voting in all of the municipalities combined does not approve the use of fluoride in the Manchester public water system, the use of fluoride shall be discontinued.

V. To the extent that there is an additional expense for printing the question, the expense shall be paid by the city of Manchester, water works department.

225:8 Effective Date. This act shall take effect July 1, 2004.

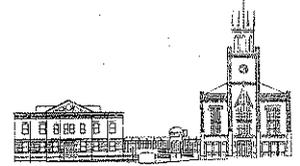
(Approved: June 11, 2004)

(Effective Date: July 1, 2004)

I



CITY OF MANCHESTER
Office of the City Clerk



Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

July 27, 2004

Thomas R. Clark
City Solicitor
One City Hall Plaza
Manchester, NH 03101

Re: Water Fluoridation Referendum Question

Dear Solicitor Clark:

Enclosed please find a copy of a communication from Mr. Lloyd Basinow as well as SB 449- Final Version relative to fluoridation of municipally-owned public water systems.

Would appreciate your office reviewing the law and notifying me as quickly as possible as to whether or not a public hearing is required prior to this appearing on the September primary ballot. If so, I would appreciate a response back perhaps by July 28th so that a letter may be addressed for inclusion on the August 3rd BMA agenda.

I apologize for the lateness of this request and appreciate your assistance.

Sincerely,

Leo R. Bernier
City Clerk

Enclosures

I



**City of Manchester
Office of the City Solicitor**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6523 Fax (603) 624-6528
TTY: 1-800-735-2964
Email: solicitor@ci.manchester.nh.us

Thomas R. Clark
City Solicitor

Thomas I. Arnold, III
Deputy City Solicitor

Daniel D. Muller, Jr.
Kenneth R. Bernard
Michele A. Battaglia
Marc van Zanten

July 28, 2004

Attorney-Client Privileged

Leo Bernier, City Clerk
City of Manchester Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: Necessity of Public Hearing Prior to Fluoridation Referendum

Dear Leo:

This is in response to your inquiry dated July 27, 2004 as to whether the City of Manchester must conduct a public hearing prior to the September referendum on fluoridation required by Senate Bill 449. In short, it is the opinion of this office that a public hearing is not required under the provisions of that legislation.

RSA 485:14, as amended by N.H. Laws 2004, Chapter 225 (i.e. Senate Bill 449), does require a public hearing prior to a vote on the introduction of fluorides into a water supply. N.H. Laws 2004, §225:1. However, RSA 485:14 does not govern whether the City may continue to fluoridate its public water supply. More specifically, N.H. Laws 2004, Chapter 225 provides, in part, that "[a]ny public water system serving more than one municipality which introduced fluoride into the water supply prior to July 1, 2004 may continue the use of fluoride until a referendum under RSA 485:14-a has taken place." N.H. Laws 2004, §225:6. RSA 485:14-a establishes the general referendum procedure in cases where a public water system serves more than one municipality. N.H. Laws 2004, §225:2. However, the Legislature also established a special referendum procedure with respect to municipalities served by the system operated by the Manchester Water Works. N.H. Laws 2004, 225:7. Neither RSA 485:14-a nor the special procedure applicable to the City require a public hearing prior to the referendum. As such, while the City may conduct a public hearing on the issue of fluoridation if the Board so desires, it is not required to do so under N.H. Laws 2004, Chapter 225 prior to the September referendum on the same.

If you have any questions, please feel free to call me at 624-6523.

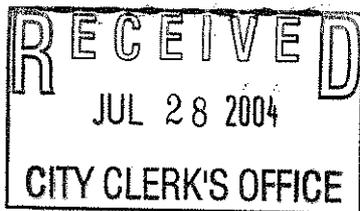
I

Very truly yours,

Daniel D. Muller Jr.

Daniel D. Muller, Jr., Esquire

cc: Thomas Bowen, Water Works Director
Fred Rusczek, Health Director



I



RECEIVED
MANCHESTER CITY CLERK

'04 JUL 21 P2:24

July 19, 2004

The Hon. Robert A. Baines
Office of the Mayor
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: PEG Access Payment

Dear Mayor Baines:

Please be advised that upon reviewing the payments made to the City during 2003, it was discovered that an inadvertent error was made in the calculation of such payments. As a result, enclosed please find a check in the amount of Twenty-Two Thousand Two Hundred Thirty-five Dollars and eighty-seven cents (\$22,235.87) owed to the City for the period of January 2003 through December 2003.

If you should have any questions in regards to this payment, please feel free to contact me at 603.695.1496.

Sincerely,

Ronni A. Summerton
Manager, Franchise Compliance

/ras

Enclosure: check

cc: Bryan Christiansen – Comcast Manager of Government Affairs
City of Manchester Aldermen – C/O Manchester City Hall



COMCAST FINANCIAL
 AGENCY CORPORATION
 A Comcast Cable Communications Group Company
 Eastern Division
 200 Cresson Blvd.
 Oaks, PA 19456

REMITTANCE ADVICE

No. 239349584

Date : 09-JUL-04

Vendor Name : MANCHESTER CITY OF

Vendor No. : 154772

INVOICE NO.	INVOICE DATE	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
062104FF	21-JUN-04	1ML 03 PPV/BD T/U	0.00	22,235.87
TOTAL			0.00	22,235.87

THE FACE OF THIS DOCUMENT HAS A MULTI COLORED BACKGROUND - NOT A WHITE BACKGROUND



COMCAST FINANCIAL AGENCY CORPORATION
 A Comcast Cable Communications Group Company
 Eastern Division
 200 Cresson Blvd.
 Oaks, PA 19456



Bank One, NA
 Columbus, OH

No. 239349584

56-1544 / 441
 644359333

Date 09-JUL-04

Void After 180 Days

Pay Twenty-Two Thousand Two Hundred Thirty-Five Dollars And 87 Cents**

\$ *****22,235.87

To
 The
 Order
 Of
 MANCHESTER CITY OF NH
 1 CITY HALL PLAZA
 OFFICE OF THE MAYOR
 MANCHESTER, NH 03101

Authorized Signature

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - HOLD AT AN ANGLE TO VIEW



T

COMCAST
NORTHEAST REGION

CITY OF MANCHESTER
From 01/01/03 - 12/31/03

Totals

Totals By Service:

Basic Service Revenue	\$ 15,328,741.30
Pay Service Revenue 1	\$ 2,336,182.47
Other Unregulated Revenue 2	\$ 1,702,776.98
Digital Revenue	\$ 1,308,459.13
Late Fee Revenue	\$ (17.11)
Subtotal	<u>\$20,676,142.77</u>

Totals By Non Service:

Leased Access Revenue	\$ 64,584.26
Less Bad Debt	\$ (669,936.63)
Subtotal	<u>(\$605,352.37)</u>

Total Gross Revenue **\$20,070,790.40**

Franchise Fee 2003 (5%) **\$1,003,539.52**

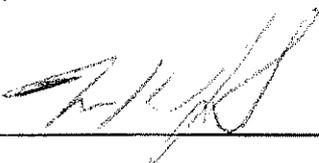
Payments Made for 2003 **(981,303.65)**

Franchise Fee Due from 2003 TrueUp **\$22,235.87**

- 1 - Pay Service includes all Pay Channels and Pay Per View Movie/Event revenue.
- 2 - Other Unregulated includes converter, remote, installation, TV Guide, wire maintenance and other misc. billing adjustments.

(If you have any questions regarding this payment, please call Marc Lockard at 610-650-1039).

Authorized Comcast Representative:



Date: 7/8/04

FORM B : COPY FOR TOWN (SUMMARY)

2

SYSTEM NAME: COMCAST OF NEW ENGLAND
 FRANCHISE NAME: CITY OF MANCHESTER, NH
 PAID TO: CITY OF MANCHESTER
 TERM: 2003 TRUPEP

Type	REVENUE Category	JAN 03	FEB 03	MAR 03	Total 1st Qtr	APR 03	MAY 03	JUN 03	Total 2nd Qtr	JUL 03	AUG 03	SEP 03	OCT 03	NOV 03	DEC 03	Total 4th Qtr	TOTAL
Service	Basic Revenue	\$ 1,270,965.73	\$ 1,271,810.00	\$ 1,281,058.61	\$ 3,823,783.34	\$ 1,286,788.88	\$ 1,284,369.80	\$ 1,286,770.17	\$ 3,858,928.81	\$ 1,285,982.24	\$ 1,284,983.71	\$ 1,273,755.61	\$ 1,272,319.04	\$ 1,272,203.86	\$ 1,275,586.75	\$ 3,820,710.75	\$ 13,220,741.30
Service	Premium / Pay Revenue	\$ 205,086.59	\$ 175,545.52	\$ 206,892.02	\$ 587,524.13	\$ 205,488.32	\$ 194,144.89	\$ 185,852.28	\$ 585,485.49	\$ 185,586.64	\$ 185,661.65	\$ 189,883.75	\$ 189,735.37	\$ 194,008.48	\$ 195,644.76	\$ 579,940.81	\$ 2,336,382.47
Service	Other Unallocated Revenue	\$ 137,100.00	\$ 130,175.22	\$ 135,446.11	\$ 402,721.33	\$ 144,535.88	\$ 143,957.14	\$ 142,712.24	\$ 431,205.26	\$ 141,579.69	\$ 141,849.12	\$ 142,273.51	\$ 143,046.95	\$ 145,658.99	\$ 141,307.13	\$ 420,103.07	\$ 1,782,776.08
Service	Digital Revenue	\$ 102,200.76	\$ 104,451.49	\$ 114,811.57	\$ 321,463.82	\$ 109,249.15	\$ 108,425.79	\$ 112,847.80	\$ 330,522.74	\$ 115,385.16	\$ 105,530.69	\$ 104,511.73	\$ 102,415.30	\$ 110,102.46	\$ 110,102.46	\$ 330,135.40	\$ 1,308,459.13
Service	Late Fee Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2.11)	\$ (2.11)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (15.00)	\$ (15.00)	\$ (17.11)
SUG TOTAL SUBSCRIBER REVENUE		\$ 1,715,553.08	\$ 1,800,943.23	\$ 1,743,208.31	\$ 5,159,532.82	\$ 1,746,053.23	\$ 1,709,877.42	\$ 1,737,953.38	\$ 5,224,904.03	\$ 1,728,108.73	\$ 1,691,000.37	\$ 1,720,724.90	\$ 1,715,107.66	\$ 1,721,081.16	\$ 1,722,728.10	\$ 5,160,814.92	\$ 20,676,427.77
Non Service	Home Shopping Network	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non Service	Advertising Revenue (Local)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non Service	Advertising Revenue (National)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non Service	Advertising Revenue (Regional)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non Service	Leased Access Revenue	\$ 148.85	\$ 40.00	\$ 468.65	\$ 657.50	\$ 25,833.04	\$ 4,781.92	\$ 4,426.03	\$ 36,222.20	\$ 3,722.20	\$ 4,915.71	\$ 3,815.38	\$ 4,319.65	\$ 5,462.03	\$ 4,578.44	\$ 14,461.13	\$ 84,844.26
Non Service	Bad Debt	\$ (36,846.58)	\$ (28,282.39)	\$ (33,698.78)	\$ (98,827.75)	\$ (68,238.78)	\$ (65,898.48)	\$ (51,367.65)	\$ (104,341.58)	\$ (71,559.53)	\$ (63,670.43)	\$ (64,465.79)	\$ (78,319.94)	\$ (78,319.94)	\$ (63,609.69)	\$ (197,770.16)	\$ (669,836.63)
SUG TOTAL NON-SUBSCRIBER REVENUE		\$ (36,697.73)	\$ (28,242.39)	\$ (33,230.13)	\$ (98,670.25)	\$ (42,405.74)	\$ (21,116.56)	\$ (46,941.62)	\$ (104,341.58)	\$ (67,837.33)	\$ (58,754.72)	\$ (60,650.41)	\$ (78,319.94)	\$ (78,319.94)	\$ (63,080.25)	\$ (183,209.04)	\$ (603,992.37)
TOTAL REVENUE		\$ 1,678,855.35	\$ 1,772,698.90	\$ 1,709,978.18	\$ 5,060,862.57	\$ 1,703,647.49	\$ 1,688,760.86	\$ 1,690,911.76	\$ 5,097,564.45	\$ 1,660,271.40	\$ 1,632,245.65	\$ 1,660,074.49	\$ 1,636,787.72	\$ 1,637,467.78	\$ 1,659,647.85	\$ 4,977,605.88	\$ 20,072,435.40
FRANCHISE FEE %		5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
LOG 01	Cable Franchise fee	\$ 85,925.15	\$ 84,547.05	\$ 87,115.42	\$ 257,587.62	\$ 87,203.15	\$ 87,043.87	\$ 86,808.17	\$ 261,244.20	\$ 86,465.94	\$ 84,552.02	\$ 86,011.21	\$ 85,755.30	\$ 86,194.09	\$ 86,128.31	\$ 258,045.75	\$ 1,033,607.14
LOG 36	Advertiser franchise fee	\$ (1,834.80)	\$ (1,413.19)	\$ (1,132.86)	\$ (4,380.85)	\$ (1,628.48)	\$ (1,628.48)	\$ (2,377.50)	\$ (10,365.97)	\$ (7,681.85)	\$ (2,937.14)	\$ (3,032.52)	\$ (3,700.01)	\$ (2,500.95)	\$ (2,951.48)	\$ (9,180.49)	\$ (60,287.82)
	Fee on Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Less: 80.5% Minib	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FRANCHISE FEE DUE		\$ 84,090.35	\$ 83,133.86	\$ 85,982.58	\$ 253,206.77	\$ 85,574.67	\$ 85,415.39	\$ 84,430.67	\$ 250,878.23	\$ 78,784.09	\$ 81,614.88	\$ 82,978.69	\$ 82,055.29	\$ 83,693.10	\$ 83,176.83	\$ 248,865.26	\$ 1,003,319.32
Payments Made:		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 261,530.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,305.45	\$ 531,836.19
FORM A: COPY FOR TOWN (DETAIL)		\$ -	\$ -	\$ -	\$ 261,530.74	\$ -	\$ -	\$ -	\$ 261,530.74	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 270,305.45	\$ 531,836.19

27

RECEIVED

JUL 27 2004

MAYOR'S OFFICE

Mayor Robert Baines & Board of Aldermen
City of Manchester
One City Hall Plaza
Manchester NH 03101

Dear Mayor Baines & Board of Aldermen,

On behalf of the Theo Family we are extremely gratified at the renaming of Manhattan Lane to Harry Theo Lane as approved at the most recent Board of Mayor & Aldermen meeting.

As you know, Harry made many contributions to the City of Manchester and served for five decades on the Board of Directors at St. George Greek Orthodox Cathedral.

For 57 years Harry was co-owner of Granite State Fruit which sits at the intersection of Auburn & Manhattan Lane.

This gives significant comfort to the Theo Family as we are still grieving with the shock of his untimely passing.

Thank you once again for this fond remembrance of our beloved Harry.

Sincerely,

Athena Theodosopoulos

Melanie Theodosopoulos Perachon

Andrea Theodosopoulos

Mary Theodosopoulos Spiro

Jim and Pam Theodosopoulos

Despina Theodosopoulos Stergiou
Andriana Perachon, Granddaughter

Aphrodite Zitrade - Sister

K
Alexia Theodosopoulos Statues
" " " "

over please—

xxxxxx / Jeffrey Williams

Vyrene Allen Stearns

Stefan Perrachon grandson

Justin Perrachon grandson

Michael Ther

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Amending the FY 2003 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of One Hundred Thousand Dollars (\$100,000) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project."

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:
WHEREAS, the Board of Mayor and Aldermen has approved the 2003 CIP as contained in the 2003 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds and Table 2 Community Development Block Grant, Emergency Shelter and Home funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to provide funding for additional reconstruction of downtown right of ways for continued economic investment in the downtown; and

WHEREAS, the Board Mayor and Aldermen desires to accept private donations from downtown businesses in the amount of \$25,000 that have been identified; and

WHEREAS, funds in the amount of \$75,000 are available from existing CIP Projects;

NOW, THEREFORE, be it resolved that the 2003 CIP be amended as follows:

1. By decreasing:

FY2003 CIP 611003 – Revolving Loan Fund Project - \$75,000 CDBG
(from \$150,000 CDBG to \$75,000 CDBG)

2. By increasing:

FY2003 CIP 610403 – Downtown Municipal Infrastructure Project – \$100,000 (\$75,000 CDBG, \$25,000 Other)
(from \$197,358 CDBG; \$150,000 CBDRF; \$30,536 Other to \$272,358 CDBG; \$150,000 CBDRF; \$55,536 Other)

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

L

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully recommends, after due and careful consideration, that the 4th quarter FY2004 write-off list for the accounts receivable module be approved.

Respectfully submitted,



Carol M. Johnson
Clerk of Committee



Deputy

m



City of Manchester
Department of Finance

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

July 14, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier, City Clerk
One City Hall Plaza
Manchester NH 03101

Dear Honorable Committee Members,

Attached is the 4th quarter fiscal year 2004 write off list for the Accounts Receivable module. Most of these items have already been sent to collections and have been determined to be uncollectable. We request authorization to write these receivables off.

Please let me know if you have any questions or require further information.

Respectfully submitted,

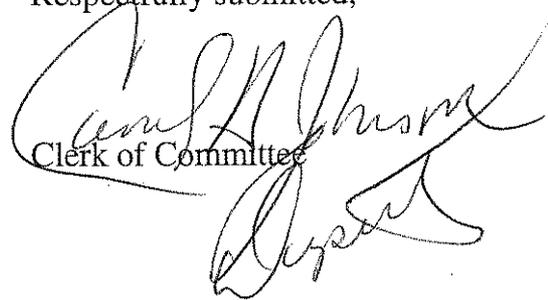
Sharon Wickens
Financial Analyst II
Enc.

m

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the City's Monthly Financial Statements for the twelve months ended June 30, 2004 for FY2004 submitted by the Finance Department, and is forwarding same to the Board for informational purposes.

Respectfully submitted,


Clerk of Committee

N

11-20-04
Receive & file



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

July 9, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

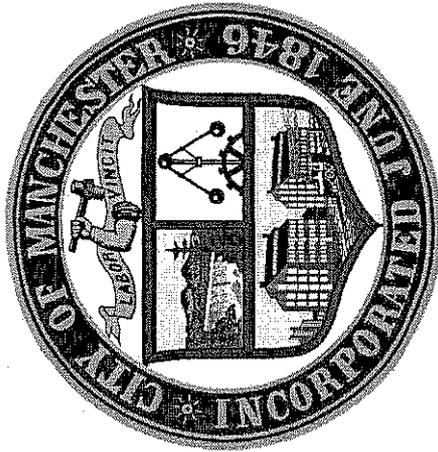
Dear Honorable Committee Members,

Attached, for your review, please find the City of Manchester's Monthly Financial Statements. These unaudited statements represent activity for the twelve months ended June 30, 2004 for Fiscal Year 2004.

Respectfully submitted,

Guy Beloin
Financial Analyst II

**CITY OF MANCHESTER
NEW HAMPSHIRE**



FINANCIAL REPORTS

**FOR THE YEAR ENDED
JUNE 30, 2004**

UNAUDITED

2

CITY OF MANCHESTER, NEW HAMPSHIRE
PRELIMINARY FINANCIAL STATEMENTS
TABLE OF CONTENTS
FOR THE YEAR ENDED JUNE 30, 2004

<u>Page</u>	<u>Title</u>
1	Budget vs Actual Expenditures - General Fund (Benefits Shown Separately - Comparative)
3	Budget vs Actual Expenditures - General Fund (Benefits Included in Agencies Totals - Comparative)
4	Non-Property Tax Revenues - General Fund Budget vs Actual by Department
5	Non-Property Tax Revenues - General Fund Budget vs Actual by Type
6	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Comparative

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department without Restricted Items
 For the Years Ended June 30, 2004 and 2003

7/09/04
 12:53 PM
 1. 1

(UNAUDITED)
 BUDGET BASIS
 QTRUBDNBF

AGENCIES-	FY 2004		FY 2004		FY 2003		FY 2003		FY 2003 PERCENT UNOBLIGATED
	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED	
ALDERMEN	70,000.00	70,000.00			68,460.00	68,460.00			
ASSESSORS	499,389.00	491,536.71	7,452.29	1.49	384,993.00	382,331.68	2,661.32	2,661.32	.69
BUILDING	1,027,651.00	1,009,068.36	18,582.64	1.81	914,534.00	869,363.70	25,170.30	25,170.30	2.75
CITY CLERK	1,125,044.00	1,105,287.27	19,756.73	1.76	1,035,872.30	1,021,745.56	14,127.34	14,127.34	1.36
MEDO	138,464.00	112,917.90	25,546.10	18.45	220,865.00	202,866.92	17,998.08	17,998.08	8.11
CITY SOLICITOR	781,385.00	761,990.06	19,394.94	2.48	729,162.00	694,753.05	34,408.95	34,408.95	4.72
FINANCE	1,087,207.00	1,175,011.91	(87,804.91)	(8.08)	1,044,664.00	987,482.21	57,181.79	57,181.79	5.47
INFORMATION SYSTEMS	1,742,954.00	1,683,897.15	59,056.85	3.39	1,752,469.00	1,681,145.72	71,323.28	71,323.28	4.07
MAYOR	213,673.00	208,160.17	5,512.83	2.58	211,653.00	202,467.43	9,185.57	9,185.57	4.34
OFFICE OF YOUTH SERVICES	443,901.00	418,099.27	25,801.73	5.83	433,897.00	441,189.63	(7,292.63)	(7,292.63)	(1.68)
HUMAN RESOURCES	744,324.00	711,843.75	32,480.25	4.36	786,268.00	673,103.54	113,164.46	113,164.46	14.39
PLANNING	697,712.00	688,549.41	9,162.59	1.32	739,777.00	714,597.48	25,179.52	25,179.52	3.40
BUILDING MAINTENANCE DIVISION	5,379,532.00	5,283,740.05	95,791.95	1.78	5,172,670.00	5,106,831.10	65,838.90	65,838.90	1.27
TAX COLLECTOR	557,382.00	534,415.08	22,966.92	4.12	547,768.00	516,529.07	31,238.93	31,238.93	5.70
FIRE	14,648,033.00	14,826,772.41	(178,739.41)	(1.22)	13,505,483.00	13,522,411.00	(16,928.00)	(16,928.00)	(.13)
POLICE	15,178,584.00	15,211,804.10	(33,220.10)	(.22)	14,603,177.00	14,418,546.96	184,630.04	184,630.04	1.26
HEALTH	2,400,056.00	2,058,843.46	341,212.54	14.22	2,252,888.00	1,966,785.22	286,102.78	286,102.78	12.70
HIGHWAY	15,580,722.00	15,095,634.75	485,087.25	3.11	15,168,656.00	14,689,660.29	478,995.71	478,995.71	3.16
TRAFFIC	2,955,158.00	2,952,715.24	2,442.76	.08	3,043,717.00	3,045,662.25	(1,945.25)	(1,945.25)	-.66
WELFARE	1,190,040.00	1,051,935.75	138,104.25	11.61	1,361,126.00	1,085,252.69	275,873.31	275,873.31	20.27
PARKS & RECREATION	2,799,226.00	2,714,735.36	84,500.64	3.02	2,688,956.00	2,578,747.22	110,208.78	110,208.78	4.10
MCTV	402,019.00	334,240.86	67,778.14	16.86	385,700.00	309,668.39	76,031.61	76,031.61	19.71
LIBRARY	1,919,533.00	1,907,402.86	12,130.14	.63	1,860,426.00	1,805,615.03	54,810.97	54,810.97	3.98
ELDERLY SERVICES	226,511.00	232,113.03	(5,602.03)	(2.47)	233,570.00	219,125.19	14,444.81	14,444.81	6.18
TOTAL AGENCIES	71,808,500.00	70,641,004.91	1,167,495.09	1.63	69,166,769.90	67,224,441.33	1,942,328.57	1,942,328.57	2.81
RESTRICTED ITEMS-									
HEALTH INSURANCE	7,519,359.00	7,019,288.27	500,070.73	6.65	8,131,289.00	6,866,579.12	1,264,709.88	1,264,709.88	15.55
DENTAL INSURANCE	690,536.00	687,054.04	3,471.96	.50	638,220.00	611,069.39	27,150.61	27,150.61	4.25
DEATH BENEFIT	75,584.00	85,317.33	(9,763.33)	(12.92)	89,823.00	78,618.05	11,204.95	11,204.95	12.47
WORKER'S COMPENSATION	1,245,841.00	1,051,370.25	194,470.75	15.61	1,414,571.00	900,264.80	514,306.20	514,306.20	36.36
DISABILITY INSURANCE	77,727.00	76,226.76	1,500.24	1.93	87,661.00	75,145.60	12,515.40	12,515.40	14.28
CITY RETIREMENT	930,329.00	1,866,736.27	(936,397.27)	(100.65)	1,034,479.00	1,039,492.73	(5,013.73)	(5,013.73)	(.48)
FIRE STATE PENSION	1,701,340.00	1,733,011.02	(31,671.02)	(1.86)	732,943.00	764,097.34	(31,154.34)	(31,154.34)	(4.25)
POLICE STATE PENSION	843,080.00	908,782.03	(65,702.03)	(7.79)	536,004.00	587,569.81	(51,565.81)	(51,565.81)	(9.62)
FICA	2,306,232.00	2,163,202.33	143,029.67	6.20	2,303,034.00	2,056,412.74	246,621.26	246,621.26	10.71
UNEMPLOYMENT	40,000.00	14,200.00	25,800.00	64.50	40,000.00	39,242.73	757.27	757.27	1.89
TUITION	116,000.00	43,182.06	72,817.94	62.79	113,080.00	48,735.18	64,264.82	64,264.82	56.87
CGL INSURANCE	355,367.00	597,303.79	(241,936.79)	(68.08)	453,103.00	1,239,821.41	(786,718.41)	(786,718.41)	(173.63)
TOTAL RESTRICTED ITEMS	15,901,355.00	16,245,654.15	(344,299.15)	(2.17)	15,574,127.00	14,307,048.90	1,267,078.10	1,267,078.10	8.14

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department without Restricted Items
For the Years Ended June 30, 2004 and 2003

(UNAUDITED)
BUDGET BASIS
QTRBUDBNBT

	FY 2004		FY 2004		FY 2003		FY 2003		FY 2003	
	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-										
CHARTER REVIEW										
CONTINGENCY	96,730.00	-	96,730.00	100.00	12,585.10	-	12,585.10	100.00	12,585.10	100.00
CIVIC CONTRIBUTIONS	134,450.00	142,378.30	(7,928.30)	(5.90)	56,452.00	-	56,452.00	100.00	56,452.00	100.00
NON-CITY PROGRAMS	68,089.00	68,089.00	-	-	124,644.00	119,644.97	4,999.03	4.01	4,999.03	4.01
SAFETY REVIEW BOARD	25,000.00	24,997.97	2.03	.01	67,597.00	-	67,597.00	-	67,597.00	-
COMMUNITY IMPROVEMENT PROGRAM	1,612,215.00	1,612,215.00	-	-	25,000.00	25,000.00	-	-	25,000.00	-
MOTORIZED EQUIPMENT REPLACEMENT	554,000.00	540,080.34	13,919.66	2.51	1,790,165.00	1,790,165.00	-	-	1,790,165.00	-
TRANSIT SUBSIDY	850,000.00	850,000.00	-	-	50,000.00	34,910.63	15,089.37	30.18	15,089.37	30.18
EMPLOYEE MEDICAL SERVICES	105,022.00	104,788.59	233.41	.22	725,000.00	725,000.00	-	-	725,000.00	-
CONSERVATION COMMISSION	9,863.00	1,974.41	7,888.59	79.98	100,000.00	100,000.00	-	-	100,000.00	-
MATURING DEBT	10,363,628.00	9,630,628.45	732,999.55	7.07	13,355.00	12,924.78	430.22	3.22	430.22	3.22
INTEREST ON MATURING DEBT	5,864,924.00	5,856,375.99	8,548.01	.15	10,890,802.00	10,890,802.32	(32)	-	(32)	-
HEALTH INSURANCE AUDIT					5,481,213.00	5,481,212.28	.72	-	.72	-
TOTAL NON-DEPARTMENTAL ITEMS	19,683,921.00	18,811,529.05	872,391.95	4.33	19,536,813.10	18,947,256.98	589,556.12	3.02	589,556.12	3.02
TOTAL GENERAL FUND	\$ 107,393,776.00	\$ 105,718,188.11	\$ 1,675,587.89	1.56	\$ 104,277,710.00	\$ 100,478,747.21	\$ 3,798,962.79	3.64	\$ 3,798,962.79	3.64

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department with Restricted Items
For the Years Ended June 30, 2004 and 2003
(UNAUDITED)
BUDGET BASIS
(QTRUDCOMP)

AGENCIES -	FY 2004		FY 2004		FY 2003		FY 2003	
	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED	MODIFIED BUDGET	OBLIGATIONS TO DATE	UNOBLIGATED BALANCE	PERCENT UNOBLIGATED
ALDERMEN	142,388.00	146,556.46	(4,168.46)	(2.93)	136,375.00	135,025.97	1,349.03	.99
ASSESSORS	631,886.00	609,222.73	22,763.27	3.60	465,343.00	444,292.91	21,050.09	4.52
BUILDING	1,322,280.00	1,344,446.69	(22,166.69)	(1.68)	1,164,146.00	1,109,777.21	54,418.79	4.67
CITY CLERK	1,350,786.00	1,350,880.75	(94.75)	(.01)	1,224,130.90	1,182,492.13	41,638.77	3.40
MEDO	172,000.00	147,388.40	24,611.60	14.31	262,628.00	233,454.77	29,173.23	11.11
CITY SOLICITOR	971,810.00	1,428,695.47	(456,885.47)	(47.01)	1,109,524.00	1,573,839.95	(464,315.95)	(41.85)
FINANCE	1,264,466.00	1,376,793.27	(112,327.27)	(8.88)	1,212,310.00	1,104,185.33	108,124.67	8.92
INFORMATION SYSTEMS	2,023,868.00	2,021,015.84	2,852.16	.14	2,003,851.00	1,934,785.76	69,065.24	3.45
MAYOR	274,060.00	276,438.21	(2,378.21)	(.87)	263,317.00	251,288.71	12,028.29	4.57
OFFICE OF YOUTH SERVICES	538,764.00	524,527.89	14,236.11	2.64	523,278.00	518,672.42	4,605.58	.88
HUMAN RESOURCES	1,072,169.00	434,466.15	637,702.85	59.48	2,504,469.00	1,770,972.91	733,496.09	29.29
PLANNING	878,118.00	892,904.17	(14,786.17)	(1.68)	897,873.00	851,237.14	46,635.86	5.19
BUILDING MAINTENANCE DIVISION	5,615,081.00	5,525,295.64	89,785.36	1.60	5,363,021.00	5,261,278.69	101,742.31	1.90
TAX COLLECTOR	704,795.00	692,499.87	12,295.13	1.77	703,039.00	626,254.33	76,844.67	10.93
FIRE	19,581,334.00	19,279,366.89	301,967.11	1.54	17,392,848.00	16,787,491.20	605,356.80	3.48
POLICE	18,858,743.00	19,169,457.44	(310,714.44)	(1.65)	18,241,240.00	17,903,052.33	338,187.67	1.85
HEALTH	3,071,406.00	2,755,685.20	315,720.80	10.28	2,805,523.00	2,475,541.90	329,981.10	11.76
HIGHWAY	18,256,567.00	18,092,817.01	163,749.99	.90	17,513,531.00	17,024,369.75	489,161.25	2.79
TRAFFIC	3,267,245.00	3,225,622.98	41,622.02	1.27	3,329,582.00	3,219,749.68	109,832.32	3.30
WELFARE	1,307,394.00	1,266,202.21	41,191.79	3.14	1,476,875.00	1,345,431.41	131,443.59	8.90
PARKS & RECREATION	3,308,024.00	3,233,126.37	74,897.63	2.26	3,191,458.00	2,983,429.12	208,068.88	6.52
MCTV	402,019.00	358,767.32	43,251.68	10.76	385,700.00	371,625.29	14,074.71	3.65
LIBRARY	2,398,640.00	2,425,956.54	(27,356.54)	(1.14)	2,283,783.00	2,148,844.90	134,938.10	5.91
ELDERLY SERVICES	295,473.00	308,690.30	(13,217.30)	(4.47)	286,952.00	274,061.14	12,890.86	4.49
TOTAL AGENCIES	87,709,316.00	86,886,659.06	822,656.94	.94	84,740,896.90	81,531,104.95	3,209,791.95	3.79
NON-DEPARTMENTAL ITEMS-								
CHARTER REVIEW								
CONTINGENCY	96,730.00	142,378.30	(45,648.30)	(47.30)	12,585.10	12,585.10		100.00
CIVIC CONTRIBUTIONS	134,450.00	68,089.00	66,361.00	49.36	56,452.00	56,452.00		100.00
NON-CITY PROGRAMS	25,000.00	24,997.97	2.03	.01	67,597.00	119,644.97	4,999.03	4.01
SAFETY REVIEW BOARD	1,612,215.00	1,612,215.00			25,000.00	25,000.00		
COMMUNITY IMPROVEMENT PROGRAM	554,000.00	540,080.34	13,919.66	2.51	1,790,165.00	1,790,165.00		
MOTORIZED EQUIPMENT REPLACEMENT	850,000.00	850,000.00			50,000.00	34,910.63	15,089.37	30.18
TRANSIT SUBSIDY	105,022.00	104,788.59	233.41	.22	725,000.00	725,000.00		
EMPLOYEE MEDICAL SERVICES	10,402.00	1,974.41	8,427.59	81.02	100,000.00	100,385.28	(385.28)	(.39)
CONSERVATION COMMISSION	10,363,628.00	9,630,629.45	732,998.55	7.07	13,355.00	12,924.78	430.22	3.22
MATURING DEBT	5,864,924.00	5,856,375.99	8,548.01	.15	10,890,802.00	10,890,802.32		
INTEREST ON MATURING DEBT					5,181,213.00	5,181,212.28	.72	
HEALTH INSURANCE AUDIT					500,000.00		500,000.00	100.00
TOTAL NON-DEPARTMENTAL ITEMS	19,684,460.00	18,831,529.05	852,930.95	4.33	19,536,813.10	18,947,642.26	589,170.84	3.02
TOTAL GENERAL FUND	107,393,776.00	105,718,188.11	1,675,587.89	1.56	104,277,710.00	100,478,747.21	3,798,962.79	3.64

City of Manchester, New Hampshire
 Budget vs Actual Revenue by Department - General Fund
 Non-Property Tax Revenues
 For the Year Ended June 30, 2004
 (Unaudited)
 Budget Basis
 QTRREVAGEN

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AGENCIES -	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
ALDERMEN	\$ 150,000	-	\$ 150,000	100.00
ASSESSORS	578,154	571,397	7,757	1.34
BUILDING	2,110,600	2,390,307	(279,707)	(13.25)
CITY CLERK	1,660,875	1,852,731	8,144	.49
MEDO	905,901	855,799	50,102	5.53
CITY SOLICITOR	319,956	354,152	(34,196)	(10.69)
FINANCE	5,552,640	5,440,134	112,506	2.03
INFORMATION SYSTEMS	31,982	41,757	(9,775)	(30.56)
HUMAN RESOURCES	21,000	26,660	(5,660)	(26.95)
PLANNING BOARD	290,000	305,192	(15,192)	(5.24)
BUILDING MAINTENANCE DIVISION	4,950,617	4,731,582	219,035	4.42
TAX COLLECTOR	15,680,000	15,700,067	(20,067)	(.13)
FIRE	324,450	369,255	(44,805)	(13.81)
POLICE	1,922,905	2,142,377	(219,472)	(11.41)
HEALTH	1,847,672	1,379,598	468,074	25.33
HIGHWAY	3,555,356	3,706,608	(151,252)	(4.25)
TRAFFIC	4,920,593	4,175,898	744,695	15.13
WELFARE	133,000	93,814	39,186	29.46
CEMETERY, PARKS & RECREATION	655,375	632,123	23,252	3.55
CIP	-	439	(439)	-
TOTAL AGENCIES	\$ 45,612,076	\$ 44,569,890	\$ 1,042,186	2.28

	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
BOAT TAXES	\$ 35,000	\$ 35,257	(257)	(.73)
MISCELLANEOUS TAXES	65,200	47,714	17,486	26.82
INTEREST AND PENALTIES	688,000	596,401	91,599	13.31
CABLE FRANCHISE FEES	1,000,000	985,213	14,787	1.48
TOTAL TAXES, INTEREST AND PENALTIES	1,788,200	1,664,585	123,615	6.91
LICENSES AND PERMITS				
AUTO REGISTRATIONS	15,357,000	15,268,766	88,234	.57
LICENSES	391,150	421,909	(30,759)	(7.86)
PERMITS	5,869,119	5,771,782	97,337	1.66
TOTAL LICENSES AND PERMITS	21,617,269	21,462,457	154,812	.72
INTERGOVERNMENTAL				
FEDERAL REVENUES	268,000	425,213	(157,213)	(58.66)
PAYMENTS IN LIEU OF TAXES	503,154	497,321	5,833	1.16
STATE REVENUES	6,061,488	6,058,926	2,562	.04
TOTAL INTERGOVERNMENTAL	6,832,642	6,981,460	(148,818)	(2.18)
SALES AND SERVICES				
GENERAL REVENUES	145,750	153,817	(8,067)	(5.53)
PUBLIC SAFETY	189,400	234,473	(45,073)	(23.80)
HIGHWAYS	610,600	705,693	(95,093)	(15.57)
TRAFFIC	877,200	751,082	126,118	14.38
CIVIC CENTER PARKING	500,000	293,007	206,993	41.40
SANITATION	30,000	29,188	812	2.71
HEALTH	6,815	8,310	(1,495)	(21.94)
CEMETERY, PARKS & RECREATION	161,950	173,741	(11,791)	(7.28)
ZONING BOARD	30,000	57,142	(27,142)	(90.47)
PARKING VIOLATIONS	1,003,726	1,206,142	(202,416)	(20.17)
COURT FINES	53,500	55,581	(2,081)	(3.89)
OTHER FINES	11,700	17,103	(5,403)	(46.18)
FEES	938,625	951,656	(13,031)	(1.39)
WITNESS FEES	105,100	95,059	10,041	9.55
TOTAL SALES AND SERVICES	4,664,366	4,731,994	(67,628)	(1.45)
OTHER REVENUE SOURCES				
INTEREST INCOME	1,000,000	720,298	279,702	27.97
FUND TRANSFERS	385,100	336,070	49,030	12.73
REIMBURSEMENTS	1,023,419	884,121	139,298	13.61
RENTALS	18,700	9,297	9,403	49.72
SCHOOL CHARGEBACKS	7,260,601	6,613,078	647,523	8.92
MISCELLANEOUS	1,021,779	1,166,424	(144,645)	(14.16)
TOTAL OTHER REVENUE SOURCES	10,709,599	9,729,394	980,205	9.15
TOTAL	\$ 45,612,076	\$ 44,569,890	\$ 1,042,186	2.28

City of Manchester, New Hampshire
Budget vs Actual Revenue by Type - General Fund
Non-Property Tax Revenues
For the Years Ended June 30, 2004 and 2003
(Unaudited)
Budget Basis
QTRREVCOMP

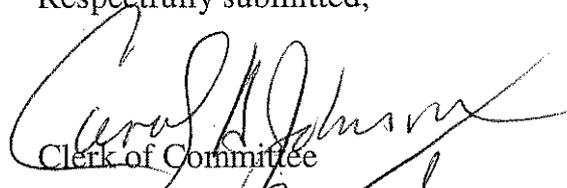
	ACTUAL FY 2003	MODIFIED BUDGET FY 04	DIFFERENCE ACTUAL 03 VS BUDGET 04	PERCENTAGE DIFFERENCE OF FY03 VS FY04	12 MONTHS ACTUAL FY03	12 MONTHS ACTUAL FY04	DIFFERENCE ACTUAL 03 VS ACTUAL 04	PERCENTAGE DIFFERENCE OF FY03 VS FY04
TAXES, INTEREST AND PENALTIES								
BOAT TAXES	\$ 44,192	\$ 35,000	\$ (9,192)	(20.80)	\$ 44,192	\$ 35,257	\$ (8,935)	(20.22)
MISCELLANEOUS TAXES	38,411	65,200	26,789	69.74	38,411	47,714	9,303	24.22
INTEREST AND PENALTIES	568,104	688,000	119,896	21.10	568,104	586,401	18,297	4.98
CABLE FRANCHISE FEES	995,354	1,000,000	4,646	.47	995,354	985,213	(10,141)	(1.02)
TOTAL TAXES, INTEREST AND PENALTI	1,646,061	1,788,200	142,139	8.64	1,646,061	1,664,585	18,524	1.13
LICENSES AND PERMITS								
AUTO REGISTRATIONS	14,726,729	15,357,000	630,271	4.28	14,726,729	15,268,766	542,037	3.68
LICENSES	395,971	391,150	(4,821)	(1.22)	395,971	421,909	25,938	6.55
PERMITS	5,415,270	5,869,119	453,849	8.38	5,415,270	5,771,782	356,512	6.58
TOTAL LICENSES AND PERMITS	20,537,970	21,617,269	1,079,299	5.26	20,537,970	21,462,457	924,487	4.50
INTERGOVERNMENTAL								
FEDERAL REVENUES	185,486	268,000	82,514	44.49	185,486	425,213	239,727	129.24
PAYMENTS IN LIEU OF TAXES	486,287	503,154	16,867	3.47	486,287	497,321	11,034	2.27
STATE REVENUES	6,076,518	6,061,488	(15,030)	(.25)	6,076,518	6,058,926	(17,592)	(.29)
TOTAL INTERGOVERNMENTAL	6,748,291	6,832,642	84,351	1.25	6,748,291	6,981,460	233,169	3.46
SALES AND SERVICES								
GENERAL REVENUES	198,105	145,750	(52,355)	(26.43)	198,105	153,817	(44,288)	(22.36)
PUBLIC SAFETY	171,417	189,400	17,983	10.49	171,417	234,473	63,056	36.79
HIGHWAYS	664,353	640,600	(23,753)	-3.58	664,353	705,693	41,340	6.22
TRAFFIC	744,739	877,200	132,461	17.79	744,739	751,082	6,343	.85
CIVIC CENTER PARKING	426,605	500,000	73,395	17.20	426,605	293,007	(133,598)	(31.32)
SANITATION	32,264	30,000	(2,264)	(7.02)	32,264	29,188	(3,076)	(9.53)
HEALTH	6,299	6,815	516	8.19	6,299	8,310	2,011	31.93
CEMETERY, PARKS & RECREATION	153,576	161,950	8,374	5.46	153,576	173,741	20,165	13.13
ZONING BOARD	44,033	30,000	(14,033)	(31.87)	44,033	57,142	13,109	29.77
PARKING VIOLATIONS	945,053	1,003,726	58,673	6.21	945,053	1,206,142	261,089	27.53
COURT FINES	41,792	53,500	11,708	28.01	41,792	55,581	13,789	32.99
OTHER FINES	8,582	11,700	3,118	36.33	8,582	17,103	8,521	99.29
FEES	937,928	938,625	697	.07	937,928	951,656	13,728	1.46
WITNESS FEES	106,901	105,100	(1,801)	(1.68)	106,901	95,059	(11,842)	(11.08)
TOTAL SALES AND SERVICES	4,491,647	4,664,366	172,719	3.85	4,491,647	4,731,994	240,347	5.35
OTHER REVENUE SOURCES								
INTEREST INCOME	736,111	1,000,000	263,889	35.85	736,111	720,298	(15,813)	(2.15)
FUND TRANSFERS	306,169	385,100	78,931	25.78	306,169	336,070	29,901	9.77
REIMBURSEMENTS	894,123	1,023,419	129,296	14.46	894,123	884,121	(10,002)	(1.12)
RENTALS	95,037	18,700	(76,337)	(80.32)	95,037	9,403	(85,634)	(90.11)
SCHOOL CHARGEBACKS	6,689,601	7,260,601	571,000	8.54	6,689,601	6,613,078	(76,523)	(1.14)
MISCELLANEOUS	249,351	1,021,779	772,428	309.78	249,351	1,166,424	917,073	367.78
TOTAL OTHER REVENUE SOURCES	8,970,392	10,709,599	1,739,207	19.39	8,970,392	9,729,394	759,002	8.46
TOTAL	\$ 42,394,361	\$ 45,612,076	\$ 3,217,715	7.59	\$ 42,394,361	\$ 44,569,890	\$ 2,175,529	5.13



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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the audit status update report submitted by the Finance Department, and is forwarding same to the Board for informational purposes.

Respectfully submitted,


Clerk of Committee


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11/20/04
Receive + file



**City of Manchester
Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

July 13, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/o Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Audit Status Update:

FIRST Mortgage Covenants Review 2004

Update of Mortgage Covenants as of May 31, 2004 presented tonight.

Department of Elderly Services Checking Account

Audit of checking account held by the West Side Senior Center for the 17 Months ended May 31, 2004. Report drafted and will be presented next month.

Valley Street Cemetery Trust Funds

A request has been made to perform an audit of the trust fund balances on an individual plot level for the Valley Street Cemetery. This is in response to questions surrounding balances available to restore the Blood Mausoleum, which is in need of repair. A majority of the financial information has been gathered and is in the process of reconciliation.

Other Business

Year End Consumable Inventory Reconciliation

As part of year-end closing procedures IA performed a reconciliation of the subsidiary consumable inventory accounts to the General Ledger and proposed an adjustment to the general ledger to put the two systems in balance. This is part of the work IA has been conducting on this account throughout the fiscal year.

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Annual Encumbrance Testing

Every year at year-end IA samples encumbrance balances to determine if the encumbrance balance represents commitments to unperformed contracts or if the open purchase order should be closed and the unspent balance lapsed to fund balance. This procedure will be completed by mid July.

Respectfully Submitted,



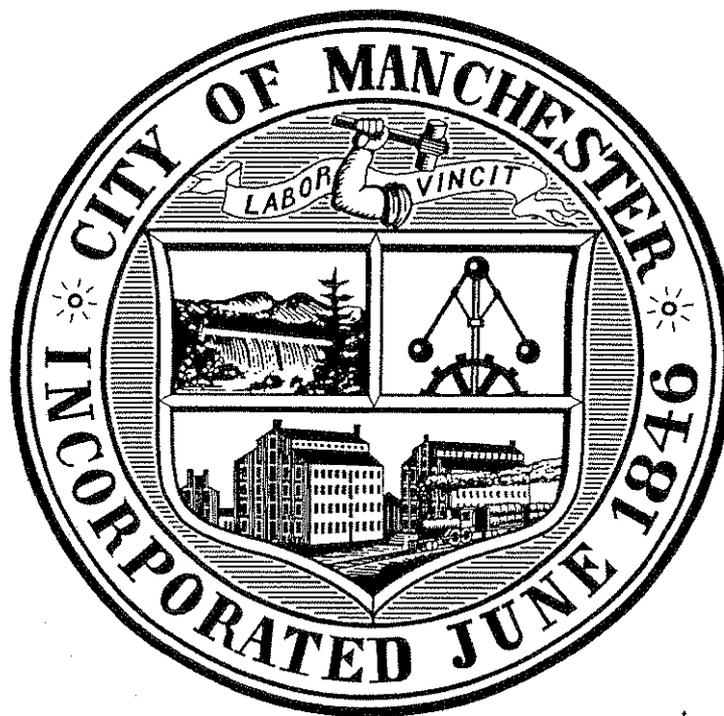
Kevin M. Buckley
Internal Audit Manager

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INTERNAL AUDIT REPORT

CITY OF MANCHESTER

NEW HAMPSHIRE



FIRST Mortgage Covenants Review

At May 31, 2004

Prepared by

City of Manchester, NH – Finance Department

Internal Audit Division

D

**INTERNAL AUDIT REPORT
CITY OF MANCHESTER, NEW HAMPSHIRE
FIRST MORTGAGE COVENANTS REVIEW
AT MAY 31, 2004**

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City of Manchester
Department of Finance

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

June 22, 2004

Committee on Accounts, Enrollment and Revenue Administration
City of Manchester, New Hampshire
Honorable Aldermen: Smith, Shea, Guinta, Osborne and Thibaultt

Dear Honorable Committee Members:

A request was made to Internal Audit to determine the status of the mortgage agreement between the City of Manchester, NH (City) and the United States Foundation For the Inspiration and Recognition of Science and Technology (FIRST) for a building at 200 Bedford Street. Internal Audit (IA) agreed to review the status of the covenant provisions in the mortgage agreement.

IA's procedures were limited to a review of the covenant provisions at May 31, 2004. Annually FIRST receives a financial audit from a public accounting firm and has received an unqualified opinion in the most recent audit for the year ended June 30, 2003.

The review procedures began with an examination of the mortgage agreement and other documentation between the City and FIRST. IA then determined which covenants should be tested and developed an audit program to address these points.

Conclusion

Based on the testwork performed it appears that FIRST complied in all material respects with the covenants tested except for a slight delay in complying with square footage requirements. IA has noted in the report that FIRST will most likely not be in compliance with the square footage requirements as of July 1, 2004. IA does not consider this a major breach of the mortgage covenants as steps are being taken to comply with the square footage requirement and compliance should be achieved within 2 months of the specified date.

The draft review report was sent to the Director of Finance at FIRST for his review and comment. The observation generated and the auditee written response is included on page three. The auditee response indicates general agreement with the report's finding and states that corrective action has been taken. We appreciate the courtesy and cooperation of the staff and administration of the FIRST on this assignment.

Respectfully Submitted,


Kevin Buckley, CPA
Internal Audit Manager

INTRODUCTION

AUDIT BACKGROUND

A request was made to do an update of a prior report on the status of the mortgage agreement between the City and FIRST for a building located at 200 Bedford Street. Internal Audit (IA) has agreed that it would be appropriate to review the status of the covenant provisions in the mortgage agreement. IA has performed this review in the past most recently at June 30, 2003. The Finance Officer of the City of Manchester, NH has been designated by state law, city charter and local ordinance with the authority to conduct such examinations and audits.

Our review was conducted in accordance with standards, established by the American Institute of Certified Public Accountants, as well as standards applicable to financial and compliance audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

AUDIT SCOPE AND OBJECTIVES

Our review was limited to the mortgage covenants in the mortgage agreement between the City of Manchester, NH and FIRST for property located at 200 Bedford Street in effect at May 31, 2004.

The results of our testing are included in the Status of Mortgage Covenants section of this report found on pages three through six.

BACKGROUND OF AUDITEE

The US Foundation for Inspiration and Recognition of Science and Technology (FIRST) is a non-profit corporation founded in 1989 to interest and inspire students in mathematics, science and technology. In 1994 FIRST entered into an agreement with the City to purchase a building, for \$1,995,000, in the historic millyard district at 200 Bedford Street for use as a museum, open to the public, for programs and displays for the inspiration and recognition of science and technology. The City would purchase the building with proceeds from a \$2,300,000 general obligation bond and FIRST would renovate and develop the building into a science museum. FIRST would own the building and the City would hold a \$2,000,000 mortgage on the building that contained provisions that if met, the mortgage would be forgiven. In case of default of the mortgage covenants the building ownership would revert to the City. At the time of purchase the building was partially occupied by St. Mary's Bank and the Wee Play School Inc. These two for-profit organizations were allowed to remain as lease tenants. All lease proceeds are deposited in a separate account and are used to offset maintenance expenses of the building. It was also determined that the Millyard Museum (a non-profit organization) would occupy a section of the building for its fair share of assessments, insurance and common maintenance expenses. A similar arrangement has been reached in 2001 with the University of New Hampshire, which occupies 1,833 square feet of space in the building.

Upon completion of current renovations one and one half floors of the building will be occupied by the Science Enrichment Encounters (SEE) Science Center. SEE is a non-profit interactive science center whose mission is to promote the understanding, enjoyment and achievements of science. During the 12 months ended May 31, 2004 over 85,000 visitors have enjoyed the center and its special exhibits.

STATUS OF MORTGAGE COVENANTS

COVENANT 1: RENOVATION OF PREMISES

To complete renovations of portions or all of the premises (other than those leases approved and consented to as contemplated in covenant 2 on next page) and commence operation of portions or all of the premises for use as a museum, open to the public, for programs and displays for the inspiration and recognition of science and technology by not later than each of the dates set forth below.

- At least 10,000 square feet on or before July 1, 1996
- At least 25,000 square feet on or before July 1, 1998
- At least 50,000 square feet on or before July 1, 2001
- At least 75,000 square feet on or before July 1, 2004

CURRENT STATUS:

Approximately 18,000-sq.ft. in the basement of the building (first floor) is occupied by the Millyard Museum (MHA), if the hallway display area is included. The remaining space consists of a loading dock of approximately 2,800-sq. ft., used for all tenants, and storage space and staging areas used by the science museum of approximately 9,200-sq. ft.

The second floor consists of approximately 15,000-sq. ft. occupied by the Wee Play childcare center and the remainder by FIRST Place science museum. The science museum section of approximately 15,000-sq. ft. consists of some exhibits but mostly hands on labs and work areas. There is also a small theatre area for doing demonstrations and contests included within this space. The University of New Hampshire Cooperative Extension Service leases approximately 1,800-square feet of space at the north end of the building.

The south end of the third floor (approximately 15,000-sq. ft.) is in the process of renovation. When complete some time in July it will connect to the SEE Science Museum on the fourth floor by a stairwell and contain permanent exhibits. The north end (approximately 15,000-sq.ft.) is in the process of renovation to house temporary traveling exhibits for both FIRST and the SEE Science Museum. The expected completion date is sometime in August 2004.

The fourth floor is occupied in the south half by the SEE Science Museum (approximately 15,000-sq. ft.) and the north half by the FIRST administrative offices and meeting rooms (approximately 15,000-sq. ft.). The FIRST administrative office contains approximately 1,200-square feet of display area plus an additional 5,000 in the Annex.

The fifth floor is entirely occupied by St Mary's Bank offices (30,000-sq. ft.).

OBSERVATION:

Total space occupied by the SEE science museum and FIRST in use, as a science museum that when complete will be open to the public is approximately 75,400-sq. ft. Of this amount all but 15,000-sq. ft. will be in daily continual use to the public with additional 15,000-sq. ft. open and used by the public on an as needed part-time basis for programs and displays for the recognition of science and technology. As of July 1, 2004 FIRST will be out of compliance until the new renovations are completed. The new renovations will give approximately 75,400-sq. ft. of space used for programs and displays for the recognition of science and technology that would appear to fulfill the square footage requirement in the mortgage agreement when



complete. In addition the Manchester Historic Association Millyard Museum dedicates much of its space to the historic technology displays.

AUDITEE RESPONSE:

As was the case in 2001, FIRST wishes to point out that this mortgage covenant was incorrectly worded when the original document was drafted and executed. FIRST's Attachment 1 is a July 22, 1994 letter from FIRST to the City stating the commitment for museum occupancy for the building. This commitment was agreed to by the then-City Coordinator and the then-Mayor. At the City's insistence, it was agreed that at least 15,000 square feet would be made available to the NH Industrial Heritage Commission for a museum. (The Industrial Heritage Commission later passed on its' rights to the Manchester Historical Association (MHA)). It was agreed that such museum space, if developed, would clearly count towards the museum space commitment. FIRST's Attachment 2 is a December 29, 1997 letter from FIRST, which requests an amendment to the mortgage to correct the wording of Covenant # 1. Unfortunately, the City has never addressed this request and subsequent requests including FIRST's written response to same in August 2001.

Additionally, a lease was negotiated and signed with MHA and MHA has subsequently raised funds and constructed an excellent museum on FIRST's first floor. FIRST believes that the approximately 18,000 square feet clearly meets the intent of the City for qualifying museum space. Once again, FIRST requests and would sincerely appreciate the City taking action on this long-standing request for an amendment to Covenant # 1.

FIRST will continue to argue that the 18,000 plus square feet area that MHA is continuing to utilize for museum space should be added to the reported totals. The City's intent for this covenant was to assure that museum space would be developed in the building that could be used by the citizens of Manchester and might also be a tourist attraction for those visiting Manchester.

Since the Manchester Historic Association dedicates much of its' museum space to historic technology displays, and since the Millyard's history is an inspirational story of the power of science and technology, FIRST believes that MHA's square footage should be included in the calculation of space devoted within the facility. Doing so raises the square footage so used to 93,400. This is in addition to the facts stated above and FIRST's similar written response and request in the Auditee Response of 2001.

COVENANT 2: LEASE AGREEMENTS

Not to enter into any lease, license, sublease, contract or other occupancy of the premises or any part thereof for purposes other than those of the museum and currently outstanding leases to St. Mary's Bank and Wee Play School, Inc. or any amendment thereof, without in each case the prior written approval of the form of the lease and consent to the lease or amendment thereof by the City.

CURRENT STATUS:

The only leased spaces as of June 30, 2001 were to St. Mary's Bank and Wee Play School, Inc. FIRST currently also leases space, rent free, for the Millyard Museum and UNH Cooperative Extension Service. The lease stipulates that the Museum and UNH Cooperative Extension Service will pay their proportion of building expenses.

CONCLUSION:

FIRST appears to be in compliance with the leasing covenant.

COVENANT 3: INSURANCE REQUIREMENT

To keep the building and structure and all fixtures covered by this mortgage now or hereafter on the premises insured against loss by fire or other hazards, such insurance to be in an amount sufficient to avoid coinsurance, first payable in case of loss to the City who shall be named as an additional insured.

CURRENT STATUS:

FIRST currently have insurance coverage with Peerless Insurance Co. with the City named as an additional insured.

CONCLUSION:

FIRST appears to be in compliance with the insurance covenant.

COVENANT 4: BUILDING CONDITION

To keep the premises at all times in as good repair and condition as the same now are or hereafter may be put.

CURRENT STATUS:

IA performed a visual inspection of the entire building and found it to be clean and orderly with no evidence of major repairs needed. A new roof membrane was recently installed on the building.

CONCLUSION:

FIRST appears to be in compliance with the building condition covenant.

COVENANT 5: TAXES AND ASSESSMENTS

To pay when due all taxes, charges, assessments and water rates to whomever laid or assessed, on said premises or any interest therein.

CURRENT STATUS:

From a review of tax records, City accounts payable, FY 2003 independent audit report and review of FIRST's general ledger IA noticed no instances where FIRST was delinquent in any payments.

CONCLUSION:

FIRST appears to be in compliance with the tax and assessment covenant.

COVENANT 6: ACCOUNTING RECORDS

To keep and maintain orderly books, records and accounts, including without limitation true and accurate records and books of accounting and current files of lease arrangements, which books, records and accounts

shall be open and made available to persons designated by the City and such persons shall be entitled to enter the premises and inspect the same.

CURRENT STATUS:

IA was given copies of all leases, the general ledger for the facility accounts for the month of May, and bank statements for May. All documents appear complete and agree with one another. The amount of rent due per agreements equal the monthly deposits and the level of expenditures appear reasonable. The most recent independent auditor's report has an unqualified opinion.

CONCLUSION:

It appears that FIRST is maintaining orderly books, records and accounts that are open and made available to persons designated by the mortgagee.

COVENANT 7: LEAD DUST MONITORING

To continue to monitor the existence of lead dust within the premises, and specifically to carry out a program of quarterly cleaning, and semi-annual testing, for lead dust by qualified environmental consultants and testing laboratories and provide written evidence to the City within 21 days. The testing and cleaning program shall continue until the City, upon the recommendation of its environmental consultant, determines that such programs are no longer necessary.

CURRENT STATUS:

FIRST has been conducting annual lead dust testing as per the agreement.

CONCLUSION:

FIRST is in compliance with the lead dust covenant.



ATTACHMENTS

Following are documents supplied by FIRST to help clarify their position.





July 22, 1994

Mr. John Snow
City Coordinator
Manchester, NH 03101

Dear John,

As I explained previously, FIRST would prefer to see any revision language written in the form of a right of the City instead of an automatic event. Therefore, we would like to have it say that if the defined milestones are not met, then the City has the right, at its sole determination, to take over ownership of the building.

The milestones that we would recommend are;

Occupancy of interior space by not-for-profit organizations for operating museums and museum support functions:

<u>Square Footage</u>	<u>Time</u>
At least 10,000 square feet	By 7/1/1996
At least 25,000 square feet	By 7/1/1998
At least 50,000 square feet	By 7/1/2001
At least 75,000 square feet	By 7/1/2004

John, I recognize that 75,000 square feet might appear to be a conservative objective but please remember that with St. Mary's possibly occupying until 2012, the maximum space available is approximately 117,000 square feet. Therefore 75,000 would represent 64% of the maximum available space. Additionally, the first floor - north area might not be desirable to some museums.

Please give me a call with any questions or comments.

Best regards,

Robert M. Tuttle

FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY



ATTN: AOC
CITY FILE
JES + AOC

December 29, 1997

Mr. Samuel A. Maranto, Jr.
Program Planner
City of Manchester Planning Department
The Beacon Building 814 Elm Street
Manchester, NH 03101

Dear Mr. Maranto,

Enclosed please find the following documents you requested:

1. Amendment To Mortgage between FIRST and the City of Manchester signed by Dean Kamen, FIRST Founder, and notarized (amends the commencement of the first 10,000 square feet to July 1, 1998).

Please return a complete and notarized copy of the amendment with the Mayor's signature for our records.

2. Summary of Jobs Retained and Created by FIRST
The updated report on jobs retained and created by FIRST, as per the FIRST/City of Manchester agreement.

Please note: This update indicates an accelerated growth by FIRST on its job creation schedule from the report in the 1996 FIRST/City of Manchester agreement. Please let me know if FIRST has now met all requirements and fully satisfied our agreement.

Regarding the Mortgage between FIRST and the City of Manchester, this is an appropriate time to clarify and make the following correction:

2. Section 2.(a) of the Mortgage is hereby amended to delete the following words starting on the fifth line:

, open to the public, for programs and displays for the inspiration and recognition of science and technology

FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY



and replace them with the following words:

or educational program space, primarily open to the public, for programs and displays for FIRST, Science Enrichment Encounters (SEE), N.H. Industrial Heritage Commission/Manchester Historical Association, or other complementary, not-for-profit organizations

Lastly, regarding our contract with the Community Development Finance Authority (CDFA), I need to receive a letter from the City of Manchester, signed by the appropriate City official, consenting to mortgage the property to the CDFA. Here is a draft for your use:

DRAFT OF LETTER TO FIRST FROM CITY OF MANCHESTER

The City of Manchester hereby consents to U.S. FIRST (United States Foundation for the Inspiration and Recognition of Science and Technology) mortgaging the real estate at 200 Bedford Street, Manchester, NH to the Community Development Finance Authority (CDFA) as collateral for the December 22, 1997 letter agreement between U.S. FIRST and CDFA.

I have tried to reach you several times unsuccessfully, and will contact you after January 5. I look forward to speaking with you and discussing these issues.

I hope you had a wonderful holiday season and cheers to a great 1998! Thank you as always for all of your help.

With respect,

DIA STOLNITZ

Dia Stolnitz
Project Director, FIRST Place

Encls.

FOR INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY

FIRST • 200 Bedford Street • Manchester, NH 03101 • (800) 871-8326 • FAX (603) 666-3907 • <http://www.usfirst.org>

MORTGAGE

1. Mortgage Grant; Description of Premises. UNITED STATES FOUNDATION FOR THE INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY, a tax-exempt non-profit corporation, having an address at 340 Commercial Street, Manchester, New Hampshire 03101 (hereinafter called "Mortgagor") for consideration paid grants to City of Manchester, New Hampshire, a body corporate and politic, having an address at 908 Elm Street, Manchester, New Hampshire 03101 (hereinafter called "Mortgagee"), with MORTGAGE COVENANTS, to secure a Mortgage Note of even date herewith (the "Note"), and also the payment of all obligations hereunder and the performance and observance of all covenants herein contained, a certain parcel of land situated in Manchester, Hillsborough County, New Hampshire, more particularly bounded and described in Exhibit "A" attached hereto and made a part hereof; and all improvements and fixtures now or hereafter existing thereon and all rights and appurtenances thereto (hereinafter collectively called the "Premises").

2. Covenants of Mortgagor. Mortgagor hereby covenants:

- (a) to complete renovations of portions or all of the Premises (other than those areas leased under leases approved and consented to as contemplated in (e) below) and commence operation of portions or all of the Premises for use as a museum, open to the public, for programs and displays for the inspiration and recognition of science and technology (hereinafter referred to as the "Museum") by not later than each of the dates set forth below and from and thereafter to operate continuously all such portions of the Premises as the Museum for such purposes until September 1, 2013;

<u>Minimum Square Feet of Space Operated as Museum</u>	<u>Date</u>
At least 10,000 square feet	On or before July 1, 1996
At least 25,000 square feet	On or before July 1, 1998
At least 50,000 square feet	On or before July 1, 2001
At least 75,000 square feet	On or before July 1, 2004

- (b) to duly and punctually perform and observe all the covenants, agreements and provisions contained herein and in the Note;
- (c) to keep the Premises free from mechanics' liens, materialmen's liens, judgment liens and other liens, executions, attachments or levies;

BK5598PG1154



AMENDMENT TO MORTGAGE

This Amendment to Mortgage is agreed to by UNITED STATES FOUNDATION FOR THE INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY ("Mortgagor") and the CITY OF MANCHESTER ("Mortgagee"), parties to the Mortgage dated December 16, 1994 recorded at the Hillsborough County Registry of Deeds at Book 5598, Page 1154 (the "Mortgage"), on July 31, 1996.

1. Section 2. (a) of the Mortgage is hereby amended to change the deadline for completion of renovations and commencement of museum operations in the first 10,000 square feet of space from July 1, 1996 to July 1, 1998.

Except as expressly modified hereby all other terms and conditions of the Mortgage continue in full force and effect.

Dated: December 14, 1997.

UNITED STATES FOUNDATION FOR THE
INSPIRATION AND RECOGNITION OF SCIENCE
AND TECHNOLOGY

By: [Signature]
Its: Founder

CITY OF MANCHESTER

By: _____
Its: Mayor

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

On this 14 day of December, 1997, personally appeared JEAN LAMEN, in his/her capacity as founder of UNITED STATES FOUNDATION FOR THE INSPIRATION AND RECOGNITION OF SCIENCE AND TECHNOLOGY, known to me or satisfactorily proven to be the person described in the foregoing instrument and acknowledged that he/she executed the same for the purposes therein contained, and as his/her free act and deed, before me.

Joyce E. Benson (JOYCE E. BENSON)
Justice of the Peace/Notary Public
My Commission Expires: 12/14/99

STATE OF NEW HAMPSHIRE
COUNTY OF ROCKINGHAM

On this _____ day of _____, 1997, personally appeared _____, in his/her capacity as _____ of City of Manchester Known to me or satisfactorily proven to be the person described in the foregoing instrument and acknowledged that he/she executed the same for the purposes therein contained, and as his/her free act and deed, before me.

Justice of the Peace/Notary Public
My Commission Expires: _____

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Reference Number	Fixed Asset Number	Purchased	PO	Cost	Description	VIN Number	Transferred	Date	Replaced by
PD-DVD1					PLYM ACCLAIM - DOMESTIC V	3P3XA46K4MT580714			
PD-0319	23500319			19758	1995 CROWN VIC - CRUISER	2FALP71W4SX193672			
PD-0320	23500320			11500.00	1995 CROWN VIC. - CRUISER	2FALP71W9SX170484			
PD-0754	23500754			3500.00	GMV VAN SRT	2GTEG25H8G4519399			
PD-0827	23500827			19764.80	1988 CAMARO	1G1FP2189JL181419			
	23500828	1/11/1996	inv. 44185	19764.80	1996 CHEVY CAPRICE	1G1BL52P8TR128034			
PD-0829	23500829	1/11/1996	inv. 44186	19764.80	1996 CHEVY CAPRICE - 4DR	1G1BL52PXT128052			
	23500855			19617.30	1996 CHEVY CAPRICE - 4DR	1G1BL52P9TR128009	Highway	8/20/1998	PD-0908
	23500856	1/11/1996	inv. 44184	19617.30	1996 CHEVY CAPRICE - 4DR	1G1BL52P7TR128011			
	23500857			19617.30	1996 CHEVY CAPRICE - 4DR	1G1BL52P0TR128030			
	23500858	1/22/1996	inv. 44295	19617.30	1996 CHEVY CAPRICE	1G1BL52P4TR128094	Pool 1	11/12/1998	
	23500859	1/12/1996	inv. 44229	19617.30	1996 CHEVY CAPRICE	1G1BL52P7TR128221	Pool 4	11/17/1999	
PD-0868	23500868			18914.00	1996 CROWN VIC. - CRUISER	2FALP71WXTX167353			
PD-0869	23500869			21663.00	1996 CROWN VIC. - CRUISER	2FALP71W2TX167363	HR		
PD-0870	23500870			21663.00	1996 CROWN VIC. - CRUISER	2FALP71W4TX167364			
PD-0871	23500871			21663.00	1996 CROWN VIC. - CRUISER	2FALP71W6TX167365			
PD-0872	23500872			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W1TX167354			
PD-0873	23500873			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W3TX167355			
PD-0874	23500874			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W5TX167356			
PD-0875	23500875			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W7TX167357			
PD-0876	23500876			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W9TX167358			
PD-0877	23500877			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W8TX167352			
PD-0878	23500878			18914.00	1996 CROWN VIC. - CRUISER	2FALP71W6TX167351			
	23500886			21818.00	1996 CROWN VIC. - CRUISER	2FALP71W9TX145280	Pool 2		
PD-0908	23500908	8/12/1996	inv. 37696	21818.00	1996 CROWN VIC. - CRUISER	2FALP71W1TX145273	Pool 3	10/28/1998	
PD-0909	23500909	2/6/1998	815446	21462.50	CROWN VIC. - CRUISER	2FALP71W3WX119405			
PD-0910	23500910	2/6/1998	815446	21462.50	CROWN VIC. - CRUISER	2FALP71W5WX119406			
PD-0911	23500911	2/6/1998	815446	22615.00	CROWN VIC. - CRUISER	2FALP71W9WX119407	Highway (598)	9/7/1998	PD-1026
PD-0912	23500912	2/6/1998	815446	22615.00	CROWN VIC. - CRUISER	2FALP71W9WX119408	Highway	2/15/2001	PD-0954
PD-0913	23500913	2/6/1998	815446	22615.00	CROWN VIC. - CRUISER				
PD-0914	235-00914	2/6/1998	815446	22615.00	CROWN VIC. - CRUISER				
PD-0915	23500915	3/3/1998		22615.00	1997 E476 VAN	1FDLE47S0VHB76063	Totalled		PD-1060
PD-0919	23500919			21675.00	1998 E350 15 PASSENGER VAN	1FBSS31LXWHB82821	P&R		PD-1014
PD-0924	23500924			12000.00	1985 DIESEL 4 WD BLAZER	1G8ED18J4FF111859	Grant Fund		
PD-0925	23500925			22615.00	1999 CROWN VIC. - CRUISER	2FALP71W6XX103202			
PD-0926	23500926								
PD-0927	23500927	11/6/1998		22615.00	1999 CROWN VIC. - CRUISER	2FALP71W2XX103200			
	23500929				1999 CROWN VIC. - CRUISER	2FALP71W8XX103198	Highway (591)	2/15/2001	
PD-0931	23500931			22615.00	1999 CROWN VIC. - CRUISER	2FAF971W4XX103196			
PD-0932	23500932	9/21/1998	900070	22615.00	1999 CROWN VIC. - CRUISER	2FAFP71W2XX103195	Pool 5		PD-1028
PD-0933	23500933			22615.00	1999 CROWN VIC. - CRUISER	2FAFP71W3XX103190			
PD-0934	23500934			22615.00	1999 CROWN VIC. - CRUISER	2FAFP71W7XX103189			
PD-0937	23500937	3/20/2000		27000.00	1999 E243 VAN	1FTNE24LOXHA30439			
PD-0946	23500946	4/12/1999	927317	16994.00	E150 CARGO VAN	1FTRE14W8XHB44856	Grant Fund		



Reference Number	Fixed Asset Number	Purchased	PO	Cost	Description	VIN Number	Transferred	Date	Replaced by
PD-0953	23500953	6/17/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71W0XX210214			
PD-0954	23500954	6/17/1999	927374	22988.00	CROWN VIC - CRUISER	2FAFP71W6XX210217	Totaled		PD-1023
	23500955	6/17/1999	927374	22988.00	CROWN VIC - CRUISER	2FAFP71W6XX210220	Welfare	7/9/2003	PD-1047
PD-0956	23500956	6/17/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71W4XX210216			
	23500957	7/28/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71W2XX210215	Surplus	6/20/2003	PD-1048
	23500958	7/28/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71W8XX210218	Bldg	7/23/2003	PD-1050
PD-0959	23500959	6/17/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71W9XX210213			
PD-0960	23500960	6/17/1999	927374	22988.00	CROWN VIC. - CRUISER	2FAFP71WXX210219			
PD-0964	23500964	6/7/1999		23018.00	CROWN VIC. - CRUISER	2FAFP71W5XX210211	Block Grant		
PD-0965	23500965	6/4/1999		23018.00	CROWN VIC. - CRUISER	2FAFP71W7XX210212	Block Grant		
PD-0971	23500971	12/6/1999		23478.00	CROWN VIC. - CRUISER	2FAFP71W3YX131394	Block Grant		
PD-0974	23500974	10/12/1999			W313 ALL PURPOSE	1FTSW31S1YEA60280			
PD-0982	23500982	3/21/2000		0.00	1985 CHEVY CORVETTE	1G1YY078XF5134199			
PD-0985	23500985	6/15/2002	21642	23552.00	2000 CROWN VIC. - CRUISER	2FAFP71W8YX188030			
PD-0988	23500988	9/18/2000		22192.00	2000 E250 VAN	1FTNE24L2YHB76505			
PD-0989	23500989			23552.00	2000 CROWN VIC CRUISER	2FAFP71W3YX194978	Highway		PD-1057
PD-0991	23500991	10/4/2000		23552.00	CROWN VIC. - CRUISER	2FAFP71W1YX194980			
PD-0992	23500992	9/26/2000		23552.00	CROWN VIC. - CRUISER	2FAFP71W3YX194981			
PD-1009	23501009	4/9/2001			CROWN VIC. - CRUISER	2FAFP71W9YX205496			
PD-1011	23501011	6/15/2001	29873	16650.00	FORD E39W VAN	1FCJE39L1YHB97617	Block Grant		
PD-1014	23501014	7/31/2001	201964	23898.00	CROWN VIC. - CRUISER	2FAFP71W11X197447			
PD-1023	23501023	7/31/2001	132703	23898.00	CROWN VIC. - CRUISER	2FAFP71W21X152310			
PD-1024	23501024	7/31/2001	201964	23898.00	CROWN VIC. - CRUISER	2FAFP71W31X197448			
PD-1026	23501026	7/31/2001	201964	23898.00	CROWN VIC. - CRUISER	2FAF971WX1X197446			
PD-1027	23501027			1650.00	ECONOLINE VAN	1FTJE34H1JHA50643	Auction 5/04	11/18/2003	
PD-1028	23501028	7/31/2001	201964	23898.00	CROWN VIC. - CRUISER	2FAFP71W51X197449			
PD-1031	23501031	11/21/2001	214276	26694.00	FORD PICKUP F211	1FTNF21L72EA12564			
PD-1047	23501047	5/28/2003	326561	23310.00	CROWN VIC. - CRUISER	2FAFP71W23X201752			
PD-1048	23501048	5/28/2003	326561	23190.00	CROWN VIC. - CRUISER	2FAFP71W03X201751			
PD-1050	23501050	6/12/2003	327920	23190.00	CROWN VIC. - CRUISER	2FAFP71W03X225144			
PD-1052	23501052	6/11/2003	327853	19055.00	FORD ECONOLINE VAN	1FTSS34L13HB89434			
PD-1057	23501057	9/18/2003	405600	23900.00	CROWN VIC. - CRUISER	2FAFP71W34X105842			
PD-1060	23501060	10/28/2003	408558	18655.00	CROWN VIC. - CRUISER	2FAHP71W93X222137			
PD-3357	33003357	3/11/2003			CHEVY IMPALA - School Resource	2G1WF55K539288553	Block Grant		
PD-3358	33003358	3/11/2003			CHEVY IMPALA - School Resource	2G1WF55K539286754	Block Grant		
PD-3359	33003359	3/11/2003			CHEVY IMPALA - School Resource	2G1WF55K639291817	Block Grant		
					1994 Chevy Caprice	1G1BL52P3SR128974	Traffic	8/20/1998	PD-0909
					1994 Chevy Caprice	1G1BL52P3SR129008	Surplus	9/7/1998	PD-0912
					1994 Chevy Caprice	1G1BL52P2SR129288	Hillsborough	2/15/2001	
	235000815				2000 CROWN VIC - CRUISER	2FAFP71W5YX194979	Totaled		PD-1009

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, 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 billings 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.

Respectfully submitted,


Clerk of Committee


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7/20/04 Receive + file



City of Manchester
Department of Finance

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

July 14, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier, City Clerk
One City Hall Plaza
Manchester NH 03101

Dear Honorable Committee Members,

Enclosed for your review are the following reports updated through today:

- Department Legend
- Open Invoice report over 90 days by fund
- Open Invoice report all invoices for interdepartmental billings only
- Open Invoice report all invoices due from the School Department only
- Listing of Invoices Submitted to City Solicitor for Legal Determination
- Accounts Receivable Summary

Please let me know if you have any questions or require further information.

Respectfully submitted,

Sharon Wickens
Financial Analyst II
Enc.

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Legend

Customer Type Code	Department	Fund	Name
02	Assessors	0101	General
03	Building/Housing Code	0204	CDBG
04	City Clerk	0205	Grants
05	City Coordinator/MEDO	0301	Capital Projects
07	City Solicitor	0801	EPD
10	Finance Department	0805	Airport
13	Information Systems	0807	Recreation
16	Mayor's Office	0808	Aggregation
18	Office of Youth Services		
19	Human Resources		
20	CIP/Planning		
21	Public Bldg. Services		
22	Tax Collector's Office		
25	Airport/Aviation		
27	Environmental Protection Div		
30	Fire Department		
33, 34, 35, 36	Police Department		
41	Health Department		
50	Highway Department		
52	Traffic Department		
60	Welfare Department		
65	Parks & Recreation/Cemetery		
71	Library (east/west)		
82	Elderly Services		

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CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52		000005747	PARIS, MARK	00/06/06	ZZZ01	22% Admin Fee	9814844	247.00	247.00	90	
							TOTAL	247.00	247.00		
		000005973	BRIAN SMITH	00/08/09	ZZZ01	22% Admin Fee	9816151	155.07	155.07	90	
							TOTAL	155.07	155.07		
		000006977	LORENZ, TERESA	01/10/22	ZZZ01	22% Admin Fee	9826959	239.33	239.33	90	
							TOTAL	239.33	239.33		
		000007307	GARCIA, DANIELLE	02/04/24	ZZZ01	22% Admin Fee	9832429	569.89	569.89	90	
							TOTAL	569.89	569.89		
		000007878	FOURNIER, DIAN	03/02/19	ZZZ01	22% Admin Fee	9841050	98.57	98.57	90	
							TOTAL	98.57	98.57		
		000007887	BRUNN, JOSEPH	03/02/26	ZZZ01	22% Admin Fee	9841488	608.59	608.59	90	
							TOTAL	608.59	608.59		
		000008009	IVERSON, MARY C	03/06/09	ZZZ01	22% Admin Fee	9844058	81.00	81.00	90	
							TOTAL	81.00	81.00		
		000008202	MORRISON, PETER	03/07/23	ZZZ01	22% Admin Fee	9845699	151.10	.02	90	
							TOTAL	151.10	.02		
		000008489	SCHIPILLIT, KRISTI	03/12/08	ZZZ01	22% Admin Fee	9849459	108.53	108.53	90	
							TOTAL	108.53	108.53		
		000008493	DUNNA, STEPHEN	03/12/08	ZZZ01	22% Admin Fee	9849458	74.18	74.18	90	
							TOTAL	74.18	74.18		
		000008555	ROJAS, ALEXIS	04/01/09	ZZZ01	22% Admin Fee	9851006	285.84	285.84	90	
							TOTAL	285.84	285.84		
		000008556	BOSSE, JOSHUA	04/01/28	ZZZ01	22% Admin Fee	9851608	34.61	34.61	90	
							TOTAL	34.61	34.61		

CITY OF MANCHESTER, NH
 OPEN INVOICE REPORT OVER 90 DAYS
 BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52		000008606	DONCHUE, KATHRYN	04/02/05	ZZZ01	22% Admin Fee	9851769	176.24	176.24	90	
			TOTAL					176.24	176.24		
		000008640	VANASSE, MICHAEL	04/02/26	ZZZ01	22% Admin Fee	9852464	170.93	170.93	90	
			TOTAL					170.93	170.93		
			CUSTOMER TYPE					3,000.88	2,849.80		
			TOTAL					3,000.88	2,849.80		
10	0101	000002557	MANCHESTER WATER WORKS	04/03/04	10839	City Admin Costs - MW	9852557	20,000.00	20,000.00	90	\$28,345,000 Rev Bond Issu
			TOTAL					20,000.00	20,000.00		
			CUSTOMER TYPE					91,927.00	58,325.56	90	Report I Overpayment
			TOTAL					91,927.00	58,325.56		
			CUSTOMER TYPE					111,927.00	78,325.56		
			TOTAL					111,927.00	78,325.56		
13		000002557	MANCHESTER WATER WORKS	03/01/28	13926	Fringe Benefits-Info Sys	9840783	120.63	25.44	90	7/01/02-12/31/02
			TOTAL					120.63	25.44		
		000002561	MANCHESTER AIRPORT	03/04/15	13740	SCR #: 2002-203866	9842549	7,500.00	3,750.00	90	Continuation Property
			TOTAL					7,500.00	3,750.00		
			CUSTOMER TYPE					7,620.63	3,775.44		
			TOTAL					7,620.63	3,775.44		
21		000003384	FAT MORSE SCHOOL OF DANCE	03/12/10	21591	Custodial Contract Manpwr	9849509	142.80	102.00	90	Cust Svs Memorial High
			FAT MORSE SCHOOL OF DANCE	03/12/10	21591	Custodial Contract Manpwr	9849509	142.80	102.00	90	Cust Svs Memorial High
			FAT MORSE SCHOOL OF DANCE	03/12/10	21928	Custodial Indirect Cost	9849509	8.40	8.40	90	Administrative Fees
			TOTAL					294.00	212.40		
		000007416	GRACE FIRE BAPTIZED CHURCH	02/06/07	21591	Custodial Contract Manpwr	9833597	611.20	611.20	90	Parkside Worship Service
			GRACE FIRE BAPTIZED CHURCH	02/06/07	21928	Custodial Indirect Cost	9833597	60.80	60.80	90	Administrative Fees
			TOTAL					672.00	672.00		

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CITY OF MANCHESTER, NH
 OPEN INVOICE REPORT OVER 90 DAYS
 BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AGING CONTROL CODE	COMMENT	AMOUNT UNPAID
21	0101	000007995	MISS GREATER MANCHESTER SCHOLA	03/05/12	21591	Custodial Contract Manpwr	9843246	314.56	90	Memorial School	314.56
			MISS GREATER MANCHESTER SCHOLA	03/05/12	21928	Custodial Indirect Cost	9843246	21.44	90	ADMINISTRATIVE FEES	21.44
						TOTAL		336.00			336.00
		000008022	NH BRIDGE ASSOCIATION	03/06/02	21591	Custodial Contract Manpwr	9843913	216.26	90	HILLSIDE APRIL 5TH	216.26
			NH BRIDGE ASSOCIATION	03/06/02	21928	Custodial Indirect Cost	9843913	14.74	90	ADMINISTRATIVE FEES	14.74
						TOTAL		231.00			231.00
						CUSTOMER TYPE TOTAL		1,451.40			1,451.40
30		000000240	ECONOLIDGE	04/01/05	30485	Fire Alarm User Fee	9850366	480.00	90	75 W HANCOCK, BOX #6131	480.00
						TOTAL		480.00			480.00
		000000671	OFFICE MAX	04/01/05	30485	Fire Alarm User Fee	9850408	480.00	90	777 S WILLOW, BOX #4631	480.00
						TOTAL		480.00			480.00
		000000202	CIRCUIT CITY	04/01/05	30485	Fire Alarm User Fee	9850600	480.00	90	1100 S WILLOW, BOX #4644	480.00
						TOTAL		480.00			480.00
		000002340	L & L INVESTMENTS	04/01/05	30485	Fire Alarm User Fee	9850604	82.03	90	484 CHESTNUT, BOX #3122	82.03
						TOTAL		82.03			82.03
		000002738	MARTEL RACING	04/01/05	30485	Fire Alarm User Fee	9850662	82.03	90	232 S MAIN ST., BOX#6315	82.03
						TOTAL		82.03			82.03
		000002937	DESMARAIS, PHILIP	99/03/25	30483	False Alarm Fee, 1998	9808534	850.00	90	64 MERRIMACK ST., BOX 3526	850.00
			DESMARAIS, PHILIP	99/01/26	30485	Fire Alarm User Fee	9807750	480.00	90	64 MERRIMACK, BOX 3526	480.00
			DESMARAIS, PHILIP	04/01/05	30485	Fire Alarm User Fee	9850693	480.00	90	64 MERRIMACK, BOX 3526	480.00
			DESMARAIS, PHILIP	03/03/20	30483	False Alarm Fee	9842180	850.00	90	64 MERRIMACK ST., 11 CALLS	850.00
			DESMARAIS, PHILIP	03/01/01	30485	Fire Alarm User Fee	9839329	480.00	90	64 MERRIMACK, BOX 3526	480.00
			DESMARAIS, PHILIP	02/05/15	30483	False Alarm Fee, 2001	9832777	350.00	90	64 MERRIMACK ST., 6 CALLS	350.00
			DESMARAIS, PHILIP	02/01/04	30485	Fire Alarm User Fee	9829220	480.00	90	64 MERRIMACK, BOX 3526	480.00
			DESMARAIS, PHILIP	01/03/20	30483	False Alarm Fee, 2000	9821323	350.00	90	64 MERRIMACK ST., 6 CALLS	350.00
			DESMARAIS, PHILIP	01/01/01	30485	Fire Alarm User Fee	9819322	480.00	90	64 MERRIMACK, BOX 3526	480.00
			DESMARAIS, PHILIP	00/05/24	30483	False Alarm Fee	9814629	650.00	90	64 MERRIMACK ST., 9 CALLS	650.00
			DESMARAIS, PHILIP	00/01/01	30485	Fire Alarm User Fee	9812557	480.00	90	64 MERRIMACK, BOX 3526	480.00
						TOTAL		5,930.00			5,930.00

CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AGING CONTROL CODE	COMMENT
30	0101	000002972	261 PINE REALTY TRUST	04/01/05	30485	Fire Alarm User Fee	9850697	480.00	90	261 PINE ST., BOX #3625
			261 PINE REALTY TRUST	03/03/20	30483	False Alarm Fee	9842181	50.00	90	261 PINE ST., 1 CALL
			261 PINE REALTY TRUST	03/01/01	30485	Fire Alarm User Fee	9839333	480.00	90	261 PINE ST., BOX #3625
						TOTAL		1,010.00		
		000004431	JOSHUA IRREVOCABLE TRUST	99/01/26	30485	Fire Alarm User Fee	9807770	480.00	90	168 MERRIMACK, BOX #3437
			JOSHUA IRREVOCABLE TRUST	01/01/01	30485	Fire Alarm User Fee	9819350	150.00	90	168 MERRIMACK, BOX #3437
			JOSHUA IRREVOCABLE TRUST	00/05/24	30483	False Alarm Fee	9814633	50.00	90	168 MERRIMACK ST., 1 CALL
			JOSHUA IRREVOCABLE TRUST	00/01/01	30485	Fire Alarm User Fee	9812586	480.00	90	168 MERRIMACK, BOX #3437
						TOTAL		1,160.00		
		000004992	BEST BUY CO INC	04/01/05	30485	Fire Alarm User Fee	9850756	82.03	90	1500 S WILLOW, BOX#4692
						TOTAL		82.03		
		000005867	NH DEMOLITION INC	00/06/29	3A740	REPLACE 2 LEN. 1.5"HOSE	9815206	335.10	90	RETURNED DESTROYED
			NH DEMOLITION INC	00/06/29	30453	Equipment Rental, 30 DAYS	9815206	1,427.00	90	22 LEN., 2 BUTTS, 1REDUCER
						TOTAL		1,762.10		
		000006269	BRIDGE BAY LLC	04/01/05	30485	Fire Alarm User Fee	9850820	480.00	90	610 UNION ST., BOX 2935
			BRIDGE BAY LLC	03/01/01	30485	Fire Alarm User Fee	9839464	480.00	90	610 UNION ST., BOX 2935
			BRIDGE BAY LLC	02/01/04	30485	Fire Alarm User Fee	9829359	480.00	90	610 UNION ST., BOX 2935
						TOTAL		1,440.00		
		000006622	STUBBS, BERNARD	01/06/29	3B740	EQUIP. REPLACEMENT	9823938	1,735.89	90	ACC.-VALLEY ST.5/21/01
						TOTAL		1,735.89		
		000007137	JOSHUA IRREVOCABLE TRUST	04/01/05	30485	Fire Alarm User Fee	9850846	240.00	90	168 MERRIMACK, BOX 3437
						TOTAL		240.00		
		000008283	PIATT, KEITH	03/08/29	3D130	CALL BACK WILLIAMS	9845684	87.44	90	ACC. CANDIA RD., 8/20/03
			PIATT, KEITH	03/08/29	3D224	RETIREMENT-WILLIAMS	9846684	11.75	90	ACC. CANDIA RD., 8/20/03
			PIATT, KEITH	03/08/29	30444	MATERIALS	9846684	7.93	90	ACC. CANDIA RD., 8/20/03
			PIATT, KEITH	03/08/29	30482	LINE TRUCK	9846684	45.00	90	1.5 HRS., 8/20/03
						TOTAL		152.12		
		000008356	JEAS, CHRISTINE N	03/10/03	30444	ACCIDENT, 9/8/03	9847675	108.17	90	POLE REPAIR MATERIALS
			JEAS, CHRISTINE N	03/10/03	30482	ACCIDENT, 9/8/03	9847675	120.00	90	LINE TRUCK, 4HRS @630.
						TOTAL		228.17		

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CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL	COMMENT
30	0101	000008586	COOMBS, TINA L	04/01/29	3D130	OT-J.WILLIAMS 1/13/04	9851683	116.58	116.58	90	ACCIDENT-BEECH & SILVER
			COOMBS, TINA L	04/01/29	3D224	Billed Retire -J.WILLIAMS	9851683	15.67	15.67	90	ACC. BEECH&SILVER,1/13/04
			COOMBS, TINA L	04/01/29	30482	Fire Dept Standby Fee	9851683	120.00	120.00	90	ACC. BEECH&SILVER,1/13/04
						TOTAL		252.25	252.25		
34	000000064		SCHOOL ADMINISTRATIVE UNIT #37	03/08/30	3A140	Regular Rate Officer's	9846841	101.25	101.25	90	Police Extra Detail
			SCHOOL ADMINISTRATIVE UNIT #37	03/08/30	3A225	Regular Rate Retirement	9846841	8.64	8.64	90	Police Extra Detail
						TOTAL		109.89	109.89		
						TOTAL		1,603.13	1,603.13	90	Police Extra Detail
						TOTAL		136.80	136.80	90	Police Extra Detail
						TOTAL		80.75	80.75	90	Police Extra Detail
						TOTAL		1,820.68	1,820.68		
						TOTAL		1,628.43	1,628.43	90	Police Extra Detail
						TOTAL		91.80	91.80	90	Police Extra Detail
						TOTAL		440.04	440.04	90	Police Extra Detail
						TOTAL		24.72	24.72	90	Police Extra Detail
						TOTAL		107.10	107.10	90	Police Extra Detail
						TOTAL		6,226.35	6,226.35	90	Police Extra Detail
						TOTAL		315.90	315.90	90	Police Extra Detail
						TOTAL		1,100.10	1,100.10	90	Police Extra Detail
						TOTAL		61.80	61.80	90	Police Extra Detail
						TOTAL		382.50	382.50	90	Police Extra Detail
						TOTAL		35.10	35.10	90	Police Extra Detail
						TOTAL		10,413.84	10,413.84		
						TOTAL		255.44	255.44	90	Police Extra Detail
						TOTAL		14.40	14.40	90	Police Extra Detail
						TOTAL		121.75	121.75	90	Police Extra Detail
						TOTAL		6.85	6.85	90	Police Extra Detail
						TOTAL		17.85	17.85	90	Police Extra Detail
						TOTAL		416.29	416.29		
						TOTAL		135.00	135.00	90	Police Extra Detail
						TOTAL		11.52	11.52	90	Police Extra Detail
						TOTAL		6.80	6.80	90	Police Extra Detail
						TOTAL		270.00	270.00	90	Police Extra Detail
						TOTAL		23.04	23.04	90	Police Extra Detail
						TOTAL		9851087	9851087		
						TOTAL		9851087	9851087		
						TOTAL		9851087	9851087		
						TOTAL		9849596	9849596		

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
34	0101	000004530 LIQUID	03/11/29	33237	Extra Detail Admin Fee	9849596	13.60	13.60	90	Police Extra Detail
					TOTAL		459.96	459.96		
	000007608	VERIZON	04/02/28	33237	Extra Detail Admin Fee	9852528	27.20	.03	90	Police Extra Detail
					TOTAL		27.20	.03		
	000008080	ELW BUILDERS	03/06/07	3A140	Regular Rate Officer's	9844153	159.65	159.65	90	Police Extra Detail
		ELW BUILDERS	03/06/07	3A225	Regular Rate Retirement	9844153	9.00	9.00	90	Police Extra Detail
		ELW BUILDERS	03/06/07	33237	Extra Detail Admin Fee	9844153	8.50	8.50	90	Police Extra Detail
					TOTAL		177.15	177.15		
	000008266	STERLING & REID BROS CIRCUS	03/08/16	3A140	Regular Rate Officer's	9846210	810.00	810.00	90	Police Extra Detail
		STERLING & REID BROS CIRCUS	03/08/16	3A225	Regular Rate Retirement	9846210	69.12	69.12	90	Police Extra Detail
		STERLING & REID BROS CIRCUS	03/08/16	33237	Extra Detail Admin Fee	9846210	40.80	40.80	90	Police Extra Detail
					TOTAL		919.92	919.92		
	000008268	ASPHALT DOCTOR	03/10/04	3A140	Regular Rate Officer's	9847788	185.63	185.63	90	Police Extra Detail
		ASPHALT DOCTOR	03/10/04	3A225	Regular Rate Retirement	9847788	15.84	15.84	90	Police Extra Detail
		ASPHALT DOCTOR	03/10/04	33237	Extra Detail Admin Fee	9847788	9.35	9.35	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/30	3A140	Regular Rate Officer's	9846870	540.00	540.00	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/30	3A225	Regular Rate Retirement	9846870	46.08	46.08	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/30	3B140	Overtime Rate Officer's	9846870	102.80	102.80	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/30	3B225	Overtime Rate Retirement	9846870	8.78	8.78	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/30	33237	Extra Detail Admin Fee	9846870	30.60	30.60	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	3A140	Regular Rate Officer's	9846657	945.00	945.00	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	3A225	Regular Rate Retirement	9846657	57.60	57.60	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	3B140	Overtime Rate Officer's	9846657	154.20	154.20	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	3B225	Overtime Rate Retirement	9846657	10.98	10.98	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	33237	Extra Detail Admin Fee	9846657	52.70	52.70	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/23	33931	Extra Detail Reserve Acct	9846657	25.24	25.24	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/16	3A140	Regular Rate Officer's	9846211	270.00	270.00	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/16	3A225	Regular Rate Retirement	9846211	23.04	23.04	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/16	3B140	Overtime Rate Officer's	9846211	102.80	102.80	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/16	3B225	Overtime Rate Retirement	9846211	8.78	8.78	90	Police Extra Detail
		ASPHALT DOCTOR	03/08/16	33237	Extra Detail Admin Fee	9846211	17.00	17.00	90	Police Extra Detail
					TOTAL		2,606.42	2,606.42		
	000008376	SECOND STREET PRODUCTIONS	03/10/11	3A140	Regular Rate Officer's	9847901	860.63	860.63	90	Police Extra Detail
		SECOND STREET PRODUCTIONS	03/10/11	3A225	Regular Rate Retirement	9847901	61.92	61.92	90	Police Extra Detail
		SECOND STREET PRODUCTIONS	03/10/11	33237	Extra Detail Admin Fee	9847901	43.35	43.35	90	Police Extra Detail
		SECOND STREET PRODUCTIONS	03/10/11	33931	Extra Detail Reserve Acct	9847901	11.52	11.52	90	Police Extra Detail

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CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
34	0101	000008588	AMERICAN INTERNATIONAL SEC GRP	04/02/07	3A140	Regular Rate Officer's	9851848	168.75	168.75	90	Police Extra Detail
			AMERICAN INTERNATIONAL SEC GRP	04/02/07	3A225	Regular Rate Retirement	9851848	14.40	14.40	90	Police Extra Detail
			AMERICAN INTERNATIONAL SEC GRP	04/02/07	33237	Extra Detail Admin Fee	9851848	8.50	8.50	90	Police Extra Detail
							TOTAL	191.65	191.65		
							CUSTOMER TYPE TOTAL	18,120.42	18,093.25		
35	000002488	000002488	COMMERCE INSURANCE, THE	03/12/17	33231	03-83080 acc	9849691	11.00	11.00	90	Police - Accident Reports
			COMMERCE INSURANCE, THE	03/12/09	33231	03-62689 acc	9849519	1.00	1.00	90	Police - Accident Reports
							TOTAL	12.00	12.00		
			000004146	01/10/23	33231	01-75060	Acc 9827015	5.00	5.00	90	Police - Accident Reports
							TOTAL	5.00	5.00		
			000004148	03/02/26	33231	03-10443 acc	9841615	1.00	1.00	90	Police - Accident Reports
							TOTAL	1.00	1.00		
			000004149	04/02/18	33231	04-3686 acc	9851926	12.00	12.00	90	Police - Accident Reports
							TOTAL	12.00	12.00		
			000006407	04/03/02	33746	Towing Fee	9852532	105.00	105.00	90	
			ASAP	04/02/19	33746	Towing Fee	9851967	125.00	125.00	90	
			ASAP	03/12/11	33746	Towing Fee	9849535	60.00	60.00	90	
							TOTAL	290.00	290.00		
			000006413	04/01/08	33746	Towing Fee	9850971	110.00	110.00	90	
							TOTAL	110.00	110.00		
			000006416	04/01/08	33746	Towing Fee	9850973	85.00	85.00	90	
							TOTAL	85.00	85.00		
			000006417	04/02/19	33746	Towing Fee	9851975	110.00	110.00	90	
							TOTAL	110.00	110.00		
			000006427	04/02/11	33231	04-8285 acc	9851880	1.00	1.00	90	Police - Accident Reports

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	CUSTOMER	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AGING CONTROL CODE	COMMENT	AMOUNT UNPAID
35	0101	000006427	HANOVER INSURANCE COMPANY	03/06/04	33231	03-8167	Acc 9843990	6.00	90	Police - Accident Reports	6.00
							TOTAL	7.00			7.00
	000006430	RELIANCE INSURANCE CO		01/07/10	33231	00-60729	Acc 9824066	6.00	90	Police - Accident Reports	6.00
		RELIANCE INSURANCE CO		01/04/26	33231	01-25472	Acc 9822186	11.00	90	Police - Accident Reports	11.00
		RELIANCE INSURANCE CO		03/04/26	33231	01-25601	acc 9822186	1.00	90	Police - Accident Reports	1.00
		RELIANCE INSURANCE CO		01/04/26	33231	01-26883	Acc 9822186	2.00	90	Police - Accident Reports	2.00
							TOTAL	20.00			20.00
	000006458	NATIONAL GRANGE MUTUAL INS CO		03/10/23	33231	03-78611	acc 9848020	10.00	90	Police - Accident Reports	10.00
		NATIONAL GRANGE MUTUAL INS CO		01/10/30	33231	01-78986	Acc 9827175	11.00	90	Police - Accident Reports	11.00
							TOTAL	21.00			21.00
	000006463	PROGRESSIVE INSURANCE CO		04/03/10	33231	04-16064	acc 9852654	10.00	90	Police - Accident Reports	10.00
							TOTAL	10.00			10.00
	000006476	AMICA INSURANCE CO		04/03/10	33231	04-14381	acc 9852655	5.00	90	Police - Accident Reports	5.00
		AMICA INSURANCE CO		04/02/11	33231	04-7953	acc 9851881	10.00	90	Police - Accident Reports	6.00
							TOTAL	15.00			11.00
	000007483	MT WASHINGTON ASSURANCE CORP		04/02/18	33231	04-9035	acc 9851932	10.00	90	Police - Accident Reports	10.00
		MT WASHINGTON ASSURANCE CORP		04/02/11	33231	04-7898	acc 9851886	10.00	90	Police - Accident Reports	10.00
		MT WASHINGTON ASSURANCE CORP		04/02/04	33231	04-5196	acc 9851763	7.00	90	Police - Accident Reports	7.00
		MT WASHINGTON ASSURANCE CORP		04/02/04	33231	04-6755	acc 9851763	11.00	90	Police - Accident Reports	11.00
							TOTAL	41.00			38.00
	000008170	MAIN STREET AMERICA ASSURANCE		04/01/19	33231	04-1682	acc 9851571	10.00	90	Police - Accident Reports	10.00
		MAIN STREET AMERICA ASSURANCE		04/01/19	33231	04-932	acc 9851571	10.00	90	Police - Accident Reports	10.00
							TOTAL	20.00			20.00
	000008248	NATIONWIDE INS CO		04/01/05	33231	03-94737	acc 9850959	10.00	90	Police - Accident Reports	10.00
							TOTAL	10.00			10.00
	000008545	CCMSI		04/02/18	33231	04-10037	acc 9851934	10.00	90	Police - Accident Reports	10.00
							TOTAL	10.00			10.00
	000008636	CRAWFORD & COMPANY		04/02/25	33231	04-10246	acc 9852459	10.00	90	Police - Accident Reports	10.00

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CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
36	0101	000000826	PROGRESSIVE INSURANCE CO	03/02/13 33238	03-170	Inv Rpts 9841031	24.00	21.00	90	Police - Records
						TOTAL	24.00	21.00		
						CUSTOMER TYPE	782.00	782.00		
						TOTAL	10.00	10.00		
		000000869	AMICA MUTUAL INSURANCE CO	03/10/22 33238	03-70506	9848005	10.00	10.00	90	Police - Records
			AMICA MUTUAL INSURANCE CO	03/04/04 33238	03-14217	9842404	6.00	6.00	90	Police - Records
			AMICA MUTUAL INSURANCE CO	02/12/18 33238	02-94720	Inv Rpts 9839572	3.00	3.00	90	Police - Records
			AMICA MUTUAL INSURANCE CO	02/08/13 33238	02-13214	Inv Rpts 9835724	12.00	12.00	90	Police - Records
						TOTAL	31.00	31.00		
		000002488	COMMERCE INSURANCE, THE	03/08/08 33238	03-49133	9845929	10.00	10.00	90	Police - Records
			COMMERCE INSURANCE, THE	02/10/31 33238	02-79265	Inv Rpts 9838020	9.00	9.00	90	Police - Records
						TOTAL	19.00	19.00		
		000002500	CONCORD GROUP INSURANCE	03/06/23 33238	03-26899	9844790	6.00	6.00	90	Police - Records
			CONCORD GROUP INSURANCE	03/06/23 33238	03-36106	9844790	6.00	6.00	90	Police - Records
						TOTAL	12.00	12.00		
		000003863	METROPOLITAN REPORTING BUREAU	03/06/23 33238	03-22943	9844791	15.00	15.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/06/23 33238	03-31112	9844791	6.00	6.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/06/23 33238	03-36267	9844791	6.00	6.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/06/23 33238	03-37865	9844791	9.00	9.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/01/14 33238	02-89330	Inv Rpts 9840246	15.00	15.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/01/14 33238	02-903	Inv Rpts 9840246	6.00	6.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/01/14 33238	02-97547	Inv Rpts 9840246	3.00	3.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/01/14 33238	03-00065	Inv Rpts 9840246	3.00	3.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	03/01/14 33238	03-1501	Inv Rpts 9840246	6.00	6.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	02/09/27 33238	02-72386	Inv Rpts 9837110	12.00	12.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	02/09/24 33238	02-66268	Inv Rpts 9837026	3.00	3.00	90	Police - Records
			METROPOLITAN REPORTING BUREAU	01/08/13 33238	01-57640	invest. rpt 9824944	6.00	6.00	90	Police - Records
						TOTAL	90.00	90.00		
		000006470	ALLSTATE INSURANCE	03/03/17 33238	03-10301	Inv Rpts 9842141	6.00	6.00	90	Police - Records
						TOTAL	6.00	6.00		
		000006477	HANOVER INSURANCE COMPANY	03/04/04 33238	02-68137	9842409	24.00	24.00	90	Police - Records
			HANOVER INSURANCE COMPANY	03/03/17 33238	03-13319	Inv Rpts 9842142	9.00	5.00	90	Police - Records

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
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CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
41	0101	000007993	MILLER, MELISSA B	03/06/30	41216	NSF Charge ck#2114	9844979	30.00	30.00	90	
			MILLER, MELISSA B	03/06/30	41467	CK#2114 RETURN HEALTH DEP	9844979	30.00	30.00	90	DAY CARE PERMIT
						TOTAL		60.00	60.00		
		000007994	SAMALIS, DEBBIE M	03/06/30	41216	NSF Charge - Health	9844980	30.00	30.00	90	CK #476
			SAMALIS, DEBBIE M	03/06/30	41592	CK#476 RETURN	9844980	265.00	265.00	90	FOOD PERMIT FEES
						TOTAL		295.00	295.00		
		000008250	FRITZ, DONNA	03/09/30	41916	JUL03 HEALTH PREM BAL DUE	9847745	23.35	23.35	90	PAYROLL 8/07/03 \$23.35
						TOTAL		23.35	23.35		
						CUSTOMER TYPE TOTAL		1,148.63	1,148.63		
50		000003109	KEYSPAN ENERGY DELIVERY	04/01/29	50608	237 MASSABESIC ST	9851630	200.00	200.00	90	04 00011813
			KEYSPAN ENERGY DELIVERY	04/01/27	50608	147 WALNUT ST	9851630	200.00	200.00	90	04 00011808
			KEYSPAN ENERGY DELIVERY	04/01/27	50608	167 MADELINE RD	9851630	200.00	200.00	90	04 00011812
			KEYSPAN ENERGY DELIVERY	04/01/27	50608	740 SILVER ST	9851630	200.00	200.00	90	04 00011807
			KEYSPAN ENERGY DELIVERY	04/01/27	50608	975 CHESTNUT ST	9851630	200.00	200.00	90	04 00011811
						TOTAL		1,000.00	1,000.00		
		000005258	DIG-RITE EXCAVATING	04/03/01	5GL30	175 Utility Insp OT-lhour	9852485	35.00	35.00	90	W/E 2/21/04
						TOTAL		35.00	35.00		
		000005611	ERNEST L RANDALL	03/08/06	50363	Drop-Off Center Revenue	9845963	123.50	123.50	90	tk# 133228 8-4-03
						TOTAL		123.50	123.50		
		000005981	COLD STONE DEVELOPMENT	01/11/08	50363	Drop-Off Center Revenue	9827382	105.00	105.00	90	11/5 Ticket 98762
			COLD STONE DEVELOPMENT	01/10/04	50363	Drop-Off Center Revenue	9826396	58.50	58.50	90	10/3 Ticket 96420
			COLD STONE DEVELOPMENT	01/09/21	50363	Drop-Off Center Revenue	9826156	31.50	31.50	90	9/17 Ticket 95617
			COLD STONE DEVELOPMENT	01/09/14	50363	Drop-Off Center Revenue	9825794	133.50	133.50	90	9/12 Ticket 95296
			COLD STONE DEVELOPMENT	01/09/07	50363	Drop-Off Center Revenue	9825663	406.50	406.50	90	9/4 Ticket 94786
			COLD STONE DEVELOPMENT	01/08/24	50363	Drop-Off Center Revenue	9825476	18.00	18.00	90	8/22 Ticket 94169
			COLD STONE DEVELOPMENT	01/08/24	50363	Drop-Off Center Revenue	9825476	168.00	168.00	90	8/22 Ticket 94178
			COLD STONE DEVELOPMENT	01/08/24	50363	Drop-Off Center Revenue	9825476	168.00	168.00	90	8/23 Ticket 94198
			COLD STONE DEVELOPMENT	01/08/22	50363	Drop-Off Center Revenue	9825476	124.50	124.50	90	8/21 Ticket 94107
			COLD STONE DEVELOPMENT	01/08/22	50363	Drop-Off Center Revenue	9825476	156.00	156.00	90	8/20 Ticket 93977
			COLD STONE DEVELOPMENT	01/08/17	50363	Drop-Off Center Revenue	9825286	73.20	73.20	90	8/15 Ticket 93686
			COLD STONE DEVELOPMENT	01/08/17	50363	Drop-Off Center Revenue	9825286	76.50	76.50	90	8/15 Ticket 93713
			COLD STONE DEVELOPMENT	01/08/17	50363	Drop-Off Center Revenue	9825286	88.50	88.50	90	8/16b Ticket 93759
			COLD STONE DEVELOPMENT	01/08/16	50363	Drop-Off Center Revenue	9825386	292.50	292.50	90	8/10/01 Ticket 93487

CITY OF MANCHESTER, NH
 OPEN INVOICE REPORT OVER 90 DAYS
 BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
50	0101	000006160	NEUMAN, STEVEN	03/08/04	50229	Charge adjustment		25.00	25.00	90	Worker's Comp Overpayment
			NEUMAN, STEVEN	03/06/13	50229	Worker's Comp Overpayment	9844232	303.26	108.26	90	Date of Injury:12/25/2002
							TOTAL	328.26	133.26		
				03/12/05	50229	Worker's Comp Overpayment	9849482	332.90	82.90	90	Date of Injury: 10/20/03
							TOTAL	332.90	82.90		
		000006172	CHAKAS, CHRIS	03/06/30	50229	Hgwy W/C salary op reim	9845639	96.49	96.49	90	doi 9-11-01
			CHAKAS, CHRIS	00/11/28	50229	Hgwy W/C salary op reim	9818435	63.84	63.84	90	Workers Comp reimburse
							TOTAL	160.33	160.33		
		000006173	HEALY, MIKE	00/11/28	50229	Hgwy W/C salary op reim	9818436	218.98	218.98	90	Workers Comp reimburse
							TOTAL	218.98	218.98		
		000006174	KISKINIS, JOHN	00/11/28	50229	Hgwy W/C salary op reim	9818437	486.53	486.53	90	Workers Comp reimburse
							TOTAL	486.53	486.53		
		000006825	LUBIN, ARTHUR	03/12/15	50363	Drop-Off Center Revenue	9849664	18.50	18.50	90	140788 12/2/03
							TOTAL	18.50	18.50		
		000007506	DOBSON, NEVILLE	03/10/06	50363	Drop-Off Center Revenue	9847715	20.00	20.00	90	136391 9/18/03
							TOTAL	20.00	20.00		
		000007844	CUNNINGHAM JR, WILLIAM	03/11/21	50363	Drop-Off Center Revenue	9849299	13.50	13.50	90	140151 11/19/03
			CUNNINGHAM JR, WILLIAM	03/10/14	50363	Drop-Off Center Revenue	9847833	33.00	33.00	90	137880 10/10/03
			CUNNINGHAM JR, WILLIAM	03/10/10	50363	Drop-Off Center Revenue	9847833	24.00	24.00	90	137738 10/8/03
							TOTAL	70.50	70.50		
		000007845	MERRIFIELD, TIMOTHY	04/03/15	50363	Drop-Off Center Revenue	9852696	216.50	216.50	90	143840 3/2/04
							TOTAL	216.50	216.50		
		000007911	CLANCY, MICHAEL	03/03/10	50363	Drop-Off Center Revenue	9841738	72.00	72.00	90	2/26 Ticket 123204
							TOTAL	72.00	72.00		
		000007934	BEAUDET, PAUL	03/10/23	50363	Drop-Off Center Revenue	9848448	28.50	28.50	90	138521 10/22/03

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
50	0101	000007934 BEAUDET, PAUL	03/10/23	50363	Drop-Off Center Revenue	9848448	49.50	49.50	90	138475 10/21/03
		BEAUDET, PAUL	03/10/17	50363	Drop-Off Center Revenue	9847939	57.00	57.00	90	138182 10/16/03
		BEAUDET, PAUL	03/10/03	50363	Drop-Off Center Revenue	9847718	24.00	24.00	90	137287 10/01/03
		BEAUDET, PAUL	03/09/29	50363	Drop-Off Center Revenue	9847566	24.00	24.00	90	137053 9/26/2003
		BEAUDET, PAUL	03/08/18	50363	Drop-Off Center Revenue	9846147	34.50	34.50	90	134139 8/15/2003
		BEAUDET, PAUL	03/08/06	50363	Drop-Off Center Revenue	9845976	15.00	15.00	90	tkt# 133383 8-5-03
		BEAUDET, PAUL	03/07/24	50363	Drop-Off Center Revenue	9845804	54.50	54.50	90	132359 7/22/2003
		BEAUDET, PAUL	03/07/07	50363	Drop-Off Center Revenue	9845085	57.00	57.00	90	130783 6/30/2003
		BEAUDET, PAUL	03/07/07	50363	Drop-Off Center Revenue	9845085	75.00	75.00	90	130800 6/30/2003
		TOTAL					419.00	419.00		
	000007963	SARETTE, GREGG	04/02/06	50216	NSF Charge - Highway	9851814	30.00	30.00	90	Check #343 dated 1/28/04
		SARETTE, GREGG	04/02/06	50363	Drop-Off Center Revenue	9851814	24.50	24.50	90	142586 1/28/04
		TOTAL					54.50	54.50		
	000007963	VILGRAIN, MARIE	03/04/24	50363	Drop-Off Center Revenue	9843074	46.50	46.50	90	TKT# 125223 4-14-03
		TOTAL					46.50	46.50		
	000008005	MANN, STEVE	03/05/06	50229	Hgwy W/C salary op reim	9843224	417.56	417.56	90	doi 1-3-01
		TOTAL					417.56	417.56		
	000008006	BOUCHER, TEAC	03/05/06	50229	Hgwy W/C salary op reim	9843225	92.11	92.11	90	doi 10-11-02
		TOTAL					92.11	92.11		
	000008008	GOSS, SCOTT	03/05/06	50229	Hgwy W/C salary op reim	9843226	158.70	158.70	90	doi 1-17-03
		GOSS, SCOTT	03/05/06	50229	Hgwy W/C salary op reim	9843226	166.17	166.17	90	doi 4-26-02 balance due
		TOTAL					324.87	324.87		
	000008052	TOWNE, FRANCIS J	03/09/12	50363	Drop-Off Center Revenue	9846965	28.50	28.50	90	tkt#35660-8-03
		TOWNE, FRANCIS J	03/09/05	50363	Drop-Off Center Revenue	9846835	30.00	30.00	90	135431 9/4/2003
		TOWNE, FRANCIS J	03/09/02	50363	Drop-Off Center Revenue	9846774	18.00	18.00	90	135156 8/29/2003
		TOWNE, FRANCIS J	03/08/29	50363	Drop-Off Center Revenue	9846774	63.00	63.00	90	135043 8/28/2003
		TOWNE, FRANCIS J	03/08/29	50363	Drop-Off Center Revenue	9846774	94.50	94.50	90	135042 8/28/2003
		TOWNE, FRANCIS J	03/08/29	50363	Drop-Off Center Revenue	9846774	97.50	97.50	90	135041 8/28/2003
		TOWNE, FRANCIS J	03/08/28	50363	Drop-Off Center Revenue	9846774	42.50	42.50	90	134754 8/25/2003
		TOWNE, FRANCIS J	03/08/28	50363	Drop-Off Center Revenue	9846774	70.50	70.50	90	134850 8/26/2003
		TOWNE, FRANCIS J	03/08/28	50363	Drop-Off Center Revenue	9846774	84.00	84.00	90	134904 8/26/2003
		TOWNE, FRANCIS J	03/08/28	50363	Drop-Off Center Revenue	9846774	99.00	99.00	90	134949 8/27/2003
		TOWNE, FRANCIS J	03/08/06	50363	Drop-Off Center Revenue	9845981	12.00	12.00	90	tkt# 133316 8-5-03
		TOWNE, FRANCIS J	03/08/01	50363	Drop-Off Center Revenue	9845895	38.00	38.00	90	132779 7/29/2003
		TOWNE, FRANCIS J	03/07/08	50363	Drop-Off Center Revenue	9845093	34.50	34.50	90	131013 7/3/2003

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50	0101	000008052	TOWNE, FRANCIS J	03/06/24	50363	Drop-Off Center Revenue	9844748	66.00	66.00	90	130327 6/20/2003
			TOWNE, FRANCIS J	03/06/23	50363	Drop-Off Center Revenue	9844748	39.00	39.00	90	130042 6/19/2003
			TOWNE, FRANCIS J	03/06/19	50363	Drop-Off Center Revenue	9844748	27.00	27.00	90	129896 6/17/2003
			TOWNE, FRANCIS J	03/06/19	50363	Drop-Off Center Revenue	9844748	31.50	31.50	90	129880 6/17/2003
			TOWNE, FRANCIS J	03/06/19	50363	Drop-Off Center Revenue	9844748	39.00	39.00	90	129935 6/17/2003
			TOWNE, FRANCIS J	03/06/19	50363	Drop-Off Center Revenue	9844748	72.00	72.00	90	129889 6/17/2003
			TOWNE, FRANCIS J	03/06/18	50363	Drop-Off Center Revenue	9844748	54.00	54.00	90	129798 6/16/2003
			TOWNE, FRANCIS J	03/06/18	50363	Drop-Off Center Revenue	9844748	66.00	66.00	90	129760 6/16/2003
			TOWNE, FRANCIS J	03/06/13	50363	Drop-Off Center Revenue	9844244	33.00	33.00	90	128540 6/11/2003
			TOWNE, FRANCIS J	03/06/09	50363	Drop-Off Center Revenue	9844119	39.00	39.00	90	129263 6/7/2003
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	19.50	19.50	90	#127975 5/19/03
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	19.50	19.50	90	#128017 5/20/03
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	33.00	33.00	90	#127813 5/17/03
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	39.00	39.00	90	#127976 5/19/03
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	48.00	48.00	90	#128012 5/19/03
			TOWNE, FRANCIS J	03/05/21	50363	Drop-Off Center Revenue	9843832	58.50	58.50	90	#128011 5/19/03
						TOTAL		1,396.00	1,396.00		
			000008107 KOZA, ANDREW	03/06/12	50363	Drop-Off Center Revenue	9844248	64.50	64.50	90	129076 6/5/2003
						TOTAL		64.50	64.50		
			000008111 THOMPSON, STEVE	03/07/25	50229	Worker's Comp Overpayment	9845813	598.72	518.72	90	Date of Injury: 6-16-03
			THOMPSON, STEVE	03/06/13	50229	Worker's Comp Overpayment	9844250	82.97	82.97	90	Date of Injury: 3/5/2001
						TOTAL		681.69	601.69		
			000008113 BOISVERT, TIMOTHY	03/06/13	50229	Worker's Comp Overpayment	9844252	51.13	51.13	90	Date of Injury: 8/7/2002
						TOTAL		51.13	51.13		
			000008114 POISSON, KYLE	03/06/13	50229	Worker's Comp Overpayment	9844253	440.93	440.93	90	DOI: 3/28/2001&4/19/2002
						TOTAL		440.93	440.93		
			000008115 FITZGERALD, RYAN	03/06/13	50229	Worker's Comp Overpayment	9844254	36.92	36.92	90	Date of Injury: 11/18/2002
						TOTAL		36.92	36.92		
			000008139 TREMBLAY, DEREK W	03/06/23	50363	Drop-Off Center Revenue	9844753	37.50	37.50	90	129493 6/11/2003
						TOTAL		37.50	37.50		
			000008196 FERRI, MARK A	03/07/15	50363	Drop-Off Center Revenue	9845269	51.00	51.00	90	131378 7/9/2003
						TOTAL		51.00	51.00		

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50	0101	000008220 KOMM, HOWARD	03/07/25	50229	Worker's Comp Overpayment	9845817	866.76	691.76	90	Date of Injury: 2-17-03
					TOTAL		866.76	691.76		
		000008262 BELANGER, CHRIS	03/08/15	50229	Worker's Comp Overpayment	9846161	482.44	32.44	90	Date of Injury: 7/24/03
					TOTAL		482.44	32.44		
		000008297 GILBERT, DEREK	03/11/03	50229	Worker's Comp Overpayment	9848565	192.97	137.73	90	Date of Injury: 10/2/2003
					TOTAL		192.97	137.73		
		000008307 WADSWORTH, GARY T	03/09/15	50363	Drop-Off Center Revenue	9846971	35.00	35.00	90	135219 8/29/2003
					TOTAL		35.00	35.00		
		000008326 HODGKINS, LEONARD	03/09/16	50363	Drop-Off Center Revenue	9847473	50.00	50.00	90	135615 9/6/2003
					TOTAL		50.00	50.00		
		000008371 LEWIS, PETER	03/10/06	50363	Drop-Off Center Revenue	9847733	129.00	129.00	90	136637 9/20/03
					TOTAL		129.00	129.00		
		000008374 STEFANIK, STEVEN A	03/10/06	50363	Drop-Off Center Revenue	9847736	43.50	43.50	90	136996 9/25/03
					TOTAL		43.50	43.50		
		000008392 SIMARD, DAVID EDWARD	03/10/10	50363	Drop-Off Center Revenue	9847851	24.50	4.19	90	137512 10/4/03
					TOTAL		24.50	4.19		
		000008433 EASTMAN, MATTHEW	03/11/03	50229	Worker's Comp Overpayment	9848570	250.86	170.86	90	Date of Injury: 8/28/03
					TOTAL		250.86	170.86		
		000008469 SILVA, MARIA	03/11/28	58130	Overtime Labor-10/14/03	9849419	283.66	63.66	90	Fire Clean Up-Auburn St.
					TOTAL		283.66	63.66		
		000008495 FARIAS, ORLANDO	03/12/05	50229	Worker's Comp Overpayment	9849501	1,240.28	1,050.00	90	Date of Injury: 10/9/03
					TOTAL		1,240.28	1,050.00		
		000008567 FERRINO, CHRISTOPHER	04/01/16	50216	NSF Charge - Highway	9851123	30.00	30.00	90	Check #1056 12/29/03
		FERRINO, CHRISTOPHER	04/01/16	50363	Drop-Off Center Revenue	9851123	55.50	55.50	90	141627 12/29/03

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50	0101	000008568	BEAUVAIS, WILLIAM G	04/01/16	50363	Drop-Off Center Revenue	9851124	5.00	5.00	90	141939 1/6/04
						TOTAL		85.50	85.50		
		000008570	FRECHETTE, MARK S	04/01/16	50363	Drop-Off Center Revenue	9851126	5.00	5.00	90	141995 1/7/04
						TOTAL		5.00	5.00		
		000008572	OLIVIO, VICTOR	04/01/16	50229	Worker's Comp Overpayment	9851128	161.34	161.34	90	Date of Injury: 4/7/03
						TOTAL		161.34	161.34		
		000008609	SPAHIC, ELVIR	04/02/06	50363	Drop-Off Center Revenue	9851821	117.00	117.00	90	142587 1/28/04
						TOTAL		117.00	117.00		
		000008614	OLIVIER, SAUL B	04/03/08	50363	Drop-Off Center Revenue	9852607	76.50	76.50	90	144122 3/6/04
						TOTAL		76.50	76.50		
		000008643	DIONNE, GERARD	04/02/27	50229	Worker's Comp Overpayment	9852601	154.11	154.11	90	Date of Injury: 10/15/03
						TOTAL		154.11	154.11		
		000008645	CLANCY, JOHN C JR	04/03/03	50229	Worker's Comp Overpayment	9852612	705.78	685.78	90	Date of Injury: 8/27/03
						TOTAL		705.78	685.78		
						CUSTOMER TYPE TOTAL		14,006.61	12,225.28		
52		000004817	CAMPBELL, DENNIS	98/07/28	5C682	Materials - Signals	9804865	110.48	51.89	90	POLICE DETAIL
			CAMPBELL, DENNIS	98/07/28	5C682	Materials - Signals	9804865	1,025.00	81.53	90	CABINET/FUSHBUTON
			CAMPBELL, DENNIS	98/07/28	52921	Repair Traffic Signals	9804865	349.92	349.92	90	LABOR SIGNALS
						TOTAL		1,485.40	483.34		
		000005009	GILLIS & ASSOCIATES	04/02/20	A2646	Permits/Pearl St	9852018	45.00	45.00	90	
						TOTAL		45.00	45.00		
		000005747	PARIS, MARK	06/06/06	5C682	Materials - Signals	9814844	925.40	925.40	90	Traffic - Signs
			PARIS, MARK	06/06/06	52921	Repair Traffic Signals	9814844	197.31	197.31	90	
						TOTAL		1,122.71	1,122.71		

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52	0101	000005756	SCOTT, JESSICA	04/02/20	B2646	Permits/Pine St	9852038	45.00	45.00	90	
			SCOTT, JESSICA	04/01/20	B2646	Permits/Pine St	9851192	45.00	45.00	90	
			SCOTT, JESSICA	03/12/18	B2646	Permits/Pine St	9849766	45.00	45.00	90	
				TOTAL				135.00	135.00		
		000005758	MARTEL, MARY ANN	04/02/20	B2646	Permits/Pine St	9852039	45.00	45.00	90	
				TOTAL				45.00	45.00		
		000005762	SPENCER, LINCOLN	04/02/20	B2646	Permits/Pine St	9852041	45.00	45.00	90	
				TOTAL				45.00	45.00		
		000005763	GOSELIN SUSAN	04/02/20	B2646	Permits/Pine St	9852042	45.00	45.00	90	
				TOTAL				45.00	45.00		
		000005769	BRODEUR, CHARLENE	04/02/20	B2646	Permits/Pine St	9852045	45.00	45.00	90	
				TOTAL				45.00	45.00		
		000005973	BRIAN SMITH	00/08/09	5C682	Materials - Signals	9816151	622.37	622.37	90	Traffic - Signs
			BRIAN SMITH	00/08/09	52921	Repair Traffic Signals	9816151	82.50	82.50	90	Traffic - Signs
				TOTAL				704.87	704.87		
		000005842	WALSH, MICHAEL	04/02/20	52646	Permits/Hartnett	9852141	45.00	45.00	90	
				TOTAL				45.00	45.00		
		000006977	LORENZ, TERESA	01/10/22	5C682	Materials - Signals	9826959	934.60	934.60	90	Traffic - Signs
			LORENZ, TERESA	01/10/22	52921	Repair Traffic Signals	9826959	153.26	153.26	90	Traffic - Signs
				TOTAL				1,087.86	1,087.86		
		000006981	SMITH, SANDRA	04/02/20	A2646	Permits/Pearl St	9852154	45.00	22.03	90	
				TOTAL				45.00	22.03		
		000007307	GARCIA, DANIELLE	02/04/24	5C682	Materials - Signals	9832429	121.00	121.00	90	
			GARCIA, DANIELLE	02/04/24	5C682	Materials - Signals	9832429	2,035.93	2,035.93	90	
			GARCIA, DANIELLE	02/04/24	52921	Repair Traffic Signals	9832429	433.47	433.47	90	Traffic - Signs
				TOTAL				2,590.40	2,590.40		
		000007320	VIGNOLA, TAMMY	04/02/20	5A646	Downtown On-Street Permit	9852173	35.00	35.00	90	

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52	0101	000007320	VIGNOLA, TAMMY	04/01/20	5A646	Downtown On-Street Permit	9851338	35.00	35.00	90	
			VIGNOLA, TAMMY	03/12/18	5A646	Downtown On-Street Permit	9849911	35.00	35.00	90	
			VIGNOLA, TAMMY	03/11/18	5A646	Downtown On-Street Permit	9849029	35.00	35.00	90	
			VIGNOLA, TAMMY	03/10/24	5A646	Downtown On-Street Permit	9848237	35.00	35.00	90	
			VIGNOLA, TAMMY	03/09/22	5A646	Downtown On-Street Permit	9847264	35.00	35.00	90	
						TOTAL	210.00	210.00			
		000007451	DEVINE, ALAINE	04/02/20	52646	Permits/Hartnett	9852179	45.00	41.00	90	
						TOTAL	45.00	41.00			
		000007517	TONYS GRINDERS	04/02/20	5A646	Downtown On-Street Permit	9852185	35.00	35.00	90	
						TOTAL	35.00	35.00			
		000007595	NETRO CITY	04/01/20	H2646	Permits/Willyard	9851356	70.00	70.00	90	
						TOTAL	70.00	70.00			
		000007624	PAQUIN, MELISSA	03/02/24	5A646	Downtown On-Street Permit	9841408	31.00	31.00	90	
			PAQUIN, MELISSA	03/01/21	5A646	Downtown On-Street Permit	9840622	31.00	31.00	90	
			PAQUIN, MELISSA	02/12/19	5A646	Downtown On-Street Permit	9839892	31.00	31.00	90	
			PAQUIN, MELISSA	02/11/19	5A646	Downtown On-Street Permit	9838568	31.00	31.00	90	
						TOTAL	124.00	124.00			
		000007697	BEHNKE, MARY	03/06/19	H2646	Permits/Willyard	9844583	31.00	31.00	90	
			BEHNKE, MARY	03/05/19	H2646	Permits/Willyard	9843625	31.00	31.00	90	
						TOTAL	62.00	62.00			
		000007701	BLOCK, ROSALYN	04/02/20	5A646	Downtown On-Street Permit	9852206	35.00	35.00	90	
						TOTAL	35.00	35.00			
		000007718	GOTT, ANDREA	04/02/20	5A646	Downtown On-Street Permit	9852208	35.00	35.00	90	
			GOTT, ANDREA	04/01/20	5A646	Downtown On-Street Permit	9851374	35.00	35.00	90	
			GOTT, ANDREA	03/12/18	5A646	Downtown On-Street Permit	9849949	35.00	35.00	90	
			GOTT, ANDREA	03/11/18	5A646	Downtown On-Street Permit	9849070	35.00	35.00	90	
			GOTT, ANDREA	03/10/24	5A646	Downtown On-Street Permit	9848279	35.00	22.00	90	
						TOTAL	175.00	162.00			
		000007722	FRENCH, SUSAN	04/02/20	H2646	Permits/Willyard	9852209	35.00	35.00	90	
			FRENCH, SUSAN	04/01/20	H2646	Permits/Willyard	9851375	35.00	35.00	90	
			FRENCH, SUSAN	03/12/18	H2646	Permits/Willyard	9849950	35.00	35.00	90	

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52	0101	0000007722	FRENCH, SUSAN	03/11/18	H2646	Permits/Millyard	9849071	35.00	35.00	90	
			FRENCH, SUSAN	03/10/24	H2646	Permits/Millyard	9848280	35.00	35.00	90	
			FRENCH, SUSAN	03/09/22	H2646	Permits/Millyard	9847309	35.00	35.00	90	
			FRENCH, SUSAN	03/08/25	H2646	Permits/Millyard	9846481	35.00	35.00	90	
			TOTAL				245.00	245.00			
		0000007735	BRUCE, JEN	04/02/20	D2646	Permits/Bedford	9852210	40.00	40.00	90	
			TOTAL				40.00	40.00			
		0000007764	COME, LILIAN	04/02/20	H2646	Permits/Millyard	9852217	35.00	35.00	90	
			COME, LILIAN	04/01/20	H2646	Permits/Millyard	9851383	35.00	35.00	90	
			TOTAL				70.00	70.00			
		0000007795	GERMOND, LIZ	03/04/21	5A646	Downtown On-Street Permit	9842924	31.00	31.00	90	
			GERMOND, LIZ	03/03/18	5A646	Downtown On-Street Permit	9842111	31.00	31.00	90	
			GERMOND, LIZ	03/02/24	5A646	Downtown On-Street Permit	9841453	31.00	31.00	90	
			GERMOND, LIZ	03/01/21	5A646	Downtown On-Street Permit	9840667	31.00	31.00	90	
			GERMOND, LIZ	02/12/19	5A646	Downtown On-Street Permit	9839939	31.00	31.00	90	
			TOTAL				155.00	155.00			
		0000007876	THIBEAULT, AMANDA	04/02/20	52646	Permits/Hartnett	9852234	45.00	45.00	90	
			THIBEAULT, AMANDA	04/01/20	52646	Permits/Hartnett	9851401	45.00	45.00	90	
			THIBEAULT, AMANDA	03/12/18	52646	Permits/Hartnett	9849974	45.00	27.00	90	
			TOTAL				135.00	117.00			
		0000007878	FOURNIER, DIAN	03/02/19	5C682	Materials - Signals	9841050	333.60	333.60	90	
			FOURNIER, DIAN	03/02/19	52921	Repair Traffic Signals	9841050	114.45	114.45	90	Traffic - Signs
			TOTAL				448.05	448.05			
		0000007887	BRUNN, JOSEPH	03/02/26	5C682	Materials - Signals	9841488	2,066.98	2,066.98	90	
			BRUNN, JOSEPH	03/02/26	52921	Repair Traffic Signals	9841488	699.36	699.36	90	Traffic - Signs
			TOTAL				2,766.34	2,766.34			
		0000007951	SMITH, JACQUELINE	04/02/20	5A646	Downtown On-Street Permit	9852240	35.00	35.00	90	
			TOTAL				35.00	35.00			
		0000007971	FISHERAUER, JEFFREY	03/11/18	52646	Permits/Hartnett	9849108	45.00	45.00	90	
			TOTAL				45.00	45.00			

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52	0101	060008009 IVERSON, MARY C	03/06/09	5C682	Materials - Signals	9844058	88.47	88.47	90	
		IVERSON, MARY C	03/06/09	52921	Repair Traffic Signals	9844058	279.69	279.69	90	Traffic - Signs
					TOTAL		368.16	368.16		
					TOTAL		175.00	175.00		
		060008122 SHEEHAN, JENNIFER	04/02/20	H2646	Permits/Willyard	9852261	35.00	35.00	90	
		SHEEHAN, JENNIFER	04/01/20	H2646	Permits/Willyard	9851431	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/12/18	H2646	Permits/Willyard	9850007	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/11/18	H2646	Permits/Willyard	9849135	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/10/24	H2646	Permits/Willyard	9848344	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/09/22	H2646	Permits/Willyard	9847376	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/08/25	H2646	Permits/Willyard	9846545	35.00	35.00	90	
		SHEEHAN, JENNIFER	03/07/18	H2646	Permits/Willyard	9845627	35.00	35.00	90	
					TOTAL		280.00	280.00		
		060008156 EDWARDS, KELLY	04/02/20	5A646	Downtown On-Street Permit	9852265	35.00	35.00	90	
		EDWARDS, KELLY	04/01/20	5A646	Downtown On-Street Permit	9851435	35.00	35.00	90	
					TOTAL		70.00	70.00		
		060008243 ROLLO, MIKE	04/02/20	5A646	Downtown On-Street Permit	9852275	35.00	35.00	90	
		ROLLO, MIKE	04/01/20	5A646	Downtown On-Street Permit	9851446	35.00	35.00	90	
		ROLLO, MIKE	03/12/18	5A646	Downtown On-Street Permit	9850023	35.00	35.00	90	
		ROLLO, MIKE	03/11/18	5A646	Downtown On-Street Permit	9849152	35.00	35.00	90	
		ROLLO, MIKE	03/10/24	5A646	Downtown On-Street Permit	9848361	35.00	35.00	90	
		ROLLO, MIKE	03/09/22	5A646	Downtown On-Street Permit	9847393	35.00	35.00	90	
		ROLLO, MIKE	03/08/25	5A646	Downtown On-Street Permit	9846562	35.00	35.00	90	
					TOTAL		245.00	245.00		
		060008244 QUINN, BOB	04/02/20	5A646	Downtown On-Street Permit	9852276	35.00	35.00	90	
					TOTAL		35.00	35.00		
		060008246 PETRILLO, TOM	04/02/20	5A646	Downtown On-Street Permit	9852277	35.00	35.00	90	
		PETRILLO, TOM	04/01/20	5A646	Downtown On-Street Permit	9851449	35.00	35.00	90	
		PETRILLO, TOM	03/12/18	5A646	Downtown On-Street Permit	9850026	35.00	35.00	90	
		PETRILLO, TOM	03/11/18	5A646	Downtown On-Street Permit	9849155	35.00	35.00	90	

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 BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52	0101	000008246	PETRILLO, TOM	03/10/24	5A646	Downtown On-Street Permit	9848364	35.00	35.00	90	
			PETRILLO, TOM	03/09/22	5A646	Downtown On-Street Permit	9847396	35.00	35.00	90	
			PETRILLO, TOM	03/08/25	5A646	Downtown On-Street Permit	9846565	35.00	35.00	90	
						TOTAL		245.00	245.00		
		000008257	FUZHAKAL, PRASOON	03/12/18	H2646	Permits/Millyard	9850031	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008302	FLYNN, PRISCILLA	04/02/20	5A646	Downtown On-Street Permit	9852287	35.00	35.00	90	
			FLYNN, PRISCILLA	04/01/20	5A646	Downtown On-Street Permit	9851459	35.00	35.00	90	
						TOTAL		70.00	70.00		
		000008304	LANGTON, DEBBIE	04/02/20	52646	Permits/Hartnett	9852289	45.00	45.00	90	
			LANGTON, DEBBIE	04/01/20	52646	Permits/Hartnett	9851461	45.00	45.00	90	
			LANGTON, DEBBIE	03/12/18	52646	Permits/Hartnett	9850041	45.00	45.00	90	
			LANGTON, DEBBIE	03/11/18	52646	Permits/Hartnett	9849170	45.00	45.00	90	
			LANGTON, DEBBIE	03/10/24	52646	Permits/Hartnett	9848383	45.00	45.00	90	
			LANGTON, DEBBIE	03/09/22	52646	Permits/Hartnett	9847417	45.00	45.00	90	
						TOTAL		270.00	270.00		
		000008321	COLON, INES	04/02/20	52646	Permits/Hartnett	9852293	45.00	45.00	90	
						TOTAL		45.00	45.00		
		000008335	TAYLOR, CHRISTINE	04/02/20	5A646	Downtown On-Street Permit	9852298	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008339	SWEENEY, BILLIE JO	04/02/20	5A646	Downtown On-Street Permit	9852301	35.00	35.00	90	
			SWEENEY, BILLIE JO	04/01/20	5A646	Downtown On-Street Permit	9851473	35.00	35.00	90	
						TOTAL		70.00	70.00		
		000008344	WEEKS-DORJI, PAMELA	04/02/20	5A646	Downtown On-Street Permit	9852303	35.00	35.00	90	
			WEEKS-DORJI, PAMELA	04/01/20	5A646	Downtown On-Street Permit	9851477	35.00	35.00	90	
			WEEKS-DORJI, PAMELA	03/12/18	5A646	Downtown On-Street Permit	9850057	35.00	35.00	90	
			WEEKS-DORJI, PAMELA	03/11/18	5A646	Downtown On-Street Permit	9849187	35.00	35.00	90	
			WEEKS-DORJI, PAMELA	03/10/24	5A646	Downtown On-Street Permit	9848400	35.00	35.00	90	
						TOTAL		175.00	175.00		
		000008354	AUBIN, KARA	04/02/20	5A646	Downtown On-Street Permit	9852305	35.00	35.00	90	
			AUBIN, KARA	04/01/20	5A646	Downtown On-Street Permit	9851479	35.00	35.00	90	

CITY OF MANCHESTER, NH
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 BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52	0101	000008354	AUBIN, KARA	03/12/18	5A646	Downtown On-Street Permit	9850059	35.00	35.00	90	
			AUBIN, KARA	03/11/18	5A646	Downtown On-Street Permit	9849190	35.00	35.00	90	
			AUBIN, KARA	03/10/24	5A646	Downtown On-Street Permit	9848403	35.00	35.00	90	
			TOTAL				175.00	175.00			
		000008379	NAUM, CYNTHIA	04/02/20	H2646	Permits/Millyard	9852307	35.00	35.00	90	
			TOTAL				35.00	35.00			
		000008382	GAMACHE, CAROL	04/02/20	I2646	Permits/Fleet	9852309	65.00	65.00	90	
			GAMACHE, CAROL	04/01/21	I2646	Permits/Fleet	9851553	5.00	5.00	90	
			GAMACHE, CAROL	04/01/20	I2646	Permits/Fleet	9851483	60.00	60.00	90	
			GAMACHE, CAROL	03/12/18	I2646	Permits/Fleet	9850064	60.00	60.00	90	
			GAMACHE, CAROL	03/11/18	I2646	Permits/Fleet	9849195	60.00	60.00	90	
			GAMACHE, CAROL	03/10/24	I2646	Permits/Fleet	9848408	60.00	60.00	90	
			TOTAL				310.00	310.00			
		000008402	STRASHEWSKI, VALERIE	04/02/20	5A646	Downtown On-Street Permit	9852313	35.00	35.00	90	
			TOTAL				35.00	35.00			
		000008403	CATE, TEISHA	04/02/20	5A646	Downtown On-Street Permit	9852314	35.00	35.00	90	
			TOTAL				35.00	35.00			
		000008415	ELEARNINGTOYS.COM	04/02/20	H2646	Permits/Millyard	9852322	70.00	70.00	90	
			TOTAL				70.00	70.00			
		000008441	OKEEFE, JERANNE	04/02/20	H2646	Permits/Millyard	9852329	35.00	35.00	90	
			TOTAL				35.00	35.00			
		000008489	SCHIPILLIT, KRISTI	03/12/08	5C682	Materials - Signals	9849459	330.00	330.00	90	
			SCHIPILLIT, KRISTI	03/12/08	52921	Repair Traffic Signals	9849459	163.32	163.32	90	Traffic - Signs
			TOTAL				493.32	493.32			
		000008491	VAUGHAN, SHARON	03/12/08	5C682	Materials - Signals	9849461	444.00	224.00	90	
			TOTAL				444.00	224.00			
		000008493	DUNNA, STEPHEN	03/12/08	5B682	Materials - Meters	9849458	337.20	337.20	90	
			TOTAL				337.20	337.20			

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CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
52	0101	000008505	BURNS, LEEANN BURNS, LEEANN	04/02/20	5A646	Downtown On-Street Permit	9852343	35.00	35.00	90	
				04/01/20	5A646	Downtown On-Street Permit	9851520	35.00	35.00	90	
						TOTAL		70.00	70.00		
		000008555	ROJAS, ALEXIS	04/01/09	5C682	Materials - Signals	9851006	1,299.25	1,299.25	90	
						TOTAL		1,299.25	1,299.25		
		000008556	BOSSSE, JOSHUA BOSSSE, JOSHUA	04/01/22	5A921	Repair Labor - Signs	9851608	147.48	147.48	90	
				04/01/22	5B682	Materials - Signs	9851608	9.82	9.82	90	
						TOTAL		157.30	157.30		
		000008563	BELANGER, MATTHEW BELANGER, MATTHEW	04/02/20	5A646	Downtown On-Street Permit	9852361	35.00	35.00	90	
				04/01/20	5A646	Downtown On-Street Permit	9851540	35.00	35.00	90	
						TOTAL		70.00	70.00		
		000008564	BILL, JAINE	04/02/20	5A646	Downtown On-Street Permit	9852362	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008575	GUISTI, KARLENE	04/02/20	5A646	Downtown On-Street Permit	9852363	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008577	BREDA, JOHN	04/02/20	5A646	Downtown On-Street Permit	9852365	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008583	ALDER, NICOLE	04/02/20	5A646	Downtown On-Street Permit	9852368	35.00	35.00	90	
						TOTAL		35.00	35.00		
		000008606	DONOHUE, KATHRYN DONOHUE, KATHRYN	04/02/05	5C682	Materials - Signals	9851769	619.00	619.00	90	
				04/02/05	52921	Repair Traffic Signals	9851769	182.10	182.10	90	Traffic - Signs
						TOTAL		801.10	801.10		
		000008640	VANASSE, MICHAEL VANASSE, MICHAEL	04/02/26	5C682	Materials - Signals	9852464	87.09	87.09	90	
				04/02/26	52921	Repair Traffic Signals	9852464	689.86	689.86	90	Traffic - Signs
						TOTAL		776.95	776.95		
						CUSTOMER TYPE TOTAL		19,538.91	18,253.88		

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CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
65	0101	000006561 NATIONAL MUSIC WORKSHOP, THE	02/06/12	68927	P&R Salary Reimbursement	9833654	225.00	75.00	90	
		TOTAL					225.00	75.00		
	000007212	GRANITE STATE OPERA	02/03/12	6A130	Parks OT Reimbursement	9830942	183.47	183.47	90	
		GRANITE STATE OPERA	02/03/12	65130	OT Salary Reimbursement	9830942	57.49	57.49	90	
		GRANITE STATE OPERA	02/03/12	65230	Fica Reimbursement	9830942	14.04	14.04	90	
		TOTAL					255.00	255.00		
		CUSTOMER TYPE TOTAL					480.00	330.00		
41	0205	000003056 NH DIV OF PUBLIC HEALTH SVCS	04/01/31	41996	JAN04 NHILPH	9851891	3,631.14	.02	90	SALARIES & EXPENSES
		TOTAL					3,631.14	.02		
	000004298	FEDERAL GOVERNMENT	02/11/15	41039	Health Care Grant	9838243	15,000.00	.94	90	Health - Other Fed Grants
		TOTAL					15,000.00	.94		
	000006776	NH DEPT HEALTH & HUMAN SVC	02/10/01	41113	Tobacco Prevention	9838766	4,393.59	4,393.59	90	October 02
		TOTAL					4,393.59	4,393.59		
		CUSTOMER TYPE TOTAL					23,024.73	4,394.55		
65	000007671	CASSIDY, JAMES	02/10/04	65461	Donations - Other	9837278	780.00	780.00	90	Parks/Rec/Csm-Other Fed Gr
		TOTAL					780.00	780.00		
		CUSTOMER TYPE TOTAL					780.00	780.00		
11	0301	000000035 MANCHESTER HEALTH DEPT	03/12/29	10968	AggregationEnergyMeasures	9850245	43,777.00	38,627.00	90	Rines Ctr Boiler
		TOTAL					43,777.00	38,627.00		
	000002521	MANCHESTER POLICE DEPT	03/12/29	10968	AggregationEnergyMeasures	9850246	5,718.40	5,718.40	90	Lighting-Fixing range

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
11	0301	000007571	SMG / VERIZON WIRELESS AEENA	03/12/29	10968	AggregationEnergyMeasures	9850248	85,000.00	85,000.00	90	Variable Speed Drive
				TOTAL				5,718.40	5,718.40		
				TOTAL				85,000.00	85,000.00		
				CUSTOMER TYPE				134,495.40	129,345.40		
				TOTAL				134,495.40	129,345.40		
				FUND							
				TOTAL				20.00	20.00	90	Trucks #12 & #13
27	0801	000005684	CASEYS SEPTIC SERVICE	01/05/14	27137	SEPTAGE PERMITS	9822519	19.13	19.13	90	Late Fee
			CASEYS SEPTIC SERVICE	01/04/30	27137	EPD Septage	9822332	19.33	19.33	90	Late Charge
			CASEYS SEPTIC SERVICE	01/03/31	27137	EPD Septage	9821534	18.94	18.94	90	Late Fee
			CASEYS SEPTIC SERVICE	01/02/28	27137	EPD Septage	9820870	18.76	18.76	90	Late Fee
			CASEYS SEPTIC SERVICE	01/01/31	27137	EPD Septage	9820291	18.57	18.57	90	Late Fee
			CASEYS SEPTIC SERVICE	00/12/31	27137	EPD Septage	9819653	18.39	18.39	90	Late Fee
			CASEYS SEPTIC SERVICE	00/11/30	27137	EPD Septage	9818483	18.20	18.20	90	Late Charge
			CASEYS SEPTIC SERVICE	00/10/31	27137	EPD Septage	9818016	18.02	18.02	90	Late Charge
			CASEYS SEPTIC SERVICE	00/09/30	27137	EPD Septage	9817441	10.52	10.52	90	Late Charge
			CASEYS SEPTIC SERVICE	00/08/31	27137	EPD Septage	9816754	740.29	740.29	90	Truck #12; TIX 2079-2085
			CASEYS SEPTIC SERVICE	00/08/31	27137	EPD Septage	9816754	937.29	937.29	90	Truck #: 12 various
			CASEYS SEPTIC SERVICE	00/07/31	27137	EPD Septage	9816172	1,972.17	1,972.17		
				TOTAL				1,857.44	1,857.44		
				CUSTOMER TYPE				1,857.44	1,857.44		
				TOTAL				1,857.44	1,857.44		
				FUND							
				TOTAL				12,289.43	12,289.43	90	
25	0805	000003476	ALLEGHENY AIRLINES INC	03/11/30	25156	Landing Fees	02504125	2,840.48	2,840.48	90	
			ALLEGHENY AIRLINES INC	02/08/31	25156	Landing Fees	02500833	25.00	25.00	90	
			ALLEGHENY AIRLINES INC	02/08/23	25841	Apron Rents	02500598	6,817.15	6,817.15	90	
			ALLEGHENY AIRLINES INC	02/07/31	25156	Landing Fees	02500252	29,357.31	29,357.31		
				TOTAL				31,494.30	31,494.30		
				CUSTOMER TYPE				147.40	147.40	90	
				TOTAL				147.40	147.40	90	
				FUND							
				TOTAL				373.55	373.55	90	
				TOTAL				178.20	178.20	90	
				TOTAL				830.71	830.71	90	
				TOTAL				771.39	771.39	90	
				TOTAL				21,972.06	21,972.06		
				CUSTOMER TYPE				1,349.43	1,349.43	90	
				TOTAL				147.40	147.40	90	
				TOTAL				373.55	373.55	90	
				TOTAL				178.20	178.20	90	
				TOTAL				830.71	830.71	90	
				TOTAL				771.39	771.39	90	

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANSACTION DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODES	COMMENT
25	0805	000003875 NATIONAL GARAGES INC	03/04/30	25163	Badge Fees	02502509	20.00	20.00	90	
						TOTAL	10,317.36	3,650.68		
		000003885 NORTHEAST RAMP HANGAR LIC	04/01/21	25163	Badge Fees	02504343	10.00	10.00	90	
						TOTAL	10.00	10.00		
		000004031 THRIFTY CAR RENTAL	02/12/31	25153	Rental Cars	02501660	9,708.30	2,578.39	90	
			02/12/31	25161	Customer Facility Charge	02501660	7,987.50	7,987.50	90	
						TOTAL	17,695.80	10,565.89		
		000004053 UNITED AIRLINES	02/12/01	25152	Terminal Rent/Display	02501408	817.65	817.65	90	
			02/12/01	25152	Terminal Rent/Display	02501408	7,335.03	7,335.03	90	
			02/12/01	25152	Terminal Rent/Display	02501408	11,845.58	11,845.58	90	
			02/12/01	25152	Terminal Rent/Display	02501408	18,355.73	3,391.30	90	
						TOTAL	38,353.99	23,389.56		
		000004059 USAIRWAYS EXPRESS	03/03/31	25152	Terminal Rent/Display	02502317	1,467.29	1,354.42	90	
			02/08/31	25847	Aviation - Reimbursements	02500872	499.08	183.00	90	
			02/07/31	25847	Aviation - Reimbursements	02500593	670.33	670.33	90	
			02/06/30	25847	Aviation - Reimbursements	9835286	520.41	38.98	90	Monthly share allocation
			02/06/30	25847	Aviation - Reimbursements	9835354	571.70	571.70	90	June, 2002 allocation of
						TOTAL	3,728.81	2,818.43		
		000004474 AVEX FLIGHT SUPPORT INC	04/03/10	25200	Security Deposits	02504664	40.00	40.00	90	
			04/03/10	25646	Parking Permits	02504664	10.00	10.00	90	
			04/02/27	25159	Percentage of Gross	02504741	1,519.18	1,519.18	90	
			04/02/09	25200	Security Deposits	02504488	80.00	80.00	90	
			04/02/09	25646	Parking Permits	02504488	20.00	20.00	90	
			03/12/31	25159	Percentage of Gross	02504384	1,761.85	1,761.85	90	
			03/11/30	25159	Percentage of Gross	02504265	1,606.20	1,606.20	90	
			03/01/31	25159	Percentage of Gross	02501781	6,055.38	3,062.55	90	
						TOTAL	11,092.61	8,099.78		
		000004807 DAVIDSON, WILLIAM P	03/10/01	25142	Aircraft Parking	02503624	135.00	135.00	90	
						TOTAL	135.00	135.00		
		000005143 FEDERAL GRANTS 1999	04/03/10	25030	FAA Reimbursements - Fed	02504661	246,002.00	246,002.00	90	
			04/03/10	25117	FAA Reimbursements- State	02504661	13,666.85	13,666.85	90	

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CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL	COMMENT
25	0805	000005143	FEDERAL GRANTS 1999	03/12/30	25030	FAA Reimbursements - Fed	02504179	154,498.00	46,363.00	90	
			FEDERAL GRANTS 1999	03/12/30	25117	FAA Reimbursements - State	02504179	8,583.22	2,575.72	90	
			FEDERAL GRANTS 1999	03/07/25	25030	FAA Reimbursements - Fed	02503190	51,713.00	51,713.00	90	
			FEDERAL GRANTS 1999	03/07/25	25030	FAA Reimbursements - Fed	02503190	259,245.00	111,844.06	90	
			FEDERAL GRANTS 1999	03/07/25	25117	FAA Reimbursements - State	02503190	2,872.95	2,872.95	90	
			FEDERAL GRANTS 1999	03/07/25	25117	FAA Reimbursements - State	02503190	14,402.24	14,402.23	90	
			FEDERAL GRANTS 1999	03/06/24	25117	FAA Reimbursements - State	02502987	699,502.56	113,132.56	90	
			FEDERAL GRANTS 1999	03/06/16	25030	FAA Reimbursements - Fed	02502936	351,754.00	1,952.22	90	
			FEDERAL GRANTS 1999	03/06/16	25117	FAA Reimbursements - State	02502936	19,541.85	19,541.85	90	
			FEDERAL GRANTS 1999	03/04/22	25030	FAA Reimbursements - Fed	02502363	269,660.00	269,660.00	90	
			FEDERAL GRANTS 1999	03/04/22	25117	FAA Reimbursements - State	02502363	14,981.08	14,981.08	90	
			FEDERAL GRANTS 1999	03/02/28	25030	FAA Reimbursements - Fed	02501822	59,383.00	520.40	90	
			FEDERAL GRANTS 1999	02/10/31	25030	FAA Reimbursements - Fed	02501224	984,541.00	15,262.51	90	
			FEDERAL GRANTS 1999	02/10/31	25117	FAA Reimbursements - State	02501225	54,697.15	54,697.15	90	
			FEDERAL GRANTS 1999	02/08/28	25030	FAA Reimbursements - Fed	02500675	126,967.00	126,967.00	90	
			FEDERAL GRANTS 1999	02/08/28	25117	FAA Reimbursements - State	02500675	7,053.73	7,053.73	90	
			FEDERAL GRANTS 1999	02/04/05	25030	FAA Reimbursements - Fed	9832490	347,920.00	123,033.00	90	3-33-0011-42 #07 FED
			FEDERAL GRANTS 1999	02/04/05	25117	FAA Reimbursements - State	9832490	19,328.89	6,835.17	90	3-33-0011-42 # 07 STATE
						TOTAL		3,706,313.52	1,243,076.48		
			000005157 HMSHST CORPORATION	04/02/20	25200	Security Deposits	02504525	160.00	160.00	90	
			HMSHST CORPORATION	04/02/20	25646	Parking Permits	02504525	40.00	40.00	90	
			HMSHST CORPORATION	04/02/09	25200	Security Deposits	02504484	20.00	20.00	90	
			HMSHST CORPORATION	04/02/09	25646	Parking Permits	02504484	5.00	5.00	90	
			HMSHST CORPORATION	03/12/30	25200	Security Deposits	02504173	20.00	20.00	90	
			HMSHST CORPORATION	03/12/30	25646	Parking Permits	02504173	5.00	5.00	90	
			HMSHST CORPORATION	03/12/19	25200	Security Deposits	02504120	20.00	20.00	90	
			HMSHST CORPORATION	03/12/19	25646	Parking Permits	02504120	5.00	5.00	90	
			HMSHST CORPORATION	03/12/18	25200	Security Deposits	02504103	20.00	20.00	90	
			HMSHST CORPORATION	03/12/18	25646	Parking Permits	02504103	5.00	5.00	90	
			HMSHST CORPORATION	03/12/10	25163	Badge Fees	02504054	20.00	20.00	90	
			HMSHST CORPORATION	03/12/10	25165	Fingerprinting Fees	02504080	87.00	87.00	90	
			HMSHST CORPORATION	03/12/10	25646	Parking Permits	02504080	45.00	45.00	90	
			HMSHST CORPORATION	03/12/05	25200	Security Deposits	02504045	40.00	40.00	90	
			HMSHST CORPORATION	03/12/05	25646	Parking Permits	02504045	10.00	10.00	90	
			HMSHST CORPORATION	03/04/30	25149	Food & Beverages	02502799	1,239.51	1,239.51	90	
			HMSHST CORPORATION	03/04/30	25149	Food & Beverages	02502799	5,851.84	1,968.85	90	
						TOTAL		7,593.35	3,710.36		
			000005335 HUDSON - MANCHESTER, LL	03/12/30	25150	News & Gifts	02504178	3,061.25	3,061.25	90	
						TOTAL		3,061.25	3,061.25		
			000005348 ARAMARK SERVICEMASTER	04/02/27	25159	Percentage of Gross	02504764	1,605.93	1,605.93	90	
			ARAMARK SERVICEMASTER	04/01/31	25159	Percentage of Gross	02504581	1,692.95	1,692.95	90	

CITY OF MANCHESTER, NH
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CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
25	0805	000005348 ARMARK SERVICEMASTER	03/12/31	25159	Percentage of Gross	02504407	1,558.47	1,558.47	90	
			TOTAL				4,857.35	4,857.35		
	000005991	VERIZON	04/02/27	25151	Telephone	02504767	236.98	236.98	90	
		VERIZON	04/01/31	25151	Telephone	02504584	342.50	342.50	90	
		VERIZON	04/01/31	25151	Telephone	02504584	362.77	15.27	90	
		VERIZON	03/12/31	25151	Telephone	02504410	415.00	415.00	90	
		VERIZON	03/11/30	25151	Telephone	02504289	389.94	314.12	90	
		VERIZON	03/11/30	25151	Telephone	02504289	567.50	75.82	90	
		VERIZON	03/10/31	25151	Telephone	02504032	455.00	60.25	90	
		VERIZON	03/08/29	25151	Telephone	02503533	402.12	50.93	90	
		VERIZON	03/08/29	25151	Telephone	02503533	790.00	36.44	90	
		VERIZON	03/04/04	25165	Fingerprinting Fees	02502204	29.00	29.00	90	
		VERIZON	03/04/04	25646	Parking Permits	02502204	15.00	15.00	90	
			TOTAL				4,005.81	1,589.39		
	080006006	AIR CANADA REGIONAL INC	04/03/01	25152	Terminal Rent/Display	02504590	326.81	326.81	90	
		AIR CANADA REGIONAL INC	04/03/01	25152	Terminal Rent/Display	02504590	1,017.38	1,017.38	90	
		AIR CANADA REGIONAL INC	04/03/01	25841	Apron Rents	02504590	1,217.82	1,217.82	90	
		AIR CANADA REGIONAL INC	04/02/27	25156	Landing Fees	02504680	2,100.56	2,100.56	90	
		AIR CANADA REGIONAL INC	04/02/27	25847	Aviation - Reimbursements	02504703	104.69	104.69	90	
		AIR CANADA REGIONAL INC	04/02/01	25152	Terminal Rent/Display	02504413	333.42	333.42	90	
		AIR CANADA REGIONAL INC	04/02/01	25152	Terminal Rent/Display	02504413	1,017.38	1,017.38	90	
		AIR CANADA REGIONAL INC	04/02/01	25841	Apron Rents	02504413	1,217.82	1,217.82	90	
		AIR CANADA REGIONAL INC	03/03/31	25152	Terminal Rent/Display	02502295	1,467.29	338.61	90	
		AIR CANADA REGIONAL INC	03/03/31	25152	Terminal Rent/Display	02502307	1,467.29	1,467.29	90	
		AIR CANADA REGIONAL INC	03/03/31	25152	Terminal Rent/Display	02502319	1,467.29	1,467.29	90	
		AIR CANADA REGIONAL INC	03/03/31	25156	Landing Fees	02502339	2,639.90	2,639.90	90	
		AIR CANADA REGIONAL INC	03/03/31	25847	Aviation - Reimbursements	02502400	122.61	122.61	90	
		AIR CANADA REGIONAL INC	03/03/12	25841	Apron Rents	02501973	1,305.85	1,305.85	90	
		AIR CANADA REGIONAL INC	03/03/12	25841	Apron Rents	02501973	1,305.85	1,305.85	90	
		AIR CANADA REGIONAL INC	03/02/28	25156	Landing Fees	02502003	1,648.88	1,648.88	90	
		AIR CANADA REGIONAL INC	03/02/28	25847	Aviation - Reimbursements	02502061	122.58	122.58	90	
			TOTAL				19,675.74	17,754.74		
	000007154	PIEDMONT AIRLINES	02/08/31	25156	Landing Fees	02500842	5,116.32	1,815.47	90	
		PIEDMONT AIRLINES	02/08/01	25152	Terminal Rent/Display	02500187	1,354.42	496.62	90	
		PIEDMONT AIRLINES	02/07/31	25156	Landing Fees	02500261	4,823.06	4,823.06	90	
		PIEDMONT AIRLINES	02/07/01	25152	Terminal Rent/Display	02071195	1,055.18	1,055.18	90	
		PIEDMONT AIRLINES	02/07/01	25152	Terminal Rent/Display	02071195	1,354.42	1,354.42	90	
		PIEDMONT AIRLINES	02/05/30	25156	Landing Fees	02071225	4,654.62	4,654.62	90	
		PIEDMONT AIRLINES	02/05/01	25152	Terminal Rent/Display	02040103	1,200.87	1,200.87	90	
		PIEDMONT AIRLINES	02/04/01	25152	Terminal Rent/Display	02032132	1,200.87	1,200.87	90	
		PIEDMONT AIRLINES	02/03/01	25152	Terminal Rent/Display	02031970	1,200.87	477.41	90	

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25	0805	000007594	MISCELLANEOUS CUSTOMER	04/01/21	25163	Badge Fees	02504329	21,960.63	17,078.52	90	
			MISCELLANEOUS CUSTOMER	04/01/21	25163	Badge Fees	02504338	20.00	10.00	90	
			MISCELLANEOUS CUSTOMER	04/01/21	25165	Fingerprinting Fees	02504321	29.00	20.00	90	
			MISCELLANEOUS CUSTOMER	04/01/21	25165	Fingerprinting Fees	02504338	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	04/01/21	25646	Parking Permits	02504321	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	04/01/21	25646	Parking Permits	02504338	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/10/22	25163	Badge Fees	02504067	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/10/22	25163	Badge Fees	02503720	20.00	20.00	90	
			MISCELLANEOUS CUSTOMER	03/10/22	25165	Fingerprinting Fees	02503755	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/10/21	25163	Badge Fees	02503755	15.00	15.00	90	
			MISCELLANEOUS CUSTOMER	03/10/21	25163	Badge Fees	02503681	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/10/21	25163	Badge Fees	02503695	20.00	20.00	90	
			MISCELLANEOUS CUSTOMER	03/07/09	25165	Fingerprinting Fees	02503111	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/07/09	25646	Parking Permits	02503111	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	03/04/30	25163	Badge Fees	02502505	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/04/30	25165	Fingerprinting Fees	02502516	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/04/30	25646	Parking Permits	02502516	15.00	15.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25163	Badge Fees	02502144	80.00	80.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25163	Badge Fees	02502174	30.00	30.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25163	Badge Fees	02502181	375.00	375.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502213	40.00	40.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502144	290.00	290.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502147	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502162	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502174	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502190	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25165	Fingerprinting Fees	02502219	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25646	Parking Permits	02502144	50.00	50.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25646	Parking Permits	02502147	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25646	Parking Permits	02502162	15.00	15.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25646	Parking Permits	02502174	30.00	30.00	90	
			MISCELLANEOUS CUSTOMER	03/04/04	25646	Parking Permits	02502190	15.00	15.00	90	
			MISCELLANEOUS CUSTOMER	03/03/31	25163	Badge Fees	02502249	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/03/31	25163	Badge Fees	02502253	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/03/31	25163	Fingerprinting Fees	02502261	145.00	145.00	90	
			MISCELLANEOUS CUSTOMER	03/03/31	25646	Parking Permits	02502249	24.00	24.00	90	
			MISCELLANEOUS CUSTOMER	03/03/14	25165	Fingerprinting Fees	02502261	75.00	75.00	90	
			MISCELLANEOUS CUSTOMER	03/03/14	25165	Fingerprinting Fees	02502001	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	03/03/14	25646	Parking Permits	02502001	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/03/10	25163	Badge Fees	02501967	80.00	80.00	90	
			MISCELLANEOUS CUSTOMER	03/03/10	25165	Fingerprinting Fees	02501964	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	03/03/10	25646	Parking Permits	02501963	30.00	30.00	90	
			MISCELLANEOUS CUSTOMER	03/03/10	25646	Parking Permits	02501964	30.00	30.00	90	

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25	0805	000007594	MISCELLANEOUS CUSTOMER	03/03/07	25163	Badge Fees	02501918	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25165	Fingerprinting Fees	02501911	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25165	Fingerprinting Fees	02501917	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25165	Fingerprinting Fees	02501931	87.00	87.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25165	Fingerprinting Fees	02501939	116.00	48.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25165	Fingerprinting Fees	02501954	58.00	58.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501911	15.00	15.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501917	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501931	35.00	35.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501933	440.00	440.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501939	30.00	30.00	90	
			MISCELLANEOUS CUSTOMER	03/03/07	25646	Parking Permits	02501954	20.00	20.00	90	
			MISCELLANEOUS CUSTOMER	02/10/31	25163	Badge Fees	02501327	10.00	10.00	90	
			MISCELLANEOUS CUSTOMER	02/10/31	25165	Fingerprinting Fees	02501349	232.00	232.00	90	
			MISCELLANEOUS CUSTOMER	02/10/31	25646	Parking Permits	02501323	30.00	15.00	90	
			MISCELLANEOUS CUSTOMER	02/10/31	25646	Parking Permits	02501349	120.00	120.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25163	Badge Fees	02500911	20.00	20.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25165	Fingerprinting Fees	02500887	9.00	9.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25165	Fingerprinting Fees	02500911	319.00	319.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25165	Fingerprinting Fees	02501019	29.00	29.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25646	Parking Permits	02500887	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25646	Parking Permits	02500911	75.00	75.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25646	Parking Permits	02501018	4.00	4.00	90	
			MISCELLANEOUS CUSTOMER	02/08/31	25646	Parking Permits	02501019	5.00	5.00	90	
			MISCELLANEOUS CUSTOMER	02/07/31	25646	Parking Permits	02500742	15.00	10.00	90	
						TOTAL		3,831.00	3,676.00		
000008551	AIR CANADA	JAZZ		04/03/01	25152	Terminal Rent/Display	02504589	15.67	15.67	90	
						TOTAL		15.67	15.67		
						CUSTOMER TYPE		3,882,025.20	1,365,481.16		
						TOTAL		3,882,025.20	1,365,481.16		
65	0807	000008064	SCHOOL ADMINISTRATIVE UNIT #37	02/06/30	65462	School Athletics - QAFX02 9834779		140,953.42	63,000.00	90	April - June 2002
						TOTAL		140,953.42	63,000.00		
000004783	JUTRAS	POST		03/06/30	65457	Baseball	9844512	450.00	30.00	90	
						TOTAL		450.00	30.00		
000008596	COVEY,	MATTHEW C		04/01/30	6A216	NSF Charge - Admin-Enterp 9851672		30.00	30.00	90	

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BY FUND, CUSTOMER TYPE FOR COA

CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE	COMMENT
65	0807	000008596	COVEY, MATTHEW C	04/01/30	6A216	NSF Charge - Admin-Enterp	9851673	30.00	30.00	90	
			COVEY, MATTHEW C	04/01/30	65409	SKI - Chair Lift Weekday	9851672	15.00	15.00	90	
			COVEY, MATTHEW C	04/01/30	65409	SKI - Chair Lift Weekday	9851673	20.00	20.00	90	
						TOTAL	95.00	95.00			
						CUSTOMER TYPE TOTAL	141,498.42	63,125.00			
						FUND TOTAL	141,498.42	63,125.00			
11	0808	000000035	MANCHESTER HEALTH DEPT	03/12/29	10461	Aggregation Fee - EEM	9850245	3,267.00	904.00	90	Rines Ctr Boiler
						TOTAL	3,267.00	904.00			
						CUSTOMER TYPE TOTAL	897.54	107.54			
						FUND TOTAL	897.54	107.54			
						CUSTOMER TYPE TOTAL	4,500.00	4,500.00			
						FUND TOTAL	4,500.00	4,500.00			
						CUSTOMER TYPE TOTAL	8,664.54	5,511.54			
						FUND TOTAL	8,664.54	5,511.54			
						FINAL TOTALS	4,388,607.32	1,723,701.95			
						TOTAL	4,388,607.32	1,723,701.95			

*** END OF REPORT ***

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
INTERDEPARTMENTAL BY CUSTOMER TYPE

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
10	0101	000000033	MANCHESTER FINANCE DEPARTMENT	04/06/30	10770	Fleet Inc from Invest		9856226	122.84	122.84	C
	0101		MANCHESTER FINANCE DEPARTMENT	04/06/30	10770	Citizens Inc from Invest		9856226	3,329.61	3,329.61	
							TOTAL		3,452.45	3,452.45	
							CUSTOMER TYPE				
							TOTAL		3,452.45	3,452.45	
13	0101	000000022	MANCHESTER ASSESSORS DEPT	04/06/18	13740	HP550n	ASSESSOR PO#: 426954	9855812	3,278.00	3,278.00	
	0101		MANCHESTER ASSESSORS DEPT	04/06/18	13740	OPTIPLX GX 270	ASSESSOR PO#: 426954	9855812	1,213.20	1,213.20	
							TOTAL		4,491.20	4,491.20	
							CUSTOMER TYPE				
							TOTAL		5,089.77	5,089.77	
							FIRE PO#: 427212 & 322357	9855822	1,311.16	1,311.16	
							FIRE PO#: 426200	9855813	1,311.16	1,311.16	
							TOTAL		6,400.93	6,400.93	
							CUSTOMER TYPE				
							TOTAL		2,360.00	2,360.00	
							HEALTH PO#: 428865	9856068	450.00	450.00	
							HEALTH PO#: 428865	9856068	2,371.26	2,371.26	
							HEALTH PO#: 428865	9856068	275.00	275.00	
							HEALTH PO#: 428865	9856068	835.93	835.93	
							HEALTH PO#: 428865	9856068	744.00	744.00	
							HEALTH PO#: 428865	9856068	28.05	28.05	
							HEALTH PO#: 428865	9856068	5,244.64	5,244.64	
							HEALTH PO#: 427455	9855814	929.00	929.00	
							HEALTH PO#: 426009	9855828	1,428.00	1,428.00	
							HEALTH PO#: 424228	9855826	1,961.72	1,961.72	
							HEALTH PO#: 404645	9855823	799.00	799.00	
							TOTAL		17,426.60	17,426.60	
							CUSTOMER TYPE				
							TOTAL		41.28	41.28	
							OYS PO#: 423137	9855815	140.00	140.00	
							OYS PO#: 423137	9854957	24.03	24.03	
							OYS PO#: 423137	9854957	1,403.25	1,403.25	
							OYS PO#: 423137	9854957	357.00	357.00	
							OYS PO#: 423137	9854957	129.27	129.27	
							OYS PO#: 423137	9854957	369.95	369.95	
							OYS PO#: 423841	9854951	99.95	99.95	
							OYS PO#: 423137	9854957	144.99	144.99	
							TOTAL		2,709.72	2,709.72	
							CUSTOMER TYPE				
							TOTAL		13,189.00	13,189.00	
							WELFARE PO#: 429318	9856076	13,189.00	13,189.00	

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CITY OF MANCHESTER, NH
 OPEN INVOICE REPORT BY AGING
 INTERDEPARTMENTAL BY CUSTOMER TYPE

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
13	0101	000002521	04/06/30	13740	WIRELESS SERVICES	POLICE PO#:	9856074	13,189.00	13,189.00	
	0101	MANCHESTER POLICE DEPT	04/06/30	13740	SPEAKERS	POLICE PO#: 426511	9856069	77,940.00	77,940.00	C
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	POWEREDGE 2650 SRVR	POLICE PO#: 411201	9855816	3,985.44	3,985.44	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	CAMINOSOFT MTNCE	POLICE PO#: 411201	9855816	2,237.00	2,237.00	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	TELEPHONE	POLICE PO#: 411201	9855816	220.00	220.00	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	UPS NETWORK CARD	POLICE PO#: 411201	9855816	219.95	219.95	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	HP 300X PRN SRVR, ETC	POLICE PO#: 411201	9855816	1,271.00	1,271.00	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	FIBER PATCH CABLE	POLICE PO#: 411201	9855816	154.15	154.15	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	RACK SHELF, ETC	POLICE PO#: 411201	9855816	835.05	835.05	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	17" MONITOR NEC	POLICE PO#: 411201	9855816	129.27	129.27	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	OPTIFLEX GX 270	POLICE PO#: 411201	9855816	856.20	856.20	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	EQUIPMENT RACK/KIT	POLICE PO#: 411201	9855816	827.74	827.74	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	EQUIPMENT RACK/KIT	POLICE PO#: 411201	9855816	827.74	827.74	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	HP 2300 D7N	POLICE PO#: 422947	9855829	1,149.95	1,149.95	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	TOUGHBOOK, ETC	POLICE PO#: 425643	9855824	17,510.00	17,510.00	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	19" LCD MONITOR	POLICE PO#: 425192	9855831	660.00	660.00	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	VIDEO CARD	POLICE PO#: FB-2004	9855827	188.85	188.85	
	0101	MANCHESTER POLICE DEPT	04/06/18	13740	CISCO FIREWALL	POLICE PO#: 411201	9855816	11,784.00	11,784.00	
	0101	MANCHESTER POLICE DEPT	04/05/20	13740	OptiPlex w/17" Monitor	POLICE PO#: 422947	9854958	1,816.00	1,816.00	
	0101	MANCHESTER POLICE DEPT	04/05/20	13740	MS Windows 2003 Srvt Cal	POLICE PO#: 422947	9854958	712.00	712.00	
	0101	MANCHESTER POLICE DEPT	04/05/20	13740	HP Laserjet 2300 D7N	POLICE PO#: 422947	9854958	854.05	854.05	
	0101	MANCHESTER POLICE DEPT	04/05/20	13740	8 Port Video Splitter	POLICE PO#: 423830	9854952	75.44	75.44	
						TOTAL		124,291.99	124,291.99	
	0101	000002535	04/06/18	13740	USB HUB	BUILDING PO#: 424405	9855817	48.66	48.66	
	0101	MANCHESTER BUILDING DEPT	04/05/20	13740	17" LCD Monitor	BUILDING PO#: 424405	9854959	430.00	430.00	
						TOTAL		478.66	478.66	
	0101	000002539	04/06/30	13740	OPTIFLEX GX 270	HIGHWAY PO#: 428878	9856066	835.93	835.93	
	0101	MANCHESTER HIGHWAY DEPT	04/06/30	13740	MONITOR ARM	HIGHWAY PO#: 428878	9856066	220.00	220.00	
	0101	MANCHESTER HIGHWAY DEPT	04/06/30	13740	WIRING HWY GENERATOR	HIGHWAY PO#: 225210	9856070	1,100.00	1,100.00	
	0101	MANCHESTER HIGHWAY DEPT	04/06/18	13740	OPTIFLEX GX 270	HIGHWAY PO#: 427411	9855825	1,669.20	1,669.20	
	0101	MANCHESTER HIGHWAY DEPT	04/06/18	13740	PANASONIC CORDLESS	HIGHWAY PO#: 225210	9855818	274.98	274.98	
	0101	MANCHESTER HIGHWAY DEPT	04/05/20	13740	PCanywhere Vll Host	HIGHWAY PO#: 225210	9854960	728.44	728.44	
						TOTAL		4,828.55	4,828.55	
	0101	000002545	04/06/30	13740	NEC LCD 17" MONITOR	BMD PO#: 428903	9856075	450.00	450.00	
	0101	MANCHESTER BUILDING MAINTENANC	04/06/18	13740	OPTIFLEX GX 270	BMD PO#: 426354	9855819	785.81	785.81	
						TOTAL		1,235.81	1,235.81	
	0101	000002557	04/06/25	13740	CISCO Catalyst 33550-48	WATER PO#: 36456	9855958	3,155.00	3,155.00	
						TOTAL		3,155.00	3,155.00	

CITY OF MANCHESTER, NH
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CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
13	0101	000002557	MANCHESTER WATER WORKS	04/06/25	13926	Fringe Benefits-Info Sys	WF0057021	9855955	40.34	40.34	C
	0101		MANCHESTER WATER WORKS	04/06/25	13926	Labor-Info Sys	WF0057021	9855955	157.52	157.52	
	0101		MANCHESTER WATER WORKS	04/06/18	13926	Computer Processing Time	PROCESSING/LABOR/FRINGE	9855820	5,982.88	5,982.88	
	0101		MANCHESTER WATER WORKS	04/06/18	13926	Computer Processing Time	HTE Sftware License-CX	9855820	6,300.00	6,300.00	
	0101		MANCHESTER WATER WORKS	04/06/18	13926	Computer Processing Time	10 HTE GUI LICENSES	9855820	790.00	790.00	
							TOTAL		16,425.74	16,425.74	
	0101	000002561	MANCHESTER AIRPORT	04/06/25	13929	Fringe Benefits-Info Sys	WF0057024	9855956	1.83	1.83	
	0101		MANCHESTER AIRPORT	04/06/25	13929	Labor-Info Systems	WF0057024	9855956	6.84	6.84	
							TOTAL		8.67	8.67	
	0101	000002573	MANCHESTER EPD	04/06/30	13740	PEPATROL 5.0	EPD PO#: 427402	9856063	240.00	240.00	
	0101		MANCHESTER EPD	04/06/30	13740	HP LASERJETMINCE KIT	EPD PO#: 422306	9856064	307.00	307.00	
	0101		MANCHESTER EPD	04/06/30	13740	HP LASERJET 4300N	EPD PO#: 429279	9856071	1,789.00	1,789.00	
	0101		MANCHESTER EPD	04/06/30	13740	HP DUPLX ASSEMBLY	EPD PO#: 428682	9856067	419.00	419.00	
	0101		MANCHESTER EPD	04/06/25	13929	Fringe Benefits-Info Sys	WF0057006	9855957	37.65	37.65	
	0101		MANCHESTER EPD	04/06/25	13926	Labor-Info Sys	WF0057006	9855957	235.05	235.05	
	0101		MANCHESTER EPD	04/06/18	13926	Computer Processing Time	PROCESSING/LABOR/FRINGE	9855821	5,008.29	5,008.29	
	0101		MANCHESTER EPD	04/06/18	13350	Dept Printing & Supplies	PRINTER CARTRIDGE	9855821	204.75	204.75	
	0101		MANCHESTER EPD	04/06/18	13350	Dept Printing & Supplies	6000 LASER EPD BILL FORM	9855821	2,026.20	2,026.20	
	0101		MANCHESTER EPD	04/06/18	13926	HTE Sftware License-CX	1/1/04-6/30/04	9855821	6,300.00	6,300.00	
	0101		MANCHESTER EPD	04/06/18	13926	8 HTE GUI LICENSES	1/1/04-6/30/04	9855821	632.00	632.00	
	0101		MANCHESTER EPD	04/05/20	13740	Excavate 4" Conduit	EPD PO#: 325449	9854956	400.00	400.00	
							TOTAL		17,598.94	17,598.94	
	0101	000003433	MANCHESTER TAX COLLECTORS DEPT	04/06/30	13740	HP 2440L	TAX PO#: 428491	9856072	499.00	499.00	
							TOTAL		499.00	499.00	
							CUSTOMER TYPE				
							TOTAL		209,584.81	209,584.81	
19	0101	000002561	MANCHESTER AIRPORT	04/06/17	19929	Airport Cost Reimbursemen	Human Resources	9855431	1,198.59	1,198.59	
							TOTAL		1,198.59	1,198.59	
	0101	000002573	MANCHESTER EPD	04/06/17	19110	Salary Reimbursement	EPD	9855432	580.51	580.51	
							TOTAL		580.51	580.51	
							CUSTOMER TYPE				
							TOTAL		1,779.10	1,779.10	
21	0101	000002568	MANCHESTER RISK MANAGEMENT	04/06/28	2A130	Mechanical Division Wages	5 MC SAFETY AWARDS	9855993	150.00	150.00	

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CITY OF MANCHESTER, NH
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CUSTOMER TYPE CODE	FUND CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
21	0101 000002568	MANCHESTER RISK MANAGEMENT	04/06/28	2B130	Structural Division Wages	3 MO SAFETY AWARDS	9855993	90.00	90.00	C
	0101	MANCHESTER RISK MANAGEMENT	04/06/28	2C130	Administration Wages	4 MO SAFETY AWARDS	9855993	120.00	120.00	
						TOTAL		360.00	360.00	
	0101 000008819	MANCHESTER ANGELS YOUTH SOCCER	04/06/10	21928	Custodial Indirect Cost	ADMINISTRATIVE FEES	9855324	5.20	5.20	
	0101	MANCHESTER ANGELS YOUTH SOCCER	04/06/10	21591	Custodial Contract Manpwr	CUST SVS 5-8 GREEN ACRES	9855324	40.80	40.80	
						TOTAL		46.00	46.00	
						CUSTOMER TYPE TOTAL		406.00	406.00	
27	0801 000002568	MANCHESTER RISK MANAGEMENT	04/06/25	27999	SAFETY AWARDS		9855259	300.00	300.00	
						TOTAL		300.00	300.00	
						CUSTOMER TYPE TOTAL		300.00	300.00	
34	0101 000002539	MANCHESTER HIGHWAY DEPT	04/07/03	33237	Extra Detail Admin Fee	Police Extra Detail	9856192	8.50	8.50	
	0101	MANCHESTER HIGHWAY DEPT	04/07/03	33931	Extra Detail Reserve Acct	Police Extra Detail	9856192	14.40	14.40	
	0101	MANCHESTER HIGHWAY DEPT	04/07/03	3A140	Regular Rate Officer's	Police Extra Detail	9856192	168.75	168.75	
						TOTAL		191.65	191.65	
	0101 000002543	MANCHESTER TRAFFIC DEPT	04/05/29	3A225	Regular Rate Retirement	Police Extra Detail	9855149	11.52	11.52	
	0101	MANCHESTER TRAFFIC DEPT	04/05/29	3A140	Regular Rate Officer's	Police Extra Detail	9855149	135.00	135.00	
	0101	MANCHESTER TRAFFIC DEPT	04/05/29	33237	Extra Detail Admin Fee	Police Extra Detail	9855149	6.80	6.80	
						TOTAL		153.32	153.32	
						CUSTOMER TYPE TOTAL		153.32	153.32	
0101 000002557	MANCHESTER WATER WORKS	04/07/10	3A140	Regular Rate Officer's	Police Extra Detail	9856251	894.38	894.38		
0101	MANCHESTER WATER WORKS	04/07/10	3A225	Regular Rate Retirement	Police Extra Detail	9856251	33.12	33.12		
0101	MANCHESTER WATER WORKS	04/07/10	33237	Extra Detail Admin Fee	Police Extra Detail	9856251	45.05	45.05		
0101	MANCHESTER WATER WORKS	04/07/10	33931	Extra Detail Reserve Acct	Police Extra Detail	9856251	43.20	43.20		
0101	MANCHESTER WATER WORKS	04/07/03	33237	Extra Detail Admin Fee	Police Extra Detail	9856195	48.45	48.45		
0101	MANCHESTER WATER WORKS	04/07/03	3A225	Regular Rate Retirement	Police Extra Detail	9856195	82.08	82.08		
0101	MANCHESTER WATER WORKS	04/07/03	3A140	Regular Rate Officer's	Police Extra Detail	9856195	961.88	961.88		
0101	MANCHESTER WATER WORKS	04/06/26	3A140	Regular Rate Officer's	Police Extra Detail	9855976	708.75	708.75		
0101	MANCHESTER WATER WORKS	04/06/26	33237	Extra Detail Admin Fee	Police Extra Detail	9855976	35.70	35.70		
0101	MANCHESTER WATER WORKS	04/06/26	3A225	Regular Rate Retirement	Police Extra Detail	9855976	60.48	60.48		
0101	MANCHESTER WATER WORKS	04/06/19	33237	Extra Detail Admin Fee	Police Extra Detail	9855857	20.40	20.40		
0101	MANCHESTER WATER WORKS	04/06/19	3A140	Regular Rate Officer's	Police Extra Detail	9855857	405.00	405.00		
0101	MANCHESTER WATER WORKS	04/06/19	3A225	Regular Rate Retirement	Police Extra Detail	9855857	34.56	34.56		
0101	MANCHESTER WATER WORKS	04/06/12	3A140	Regular Rate Officer's	Police Extra Detail	9855340	691.88	691.88		
0101	MANCHESTER WATER WORKS	04/06/12	3A225	Regular Rate Retirement	Police Extra Detail	9855340	59.04	59.04		

CITY OF MANCHESTER, NH
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CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
34	0101	000002557	MANCHESTER WATER WORKS	04/06/12	38140	Overtime Rate Officer's	Police Extra Detail	9855340	102.80	102.80	C
	0101		MANCHESTER WATER WORKS	04/06/12	38225	Overtime Rate Retirement	Police Extra Detail	9855340	8.78	8.78	
	0101		MANCHESTER WATER WORKS	04/06/12	33237	Extra Detail Admin Fee	Police Extra Detail	9855340	38.25	38.25	
	0101		MANCHESTER WATER WORKS	04/06/05	3A140	Regular Rate Officer's	Police Extra Detail	9855268	556.88	556.88	
	0101		MANCHESTER WATER WORKS	04/06/05	3A225	Regular Rate Retirement	Police Extra Detail	9855268	23.04	23.04	
	0101		MANCHESTER WATER WORKS	04/06/05	33931	Extra Detail Reserve Acct	Police Extra Detail	9855268	24.48	24.48	
	0101		MANCHESTER WATER WORKS	04/06/05	33237	Extra Detail Admin Fee	Police Extra Detail	9855268	28.05	28.05	
							TOTAL		4,906.25	4,906.25	
							CUSTOMER TYPE		5,251.22	5,251.22	
41	0101	000000035	MANCHESTER HEALTH DEPT	04/06/30	41898	DOUVILLE REIMBURSEMENT	ERROR	9856121	29.88	29.88	
	0101		MANCHESTER HEALTH DEPT	04/06/30	41592	Food License Fees	CLASS III-A	9856121	1,740.00	1,740.00	
	0101		MANCHESTER HEALTH DEPT	04/06/30	41592	Food License Fees	CLASS III-M	9856121	1,160.00	1,160.00	
	0101		MANCHESTER HEALTH DEPT	04/06/30	41592	Food License Fees	CLASS III-B	9856121	560.00	560.00	
	0101		MANCHESTER HEALTH DEPT	04/06/30	41592	Food License Fees	CLASS I	9856121	1,320.00	1,320.00	
	0101		MANCHESTER HEALTH DEPT	04/06/30	41592	Food License Fees	CLASS II	9856121	5,565.00	5,565.00	
							TOTAL		10,374.88	10,374.88	
							CUSTOMER TYPE		30.00	30.00	
50	0101	000002545	MANCHESTER BUILDING MAINTENANC	04/05/27	58130	Boiler Rmvl Labor-5/6/04	WF0096015 Job 036	9855080	436.32	436.32	
	0101		MANCHESTER BUILDING MAINTENANC	04/05/27	50361	Boiler Emvl Trans/Equip	WF0096015 Job 36	9855080	8.65	8.65	
							TOTAL		444.97	444.97	
							CUSTOMER TYPE		14,562.70	14,562.70	
							TOTAL		4,157.82	4,157.82	
							CUSTOMER TYPE		30.00	30.00	
							TOTAL		4,157.82	4,157.82	

CITY OF MANCHESTER, NH
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CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
50	0101	000002557	MANCHESTER WATER WORKS	04/06/14	5H682	RECY ASP W/E 6-11-04	139.81 TNS	9855365	290.80	290.80	C
	0101		MANCHESTER WATER WORKS	04/06/14	5G130	W/E 6-5-04 12 HRS	PIRE @ LAUREL	9855365	420.00	420.00	
	0101		MANCHESTER WATER WORKS	04/06/14	5G130	3 HRS W/E 6-5-04	MERRIMACK STREET	9855365	105.00	105.00	
	0101		MANCHESTER WATER WORKS	04/06/14	5G918	RECY ASPH OVERHEAD	W/E 6-11-04 139.81 TNS	9855365	58.72	58.72	
	0101		MANCHESTER WATER WORKS	04/06/07	5G918	Recy Asph Ovhd w/e 6/5/04	73.18 tons @ \$.42	9855236	30.74	30.74	
	0101		MANCHESTER WATER WORKS	04/06/07	5H682	49 Recy Asph w/e 6/5/04	73.18 tons @ \$.2.08	9855236	152.21	152.21	
	0101		MANCHESTER WATER WORKS	04/06/01	5G918	Recy Asph Ovhd w/es/29/04	95.24 tons @ \$.42	9855122	40.00	40.00	
	0101		MANCHESTER WATER WORKS	04/06/01	5H682	49 Recy Asph w/e 5/29/04	95.24 tons @ \$.2.08	9855122	198.10	198.10	
	0101		MANCHESTER WATER WORKS	04/06/01	5G130	45 Utility Insp OT-17.5hr	Merrimack&elm St 5/16/04	9855122	612.50	612.50	
	0101		MANCHESTER WATER WORKS	04/06/01	5G130	45 Utility Insp OT- 4 hrs	Corning Rd w/e 5/22/04	9855122	140.00	140.00	
							TOTAL		2,941.65	2,941.65	
	0101	000002568	MANCHESTER RISK MANAGEMENT	04/06/25	50110	Safety Award-FY04	Administration	9855950	150.00	150.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	51110	Safety Award-FY04	Drop Off	9855950	60.00	60.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	5G110	Safety Award-FY04	Garage	9855950	360.00	360.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	5F110	Safety Award-FY04	Refuse	9855950	90.00	90.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	5C110	Safety Award-FY04	Highway Construction	9855950	300.00	300.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	5B110	Safety Award-FY04	Engineering	9855950	210.00	210.00	
	0101		MANCHESTER RISK MANAGEMENT	04/06/25	5A110	Safety Award-FY04	Sewer	9855950	270.00	270.00	
							TOTAL		1,440.00	1,440.00	
	0101	000002573	MANCHESTER EPD	04/06/30	50361	O&M Sewer Reimbursement	June 2004	9856151	456.91	456.91	
	0101		MANCHESTER EPD	04/06/23	50740	Charge adjustment	1/2 PIPE LASER	9855366	8.00	8.00	
	0101		MANCHESTER EPD	04/06/14	50740	1/2 PIPE LASER	95995-25	9855366	2,550.00	2,550.00	
	0101		MANCHESTER EPD	04/05/27	50361	O&M Sewer Reimbursement	May 2004	9855081	287.10	287.10	
							TOTAL		3,302.01	3,302.01	
52	0807	000002568	MANCHESTER RISK MANAGEMENT	04/06/25	6A110	Safety Awards		9855948	324.00	324.00	
	0807		MANCHESTER RISK MANAGEMENT	04/06/25	6A110	Safety Awards		9855948	36.00	36.00	
							TOTAL		360.00	360.00	
	0101	000005976	MANCHESTER HIGHWAY DEPT	04/06/09	5C682	Materials - Signals		9855286	330.80	330.80	
							TOTAL		330.80	330.80	
							CUSTOMER TYPE				
							TOTAL		8,128.63	8,128.63	
							CUSTOMER TYPE				
							TOTAL		650.80	650.80	
							AGING				
							TOTAL		244,155.71	244,155.71	

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
INTERDEPARTMENTAL BY CUSTOMER TYPE

CUSTOMER TYPE CODE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
13	0101	000000044	MANCHESTER LIBRARY	04/04/21	13740	TELEPHONE	LIB PO#: lim-0492	9854089	200.00	146.98	30
							TOTAL		200.00	146.98	
	0101	000002521	MANCHESTER POLICE DEPT	04/04/23	13740	KEA 420 5-1	POL PO#: 307461	9854140	1,206.00	1,206.00	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	NEC AS700 MONITORS	POL PO#: 420172	9854107	500.00	368.54	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	COMDIAL 16 PORT LINE CARD	POL PO#: 421130	9854115	1,495.00	1,495.00	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	WESTERN DIGITAL HRD DR	POL PO#: 307461	9854113	150.87	150.87	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	WINDOWS SRVR CAL	POL PO#: 307461	9854111	40.00	40.00	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	SMS 2003 CAL	POL PO#: 307461	9854111	56.00	56.00	
	0101		MANCHESTER POLICE DEPT	04/04/21	13740	MS OFFICE 2003	POL PO#: 307461	9854111	618.00	618.00	
							TOTAL		4,065.87	3,934.41	
							CUSTOMER TYPE TOTAL		4,265.87	4,081.39	
50	0101	000000029	MANCHESTER CITY SOLICITOR	04/04/23	5R682	Littleleague Field Repair	PO# 422549	9854171	4,200.00	4,200.00	
							TOTAL		4,200.00	4,200.00	
							CUSTOMER TYPE TOTAL		4,200.00	4,200.00	
10	0101	000002557	MANCHESTER WATER WORKS	04/03/04	10839	City Admin Costs - MWW	\$38,345,000 Rev Bond Issu	9852567	20,000.00	20,000.00	90
							TOTAL		20,000.00	20,000.00	
							CUSTOMER TYPE TOTAL		20,000.00	20,000.00	
11	0301	000000035	MANCHESTER HEALTH DEPT	03/12/29	10968	AggregationEnergyMeasures	Rines Ctr Boiler	9850245	43,777.00	38,627.00	
	0808		MANCHESTER HEALTH DEPT	03/12/29	10461	Aggregation Fee - EEM	Rines Ctr Boiler	9850245	3,267.00	904.00	
							TOTAL		47,044.00	39,531.00	
							CUSTOMER TYPE TOTAL		20,000.00	20,000.00	
	0301	000002521	MANCHESTER POLICE DEPT	03/12/29	10968	AggregationEnergyMeasures	Lighting-Firing range	9850246	5,718.40	5,718.40	
	0808		MANCHESTER POLICE DEPT	03/12/29	10461	Aggregation Fee - EEM	Lighting-Firing range	9850246	897.54	107.54	
							TOTAL		6,615.94	5,825.94	
							CUSTOMER TYPE TOTAL		53,659.94	45,356.94	

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CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
INTERDEPARTMENTAL BY CUSTOMER TYPE

CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
13	0101	000002557 MANCHESTER WATER WORKS	03/01/28	13926	Fringe Benefits-Info Sys	7/01/02-12/31/02	9840783	120.63	25.44	90
							TOTAL	120.63	25.44	
	0101	000002561 MANCHESTER AIRPORT	03/04/15	13740	SCF #: 2002-203866	Continuation Property	9842549	7,500.00	3,750.00	
							TOTAL	7,500.00	3,750.00	
							CUSTOMER TYPE TOTAL	7,620.63	3,775.44	
							AGING TOTAL	81,280.57	69,132.38	
							FINAL TOTALS TOTAL	333,902.15	321,569.48	

*** END OF REPORT ***

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
SCHOOL INVOICES BY CUSTOMER TYPE

CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
13	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	04/06/25	13926	Fringe Benefits-Info Sys	WF0057018	9855954	3.65	3.65	C
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/25	13926	Labor-Info Systems	WF0057018	9855954	12.16	12.16	
							TOTAL		15.81	15.81	
							CUSTOMER TYPE TOTAL		15.81	15.81	
21	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	21591	Custodial Contract Manpwr	MUSIC EVENT CHS 6-5	9856062	122.40	122.40	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	21928	Custodial Indirect Cost	administrative fees	9856059	23.40	23.40	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	21591	Custodial Contract Manpwr	Step up concert 6-5	9856059	183.60	183.60	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	21928	School Charge Backs	CUSTODIAL AND GROUNDS	9856222	79,713.69	79,713.69	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	21928	Custodial Indirect Cost	ADMINISTRATIVE FEES	9856062	15.60	15.60	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/23	21928	Custodial Indirect Cost	administrative fees	9855941	41.60	41.60	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/23	21591	Custodial Contract Manpwr	cust svb music fest 4-17	9855941	326.40	326.40	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/10	21998	School Charge Backs	ALARM, SECURITY CALLS	9855312	163.20	163.20	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/10	21998	School Charge Backs	ALARM SECURITY CALLS	9855312	448.80	448.80	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/04	21998	School Charge Backs	Custodial & Grounds,	9855197	580,285.54	580,285.54	
							TOTAL		661,324.23	661,324.23	
							CUSTOMER TYPE TOTAL		61.20	61.20	
41	0101	000004101	NORTHWEST ELEMENTARY SCHOOL	04/06/10	21591	Custodial Contract Manpwr	CUST SVS PARENTS NIGHT	9855315	7.80	7.80	
	0101		NORTHWEST ELEMENTARY SCHOOL	04/06/10	21928	Custodial Indirect Cost	ADMINISTRATIVE FEES	9855315	69.00	69.00	
							TOTAL		10.40	10.40	
							CUSTOMER TYPE TOTAL		81.60	81.60	
							TOTAL		92.00	92.00	
							CUSTOMER TYPE TOTAL		661,485.23	661,485.23	
41	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	04/06/29	41998	MAY04 SCH NURSE BENEFITS		9856097	37,104.92	37,104.92	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/29	41998	MAY04 SCH NURSE SALARIES		9856097	91,630.71	91,630.71	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/29	41998	MAY04 P.DUMAIS BENEFITS		9856097	363.83	363.83	
	0101		SCHOOL ADMINISTRATIVE UNIT #37	04/06/29	41998	MAY04 P.DUMAIS ADM STAFF		9856097	1,525.98	1,525.98	
							TOTAL		130,625.44	130,625.44	
							CUSTOMER TYPE TOTAL		11.22	11.22	
							TOTAL		146.56	146.56	
							TOTAL		157.78	157.78	

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
SCHOOL INVOICES BY CUSTOMER TYPE

CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	CHARGE CODE	TRANS DATE	CHARGE DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
50	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Labor-Misc Schools	WF0096029 Job 002	9856167	1,073.08	1,073.08	C
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Labor-Misc Schools	WF0096029 Job 179	9856167	4,425.96	4,425.96	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Labor-Misc Schools	WF0096029 Job 179	9856231	502.94	502.94	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Overtime Labor	WF0096015 Job 030	9856231	158.60	158.60	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Materials	WF0096015 Job 030	9856231	98.00	98.00	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Overtime Labor	WF0096020 Job 030	9856231	155.63	155.63	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Materials	WF0096020 Job 030	9856231	122.50	122.50	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Labor-Misc Schools	WF0096029 Job 002	9856231	160.96	160.96	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Sch/Adm dmp p/e 6/26/04	WF0096028 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Exrville dmp p/e 6/26/04	WF0096006 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Beech dmp p/e 6/26/04	WF0096007 Job 161	9856167	328.65	328.65	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Gosler dmp p/e 6/26/04	WF0096007 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Grn Acres dmp p/e 6/26/04	WF0096010 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Hillsville dmp p/e 6/26/04	WF0096011 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Highland dmp p/e 6/26/04	WF0096012 p/e 6/26/04	9856167	262.92	262.92	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Jewett dmp p/e 6/26/04	WF0096014 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Mconough dmp p/e 6/26/04	WF0096016 Job 161	9856167	197.19	197.19	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Northwest dmp p/e 6/26/04	WF0096018 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Pr Vrnny dmp p/e 6/26/04	WF0096019 Job 161	9856167	197.19	197.19	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Smyth Rd dmp p/e 6/26/04	WF0096021 Job 161	9856167	65.73	65.73	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Webstar dmp p/e 6/26/04	WF0096027 Job 161	9856167	197.19	197.19	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Weston dmp p/e 6/26/04	WF0096025 Job 161	9856167	131.46	131.46	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Wilson dmp p/e 6/26/04	WF0096026 Job 161	9856167	197.19	197.19	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Hillsdale dmp p/e 6/26/04	WF0096013 Job 161	9856167	328.65	328.65	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			McLghin dmp p/e 6/26/04	WF0096023 Job 161	9856167	525.84	525.84	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Parkside dmp p/e 6/26/04	WF0096020 Job 161	9856167	262.92	262.92	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Southside dmp p/e 6/26/04	WF0096022 Job 161	9856167	328.65	328.65	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Central dmp p/e 6/26/04	WF0096008 Job 161	9856167	723.03	723.03	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			West dmp p/e 6/26/04	WF0096024 Job 161	9856167	460.11	460.11	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Memorial dmp p/e 6/26/04	WF0096017 Job 161	9856167	591.57	591.57	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/30 50998			Sch/Tech dmp p/e 6/26/04	WF0096015 Job 161	9856167	262.92	262.92	
							CUSTOMER TYPE TOTAL		130,783.22	130,783.22	
									12,679.10	12,679.10	
								9855926	143.00	143.00	
							TOTAL		143.00	143.00	
							CUSTOMER TYPE TOTAL		12,822.10	12,822.10	
52	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37 04/06/17 D2646			Permits/Bedford	9855433		40.00	40.00	
	0101		SCHOOL ADMINISTRATIVE UNIT #37 04/06/17 H2646			Permits/Willyard	9855433		350.00	350.00	

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CITY OF MANCHESTER, NH
 OPEN INVOICE REPORT BY AGING
 SCHOOL INVOICES BY CUSTOMER TYPE

CUSTOMER TYPE	FUND	CUSTOMER ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
65	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	04/06/30	65998	School Grounds Q4 FY04	April - June 2004	9856220	12,360.15	12,360.15	C
	0807		SCHOOL ADMINISTRATIVE UNIT #37	04/06/28	65652	JFK Electric Reimbursemt		9855964	3,616.19	3,616.19	
								TOTAL	15,976.34	15,976.34	
								CUSTOMER TYPE			
								TOTAL	390.00	390.00	
65	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	04/03/31	65998	School Grnd Minc Contract	Services Jan-March 2004	9853493	59,774.13	59,774.13	60
								TOTAL	59,774.13	59,774.13	
								CUSTOMER TYPE			
								TOTAL	821,472.70	821,472.70	
34	0101	000000064	SCHOOL ADMINISTRATIVE UNIT #37	03/08/30	3A225	Regular Rate Retirement	Police Extra Detail	9846841	8.64	8.64	90
	0101		SCHOOL ADMINISTRATIVE UNIT #37	03/08/30	3A140	Regular Rate Officer's	Police Extra Detail	9846841	101.25	101.25	
								TOTAL	109.89	109.89	
								CUSTOMER TYPE			
								TOTAL	109.89	109.89	
41	0101	000004107	HILLSIDE MIDDLE SCHOOL	03/06/30	41110	MAHONEY FIELD TRIP	6/6/03 SCHOOL HEALTH NURSE	9844978	131.44	131.44	
								TOTAL	131.44	131.44	
								CUSTOMER TYPE			
								TOTAL	131.44	131.44	
65	0807	000000064	SCHOOL ADMINISTRATIVE UNIT #37	02/06/30	65462	School Athletics	Q4FY02 April - June 2002	9834779	140,953.42	63,000.00	
								TOTAL	140,953.42	63,000.00	
								CUSTOMER TYPE			
								TOTAL	140,953.42	63,000.00	

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CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
SCHOOL INVOICES BY CUSTOMER TYPE

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CUSTOMER TYPE CODE	FUND ID	CUSTOMER NAME	TRANS DATE	CHARGE CODE	TRANSACTION DESCRIPTION	COMMENT	INVOICE NUMBER	TRANSACTION AMOUNT	AMOUNT UNPAID	AGING CONTROL CODE
							AGING TOTAL	141,194.75	63,241.33	
							FINAL TOTAL	1,022,441.58	884,714.04	

*** END OF REPORT ***

Department of Finance
Accounts Receivable
Submissions to Solicitor's Office

Court Proceedings Initiated
Submitted for Write Off
Payment Plan Initiated

Dept	Customer Name	Cust #	Invoice #	Invoice Date	Original Amount	Open Amount	Explanation
fire	C/O Very Narrow Trust Philip Desmarais	2937	9807750	1/28/1999	\$480.00	\$480.00	Judgement for the City
fire	C/O Very Narrow Trust Philip Desmarais	2937	9812557	1/1/2000	\$480.00	\$480.00	Judgement for the City
fire	C/O Very Narrow Trust Philip Desmarais	2937	9806534	3/25/1999	\$850.00	\$850.00	Judgement for the City
fire	Joshua Irrevocable Trust	4431	9807770	1/28/1999	\$480.00	\$480.00	Pymt Plan Initiated
fire	Joshua Irrevocable Trust	4431	9812586	1/1/2000	\$480.00	\$480.00	Pymt Plan Initiated
	above submitted to City Solicitor December 21, 2000						\$2,770.00
fire	NH Demolition Inc	5867	9815206	6/29/2000	\$1,918.35	\$1,762.10	closed AEX 05/28/01
traffic	Brian Smith	5973	9816151	8/9/2000	\$859.94	\$859.94	closed SKP 06/29/01
	above submitted to City Solicitor 7/13/01						\$2,622.04
	Total sent to City Solicitor						
traffic	Mark Paris	5747	9814844	6/6/2000	\$1,369.71	\$1,369.71	closed AEX 07/15/01
fire	Philip Desmarais	2937	9814629	5/24/2000	\$650.00	\$650.00	Judgement for the City
fire	Joshua Irrevocable Trust	4431	9814633	5/24/2000	\$50.00	\$50.00	Pymt Plan Initiated
	above submitted to City Solicitor 8/14/01						\$2,069.71
	Total sent to City Solicitor						
fire	Joshua Irrevocable Trust	4431	9819350	1/1/2001	\$480.00	\$150.00	Pymt Plan Initiated
	above submitted to City Solicitor 11/05/01						\$150.00
	Total sent to City Solicitor						
hwy	Chris Chakas - Former Hwy Employee	6172	9818435	11/28/2000	\$63.84	\$63.84	workers compensation reimbursement
	above submitted to City Solicitor 11/23/01						\$63.84
	Total sent to City Solicitor						
fire	Philip Desmarais	2937	9819322	1/1/2001	\$480.00	\$480.00	Judgement for the City
hwy	John Kiskinis - Former Hwy Employee	6174	9818437	11/28/2000	\$486.53	\$486.53	workers compensation reimbursement
	above submitted to City Solicitor 12/17/01						\$966.53
fire	Philip Desmarais	2937	9821323	3/20/2001	\$350.00	\$350.00	Judgement for the City
	above submitted to City Solicitor 12/28/01						\$350.00
epd	Casey Septic	5684	6172&754	7/31/2000	\$1,857.44	\$1,857.44	closed AEX 12/30/01
	above submitted to City Solicitor 01/14/02						\$1,857.44
fire	Bernard Stubbs	6622	9823938	6/29/2001	\$1,735.89	\$1,735.89	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9825286	8/20/2001	\$530.70	\$530.70	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9825476	8/27/2001	\$634.50	\$634.50	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9825663	9/10/2001	\$406.50	\$406.50	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9825794	9/17/2001	\$133.50	\$133.50	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9826156	9/24/2001	\$31.50	\$31.50	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9826396	10/5/2001	\$58.50	\$58.50	closed AEX 05/26/02
hwy	Cold Stone Development	5981	9827382	11/13/2001	\$105.00	\$105.00	closed AEX 05/26/02
	above submitted to City Solicitor 06/13/02						\$3,636.09
hwy	Mike Healy - Former Hwy Employee	6173	9818436	11/28/2000	\$218.98	\$218.98	workers compensation reimbursement
	above submitted to City Solicitor 08/12/02						\$218.98
fire	Bridge Bay LLC	6269	9819668	1/9/2001	\$480.00	\$480.00	closed AEX 01/01/03
fire	Bridge Bay LLC	6269	9829359	1/4/2002	\$480.00	\$480.00	closed AEX 01/01/03
fire	Bridge Bay LLC	6269	9839464	1/1/2003	\$480.00	\$480.00	closed AEX 01/01/03
fire	Philip Desmarais	2937	9829220	1/4/2002	\$480.00	\$480.00	Judgement for the City
fire	Philip Desmarais	2937	9832777	5/15/2002	\$350.00	\$350.00	Judgement for the City
fire	Philip Desmarais	2937	9839329	1/1/2003	\$480.00	\$480.00	Judgement for the City
	above submitted to City Solicitor 01/15/03						\$2,750.00
traffic	Danielle Garcia	7307	9832429	4/24/2002	\$3,160.29	\$3,160.29	closed AEX 06/30/03
	above submitted to City Solicitor 07/15/03						\$3,160.29
hwy	Steve Mann - Former Hwy Employee	8005	9843224	5/6/2003	\$417.56	\$417.56	closed AEX 09/20/03
	above submitted to City Solicitor 10/15/03						\$417.56
hwy	Teac Boucher - Former Hwy Employee	8006	9843225	5/6/2003	\$92.11	\$92.11	closed AEX 10/25/03
traffic	Teresa Lorenz	6977	9826959	10/22/2001	\$1,327.19	\$1,327.19	closed AEX 10/31/03
	above submitted to City Solicitor 12/3/03						\$1,419.30
fire	Philip Desmarais	2937	9842180	3/20/2003	\$850.00	\$850.00	Judgement for the City
	above submitted to City Solicitor 12/5/03						\$850.00
hwy	Ryan Fitzgerald - Former Hwy Employee	8115	9844254	6/16/2003	\$36.92	\$36.92	closed AEX 02/21/04
hwy	Steve Thompson - Former Hwy Employee	8111	9844250	6/16/2003	\$82.97	\$82.97	closed AEX 02/14/04
	above submitted to City Solicitor 03/9/04						\$119.89
hwy	Timothy Boisvert - Former Hwy Employee	8113	9844252	6/16/2003	\$51.13	\$51.13	closed USA 02/14/04
	above submitted to City Solicitor 04/9/04						\$51.13
fire	Philip Desmarais	2937	9860893	1/5/2004	\$480.00	\$480.00	Judgement for the City
fire	Bridge Bay LLC	6269	9850820	1/5/2004	\$480.00	\$480.00	closed AEX 01/01/03
	above submitted to City Solicitor 04/20/04						\$960.00
fire	261 Pine Realty Trust	2972	9829224	1/4/2002	\$480.00	\$480.00	closed AEX 04/10/04
fire	261 Pine Realty Trust	2972	9839333	1/1/2003	\$480.00	\$480.00	closed AEX 04/10/04
fire	261 Pine Realty Trust	2972	9842181	3/20/2003	\$50.00	\$50.00	closed AEX 04/10/04
fire	261 Pine Realty Trust	2972	9850697	1/5/2004	\$480.00	\$480.00	closed AEX 04/10/04
fire	261 Pine Realty Trust	2972	9853971	4/16/2004	\$50.00	\$50.00	closed AEX 04/10/04
traffic	Joseph Brunn DBA Bird Transportation	7887	9841488	3/26/2003	\$3,374.93	\$3,374.93	closed AEX 04/24/04
	above submitted to City Solicitor 05/11/04						\$4,914.93
hwy	Steve Thompson - Former Hwy Employee	8111	9845813	7/31/2003	\$598.72	\$518.72	closed AEX 02/14/04
							\$518.72
							\$29,866.45

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ACCOUNTS RECEIVABLE OVER 90 DAYS SUMMARY

As of July 14, 2004

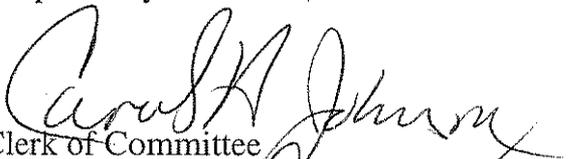
		<u>Misc Information</u>
Total Receivables Over 90 Days	\$	1,723,701.95
Interdepartmental	\$	69,132.38
School	\$	63,241.33
Solicitor's Office Submissions	\$	29,866.45
Airport	\$	1,365,481.16
Riverfest Inc	\$	10,413.84
Blue Cross/Blue Shield	\$	58,325.56
SMGN/Verizon Wireless Arena	\$	85,000.00
Subtotal	\$	<u>1,681,460.72</u>
Adjusted Receivable Balance From Other Accounts	\$	<u>42,241.23</u>

Police Extra Detail (Submitted for 4thQ Write Off)
Health Audit Recovery
Variable Speed Drives

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted a report from the Committee on Community Improvement recommending that a policy for Fleet Management/Motorized Equipment be approved, with the recommendation that it be adopted.

Respectfully submitted,


Clerk of Committee


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adoption

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a policy for Fleet Management/Motorized Equipment, as enclosed herein, be approved.

Respectfully submitted,

L. R. Bernier

Clerk of Committee

IN BOARD OF MAYOR & ALDERMEN

DATE: April 20, 2004

ON MOTION OF ALD. Thibault

SECONDED BY ALD. Smith

VOTED TO refer to Committee on Accounts, Enrollment and Revenue Admin.

W. D. Deputy
CITY CLERK

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

Gentlemen:

The Committee on CIP respectfully recommends, after due and careful consideration, that:

Consistent with **Chapter 30, Section 32.083** of the Code of Ordinances and former policies of the City, the following up-dated policies and procedures be adopted:

CITY OF MANCHESTER
POLICIES AND PROCEDURES
FLEET MANAGEMENT/MOTORIZED EQUIPMENT

1. **Fleet Management** shall be conducted under the supervision of the Community Improvement Committee.
2. **Procurement**
 - A. No vehicle (motorized equipment or trailer) shall be leased, donated or purchased without the approval of the Community Improvement Committee.
 - B. Scheduled Replacement/Annual Requests The Public Works Director shall maintain an equipment replacement schedule. Department Heads shall submit annual requests for motorized vehicular equipment to the Public Works Director on forms in a manner to be determined by the Public Works Director. Annual requests shall coincide with the annual budget process. The Public Works Director shall provide a summary of the annual requests to the Mayor for budgetary approvals.
 - C. Interim Requests for vehicles, emergency or otherwise, shall be made to the Community Improvement Committee in care of the City Clerk who shall forward a copy to the Public Works Director and present the request to the Community Improvement Committee.
 - D. Procurement Code Compliance: Following approval of vehicle/equipment purchase, the Department Head shall consult with the Public Works Director or his designee, who shall advise as may be required for compliance with the procurement code. The Public Works Director shall process encumbrances and payments as may be required in accordance with the Committee's direction. Enterprise departments shall process their own encumbrances and payments.

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3. Operational control, disposition of vehicles/equipment, allocation of revenues.

Authority for assignment and utilization of a motor vehicle, shall be with the department for which it was originally purchased subject to meeting conditions of other policy requirements contained herein.

When a department determines for any reason that it no longer requires any motor vehicle, (motorized equipment or trailer), they shall immediately notify the Public Works Director for disposition or reassignment as determined to be appropriate. Whenever a department receives a replacement vehicle for any reason (inclusive of insurance/accident) they shall immediately notify the Public Works Director for disposition purposes of the replaced vehicle. If for any reason the department wishes to keep the vehicle being replaced, a request to the Community Improvement Committee is required. Enterprise Departments will be responsible for enterprise vehicle disposition.

Disposition of vehicles/equipment shall be conducted as is consistent with other ordinances and City policy.

Revenues received, as part of disposition shall be returned to the fund from which the vehicle was purchased.

- A. Vehicle Registration. No vehicle shall be registered without having been authorized by the C.I.P. Committee. Enterprise departments who have purchased approved vehicles shall provide purchase documentation to the Public Works Director prior to applying for registration. The City Clerk shall provide a copy of all registrations to the Public Works Director for inventory maintenance purposes.
- B. Vehicle Trade-In. The department shall provide the Public Works Director trade-in documentation for any vehicle traded in toward the purchase of an approved vehicle replacement.

4. Financial and General Records.

- A. The Public Works Director shall maintain a statement of all accounts for the C.I.P. Committee, reflecting current budgets, amounts encumbered, and actual expenditures. The City Clerk shall process all Certificates of Origin with the State of New Hampshire and shall hold all original titles and registrations, with copies to departments as needed.
- B. The Public Works Director will be responsible for issuing fixed asset tags for those vehicles purchased through the Motorized Equipment Replacement program. The Public Works Director will be responsible for entering those vehicles into the City's Continuing Property Records. Departments will be required to forward all necessary information regarding location, division, funding source and so forth. Enterprise departments shall process their own vehicles purchased through other funds.
- C. Transferring/Retiring: The Public Works department will be responsible for maintaining the Continuing Property Records Module for Vehicles and Equipment. Departments must notify the Public Works Director when vehicles are disposed of, retired or transferred. Enterprise departments shall maintain their own continuing property records.

5. Use and Storage of City Vehicles

The City must be assured that the storage and use of vehicles is above reproach. This policy will assure the City a means of reviewing and answering reports of alleged abuse.

A. Responsibility

1. Department Head

It is the responsibility of each department head to arrange for adequate control and storage of City vehicles when such arrangements are to the advantage of the City, to investigate any alleged abuses brought to the attention of the department and take appropriate action to correct a situation if it exists.

2. Authorized Driver

City employees assigned a City vehicle are responsible for garaging or storing the vehicle at night in the City, monitoring its periodic maintenance requirements, keeping the vehicle in a presentable appearance, and bringing it to the office for use during the day at no additional cost to the City. To exercise discreet judgement in the use and operation of City property.



3. Garaging/Storing of City vehicles outside City Limits
The Department Head may authorize the garaging or storage of City vehicles outside City limits when it is in the best interest of the City to do so.
4. Employees are responsible for detailing all personal use of City Vehicles to the Human Resources Department for reporting on the employees W-2 tax form.

B. Travel

1. Official Travel

Travel related to the execution of duties and functions of City employees such as inspections, fieldwork and transportation to meetings and working sites.

2. Limited Local Travel

Participation in approved civic programs.

In cases of emergency when no other transportation is available. No City employee should depend on any City vehicle exclusively for their private vehicular needs.

C. Vehicle Identification and Operators

1. City Seal

All City vehicles will bear a permanent City seal on the side doors, with the exception of Welfare vehicles, Chief of Police and Detectives' vehicles, and enterprise Departments may display the enterprise seal in place of the City seal. Department names for recognition purposes should appear below the City seal.

2. Authorized Drivers

City employees having a valid New Hampshire motor vehicle operator's license. A copy of the operator's license shall be kept in the employee's personnel file.

3. Authorized Passengers

City employees or those who are engaged in conducting business with the City. The only exceptions to this definition are listed above under "Limited Local Travel" which is a combination of approved travel and personal. Care should be taken in carrying passengers since the City is only liable to the extent of its insurance coverage. On passenger claims exceeding the liability limits of the City policy, the negligent driver is held responsible.

D. Overnight Use

Permitted utilization

1. Department heads whose regular duties require frequent use of a vehicle overnight and whose responsibilities involve evening and weekend public appearances.

2. Employees whose responsibilities involve emergency services and who are regularly subject to call.
3. To provide safe and secure storage, within the City of Manchester, for the vehicles which cannot otherwise be provided as economically and conveniently.

E. Use

1. Proper Use – Execution of official business of the city. Attending local meetings and conferences related to City business. Out of town travel requires proper approval. Limited local travel which could not be construed as an abuse.
2. Improper Use – Strictly personal use such as vacations or family recreation activities in or out of town such as beach, racetrack, etc. Off duty weekend usage. By unauthorized drivers. Providing transportation to unauthorized passengers. Driving an improperly marked City vehicle. Violation of Federal, State or City laws.

F. Airport Provisions

Because of the Airport's unique operational nature and federal oversight requiring certain Airport employees assigned radio-equipped vehicles to be on 24-hour call status, these employees are authorized limited personal use of these vehicles within a reasonable distance from Manchester Airport. Reasonable distance will be determined by the Airport Director based on Airport response-time requirements.

6. Exceptions

Exceptions to this policy may be made by the Mayor or The Community Improvement Committee when it is in the best interest of the City.

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that the Information Systems Director be authorized to execute an agreement with the City of Rochester, NH allowing for the acquisition and use of software developed by the City of Manchester, NH for Dog Licensing, as enclosed herein.

Respectfully submitted,



Clerk of Committee



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AGREEMENT FOR ACQUISITION AND USE OF
SOFTWARE DEVELOPED BY THE CITY OF MANCHESTER, NH

1. **PURPOSE:** This document describes the agreement between the City of Manchester, NH ("Manchester") and City of Rochester, NH ("Recipient") for use of the software described below, including any related documentation and verbal advice (collectively the "Software") developed and/or modified by Manchester employees.
2. **GUARANTEES/WARRANTIES:** Recipient agrees that any conditions or warranties not explicitly listed in this agreement, regardless of whether such are commonly found or encountered in software acquisition, do not apply to this agreement. Recipient acknowledges that Manchester is not in the business of developing software for sale or for use by users other than those working or volunteering for Manchester. As such, Manchester offers NO guarantees or warranties of any kind, including but not limited to:
 - a. that the Software will run on Recipient's computer systems;
 - b. that the Software will perform as described;
 - c. that the Software will perform in accordance with any law or ordinance;
 - d. that the Software is free of flaws ("bugs") and wording errors;
 - e. that the Software is merchantable or fit for any particular use.

There is no warranty, implied or otherwise, as to merchantability and there are no warranties which extend beyond the description of the face hereof. **Manchester does not warrant that the Software provides functionality for the purpose intended.**

3. **LIABILITY:** Recipient waives all rights that may be conferred by present or future law regarding the acquisition and use of the Software. Recipient agrees to indemnify Manchester against any claims, injury, or loss resulting from the use or possession of the Software. Recipient assumes all risks, liabilities, costs, and losses arising from the use or possession of the Software, whether direct or indirect, financial or legal, criminal or civil.
4. **COSTS/FEES:** Recipient agrees that any monies required by and paid to Manchester for acquisition of the Software are solely for reimbursement to Manchester for costs associated with preparing the Software and associated materials for delivery to the Recipient (including meeting times and travel fees, if any), that all such costs are reasonable, that all such costs are non-refundable once incurred by Manchester, and that this is not a sale of the Software. While a cost estimate is provided below, Recipient is responsible for actual fees incurred as invoiced by Manchester. The acquisition and any associated fees and licenses for the use of any embedded software components shall be the responsibility of the Recipient.
5. **SUPPORT:** The Software is provided "AS IS". Manchester will provide no support, maintenance, customization, updates, or advice following the delivery of the Software to the Recipient. Recipient is responsible for all issues relating to programming, customization, maintenance, deployment, operating/networking environment, additional software components, security, and user support. Recipient acknowledges that the Software will not function properly as provided, and that to obtain desired functionality programming changes must be made and/or additional software (including any requisite licenses) may need to be purchased.
6. **DISCREPANCIES/DISPUTES:** Recipient agrees that any discrepancies or disputes regarding this agreement shall be interpreted to the benefit of Manchester, and that Manchester has sole authority to resolve any and all such discrepancies and disputes.
7. **OWNERSHIP:** Manchester waives no rights it has regarding authorship, creativity, and copyright with respect to the Software or works derived therefrom. Recipient agrees that it and its agents will not modify or offer the Software for sale or commercial/paid use or distribute the Software without written permission from Manchester, regardless of the amount of changes made to it following acquisition. Recipient agrees that any subsequent distribution shall only be made to non-enterprise municipal government agencies within the State of New Hampshire (after obtaining written permission from Manchester), and to require that all subsequent recipients be bound to the terms of this agreement.
8. **CANCELLATION:** This agreement may not be cancelled once delivery of the Software to the Recipient has occurred. Prior to delivery, Manchester may cancel this agreement without penalty or obligation, upon written notice to the undersigned Recipient. Prior to delivery, the Recipient may cancel this agreement upon written notice to the undersigned representative of Manchester, but shall remain liable for costs as defined in item 4 above which

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AGREEMENT FOR ACQUISITION AND USE OF SOFTWARE DEVELOPED BY THE CITY OF MANCHESTER, NH

were incurred up to the date of receipt of such notice.

- 9. DESCRIPTION OF SOFTWARE: Dog Licensing application (will include Business Licensing functionality). Will include a one-hour conference call between Manchester's and Rochester's IT staff to go over technical details for customization, preparation, conversion, and installation (all of which must be performed by Rochester).
NOTE: It is expected that Rochester will provide or acquire a person experienced in Access 97 and Visual Basic For Applications.
- 10. EXPECTED DELIVERABLE ITEMS: Includes two Microsoft Access 97 databases: a back-end database for storing actual shared data, and a front-end database containing the programming, screens, and reports to manipulate the data in the back-end database. Also includes a security workgroup file because this application utilizes native Access 97 user-level security. The database file will be stripped of all user information and customer records; only lookup tables will be left populated. All references and graphics that are Manchester-specific will be removed from screens, reports, and code. All instances of the word "Manchester" will be changed to "Rochester". Files will be provided via email or CD, as desired.
- 11. ESTIMATED PREPARATION COSTS (reference item 4 above): 8 hours to review and prepare the front-end and back-end files, plus one hour for technical conference call.

Agreement made this date, _____, between the City of Manchester, NH and

FOR MANCHESTER:

Diane Prew, Director, Information Services
City of Manchester, NH Information Systems Department
100 Merrimack Street, Manchester, NH 03101

Date:

FOR RECIPIENT:

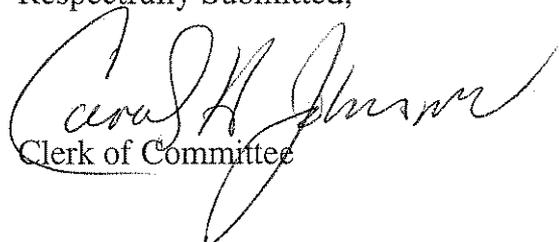
Name:
Title:
Municipality:
Agency:
Address:
City, State, ZIP:
Signature:

Date:

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that language for a proposed charter amendment relating to primary elections be submitted to the Board.

Respectfully Submitted,



Clerk of Committee

S

CHARTER LANGUAGE SUBMITTED BY SOLICITOR'S OFFICE

Language for Ballot:

SHALL THE MUNICIPALITY APPROVE THE CHARTER AMENDMENT SUMMARIED BELOW?

To amend the city charter to provide that the ballot for the municipal primary election shall list all candidates for office even if there is only one candidate for a municipal office and that the ballot for the municipal primary election shall provide the opportunity to write in candidates for all municipal offices.

Actual Charter Amendment Language:

SECTION 5.07 PRIMARY SYSTEM.

~~(a) In the event, two candidates or fewer, or in the case of at large aldermanic and school committee elections four candidates or fewer, file for an elected office, the primary election for said office will be declared unnecessary by the city clerk, who shall then declare the candidates nominated and place them upon the municipal general election ballot.~~

(a) There shall be a municipal primary election for all municipal offices conducted in accordance with Section 5.03.

(b) In each primary election, the two candidates, or four candidates in the case of an at-large aldermanic and school committee elections, receiving the highest number of votes shall be selected from those running for said office and shall be placed on the general election ballot.

S

SECTION 5.32 BALLOTS.

(a) *Preparation by city clerk.* The city clerk shall prepare sufficient official and sample ballots and all related material for use at the municipal primary election and municipal general election.

(b) *Format.* The ballot position for candidates in each of the elective offices in the city shall be alphabetical by surname. The ballot for the municipal primary election shall list all candidates for municipal office.

(c) *Delivery.* The ballots shall be delivered to the moderator or other officer in charge of the election within one (1) hour of the election.

(d) *Write in votes.* All ballots shall make provisions for write in votes for all municipal offices. If a candidate receiving write in votes qualifies as a winner of a primary or general election, that candidate shall be included on the general election ballot or declared elected as if qualified under the other provisions of this charter, if otherwise qualified to hold the office.

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that language for a proposed charter amendment relating to the internal auditor be submitted to the Board by the City Solicitor's Office.

Respectfully submitted,



Clerk of Committee



T

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request for a sewer abatement for property located at 135 Cedar Street be granted and approved in the amount of \$261.95, as recommended by the Environmental Protection Division.

Respectfully submitted,



Carol H. Johnson
Clerk of Committee



6-3-04

To Board of Mayor and Aldermen,

My name is Theodora Thanos. I live at 43 Lodge Street, Manchester, N.H.

I am requesting a sewer charge abatement in the amount of \$261.95, for the property I own located at 135 Cedar Street.

The reason for this request is as follows. The property is on the corner of Cedar and Pine Street. One tenant occupies the Cedar Street side, however, the Pine Street side has been vacant since September. I now have a new tenant that has been periodically doing repairs in hopes of opening a new business, so there hasn't been anyone there until recently, and at that, not very often.

I wasn't aware of any problems until I received a call from the water department in April. They told me that the meter was registering a high amount of water use, so that there must be a problem. When I went to check it out I heard water running, but didn't know where it was coming from, so I called a plumber.

He ended up finding a leak in the crawl space in the cellar, and had to replace a shut off valve to solve the problem. The water leaked onto a dirt



floor, which absorbed the water, so therefore it was not going into the sewer.

I already had to pay the plumber \$75.00, and my water bill was \$240.48, which is normally between \$95-100.00. Now I received the environmental bill for \$352.40, which is normally about \$90.00. Copies of these are attached.

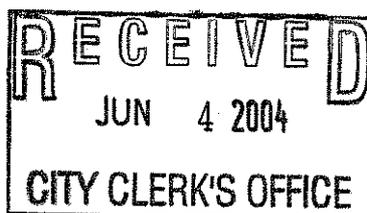
When I called to ask about the bill, the girl said that I had a perfect case for a sewer abatement request, due to the extraordinary events which had occurred.

I would appreciate any help you could give me with this matter to adjust my bill, for it will end up costing me a total of \$667.88 for something that was beyond any knowledge or control on my part.

Thank you for your time.

Sincerely,
Theodora Thanos

Theodora Thanos



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Service Address: 135 CEDAR ST

Account Number **	Cycle	Bill Date	Due Date
6853-4408	07-03	2/24/04	3/25/04

Last Billed Amount: 90.45
 Payments: 90.45-
 Adjustments/Transfers to Tax Office: .00
 Balance Forward: .00

Payment Mailing Address:

ENVIRONMENTAL PROTECTION DIVISION
 CITY OF MANCHESTER, NH
 P.O. BOX 4600
 MANCHESTER NH 03108-4600
 Phone: (603) 624-6522
 Office hours: 8 am - 5 pm, Monday-Friday
 Web Site: www.ManchesterNH.gov

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU	10/08/03	1/06/04	90 E 18797182S	1.000	CCF	4057	4018	39
						USAGE FOR	2/03	52.00
SU	SEWER USAGE CHG				Consumption	Charge		Total
					39.00	60.45		60.45
SS	SEWER SVC CHARGE	10/08/03	1/06/04			30.00		30.00
					Total Current Charges			90.45
					Past Due			.00
					Total Amount Due			90.45

↑ DETACH HERE ↑

↑ DETACH HERE ↑

CUSTOMER THEODORA THANOS
ACCOUNT NUMBER 6851-4408
CYCLE/ROUTE 07-03

SERVICE ADDRESS 135 CEDAR ST

BUSINESS OFFICE MANCHESTER WATER WORKS
 281 LINCOLN ST
 MANCHESTER NH 03103-5093
 (603)624-6494 8am-4:30pm

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
WA	10/08/03	1/06/04	90	21426404W	1.000	CCF	2935	2896
								39
WA	WATER				Consumption	Charge		Total
						41.73		41.73
WM	METER SVC CHG 5/8"	10/08/03	1/06/04			17.92		17.92
	BACKFLOW TEST				11/26/03			35.00
					Total Current Charges			94.65
					Past Due			.00
					Total Amount Due			94.65
					Pay	99.38	After	2/27/04

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request for a sewer abatement for property located at 99 Middle Street not be granted.

The Committee notes that the Environmental Protection Division does not recommend abatement because the water entered the sewer system through a floor drain.

Respectfully submitted,


Clerk of Committee


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**NELSON
KINDER
MOSSEAU &
SATURLEY, PC
ATTORNEYS AT LAW**

Richard C. Nelson
E. Tupper Kinder
Peter W. Mosseau
William C. Saturley
Nicholas K. Holmes
Mark D. Attorri
Bradley D. Holt

Blake M. Sutton
John C. Kissinger, Jr.
Michael T. McNerny*
Catherine B. Cosgrove
Paul T. Milligan*
Jonathan A. Lax
Kenneth E. Rubinstein

Gerald F. Lucey*
Frank W. Beckstein, III
Jeffrey A. Meyers
Christopher T. Vrontas*
Jeanne M. Harney*
Christopher D. Hawkins
Douglas A. Grauel**

Catherine M. Costanzo
Richard C. Bell, Jr.
Brad D. Seggie
Marcia K. Rosenn
Allison C. Ayer
Kristin M. Yasenka

* Admitted in MA only
** Admitted in ME only

June 10, 2004

Board of Mayor and Aldermen
One City Hall Plaza
Manchester, NH 03101

To Whom It May Concern:

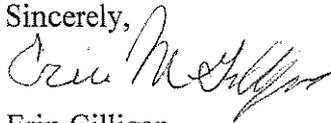
This is a request for a sewer charge abatement for account #14805-9730 related to our property located at 99 Middle Street for the period 01/12/04 – 04/16/04.

Our bill for this quarter equals \$1,239.50. We believe the high usage reading is due to a water leak we experienced in our cooling tower during this period. Enclosed is an invoice in which Select Energy has charged us for the repair of this leak as confirmation of the water leak.

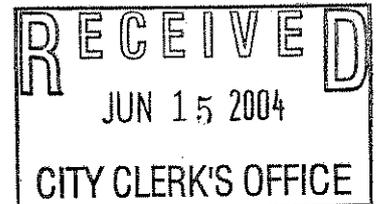
Since the year 2000, the highest sewer service charge we've paid has been \$170.00 with our average being \$140.00 per quarter. Based on this, we request abatement in the amount of \$1,100.00 representing the difference between the actual bill for the quarter and our average for the past several years.

If you have any questions or need further information, please contact me at 606-5053, as I will be happy to assist you. Otherwise, thank you in advance for your consideration to this request.

Sincerely,

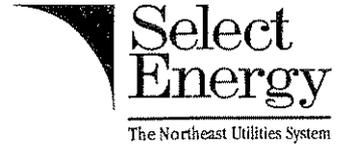


Erin Gilligan
Bookkeeping



Select Energy Contracting, Inc.

383 Middle Street Suite 101
Bristol, CT 06010
860.506.2000 Fax 860.506.2008
800.273.5916 HVAC 24 Hour Service
866.500.6308 Automation 24 Hour Service



Date: 3/15/2004

Invoice No.: 2537

Bill to: NELSON, KINDER
99 MIDDLE ST.
MANCHESTER, NH 03101

Service at:
NELSON, KINDER
99 MIDDLE STREET
MANCHESTER, NH 03101

Customer ID: NELKIN0000

Reference: Work Order 1000768

Description: Work Order 1000768 CHECK WATER LEAK

PO Number:

Terms:

Item	Description	Quantity	Unit Price	Amount
	Water noise coming from the boiler room			
	PLASTIC INLINE TRATMENT CAN BURST. DRAINED SUMP .			
	Labor			
	S-REPAIRED WATER LEAK	2.50	75.00	187.50
			Labor Subtotal	187.50
	Miscellaneous			
	TRIP CHARGE	1.00	12.00	12.00
			Miscellaneous Subtotal	12.00

POSTED

MAR 19 2004

GL# 5280

RECEIVED
BUSINESS OFFICE

MAR 19 2004

NELSON, KINDER,
MOSSEAU & SATURLEY, P.C.

Subtotal:	199.50
Sales Tax:	0.00
Total Due:	199.50

REMIT TO: P.O. Box 31894 Hartford, CT 06150-1894

Mechanical ♦ Electrical ♦ Plumbing ♦ Automation
E1-121805 S1-303494 P1-204226



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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that it has approved the recommendations for the FY2005 Motorized Equipment Replacement money, as attached, be approved.

Respectfully submitted,


Clerk of Committee


W



**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission

Edward J. Beleski
- Chairman
Henry R. Bourgeois
William F. Kelley
Michael W. Lowry
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

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

July 14, 2004

C.I.P. Committee of the Honorable
Board of Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Leo R. Bernier, City Clerk

Re: *FY'05 – Cash M.E.R.*

Dear Committee Members:

Attached, please find the recommendation for allocation of the FY'05 Motorized Equipment Replacement money. It is anticipated that twenty (20) police cruisers will be replaced in the near future; therefore it is recommended that twelve (12) be sent to auction and eight (8) be allocated per the attached sheet.

I will be available to address any questions you may have on this matter.

Sincerely,

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

/cd

cc: Frank C. Thomas, P.E.
Max Sink
Deputy Chief Frank Monnelley
Barbara Connor
Chief John Jaskolka
Ron Ludwig, Dir.
Mindy Salomone-Abood

Encl.

W

FY'05 M.E.R. Cash Summary

Approved budget	\$ 200,000.00
---- Vehicle Mtce.	<u>- 50,000.00</u>

Balance: \$ 150,000.00

Bldg. Dept. (replace 1991 Chevy Cavalier)	12,000.00
Fire Dept. (replace 1987 Mtce. truck)	35,000.00
BMD (replace 1991 van)	25,000.00
Hwy. Dept. (replace pick-up/plow)	45,000.00
Parks/Rec. Dept. (replace pick-up)	<u>32,000.00</u>

Balance: \$ - 0 -

Twenty Police Cruisers

- Replace (2) vehicles at Traffic Department
- Replace (2) vehicles at Highway Department
- Replace (1) vehicle at Human Resources
- Replace (2) pool vehicles
- Add one vehicle for Facilities Superintendent.
- Replace one (1) Police Cruiser with the revenue from the sale of twelve (12) cruisers at auction.

W

FY' 05 CASH REQUESTS

Building	Chev. Cav.	1991	\$	14,500.00
	Ford Ranger	1994	\$	14,500.00
Clerk	Van	2001	\$	22,000.00
Fire	Car 13 - Maint. Truck	1987	\$	35,000.00
	Car 11 - Van	1985	\$	18,000.00
Highway	525 - Pickup	1987	\$	45,000.00
BMD	23 Van	1991	\$	25,000.00
	33 Van	1991	\$	25,000.00
P&R	9 - Pickup	1989	\$	32,000.00
Police	Cruiser		\$	28,000.00
Traffic	Car	1995	\$	23,500.00

NOTE: Bolded vehicles are being replaced.

W

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that they have approved a request from the Highway Department for a new license plate for a sewer jet trailer.

Respectfully submitted,


Clerk of Committee


X



**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission
Edward J. Beleski
- Chairman
Henry R. Bourgeois
William F. Kelley
Michael W. Lowry
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

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

June 25, 2004

C.I.P. Committee of the Honorable Board of
Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Leo R. Bernier, City Clerk

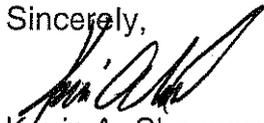
Re: *Equipment Purchase*

Dear Committee Members:

The Environmental Protection Division of the Highway Department was budgeted \$25,000 for the purchase of a sewer jet trailer. This piece of equipment will be utilized by the Department for maintenance of sewer lines. Whereas this is a new piece of equipment, I hereby request your approval for the issuance of a new license plate.

I will be available to address any questions you may have on this matter.

Sincerely,

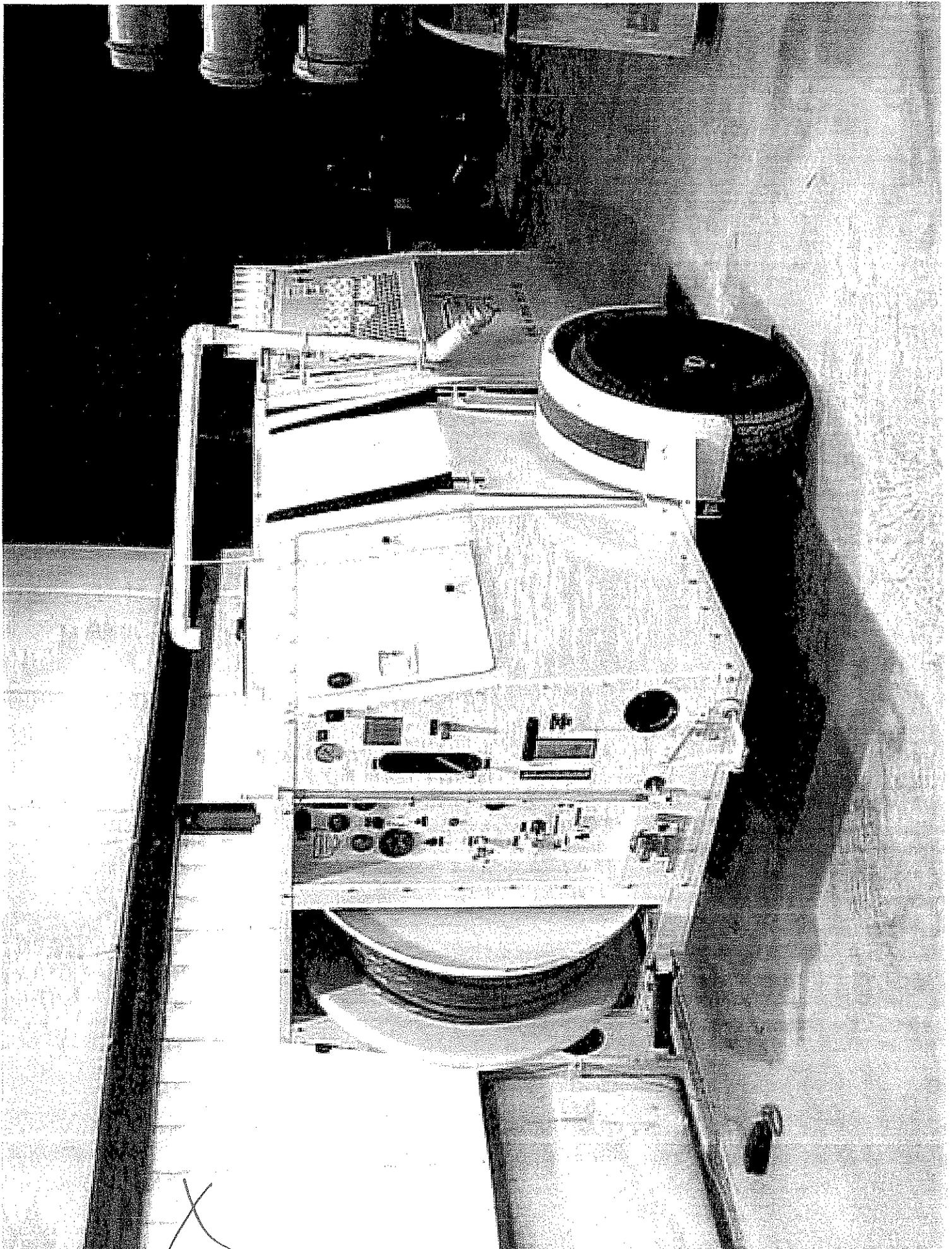

Kevin A. Sheppard, P.E.
Deputy Public Works Director

/cd

cc: Frank C. Thomas, P.E.
Thomas W. Seigle, P.E.

04 JUN 28 10:27

RECEIVED
MANCHESTER CITY CLERK



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

The Committee on Human Resources and Insurance respectfully advises, after due and careful consideration, that it has approved Ordinance:

“Amending Sections 33.024, 33.025, & 33.026 (City Coordinator) of the Code of Ordinances of the City of Manchester.”

providing for a new position at a labor grade 28, non-exempt, and is recommending same be referred to the Committee on Bills on Second Reading for technical review.

Respectfully submitted,



Clerk of Committee



City of Manchester
New Hampshire

In the year Two Thousand and Four

AN ORDINANCE

“Amending Sections 33.024, 33.025, & 33.026 (City Coordinator) of the Code of Ordinances of the City of Manchester.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 33.024 CLASSIFICATION OF POSITIONS be amended as follows:

Reclassify Economic Development Director, Class Code 1230, to City Coordinator, Class Code 1231

SECTION 33.025 COMPENSATION OF POSITIONS be amended as follows:

Reclassify Economic Development Director, Class Code 1230, Grade 26 to City Coordinator, Class Code 1231, Grade 28

SECTION 33.026 CLASS SPECIFICATIONS be amended as follows

Reclassify Class Specification, Class Code 1230, Economic Development Director, Grade 26 exempt to City Coordinator, Class Code 1231, Grade 28, exempt

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.

Y

Proposed



City of Manchester, New Hampshire

Class Specification

This is a class specification and not an individualized job description. A class specification defines the general character and scope of responsibilities of all positions in a job classification, but it is not intended to describe and does not necessarily list every duty for a given position in a classification.

Class Title	City Coordinator
Class Code Number	1231-28

General Statement of Duties

Plans, organizes, coordinates and manages the operations and activities of economic development, program and financial alternatives, community improvement, budget and management programs and intergovernmental relations; performs directly related work as required.

Distinguishing Features of the Class

The principal function of an employee in this class is to provide administrative oversight to all operations and activities involving economic development, program and financial alternatives, community improvement, budget and management programs and intergovernmental relations within the City of Manchester. The work is performed under the supervision and direction of the Board of Mayor and Alderman but extensive leeway is granted for the exercise of independent judgement and initiative. The nature of the work performed requires that an employee in this class establish and maintain effective working relationships with the Board of Mayor and Alderman, other City employees, business and community groups, business owners and developers, attorneys, financial institutions, the Chamber of Commerce, State and Federal officials, representatives of the media and the public. The principal duties of this class are performed in a general office environment.

Examples of Essential Work (Illustrative Only)

- Coordinates the work of various departments to determine community and municipal needs;
- Confers with officials, administrators and technical personnel on planning, financial and development matters;
- Promotes general acceptance of planning objectives and coordinates the development of cooperative actions among other governmental agencies, local business and community organizations;

Y

- Provides technical assistance to industrial, commercial and residential developers in the areas of finance, zoning, land disposition, public services or other types of assistance needed for project development;
- Coordinates the development of marketing plans for the City;
- Responsible for Destination Manchester function/staff;
- Provides assistance to developers in the financing of development projects by assisting them in securing governmental loans, grants, etc.;
- Develops initiatives to ensure business retention within the City;
- Visits new businesses to see if the City can be of further assistance;
- Monitors economic development projects to ensure timely and accurate completion and client satisfaction;
- Monitors legislative activities and informs appropriate individuals of impending legislative initiatives, testifies as assigned;
- Prepares promotional materials and markets programs and development sites to prospective clients;
- Provides professional staff support to the Manchester Development Corporation;
- Reviews and comments on proposed City policies and Federal and State legislative initiatives;
- Represents the City on all issues relating to economic development, including serving as a liaison for the Board of Mayor and Alderman;
- Provides status reports to the Board of Mayor and Alderman on economic development operations, any major shift in policies or procedures and recommendations for future development;
- Performs special projects for the Board of Mayor and Alderman as requested;
- Keeps immediate supervisor and designated others fully and accurately informed concerning work progress, including present and potential work problems and suggestions for new or improved ways of addressing such problems;
- Attends meetings, conferences, workshops and training sessions and reviews publications and audio-visual materials to become and remain current on the principles, practices and new developments in assigned work areas;
- Responds to citizens' questions and comments in a courteous and timely manner;
- Communicates and coordinates regularly with appropriate others to maximize the effectiveness and efficiency of interdepartmental operations and activities;
- Performs other directly related duties consistent with the role and function of the classification.

Required Knowledge, Skills and Abilities
(at time of appointment)

- Comprehensive knowledge of the current principles and practices associated with economic development within a municipality;
- Comprehensive knowledge of business administration and economic principles related to market trade;
- Comprehensive knowledge of current principles and practices of public administration;
- Comprehensive knowledge of budgetary principles within a municipality;
- Comprehensive knowledge of the history of economic conditions within the City of Manchester and surrounding areas;
- Ability to provide administrative direction to various Departments;

Y

- Ability to supervise, train, evaluate and lead the work of others;
- Ability to handle confidential materials from business organizations with tact and discretion;
- Ability to communicate effectively with others, both orally and in writing, using both technical and non-technical language;
- Ability to understand and follow oral and/or written policies, procedures and instructions;
- Ability to prepare and present accurate and reliable reports containing findings and recommendations on potential development issues;
- Ability to operate a personal computer using standard or customized software applications appropriate to assigned tasks;
- Ability to use logical and creative thought processes to develop solutions according to written specifications and/or oral instructions;
- Ability to perform a wide variety of duties and responsibilities with accuracy and speed under the pressure of time-sensitive deadlines;
- Ability and willingness to quickly learn and put to use new skills and knowledge brought about by rapidly changing information and/or technology;
- Integrity, ingenuity and inventiveness in the performance of assigned tasks.

Acceptable Experience and Training

- Graduation from an accredited college or university with a Master's Degree in Public Administration, Business Administration, Planning or a related field; and
- Extensive experience in economic development operations within a municipality or governmental entity, including some management responsibilities. **Or,**
- Graduation from an accredited college or university with a Bachelor's Degree in Public Administration, Business Administration, Planning or a related field and eleven years of extensive experience in economic development operations within a municipality or governmental entity, including some management responsibilities.

Required Special Qualifications

- Valid driver's license or access to transportation

Essential Physical Abilities

- Sufficient clarity of speech and hearing or other communication capabilities, with or without reasonable accommodation, which permits the employee to communicate effectively;
- Sufficient vision or other powers of observation, with or without reasonable accommodation, which permits the employee to review a wide variety of written material in electronic or hard copy form;
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate a personal computer and related equipment;
- Sufficient personal mobility and physical reflexes, with or without reasonable accommodation, which permits the employee to have access to various work sites throughout the City and out of the area.

Y

Approved by: _____ Date: _____

Y

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

The Committee on Human Resources/Insurance respectfully advises, after due and careful consideration, that it has approved Ordinance:

“Amending Section 33.025 (Assistant to the Assessors) of the Code of Ordinances of the City of Manchester.”

providing for change in salary grade, and is recommending same be referred to the Committee on Bills on Second Reading for technical review.

Respectfully submitted,



Clerk of Committee



City of Manchester
New Hampshire

In the year Two Thousand and Four

AN ORDINANCE

"Amending Sections 33.025, (Assistant to the Assessor) of the Code of Ordinances of the City of Manchester."

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

SECTION 33.025 COMPENSATION OF POSITIONS be amended as follows:

Change Assistant to the Assessor, Class Code 1150, Grade 17 to Grade 16.
Exempt

This Ordinance shall take effect upon its passage and all Ordinances or parts of Ordinances inconsistent therewith are hereby repealed.

2

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the Board of Mayor and Aldermen find property located at 398 Hanover Street surplus to City needs and further that:

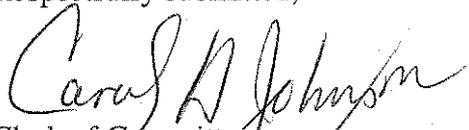
In accordance with RSA 80:80 the Mayor be authorized to dispose of certain property situated on Hanover Street known as Map 289, Lot 15 by executing deeds releasing all rights, title interest, or claims in said property. Said property formerly owned by Gerald Parker, Trustee, was acquired by the City of Manchester by virtue of Tax Collector's deed dated April 17, 1996 and recorded in Hillsborough County Registry of Deeds on April 23, 1996, in Volume 5711, Page 0078.

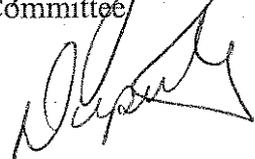
The Committee advises that it finds just cause to dispose of such land through sale to an abutter because it has minimal road frontage of 35 feet, considered residual/unbuildable, and serves no practical public purpose. The Committee requested letters of interest/bids from all abutters.

The Committee recommends that said property be offered for sale to the only abutters who responded to the bidding, John H. Gadd and Rose Halen of Manchester, at a price of \$6,170.00, which was the bid received. Such price of \$6,170.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax deed accounts as deemed necessary. To accommodate such disposition, a draft ordinance has been submitted for referral to the Committee on Bills on Second Reading.

Respectfully submitted,


Clerk of Committee



AA

City of Manchester New Hampshire

In the year Two Thousand and **Four**

AN ORDINANCE

“Authorizing the Mayor to Dispose of Certain Tax Deeded Property
Known as 398 Hanover Street, Map 0289, Lot 0015.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester,
as follows:

I. That in accordance with RSA 80:80 the Mayor is authorized to convey a parcel of tax-deeded property known as 398 Hanover Street City Map 289, Lot 15 in the City of Manchester to John H. Gadd and Rose Halen of Manchester, NH. The sale shall be evidenced by a deed without covenants and such other instrument as may be necessary to release all right, title, interest or claim in said parcel. Said property formerly owned by Gerald Parker, Trustee, was acquired by the City of Manchester by virtue of Tax Collector's deed dated April 17, 1996 and recorded in Hillsborough County Registry of Deeds on April 23, 1996, in Volume 5711, Page 0078. The purchase price of the parcel shall be Six Thousand One Hundred Seventy Dollars (\$6,170.00), deemed a reasonable offer by the Board of Assessors, and all of the costs related to this transaction.

The Board finds just cause to sell such property to the abutter as said parcel has minimum road frontage of 35 feet, considered residual/unbuildable, serves no practical public purpose, and sale will place the property back on the tax roles.

II This Ordinance shall remain in effect for a period of ninety (90) days from the date of passage.

AA

John H. Gadd
P.O. Box 4765
Manchester, NH 03108
603-624-2350

May 10, 2004

Joan Porter
Tax Collector
RE: Parking Issue

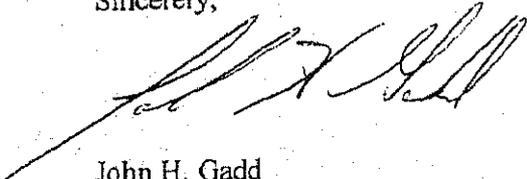
Dear Joan,

I, John L. Gadd, have come into the responsibility for my aunt, Rose Halen, and her interests. Rose and Richard Halen owned and resided at 394 Hanover Street, Manchester, NH, a two family house with no parking and a one stall garage.

It is an improbable situation to find rentals without vehicles to rent this address. Thus, I have an interest in purchasing the adjacent property, owned by the city and identified as 398 Hanover Street, in order to rectify parking and/or other problems.

Thank you.

Sincerely,



John H. Gadd

AA

RECEIVED
JUL 02 2004
CITY CLERK'S OFFICE

HANOVER STREET
MAP 289, LOT 15
(Minimum bid set by Committee \$5,000)

Name of Bidder: John H. Gadd + Rose Halen
(Please print)

Address: P. O. Box 4765 Manchester, N. H. 03108

Telephone Number: 624-2350 Bid Amount: \$ 6,170⁰⁰₀₀

Signature: [Handwritten Signature] Date: 6-29-04

A 17



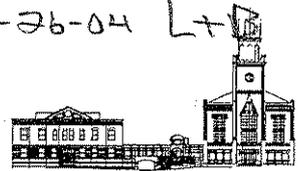
Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management

21 Item 6
5-26-04 LTB



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

May 18, 2004

Committee on Land and Buildings
Honorable Board of Mayor and Aldermen
Manchester City Hall
One City Hall Plaza
Manchester, New Hampshire 03101

Re: *Disposition of City-owned parcel (Tax Map 289, Lot 15) at 398 Hanover Street*

Dear Committee Members:

This rectangular shaped 2,702 s.f. parcel with 35' of frontage on Hanover Street (see attached map) is located in the R-3 zoning district and was originally acquired by the City via tax-deed in the mid-1990's as part of a somewhat larger lot which has been subsequently subdivided by the City. The more easterly of these two new lots has since been combined with the abutting privately-owned 400 Hanover Street property. As it is currently constituted, the small, flat, dirt-covered city-owned parcel is not of sufficient size, nor have sufficient frontage, to act as a buildable lot. An investigation of neighborhood conditions indicates that the easterly abutting property at 400 Hanover Street, which contains a multi-residential dwelling, appears to have sufficient on-site parking while the westerly abutting property at 394 Hanover Street, which includes a two-family residential structure, appears only to have a one-stall garage and is in need of additional off-street parking spaces. Toward that end, the City has received a written inquiry from the ownership family of 394 Hanover Street asking about the possibility of purchasing this City property.

Surplus Determination: The Planning Department has reviewed this property and has determined that there are no practical City uses for the parcel and, as such, we recommend that it be declared "surplus" city land.

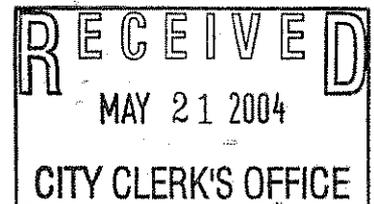
Disposition: Given the City's need for an increased property tax base, the most practical method of disposing of this city-owned parcel would be to sell it to an abutter. The Committee may wish to consider this option.

Sincerely,

Robert S. MacKenzie
Director of Planning & Community Development

Copy: file

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 FAX: (603) 624-6529
E-mail: planning@ci.manchester.nh.us
www.ci.manchester.nh.us



AA



396 Hanover Street & Environs

AA



**City of Manchester
Office of the Tax Collector**

City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
Tel: (603) 624-6575
Fax: (603) 628-6162

Joan A. Porter
Tax Collector

MEMO

TO: Land & Building Committee
FROM: Joan A. Porter Tax Collector
DATE: July 28, 2004
SUBJECT: L 398 Hanover St.

As requested, the following contains information regarding the Tax-Deeded property located at: L398 Hanover St

Prior Owner: Gerald Parker, Trustee,
727 Realty Tr
Map/Lot: 0289/0015
Lien Date 4/28/89
Deed Date 04/17/96
Recorded Date 4/23/96
Book/Page: 5711/0078
Back Taxes \$15,810.46 (includes demolition but does not include
Interest and costs).

I do not have any objections to the disposition of this property.

AA

Warning: Apple Window

Page 1

618196

96 APR 23 AM 8:20

CORRECTIVE TAX COLLECTOR'S DEED

KNOW ALL MEN BY THESE PRESENTS,

That I, Joan A. Gardner, collector of taxes for the City of Manchester, in the County of Hillsborough and State of New Hampshire, for the year 1996, by the authority in me vested by the laws of the State,

do hereby convey to City of Manchester, a certain tract or parcel of land situated in Manchester aforesaid, and described by the Assessors as follows:

118 398 Hanover St
Map# 209 Lot# 05

Formerly taxed under the name of Parker Trustee Gerald
Trustee of 727 Realty Trust
c/o Blvd Wash Laundromat

This deed is the result of the tax lien execution held at the Tax Collector's Office in the City of Manchester, New Hampshire, on the twenty-eighth day of April, 1989.

The intent of this deed is to correct the Tax Collector's Deed dated March 17, 1996, recorded on March 20, 1996 Book 5701, Page 0239 by deleting said deed from recordation. Said deed was issued on the basis of an incorrect map number.

In witness whereof, I have hereunto set my hand and seal, the seventeenth day of April, in the year of our Lord one thousand nine hundred and ninety-six.

Signed, sealed and delivered in the presence of:

Constance A. [Signature]

Joan A. Gardner
Tax Collector

STATE OF NEW HAMPSHIRE, HILLSBOROUGH, SS, April 17, 1996

Personally appearing, Joan A. Gardner, Collector of Taxes above named, and acknowledged the foregoing instrument to be his voluntary act and deed. Before me,

Dorothy A. [Signature]
Justice of the Peace
Notary Public

DOROTHY A. [Signature]
My Commission Expires December 5, 2002

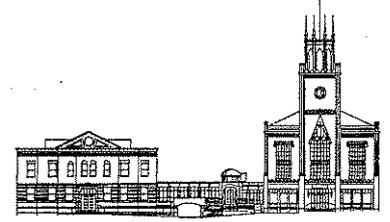
AA

BK5711960078



CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
E-Mail: assessors@ci.manchester.nh.us
Website: www.ci.manchester.nh.us



Steven G. Tellier, Chairman
Paul W. Porter, Jr.
Thomas C. Nichols

Lee Ann Provencher
Assistant to Assessors

To: City Clerk
From: Board of Assessors *[Signature]*
Date: May 21, 2004
Re: Surplus Property
Map 289 Lot 15
398 Hanover St

Pursuant to a request from the Office of the City Clerk, the potential value range for the subject property is listed below. Please note that the land has minimal road frontage at 35 feet, therefore would presently be considered residual/unbuildable. The lots likely use besides additional space would be for parking or to meet additional setback requirements.

After analyzing similar unimproved land sales, a value in the range of \$5,000 would be appropriate.

AA

City of Manchester, NH - Geograph

Property Data for Selected F

Prop_ID	Account #	Owner	Location	Own Addr.	Own CSZ	Land Val	Bldg Val	Total Val	Land Use	Neighbor
343-18	2182094	COSTELLO, ANGELA M	401 HANOVER ST	401 HANOVER ST	MANCHESTER, NH 3104	33400	98300	131700	THREE FAM	390
289-4	16421465	PETRAIN, RICHARD R	20 DUFORT ST	20 DUFORT ST	MANCHESTER, NH 03104-5028	32700	40000	72700	SINGLE FAM	390
289-5	8768717	HOULE, ARTHUR G	403 AMHERST ST	60 SCHOOL ST	ALLENSTOWN, NH 3275	39800	142000	181800	AUTO REPR	721
289-13	7773845	HOULIHAN, ROBERT M	400 HANOVER ST	10 GOLDEN GATE DR	HOOKSETT, NH 3106	33500	196700	230200	APT 4-UNIT	721
289-13	16046287	PAMULA-CAMPBELL, CHERYL J REV. TRUST	388 HANOVER ST	388 HANOVER ST	MANCHESTER, NH 03104-5033	33300	121700	155000	SINGLE FAM	390
343-19	3706537	COSTELLO-SHERMAN, ANGELA M	395 HANOVER ST	395 HANOVER ST	MANCHESTER, NH 03104-5032	30600	136700	167300	THREE FAM	390
289-19	4158094	DE BETTENCOURT, JOHN T	390 HANOVER ST	392 HANOVER ST REAR	MANCHESTER, NH 03104-5033	29400	69800	99200	TWO FAMILY	390
343-17	3962591	FREDERIQUE, DAPHNEY E	405 HANOVER ST	405 HANOVER ST	MANCHESTER, NH 3104	33000	125300	158300	TWO FAMILY	390
289-15	3437503	CITY OF MANCHESTER	398 HANOVER ST	908 ELM ST	MANCHESTER, NH 3101	58600	0	58600	NON TAX C	721
343-20	20994889	385 HANOVER ST LLC	387 HANOVER ST	388 HANOVER ST	MANCHESTER, NH 3104	38800	185700	224500	APT 4-UNIT	721
289-17	12927384	LOWMAN, ELLA VTEE	410 HANOVER ST	410 HANOVER ST	MANCHESTER, NH 03104-5033	30800	76400	107200	SINGLE FAM	390
289-17	8039405	HALEN, RICHARD E	394 HANOVER ST	394 HANOVER ST	MANCHESTER, NH 03104-5033	29200	115400	144600	TWO FAMILY	390

NA

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the Board of Mayor and Aldermen find property located on Michigan Avenue surplus to City needs and further that:

In accordance with RSA 80:80 the Mayor be authorized to dispose of certain property situated on Michigan Avenue known as Map 0246, Lots 0001 by executing deeds releasing all rights, title interest, or claims in said property. Said property formerly owned by Outlook Co., was acquired by the City of Manchester by virtue of Tax Collector's deed dated September 8, 1995 and recorded in Hillsborough County Registry of Deeds on September 8, 1995, in Volume 5655, Page 0403.

The Committee advises that it finds just cause to dispose of such land through sale to an abutter because it is landlocked, is considered residual/unbuildable, and serves no practical public purpose. The Committee requested letters of interest/bids from all abutters.

The Committee recommends that said property be offered for sale to the only abutters who responded to the bidding, Matthew and Elizabeth Pinkos of 288 Beaver Street, at a price of \$3,000.00, which was the bid received. Such price of \$3,000.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax deed accounts as deemed necessary. To accommodate such disposition, a draft ordinance has been submitted for referral to the Committee on Bills on Second Reading.

Respectfully submitted,


Clerk of Committee



AB

City of Manchester
New Hampshire

In the year Two Thousand and ~~Four~~

AN ORDINANCE

“Authorizing the Mayor to Dispose of Certain Tax Deeded Property
Known as Michigan Avenue, Map 0246, Lot 0001.”

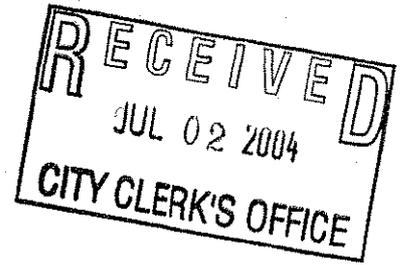
BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester,
as follows:

I. That in accordance with RSA 80:80 the Mayor is authorized to convey a parcel of tax-deeded property known as Michigan Avenue City Map 0246, Lot 0001 in the City of Manchester to Matthew and Elizabeth Pinkos of 288 Beaver Street, Manchester, NH. The sale shall be evidenced by a deed without covenants and such other instrument as may be necessary to release all right, title, interest or claim in said parcel. Said property formerly owned by Outlook Co., was acquired by the City of Manchester by virtue of Tax Collector's deed dated September 8, 1995 and recorded in Hillsborough County Registry of Deeds on September 8, 1995, in Volume 5655, Page 0403. The purchase price of the parcel shall be Three Thousand Dollars (\$3,000.00), deemed a reasonable offer by the Board of Assessors, and all of the costs related to this transaction.

The Board finds just cause to sell such property to the abutter as said parcel is landlocked, is considered residual/unbuildable, serves no practical public purpose, and sale will place the property back on the tax roles.

II. This Ordinance shall remain in effect for a period of ninety (90) days from the date of passage.

AB



**MICHIGAN AVENUE
MAP 246, LOT 1**
(Minimum bid set by Committee \$3,000)

Name of Bidder: Matthew + Elizabeth Pinkas
(Please print)

Address: 288 Beaver Street

Telephone Number: (603) 668-3038 Bid Amount: \$ 3,000.00

Matthew Pinkas

Signature: Elizabeth Pinkas Date: 6-28-04

AB



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

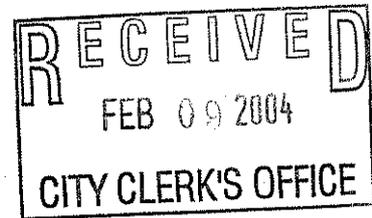
Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

January 12, 2004

Committee on Land and Buildings
Honorable Board of Mayor and Aldermen
City Hall - One City Hall Plaza
Manchester, N.H. 03101



RE: Disposition of city-owned land located off a paper street portion of Michigan Avenue (*Tax Map 246, Lot 1*)

Dear Committee Members:

This is to provide a report pursuant to Section 23½ pertaining to the above-referenced city-owned land.

The City has recently received a letter from an abutter to a city-owned parcel known as TM 246, Lot 1, who inquired about the possibility of purchasing this vacant land which the City originally acquired by tax deed. The subject parcel is 28,097 s.f. (0.65 ac.) and is located between Page and Beaver Streets off a so-called "paper street" section of Michigan Avenue – a location which renders it unbuildable.

Surplus Determination: The Planning Department has reviewed this property and has determined that there are no practical City uses for the parcel and, as such, we recommend that it be declared "surplus" city land.

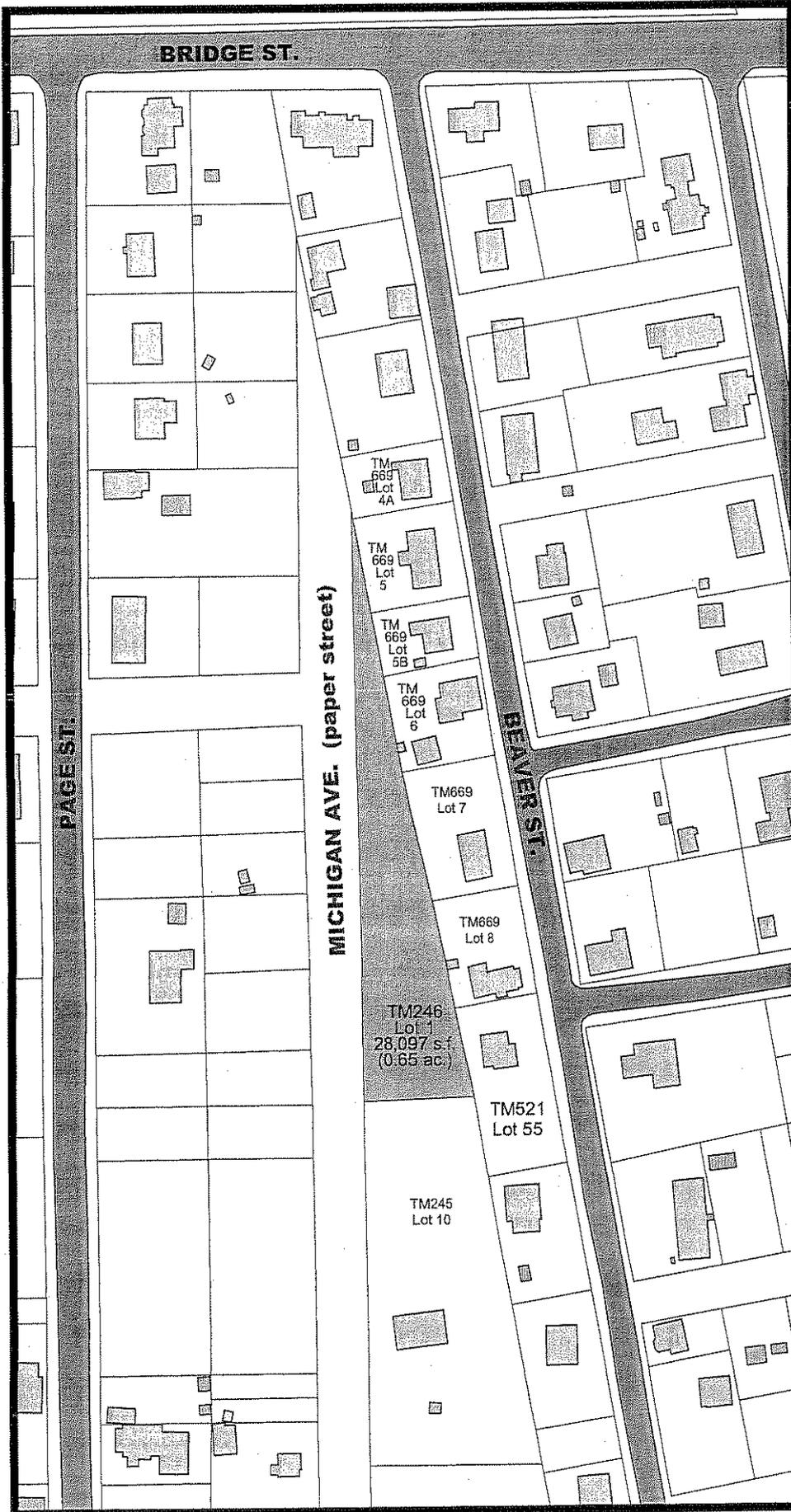
Disposition: Because the property is landlocked and unbuildable and given the need for an increased property tax base, the most practical method of disposing of this parcel would be to sell it to one of the seven directly abutting property owners with the stipulation that it be consolidated into their parcel. The Committee may wish to consider this option.

Sincerely,

Robert S. MacKenzie
Director of Planning

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 FAX: (603) 624-6529
E-mail: planning@ci.manchester.nh.us
www.ci.manchester.nh.us

AB



Map developed by the City of Manchester Planning & Community Development Department (D. Beauchesne) on 3 February, 2004.

Site Map for TM246 - Lot 1 (off Michigan Avenue)



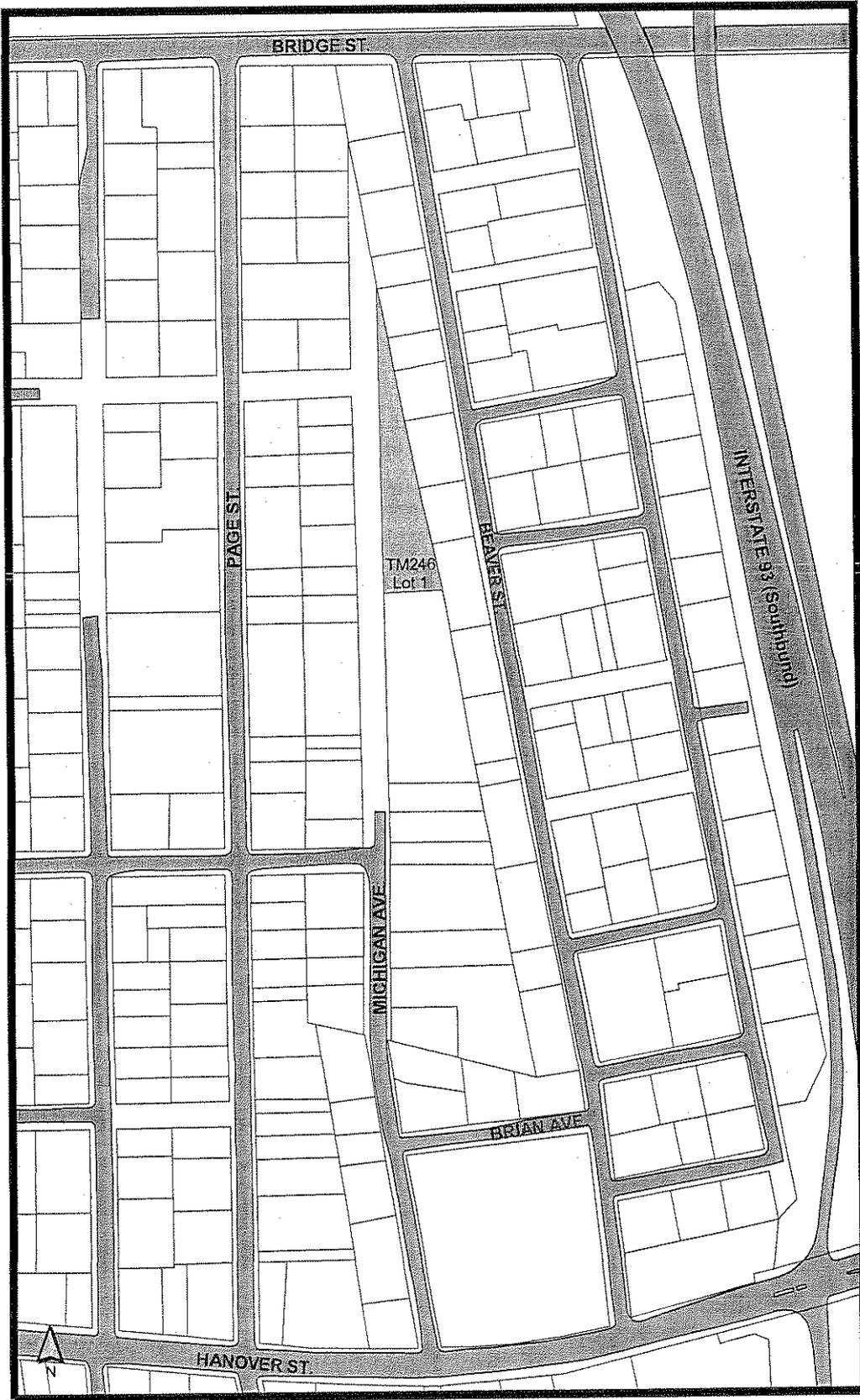
100 0 100 Feet



Map scale: 1 inch = 150 feet

AB

General Location Map for TM246 - Lot 1 (Off Michigan Avenue)



AB



City of Manchester
Office of the Tax Collector

City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
(603) 624-6575 (Phone)
(603) 628-6162 (Fax)

Joan A. Porter
Tax Collector

Memorandum

DATE: May 20, 2004
TO: Land & Building Committee
FROM: Joan A. Porter, Tax Collector
RE: L Michigan Ave

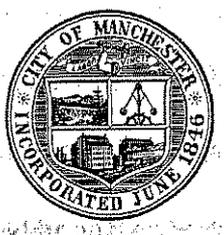
As requested, the following contains information regarding the Tax-Deeded property located at: **L Michigan Ave**

Prior Owner: Outlook Co
Map/Lot: 246/1
Lien Date: 04/09/93
Deed Date: 09/08/95
Recorded Date: 09/08/95
Book/Page: 5655/0403
Back Taxes \$1,426.61 (does not include interest and costs).

I do not have any objections to the disposition of this property.

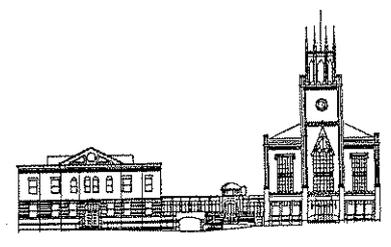
AB

Item 11



CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
E-Mail: assessors@ci.manchester.nh.us
Website: www.ci.manchester.nh.us



Steven G. Tellier, Chairman
Paul W. Porter, Jr.
Thomas C. Nichols

Lee Ann Provencher
Assistant to Assessors

To: City Clerk
From: Board of Assessors
Date: May 24, 2004
Re: Surplus Property
Map 246 Lot 1
L/O located Michigan Ave

Pursuant to a request from the Office of the City Clerk, the potential value range for the subject property is listed below. Please note that the land has no road frontage, therefore would presently be considered residual/unbuildable. It is located on a paper street. The lots likely use besides additional space would be for additional setback requirements.

After analyzing similar unimproved land sales, a value in the range of \$3,000 to \$3,500 would be appropriate.

AB

City of Manchester, NH - Geograph

Property Data for Selected P

Prop_ID	Account #	Owner	Location	Own Addr.	Own CSZ	Land Val	Bldg Val	Total Val	Land Use	Neighborh
246-5A	8412794	HEBERT, GERALD W	MICHIGAN AVE	1175 PAGE ST	MANCHESTER, NH 03104-5551	7800	0	7800	VAC RES UB	350
246-5B	7074481	GAGNON, JEAN M	216 BEAVER ST	6 SMITH LN	LONDONDERRY, NH 3053	41500	103400	144900	SINGLE FAM	350
246-7A	6895783	FRENCH, BERTHA	300 BEAVER ST	300 BEAVER ST	MANCHESTER, NH 03104-5586	36000	72800	108800	SINGLE FAM	350
246-7	3437548	CITY OF MANCHESTER TAX COLLECTOR	MICHIGAN ST	908 ELM ST	MANCHESTER, NH 3101	96000	0	96000	NON TAX C	700
245-9	16889005	PROULX, LEONNE R	MICHIGAN AVE	1118 PAGE ST	MANCHESTER, NH 3104	11000	0	11000	VAC RES UB	350
521-54	7219632	GARON, BEVERLY A	196 BEAVER ST	196 BEAVER ST	MANCHESTER, NH 03104-5510	40000	84500	124500	SINGLE FAM	350
246-7B	13601014	METCALF, EUGENIE ETEE	258 BEAVER ST	258 BEAVER ST	MANCHESTER, NH 03104-5513	40600	107600	148200	SINGLE FAM	350
669-4	23751069	WILSON, GAIL TEE	322 BEAVER ST	322 BEAVER ST	MANCHESTER, NH 03104-5586	40400	94700	135100	SINGLE FAM	350
245-9A	8412794	HEBERT, GERALD W	MICHIGAN AVE	1175 PAGE ST	MANCHESTER, NH 03104-5551	7000	0	7000	VAC RES UB	350
246-7C	16568794	PINKOS, MATTHEW A	288 BEAVER ST	288 BEAVER ST	MANCHESTER, NH 03104-5513	35100	89000	124100	SINGLE FAM	350
246-2B	8412794	HEBERT, GERALD W	MICHIGAN AVE	1175 PAGE ST	MANCHESTER, NH 03104-5551	7000	0	7000	VAC RES UB	350
246-7D	7204092	GARDNER, PAUL N	274 BEAVER ST	274 BEAVER ST	MANCHESTER, NH 03104-5513	39200	79000	118200	THREE FAM	350
246-2A	8412794	HEBERT, GERALD W	MICHIGAN AVE	1175 PAGE ST	MANCHESTER, NH 03104-5551	7000	0	7000	VAC RES UB	350
246-5	8412794	HEBERT, GERALD W	MICHIGAN AVE	1175 PAGE ST	MANCHESTER, NH 03104-5551	7800	0	7800	VAC RES UB	350

AB

✓ 669-3	13523944	MCQUEENEY, PETER C	292 BEAVER ST	BEAVER ST	MANCHESTER, NH 03104-5513	39400	86100	125500	SINGLE FAM.	350
247-17	18767040	ROUSSEAU-YORK, SUSAN E	MICHIGAN AVE	321 LINCOLN ST #210	MANCHESTER, NH 3103	8600	0	8600	DEVEL LAND	700
247-5A	13530328	MCVEIGH, WILLIAM J	MICHIGAN AVE	1261 PAGE ST	MANCHESTER, NH 03104-5551	7800	0	7800	VAC RES UB	350
245-10	20094752	TARRANT, JOHN B	226 LONDON ST	226 LONDON ST	MANCHESTER, NH 03104-5534	61100	108500	169600	SINGLE FAM	350
✓ 669-8	15895185	OUELLETTE, JOHN F	230 BEAVER ST	230 BEAVER ST	MANCHESTER, NH 03104-5513	39400	44500	83900	SINGLE FAM	350
246-1	3437548	CITY OF MANCHESTER TAX COLLECTOR	MICHIGAN AVE	908 ELM ST	MANCHESTER, NH 3101	49100	0	49100	NON TAX R	700
247-6	19526363	DEAN, ALBERT B	1251 PAGE ST	1215 PAGE ST	MANCHESTER, NH 3104	50900	79800	130700	SINGLE FAM	350
246-6	3437548	CITY OF MANCHESTER TAX COLLECTOR	MICHIGAN ST	908 ELM ST	MANCHESTER, NH 3101	96000	0	96000	NON TAX C	700

AB

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the Board of Mayor and Aldermen find property located off Old Wellington Road and Bridge Street Extension surplus to City needs and further that:

The Mayor be authorized to dispose of certain unnamed property situated off Old Wellington Road and Bridge Street Extension west of Map 0605, Lots 0015 by executing deeds releasing all rights, title interest, or claims in said property. Said property acquired by the City of Manchester from the State of New Hampshire via Quitclaim Deed in 1982.

The Committee advises that it finds just cause to dispose of such land through sale to the only direct abutter having access to the property since it has limited access right-of-way pursuant to agreements with the State of New Hampshire Department of Transportation. Therefore, the property would not be constituted a buildable lot or serve any public purpose.

The Committee recommends that said property be offered for sale to the only direct abutter, Lloyd Chipman of 166 Old Wellington Road, at a price of \$500.00. Such price of \$500.00 has been deemed a reasonable value by the Board of Assessors.

The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required. Such sale shall be contingent upon notification to the State of New Hampshire, Department of Transportation for their concurrence on the adjustment of the limited access right-of-way for Interstate 93, to be overseen by the office of the City Solicitor.

Respectfully submitted,


Clerk of Committee


AC

Mr. & Mrs. Lloyd Chipman
166 Old Wellington Road
Manchester, NH 03104

April 7, 2004

Board of Mayor and Aldermen
C/O Office of City Clerks
1 City Hall Plaza
Manchester, NH 03101
Attn: Carol Johnson

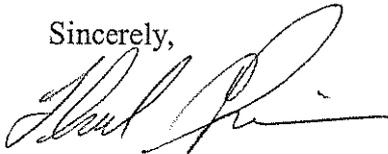
Dear Carol,

I am writing to you with a request to obtain City owned land.

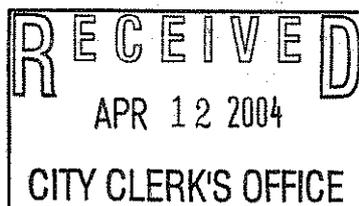
The land is located West of Map 605, Lot #15. I am looking for approximately 30 ft. X 150ft. I have been in communications with the State of whom I thought owned this parcel, come to find out it is partly owned by the City of Manchester. The State is willing to convey the land that is owned by them, but I need to obtain the small piece from the City. The reason for my request is for set back issue from my deck and future plans for a garage. I've been in touch with the Highway Dept., Martin Miccio and Frank Thomas and they requested me to write the City a letter.

Please call me if you have any questions, 603-622-7700.

Sincerely,



Lloyd Chipman

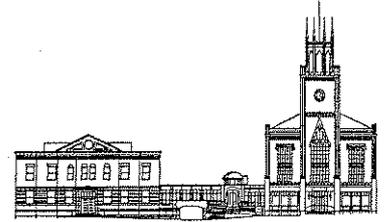


AC



CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
E-Mail: assessors@ci.manchester.nh.us
Website: www.ci.manchester.nh.us



Steven G. Tellier, Chairman
Paul W. Porter, Jr.
Thomas C. Nichols

Lee Ann Provencher
Assistant to Assessors

To: City Clerk
From: Board of Assessors *de*
Date: July 27, 2004
Re: Surplus Property
Map605 Lot15
L/O located off Old Wellington Hill Rd & Bridge St

Pursuant to a request from the Office of the City Clerk, the potential value range for the subject property is listed below. Please note that the lot has road frontage on Bridge St. although per discussions with officials from the Highway Department the area is designated limited access. Therefore, no curb cut to that lot would be permitted by City or State.

After review of the factors surrounding this site, it is the opinion of our Board that the present use would be residual land for ancillary building or to meet setback requirements. This small narrow piece has no value or utility to none other than abutter and should be considered accordingly.

After analyzing similar unimproved land from lot line adjustments and taking into account restricted utility and use, a value in the range of \$500 would be appropriate.

Ac



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

April 26, 2004

Committee on Land and Buildings
Honorable Board of Mayor and Aldermen
Manchester City Hall
One City Hall Plaza
Manchester, New Hampshire 03101

Re: *Sale of unnamed City-owned property off Old Wellington Road and Bridge Street Extension*

Dear Committee Members:

This is to provide a report pursuant to Section 23½ pertaining to the above-referenced city-owned land.

The City has recently received a letter from Mr. Lloyd Chipman of 166 Old Wellington Road (TM 605, Lot 15) inquiring about the possibility of purchasing a small (5,742 s.f.), vacant, city-owned parcel which abuts his residential property (see attached map) on Old Wellington Road. His stated purpose in seeking to acquire the city-owned land is to create enough setback to allow for added garage and deck space. Mr. Chipman's residential property also abuts two small, vacant, state-owned parcels and the Committee should be aware that Mr. Chipman is currently seeking to acquire these parcels from the state as well.

Though presently owned by the City, the subject land was initially taken from the private sector by the state in 1973 for the construction of Interstate-93 access roads in the vicinity of Old Wellington Road and Bridge Street Extension. The state subsequently transferred the parcel, which is currently situated within the defined Limited Access R.O.W. (LAROW) for Interstate-93, back into City ownership in 1982 via Quitclaim Deed. Because the potential sale of the city-owned property would redefine the LAROW of Bridge Street Extension, the City is required to notify the N. H. Department of Transportation of any proposed sale for their concurrence on the adjustment of the LAROW.

Surplus Determination: The Planning Department has reviewed this property and, after consulting with the City Highway Department, has determined that there are no known City uses for the parcel. As such, we recommend that it be declared "surplus" city land.

Disposition: Our communication with the N. H. Department of Transportation indicates that Mr. Chipman is highly likely to acquire the two state-owned parcels which abut his land. With this in mind and, given the City's need for an increased property tax base, the most practical method of disposing of this city-owned parcel would be to sell it to Mr. Chipman, its only direct abutter, with the stipulation that it, along with any acquired state-owned lands, be consolidated into their residential parcel. The Committee may wish to consider this option.

Sincerely,

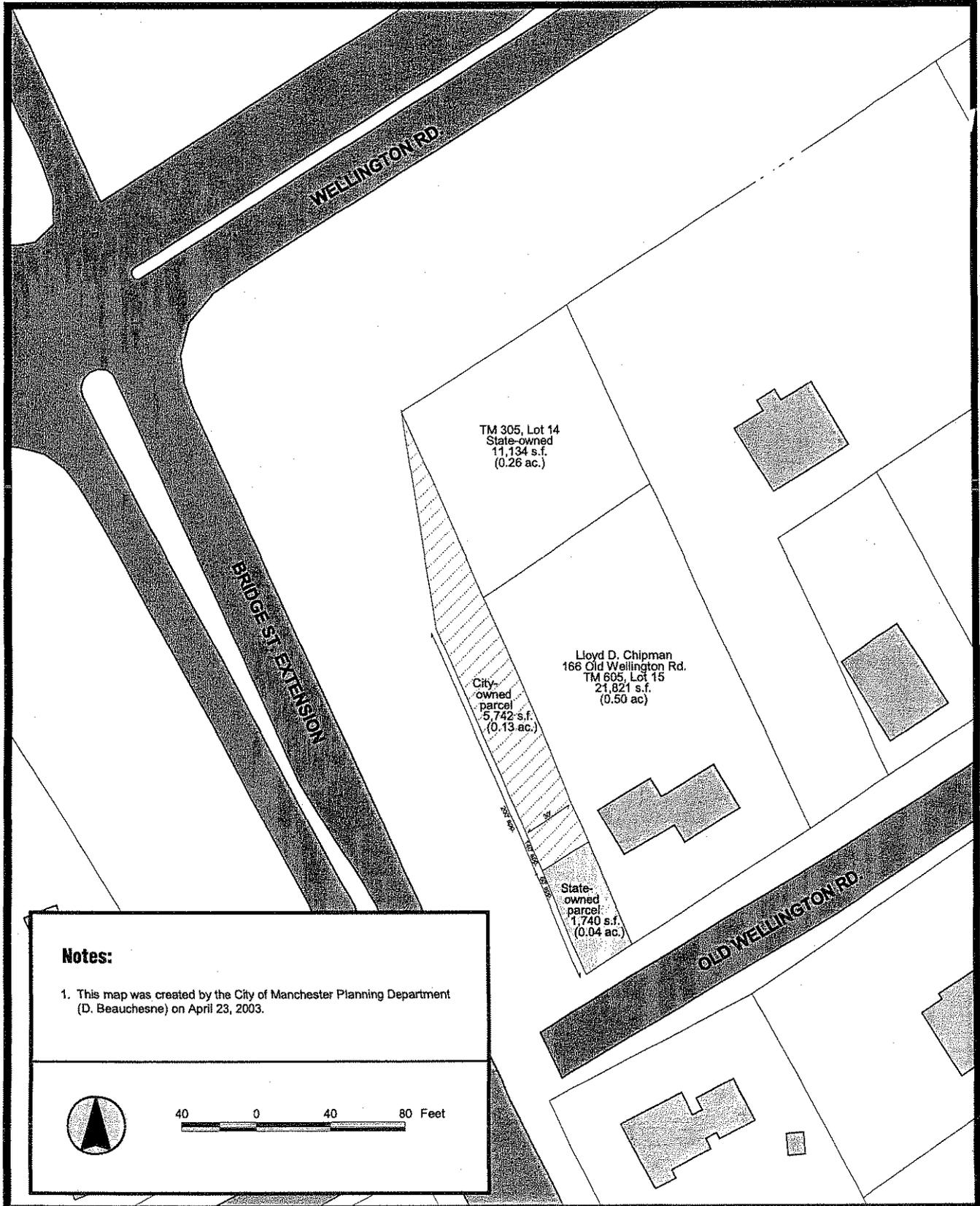
Robert S. MacKenzie
Director of Planning & Community Development

Copy: file

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 FAX: (603) 624-6529
E-mail: planning@ci.manchester.nh.us
www.ci.manchester.nh.us

AC

Site Map for Vicinity of TM 605, Lot 115 off Old Wellington Road and Bridge Street



Notes:

1. This map was created by the City of Manchester Planning Department (D. Beauchesne) on April 23, 2003.



40 0 40 80 Feet

AC



**City of Manchester
Office of the Tax Collector**

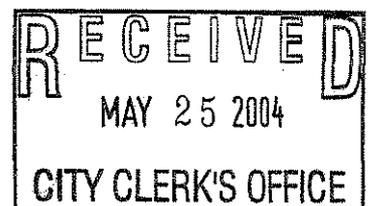
City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
(603) 624-6575 (Phone)
(603) 628-6162 (Fax)

Joan A. Porter
Tax Collector

Memorandum

DATE: MAY 25, 2004
TO: LAND & BUILDING COMMITTEE
FROM: JOAN PORTER, TAX COLLECTOR
RE: PARCEL OFF OLD WELLINGTON RD & BRIDGE ST

I have been unable to determine the Parcel ID for the property in question. However, according to the report given by the Planning Director this parcel was owned by the State at one time and is now owned by the City. Since this is not a tax-deeded property, the Tax Collector's office has no interest in its disposition.



AC

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that in accordance with RSA 80:42 and/or 80:80 the Mayor be authorized to dispose of certain properties executing deeds releasing all rights, title interest or claims in said properties as follows:

- I. Property situated at Page Street known as Map 0246, Lots 0003, 0006 and 0007

Said property formerly owned by Outlook Co. c/o Samuel C. Tarrant was acquired by the City of Manchester by virtue of Tax Collector's deed dated April 28, 1972 and recorded in the Hillsborough County Registry of Deeds on April 28, 1972, Volume 2208, Page 0273.

- II. Property situated at Michigan Avenue

Said property formerly owned by Outlook Co. c/o Samuel C. Tarrant was acquired by the City of Manchester by virtue of Tax Collector's deed dated February 27, 1973 and recorded in the Hillsborough County Registry of Deeds on March 1, 1973, Volume 2208, Page 0313.

- III. Property situated at Michigan Avenue

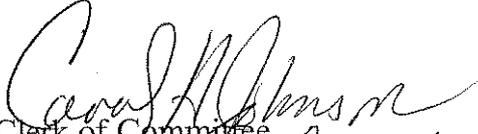
Said property formerly owned by William H. Wheeler was acquired by the City of Manchester by virtue of Tax Collector's deed dated July 12, 1917 and recorded in the Hillsborough County Registry of Deeds on October 11, 1917, Volume 0756, Page 0138.

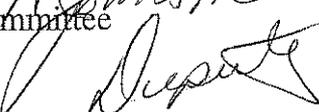
The Committee recommends that said properties be disposed of through public auction with a minimum bid to be set at \$10,000. The Board of Assessors has provided an opinion of value in the range of \$5,000 to \$10,000.

AD

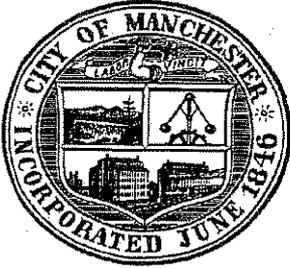
The Committee further recommends that the Tax Collector and City Solicitor be authorized to proceed with disposition and prepare such documents as may be required, and that the Finance Officer be authorized to credit tax dedeed accounts as deemed necessary.

Respectfully submitted,


Clerk of Committee


Deputy

AD



City of Manchester
Office of the Tax Collector

City Hall
One City Hall Plaza – West
Manchester, New Hampshire 03101

Joan A. Porter
Tax Collector

(603) 624-6575 (Phone) Web Site: www.ManchesterNH.gov
(603) 628-6162 (Fax) Email: jporter@ManchesterNH.gov

January 14, 2004. In Board of Mayor and Aldermen.

On motion of Alderman Thibault, duly seconded by Alderman Osborne, it was voted to authorize disposition of 218 Pine Street through public auction at a minimum bid of \$5,000.00; to authorize the Tax Collector and city Solicitor to prepare documents as may be required; to authorize the Finance Officer to credit tax deed accounts as may be appropriate; and further to refer a city parcel located at Page Street/ Michigan Avenue to the Committee on Lands and Buildings for review and report.

January 9, 2004

Board Of Mayor and Alderman
1 City Hall Plaza
Manchester, NH 03101

Dear Board Members,

Recently, the City held an auction of several city-owned parcels of property. With the exception of two parcels, all exceeded the minimum bid and deposits have been received.

The parcel located at 218 Pine Street (corner of Auburn St.) had a minimum bid of \$10,000. The bid was not met and the property was not sold. However, several people are interested in the property at a lower bid. It has been suggested that the City go back to auction with a minimum bid of \$5,000. You will recall that the Salvation Army is responsible for having sent this property to auction after having expressed an interest in it.

The parcel located at Page St/Michigan Ave had a minimum bid of \$60,000. The highest bidder was \$57,000 and it was our intention to bring that proposal to the Board of Mayor and Alderman for consideration. However, since that time, the bidder has informed us that he is no longer interested in the property. A wetlands engineer surveyed the property at his request and determined that he could not build on these lots because of the extent of the wetlands.

Thank you for your consideration of these matters.

Sincerely,

Joan A Porter
Tax Collector

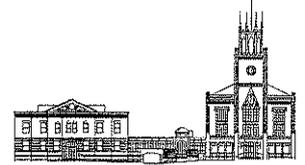
City Clerk

AD



CITY OF MANCHESTER

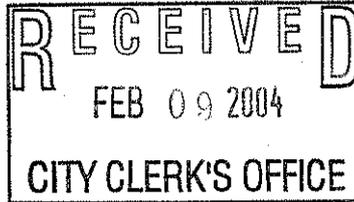
Planning and Community Development



Robert S. MacKenzie, AICP
Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



February 5, 2004

Committee on Land and Buildings
Honorable Board of Mayor and Aldermen
Manchester City Hall
One City Hall Plaza
Manchester, New Hampshire 03101

Re: *Sale of Tax-deeded property on Page Street & Michigan Avenue (TM 246, Lots 3, 6 & 7)*

Dear Committee Members:

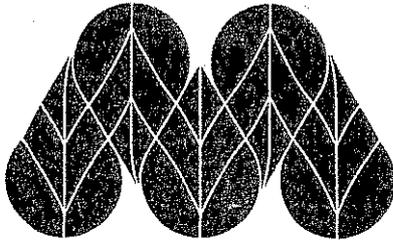
Our records indicate that the City has been attempting to return these several tax-deeded parcels to private ownership since as far back as 1994 when the Planning Department first provided the Committee with a report regarding their disposition. After reviewing the latest information about this case we now wish to reaffirm our previous October 11, 1994 report (see attached).

Sincerely,


Robert S. MacKenzie
Director of Planning & Community Development

Copy: file

AD



City of Manchester
City Planning Department

The Beacon Building
814 Elm Street
Manchester, New Hampshire 03101
(603) 624-6450
FAX 624-6529

October 11, 1994

Committee on Lands and Buildings
Honorable Board of Mayor and Aldermen
908 Elm Street
Manchester, N.H. 03101

RE: Sale of Tax-deeded property on Page Street.

Dear Committee Members:

This is to provide a report pursuant to Section 23 1/2 pertaining to the above-referenced property.

Surplus Determination: This vacant property is located on the east side of Page Street near Bridge Street Extension. It would appear that a good portion of the site would be classified as wetland. The only possible use I would foresee for the City would be for conservation purposes, although I do not believe that small, isolated wetland pockets such as this should be in City ownership and the previous Chairman of the Conservation Commission has also held this opinion on a recent offer to dedicate a wetland area off Woodland Avenue. Based upon a review of the site, I do not believe that there are any City needs for the property and, as such, I would recommend that the property be determined "surplus" and be disposed of in a manner consistent with Section 23 1/2 of the City Ordinances.

Manner of Sale: I believe the most appropriate manner of disposition would be by some form of public sale such as auction.

Note: I believe that there are other tax-deed lots abutting this lot which are landlocked (having frontage on a paper street - Michigan Avenue, Lots 32, 58 and 59, map 246) which should be sold in conjunction with the property on Page Street.

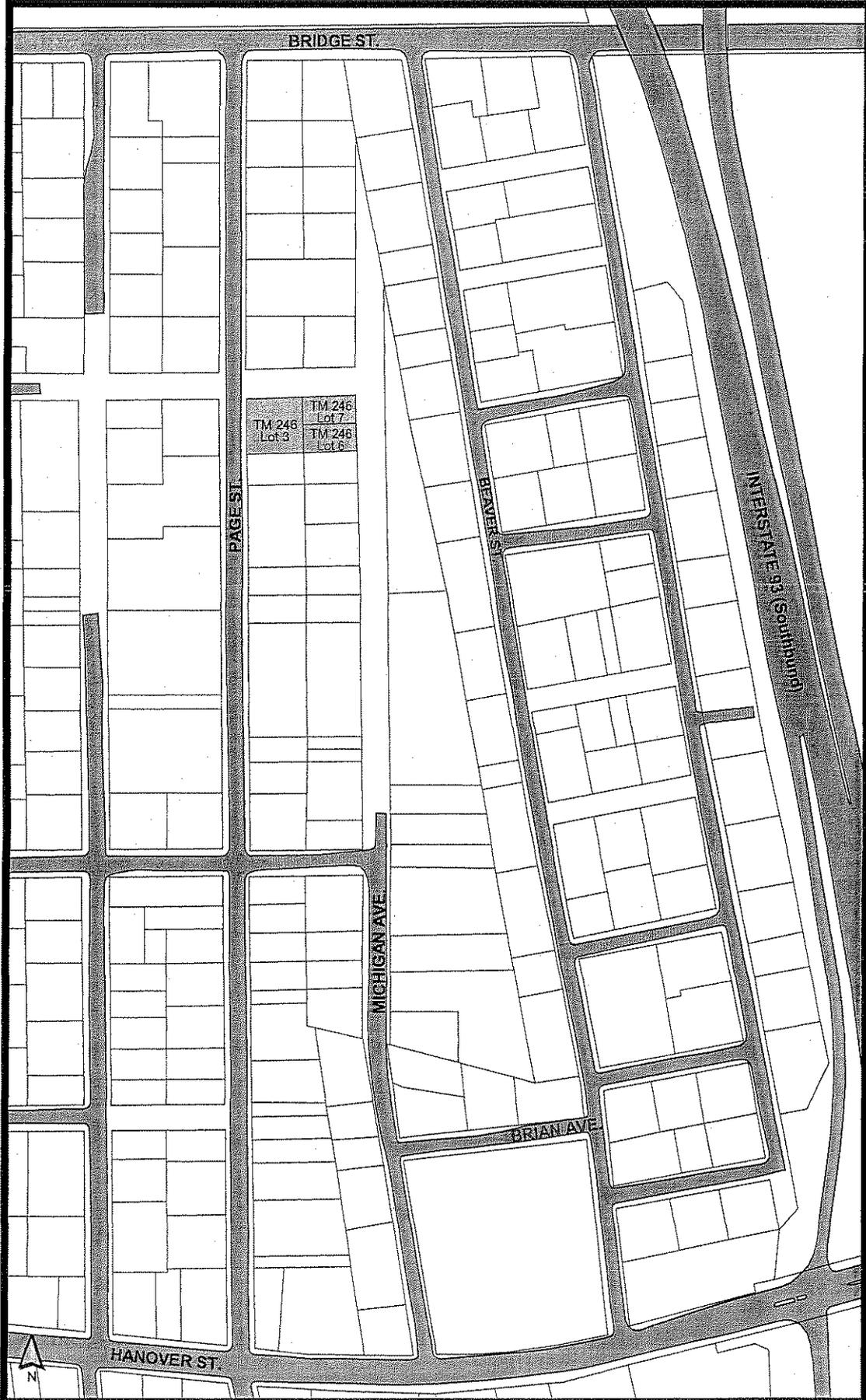
If you have any questions, I will be available at your next committee meeting.

Sincerely,

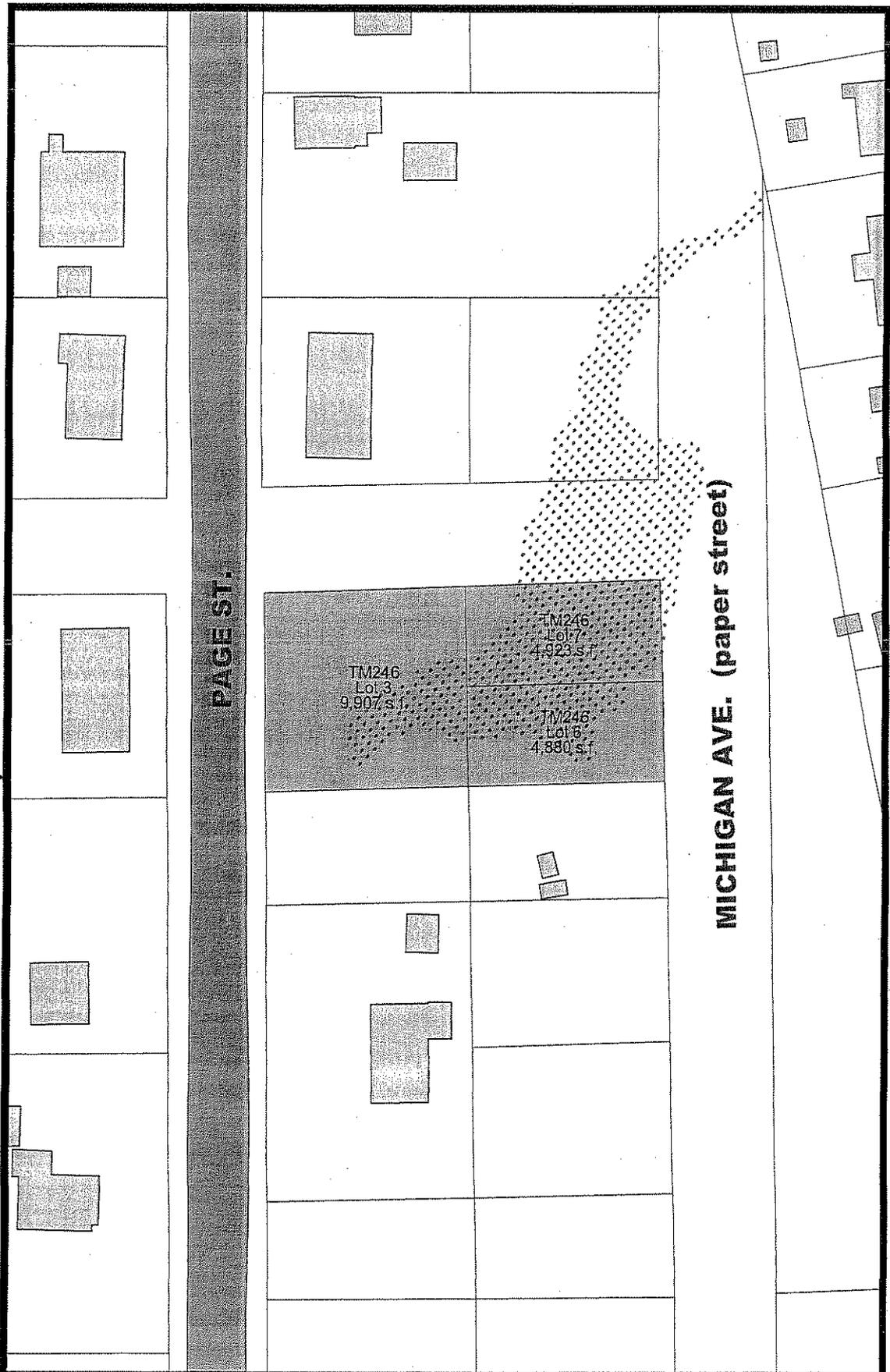
Robert S. MacKenzie
Director of Planning

AD

General Location Map for TM246 - Lots 3, 6 & 7
(off Page Street & Michigan Avenue)

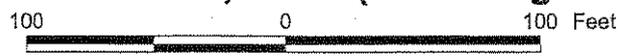


AD



Map developed by the City of Manchester Planning & Community Development Department (D. Beausiesne) on 4 February, 2004. Topographic contour intervals = 2 feet.

Site Map for TM246 - Lots 3, 6 & 7 (off Michigan Avenue)



Map scale: 1 inch = 900 feet

AD



City of Manchester
Office of the Tax Collector

City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
(603) 624-6575 (Phone)
(603) 628-6162 (Fax)

Joan A. Porter
Tax Collector

Memorandum

DATE: August 26, 2003
TO: Land & Building Committee
FROM: Joan A. Porter, Tax Collector
RE: **L Michigan Ave**

As requested, the following contains information regarding the Tax-Deeded property located at: **L Michigan Ave**

Prior Owners: William H Wheeler
Map/Lot: 0246/0007
Lien Date: 05/24/15
Deed Date: 07/12/17
Recorded Date: 10/11/17
Book/Page: 756/138
Back Taxes \$4.29 (not including interest and costs)

I do not have any objections to the disposition of this property.

AD



City of Manchester
Office of the Tax Collector

City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
(603) 624-6575 (Phone)
(603) 628-6162 (Fax)

Joan A. Porter
Tax Collector

Memorandum

DATE: August 26, 2003
TO: Land & Building Committee
FROM: Joan A. Porter, Tax Collector
RE: **L Michigan Ave**

As requested, the following contains information regarding the Tax-Deeded property located at: **L Michigan Ave**

Prior Owners: Outlook Co c/o Samuel C. Tarrant
Map/Lot: 0246/0006
Lien Date: 05/18/70
Deed Date: 02/27/73
Recorded Date: 03/01/73
Book/Page: 2208/0313
Back Taxes \$41.95 (not including interest and costs)

I do not have any objections to the disposition of this property.

AD



City of Manchester
Office of the Tax Collector

City Hall
One City Hall Plaza - West
Manchester, New Hampshire 03101
(603) 624-6575 (Phone)
(603) 628-6162 (Fax)

Joan A. Porter
Tax Collector

Memorandum

DATE: August 26, 2003
TO: Land & Building Committee
FROM: Joan A. Porter, Tax Collector
RE: **L Page St**

As requested, the following contains information regarding the Tax-Deeded property located at: **L Page St**

Prior Owners: Outlook Co c/o Samuel C. Tarrant
Map/Lot: 0246/0003
Lien Date: 05/19/67
Deed Date: 04/28/72
Recorded Date: 04/28/72
Book/Page: 2208/0273
Back Taxes \$443.43 (not including interest and costs)

I do not have any objections to the disposition of this property.

AD

11/2/04 11:11 AM

CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
E-Mail: assessors@ci.manchester.nh.us
Website: www.ci.manchester.nh.us



Steven G. Tellier, Chairman
Paul W. Porter, Jr.
Thomas C. Nichols

Lee Ann Provencher
Assistant to Assessors

To: City Clerk
From: Board of Assessors *SG*
Date: July 27, 2004
Re: Surplus Property
Map 246 Lot(s) 3, 6 & 7
L/O located page St

Pursuant to a request from the Office of the City Clerk, the potential value range for the subject property is listed below. Please note that lot #3 has road frontage on Page St. A recent bidder discovered after hiring a wetlands engineer, that due to an inordinate amount of wetlands on site that the parcel is unable to be developed under present conditions. There is evidence of wetland area attributable to all three contiguous parcels. Potential value may increase with the addition of the discontinued portion of the abutting paper street. However, at present the most appropriate use appears to nearby abutters.

After review of the factors surrounding this site, it is the opinion of our Board that the sites present use would be residual land for ancillary building or to meet setback or parking needs and should be valued accordingly.

After analyzing similar unimproved land sales and taking into account the significant wetlands, a value in the range of \$7,500 - \$10,000 would be appropriate.



Southern New Hampshire Planning Commission

438 Dubuque Street • Manchester, New Hampshire 03102-3546

Telephone (603) 669-4664 • Fax (603) 669-4350

May 14, 2004

Mr. Robert MacKenzie
Director of Planning
City Planning Board
One City Hall Plaza
Manchester, NH 03101

Dear Bob:

Our records indicate that the terms of Raymond P. Clement and Alderman Henry R. Thibault, as Manchester's representative to the Southern New Hampshire Planning Commission will expire on June 30, 2004.

The terms of all of the aforementioned individuals, if they are reappointed, or those of their successors, will be for a period of four (4) years, to expire on June 30, 2008.

New Hampshire RSA 36:46 III provides that nominations of representatives to regional planning commissions be made by the Planning Board, and that appointments be made by the Board of Mayor and Aldermen. By copy of this letter, I will notify Leo Bernier, City Clerk, of this procedure.

We would appreciate receipt of a written notice of this appointment for our files.

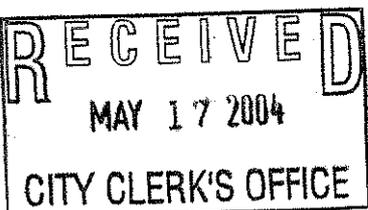
Very truly yours,

SOUTHERN NEW HAMPSHIRE
PLANNING COMMISSION

M. N. Sharma
Executive Director

MNS:njh

cc: Ald. Henry R. Thibault
Raymond P. Clement
Leo Bernier

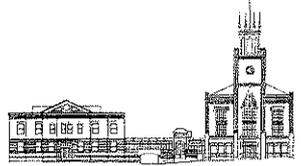


6



CITY OF MANCHESTER

Office of the City Clerk



Leo R. Bernier
City Clerk

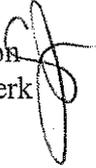
Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

Memo To: Board of Mayor and Aldermen

From: Carol A. Johnson 
Deputy City Clerk

Date: July 27, 2004

Re: Return of Warrant
(Non-Renewal of Dog Licenses pursuant to RSA 466:16)

Please consider this memo as a return of the Warrant for Non-Renewal of Dog License pursuant to RSA 466:16 submitted on behalf of the Chief of Police, John Jaskolka.

This office has provided the administrative services in pursuing the forfeiture fees, licensing of dogs, and preparation of summons pursuant to law on behalf of the Police Department. As of this date I wish to return the warrant with the following report.

# Owners sent certified notices of failure to license dog(s)	1,478
# Owners who paid civil forfeiture fees	442
#Owners removed from listing (dog deceased, moved away, otherwise licensed)	498
#Owners unclaimed certified notice now under hand delivery by Police Dept.	240
#Summons being prepared for issuance by Police	298

C: Chief Jaskolka

Cheryl LePine Beliveau

† Richard E. Fradette, RPh, MPH

W. James Doyle

†† Clifford P. Gallant, Jr.

†† Gregory David Palkon

† Registered Pharmacist
Masters in Public Health

†† Also Admitted in Massachusetts

July 20, 2004

BY HAND DELIVERY

Mr. Leo Bernier
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Mr. Bernier:

In accordance with the instructions of the City Solicitor, as communicated through Mr. Terry Harlacher of the Planning Board, and pursuant to RSA 674:41(d), enclosed please find the following:

1. A copy of a letter dated April 22, 2003 addressed to Joan Bennett, Chairman of the Manchester Planning Board.
2. A copy of the proposed lots to be created on Watts Street with a "private road" as access or frontage.
3. A copy of the public notice pursuant to RSA 674:41-I(d).
4. A copy of the Decree from the Hillsborough County Superior Court vesting title to the property in the owners of each respective lot. One lot is owned by Mr. and Mrs. Burke and the other is owned by Mr. and Mrs. Zielinski.

Please schedule this matter for consideration at the next available BMA meeting. The owners and taxpayers have been waiting a long time to get these lots approved for construction. They have expended a considerable amount of money to establish title to the discontinued roadway. They request that the BMA move as soon as possible to issue a building permit for each lot. It is my understanding the Planning Board will be consulted and a recommendation made.

91 Bay Street

PO Box 3150

Manchester, N.H.

03105-3150

Tel: (603) 623-1234

Fax: (603) 623-4817

www.beliveau-fradette.com

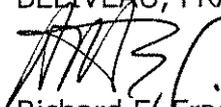
13

Mr. Leo Bernier
July 20, 2004
Page 2

Thank you for your cooperation.

Very truly yours,

BELIVEAU, FRADETTE, DOYLE & GALLANT, PA



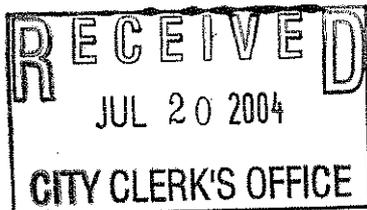
Richard E. Fradette

Rick@beliveau-fradette.com

REF/vlr

Enclosures

cc: Mr. Norris Viviers



13

BELIVEAU ♦ FRADETTE
DOYLE GALLANT
ATTORNEYS AT LAW

Cheryl LePine Beliveau
† Richard E. Fradette, RPh, MPH
W. James Doyle
†† Clifford P. Gallant, Jr.
†† Gregory David Palkon

April 22, 2003

† Registered Pharmacist
Masters in Public Health
†† Also Admitted in Massachusetts

Joan Bennett, Chairman
City of Manchester
Planning Board
One City Hall Plaza
Manchester, NH 03101

BY HAND DELIVERY

RE: **180 and 192 Watts Street
Private Road Construction**

Dear Chairman Bennett and
Honorable Members of the Planning Board:

Please be advised that I represent the owners of two lots located at the very end of Watts Street in Manchester, New Hampshire. In fact, the section of Watts Street where these two lots are located is not developed and the previous road laid out there has been abandoned by the City. Therefore, these two lots exist on an unimproved private road.

The property at 180 Watts Street enjoys a slope variance that issued from the Manchester ZBA on June 12, 2002 in order to develop both lots along a properly dedicated public way. Lot No. 192 is a lot of record and the owners and ZBA members anticipated that the road would be continued as a public way. However, one abutter to the discontinued road is refusing to give his consent to the Highway Department developing this road as a public way. Therefore, the only means by which the owners can develop the two lots is pursuant to a private way or road. At the suggestion of the Manchester ZBA members, we now appear before you as follows.

91 Bay Street
PO Box 3150
Manchester, N.H.
03105-3150
Tel: (603) 623-1234
Fax: (603) 623-4817
www.beliveau-fradette.com

13

Joan Bennett, Chairman
April 22, 2003
Page 2

Pursuant to RSA 674:41-I(d), these two lots can be developed on a private road provided that:

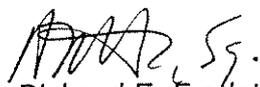
1. The Board of Mayor and Alderman, after review and comment by the Planning Board, has voted to authorize the issuance of building permits for the erection of buildings on said private road or portions thereof; and
2. The municipality neither assumes responsibility for maintenance of said private road nor liability for any damages resulting from the use thereof; and
3. Prior to the issuance of the building permit, the applicant shall produce evidence that notice of the limits of municipal responsibility and liability has been recorded in the county registry of deeds for the lot for which the building permit is sought.

As you can see, the first step in the process contemplated under this statute is a review and comment by the Planning Board. The owners shall execute the necessary public notice and record the same at the registry of deeds, a copy of which is attached for your easy reference. After the Planning Board has reviewed and commented on this request, we will bring it to the Board of Mayor and Alderman for the issuance of a building permit.

Thank you for your cooperation in this regard.

Very truly yours,

BELIVEAU, FRADETTE, DOYLE & GALLANT, PA



Richard E. Fradette

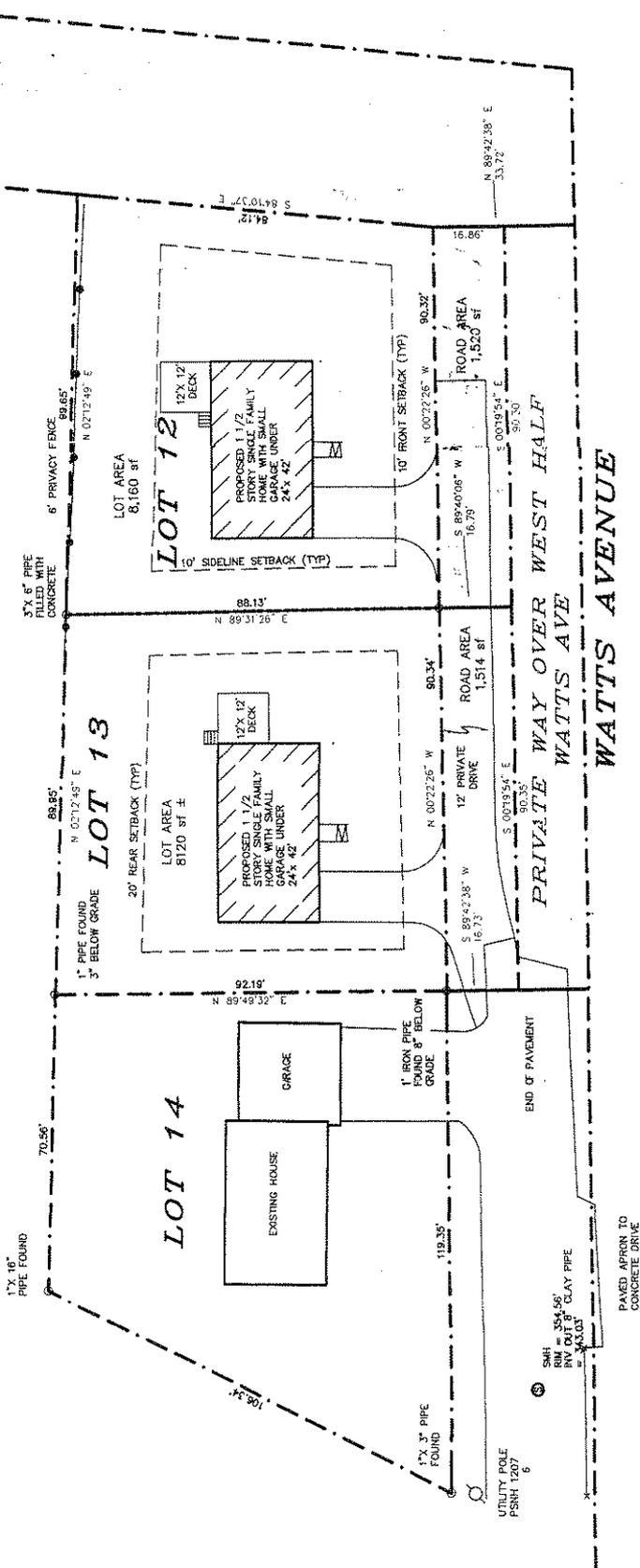
Rick@beliveau-fradette.com

REF/vlr

Enclosure

cc: Mr. Norris Viviers

13



INTENT OF THIS PLAN:

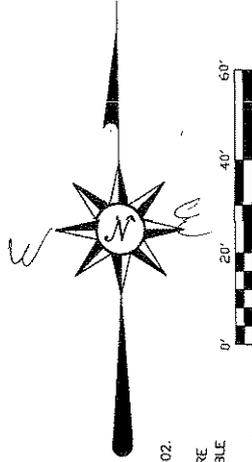
- 1.) THE INTENT OF THIS PLAN IS TO SHOW THE EXISTING TOPOGRAPHY ACROSS LOTS 12-14 TAX SHEET 636, MANCHESTER NH.
- 2.) THE LOT LINES SHOWN ARE APPROXIMATE. THIS IS NOT TO BE CONSTRUED AS A BOUNDARY SURVEY.

REFERENCE PLANS

- 1.) MANCHESTER TAX MAP SHEET 636.

NOTES

- 1.) SURVEY BY TOTAL STATION ON APRIL 9, 2002.
- 2.) BEARINGS ARE BASED ON A MAGNETIC OBSERVATION IN APRIL, 2002.
- 3.) THE LOCATION OF ALL UNDERGROUND UTILITIES SHOWN HEREON ARE APPROXIMATE AND ARE BASED UPON THE FIELD LOCATION OF ALL VISIBLE STRUCTURES (IE CATCH BASINS, MANHOLES, WATERGATES, TETC.) AND INFORMATION COMPILED FROM PLANS PROVIDED BY UTILITY COMPANIES AND GOVERNMENTAL AGENCIES. ALL CONTRACTORS SHOULD NOTIFY, IN WRITING, SAID AGENCIES PRIOR TO ANY EXCAVATION WORK AND CALL 1-888-344-7233
- 4.) THIS PARCEL IS ZONED R3, FRONT & SIDE SETBACKS ARE 10', REAR IS 20'



PROPOSED CERTIFICATION PLAN

MAP 636 LOT 12
WATTS & TARBELL ST. MANCHESTER NH

PREPARED FOR
MMERS PROPERTIES
SPECTRUM INVESTMENT GROUP, INC
1361 ELM STREET, SUITE 408
MANCHESTER NH 03101

PREPARED BY
J.E. BELANGER LAND SURVEYING PLLC
55 RANGEMAY ROAD
DUNBARION NH 03045
TEL (603)774-3601
PLAN DATE APRIL 9, 2002
SHEET 2 OF 2

13

PUBLIC NOTICE
PURSUANT TO RSA 674:41-I(d)

Watts Street Private Way, Manchester, New Hampshire

NOTICE is hereby given that two lots on Watts Street in Manchester, New Hampshire shown as Tax Map 637, Lot 12 and Lot 13, also known as 184 Watts Street and 192 Watts Street, respectively, are and shall forever be subject to the restrictive covenants as follows:

1. The City of Manchester neither assumes responsibility for the maintenance of the private road giving access to the two lots nor liability for any damages that might result from the use of said private road; and

2. This covenant shall be recorded at the Hillsborough County Registry of Deeds and shall run with the land; and

3. The restrictive covenant contained in this instrument is a material fact in the issuance of a building permit or permits by the City of Manchester to allow for the construction of single family homes on the two lots described herein pursuant to RSA 674:41-I(d).

WALTER AND MARYANNE ZIELINSKI
IRREVOCABLE TRUST (Owner of Tax
Map 637, Lot 13 or 192 Watts Street)

Duly Authorized

OWNERS OF TAX MAP 637, LOT 12 or
180 Watts Street

Bruce Willey

Jack Burke

13

STATE OF NEW HAMPSHIRE
HILLSBOROUGH, SS.

Then personally appeared before me the above named _____, of the Walter and Maryanne Zielinski Irrevocable Trust, who acknowledged under oath the aforementioned statements to be true and correct to the best of his/her knowledge, information and belief.

Date:

Notary Public/Justice of the Peace
My Commission Expires:

STATE OF NEW HAMPSHIRE
HILLSBOROUGH, SS.

Then personally appeared before me the above named Bruce Willey, who acknowledged under oath the aforementioned statements to be true and correct to the best of his knowledge, information and belief.

Date:

Notary Public/Justice of the Peace
My Commission Expires:

STATE OF NEW HAMPSHIRE
HILLSBOROUGH, SS.

Then personally appeared before me the above named Jack Burke, who acknowledged under oath the aforementioned statements to be true and correct to the best of his knowledge, information and belief.

Date:

Notary Public/Justice of the Peace
My Commission Expires:

13

STATE OF NEW HAMPSHIRE

HILLSBOROUGH-NORTH, SS.

SUPERIOR COURT
Docket # 03-E-342

Walter Zielinski, Maryanne Zielinski, and Anne M. Edmunds,
Trustees of the Walter & Maryanne Zielinski Irrevocable Trust

V.

John E. Burke, Jr. and Bruce C. Willey, Michael Gudzevich and Christine A. Larochele, Randall A. and Brenda A. Melkonian, John J. and Doris S. Mrozek, George Tulgren, Stanley and Margaret M. Walega, City of Manchester, State of New Hampshire Department of Public Works and Highways, and all known heirs, executors, administrators and assigns, if any there be, and also all their unknown persons claiming any right, title or interest in or through the Petitionees.

DECREE

It is ordered, adjudged and decreed:

1. The relief requested by the Petitioners is hereby granted.
2. That the Petitioners, Walter Zielinski, Maryanne Zielinski, and Anne M. Edmunds, Trustees of the Walter Zielinski and Maryanne Zielinski Irrevocable Trust, of 180 Watts Street, Manchester, County of Hillsborough, State of New Hampshire, are hereby decreed to be the owners in fee simple of the following parcel of land to wit:

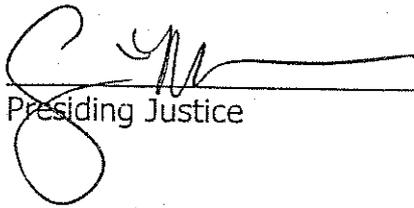
A certain tract of land, situated in the City of Manchester, County of Hillsborough and State of New Hampshire, bounded and described as follows, to wit:

Beginning at a point, said point in the southeast corner of land owned by Walter Zielinski and Maryanne Zielinski, Trustees of the Walter Zielinski and Maryanne Zielinski Irrevocable Trust;
thence North 00° 22' 26" West 90.34 feet, by and along the easterly boundary of the Zielinski Trust property to a point;
thence North 89° 40' 06" East 16.79 feet to a point;
thence South 00° 19' 54" East 90.35 feet to a point;
thence South 89° 42' 38" West 16.73 feet to the point of beginning.

13

3. That any and all claims of John E. Burke, Jr. and Bruce C. Willey, Michael Gudzevich, Christine A. Larochelle, Randall A. and Brenda A. Melkonian, John J. and Doris S. Mrozek, George E. Tulgren, Stanley and Margaret M. Walega, City of Manchester, State of New Hampshire, Department of Public Works and Highways, Emile Bussiere Jr., Esquire, Guardian Ad Litem, and all known heirs, executors, administrators and assigns of the aforesaid parties, if any there be, and also all other unknown persons claiming any right, title or interest in or through them in said real estate are hereby removed, vacated, and annulled as clouds upon the title of the petitioners, in and to the aforesaid tract of land, and the title of the petitioners, Walter Zielinski, Maryanne Zielinski, and Anne M. Edmunds, Trustees of the Walter & Maryanne Zielinski Irrevocable Trust, in and to said tract of land is hereby quieted and established as against the aforesaid petitionees.

Dated this 10th day of June, ~~2003~~ 2004,



Presiding Justice

STATE OF NEW HAMPSHIRE

HILLSBOROUGH-NORTH, SS.

SUPERIOR COURT
Docket # 03-E-341

John E. Burke, Jr. and Bruce C. Willey

V.

Michael Gudzevich and Christine A. Larochelle, Randall A. and Brenda A. Melkonian, John J. and Doris S. Mrozek, George Tulgren, Stanley and Margaret M. Walega, Walter, Maryanne Zielinski, and Anne M. Edmonds, Trustees of the Walter and Maryanne Zielinski Irrevocable Trust City of Manchester, State of New Hampshire Department of Public Works and Highways, and all known heirs, executors, administrators and assigns, if any there be, and also all their unknown persons claiming any right, title or interest in or through the Petitionees.

DECREE

It is ordered, adjudged, and decreed:

1. The relief requested by the Petitioners is hereby granted.
2. That the Petitioners, John E. Burke, Jr. and Bruce C. Willey, of 390 Myrtle Street, Manchester, County of Hillsborough, State of New Hampshire, are hereby decreed to be the owners in fee simple of the following premises:

A certain tract of land, situated in the City of Manchester, County of Hillsborough and State of New Hampshire, bounded and described as follows, to wit:

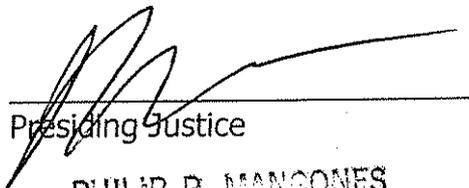
Beginning at a point at the southeast corner of land owned by John E. Burke, Jr. and Bruce Willey;
thence running North 00° 22' 26" West 90.32 feet, along the easterly boundary of the Petitioners' land, to a point;
thence North 89° 42' 38" East 16.86 feet to a point;
thence South 00° 19' 54" East 90.30 feet to a point;
thence South 89° 40' 06" West 16.79 feet to the point of beginning.

3. That any and all claims of Michael Gudzevich, Christine A. Larochelle, Randall

31
13

A. and Brenda A. Melkonian, John J. and Doris S. Mrozek, George E. Tulgren, Stanley and Margaret M. Walega, Walter Zielinski, Maryanne Zielinski, and Anne M. Edmonds, Trustees of the Walter & Maryanne Zielinski Irrevocable Trust City of Manchester, State of New Hampshire Department of Public Works and Highways, Emile Bussiere Jr., Esquire, Guardian Ad. Litem, and all known heirs, executors, administrators and assigns of the aforesaid parties, if any there be, and also all other unknown persons claiming any right, title or interest in or through them in said real estate are hereby removed, vacated, and annulled as clouds upon the title of the petitioners, in and to the aforesaid tract of land, and the title of the petitioners, John E. Burke, Jr. and Bruce C. Willey, in and to said tract of land is hereby quieted and established as against the aforesaid petitionees.

Dated this 8th day of March, 2004



Presiding Justice
PHILIP P. MANGONES
PRESIDING JUSTICE

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Thousand Dollars (\$1,600,000) for the 2005 CIP 411305, South Main Street Fire Station Rehabilitation Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Six Hundred Thousand Dollars (\$1,600,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 411305, South Main Street Fire Station Rehabilitation Project	\$1,600,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Thousand Dollars (\$1,600,000) for the 2005 CIP 411305, South Main Street Fire Station Rehabilitation Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

14

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Million Four Hundred and Ten Thousand Dollars (\$2,410,000) for the 2005 CIP 510005, Park Facilities Improvement Program.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Million Four Hundred and Ten Thousand Dollars (\$2,410,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 510005, Park Facilities Improvement Program	\$2,410,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Million Four Hundred and Ten Thousand Dollars (\$2,410,000) for the 2005 CIP 510005, Park Facilities Improvement Program.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Million Five Hundred Thousand Dollars (\$2,500,000) for the 2005 CIP 710005, Major Fleet Upgrades Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Million Five Hundred Thousand Dollars (\$2,500,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 710005, Major Fleet Upgrades Project	\$2,500,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Million Five Hundred Thousand Dollars (\$2,500,000) for the 2005 CIP 710005, Major Fleet Upgrades Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred and Ten Thousand Dollars (\$1,710,000) for the 2005 CIP 710205, Public Works Infrastructure Project.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Seven Hundred and Ten Thousand Dollars (\$1,710,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 710205, Public Works Infrastructure Project	\$1,710,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred and Ten Thousand Dollars (\$1,710,000) for the 2005 CIP 710205, Public Works Infrastructure Project."

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Eighty Thousand Dollars (\$280,000) for the 2005 CIP 710905, Parking & Traffic Improvements Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Hundred Eighty Thousand Dollars (\$280,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 710905, Parking & Traffic Improvements Project	\$280,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

14

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Eighty Thousand Dollars (\$280,000) for the 2005 CIP 710905, Parking & Traffic Improvements Project."

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Six Million Eighty Thousand Dollars (\$6,080,000) for the 2005 CIP 711105, CSO-Phase 1 (Bremer Street) Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Six Million Eighty Thousand Dollars (\$6,080,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 711105, CSO-Phase 1 (Bremer Street) Project	\$6,080,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Million Eighty Thousand Dollars (\$6,080,000) for the 2005 CIP 711105, CSO-Phase 1 (Bremer Street) Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711205, Replace Sludge Dewatering Equipment Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Dollars (\$1,000,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 711205, Replace Sludge Dewatering Equipment Project	\$1,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

14

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711205, Replace Sludge Dewatering Equipment Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

14

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711405, WSPS – Roof/HVAC/Piping Project.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Dollars (\$1,000,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 711405, WSPS – Roof/HVAC/Piping Project	\$1,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

14

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2005 CIP 711405, WSPS – Roof/HVAC/Piping Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Forty Thousand Dollars (\$4,440,000) for the 2005 CIP 811405, Building Improvements Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Four Million Four Hundred Forty Thousand Dollars (\$4,440,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 811405, Building Improvements Project	\$4,440,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Four Hundred Forty Thousand Dollars (\$4,440,000) for the 2005 CIP 811405, Building Improvements Project.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Ninety Thousand Dollars (\$1,690,000) for the 2005 CIP 811505, Information/Public Safety Upgrades Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Six Hundred Ninety Thousand Dollars (\$1,690,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 811505, Information/Public Safety Upgrades Project	\$1,690,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 10 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Six Hundred Ninety Thousand Dollars (\$1,690,000) for the 2005 CIP 811505, Information/Public Safety Upgrades Project."

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2005 CIP 811305, Revaluation Update Project."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Two Hundred Fifty Thousand Dollars (\$250,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2005 CIP 811305, Revaluation Update Project	\$250,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 5 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2005 CIP 811305, Revaluation Update Project."

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

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City of Manchester New Hampshire

In the year Two Thousand and Four

A RESOLUTION

“Amending the FY 2003 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of One Hundred Thousand Dollars (\$100,000) for FY2003 CIP 610403 Downtown Municipal Infrastructure Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:
WHEREAS, the Board of Mayor and Aldermen has approved the 2003 CIP as contained in the 2003 CIP budget; and

WHEREAS, Table 1 contains all sources of Federal, State and Other funds and Table 2 Community Development Block Grant, Emergency Shelter and Home funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to provide funding for additional reconstruction of downtown right of ways for continued economic investment in the downtown; and

WHEREAS, the Board Mayor and Aldermen desires to accept private donations from downtown businesses in the amount of \$25,000 that have been identified; and

WHEREAS, funds in the amount of \$75,000 are available from existing CIP Projects;

NOW, THEREFORE, be it resolved that the 2003 CIP be amended as follows:

1. By decreasing:

FY2003 CIP 611003 – Revolving Loan Fund Project - \$75,000 CDBG
(from \$150,000 CDBG to \$75,000 CDBG)

2. By increasing:

FY2003 CIP 610403 – Downtown Municipal Infrastructure Project – \$100,000 (\$75,000 CDBG, \$25,000 Other)
(from \$197,358 CDBG; \$150,000 CBDRF; \$30,536 Other to \$272,358 CDBG; \$150,000 CBDRF; \$55,536 Other)

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

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CITY OF MANCHESTER
Chief Negotiator / Labor Contract Administrator



One City Hall Plaza
Manchester, New Hampshire 03101-4000
Tel: (603) 624-6532 • Fax: (603) 624-6528

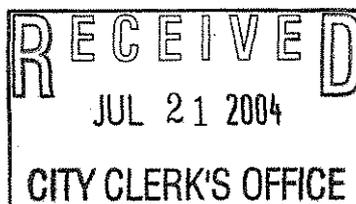
MEMORANDUM

To: Leo Bernier, City Clerk
From: David Hodgen *DAH*
Date: July 21, 2004
Re: **Session with Board of Mayor and Aldermen, August 3, 2004**

Please schedule a strategy session with the Board of Mayor and Aldermen after the regular session on August 3, 2004 to discuss Union negotiations.

Information regarding this matter will be transmitted to the Board under separate cover.

DAH:jac
Cc: Mayor Baines



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