

BOARD OF MAYOR AND ALDERMEN

January 2, 2007

7:30 PM

Mayor Guinta called the meeting to order.

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

Present: Aldermen Roy, Gatsas, Long, Duval, Osborne, O'Neil, Lopez, Shea, DeVries, Garrity, Smith, Thibault, Forest

Absent: Aldermen Pinard

3. Presentation by Southern New Hampshire Planning Commission regarding an Emergency Management Plan for the City of Manchester.

Mayor Guinta requested David Preece and team approach the podium.

Ms. Linda Ajello stated I'm a Planner with the Southern NH Planning Commission. With me here tonight I have David Preece who is the Executive Director of the Southern NH Planning Commission as well as Chief Dan Goonan with the Manchester Fire Department. We are before you here tonight to seek adoption of the Manchester Emergency Operations Plan. The Emergency Operations Plan was presented to the Board of Mayor and Aldermen back in February of 2006. Over the course of the year there were a total of seven meetings in addition to numerous e-mails and telephone correspondence among the committee members in order to get this plan completed. The Emergency Operations Plan was collaborative effort with the content driven by the committee members. The completion of the Plan would not have been possible without the hard work and the cooperation of the various City departments as well as the local agencies. I would just like to take a moment to thank the following City departments and local agencies...that would be Fire, Police, Health, Public Works, Building and Highway Departments, the Mayor's office, the City Clerk's office, Finance, Welfare, City Solicitor's office, Manchester Water Works, Information Systems Department and the Manchester School Department. I'd also like to thank the American Red Cross, the MTA and the New Hampshire Bureau Emergency Management who also put a great deal of work into this Plan. The Emergency Operations Plan guides the City response to consequences of any disasters or emergency situations. The primary purpose of the Plan is to initiate, coordinate and sustain an effective local response to disasters in emergency situations. The Plan is comprised of several sections including the Basic Plan which describes the purpose and scope, Situation and Assumptions, Concept of Operations, Plan Management and Authorities and References...that's followed by 16 emergency support functions which were established by the Department of Homeland Security as a standardized

set. The ESF's or Emergency Support Functions delineate the primary and/or co-primary and support agencies and describe the policies, situations, concept of operations and responsibilities for necessary standard operating procedures and guidelines which are needed to implement the plan. At the end of the document there are administrative appendices which include abbreviations, definitions, etc. and that is followed by the terrorism annex which is a hazards specific annex that was completed by the Fire Department and this is special procedures that would apply to a particular hazard and in this case that would be terrorism. Once the plan is adopted it will be submitted to the Bureau of Emergency Management and they will be reviewing the document to ensure that it is in the proper format and that includes all the required sections. At this time I'd like to ask if there are any questions.

Alderman Gatsas stated I've read through the draft very quickly. I guess my biggest question is and this has to do with a disaster that's within the City. There are no accommodations in here because I see a disaster that's even worse that happens in Boston and all of a sudden 300,000 people decide they're going to come to Manchester...that to me is a greater disaster and how we're going to accommodate those incoming people rather than thinking about a disaster that might happen in Manchester because if there's a terrorist destination it would be in a much larger city or the seacoast and how do we protect the people that are coming in and where do we house them and where do we feed them and where do we cloth them and where do we give them shelter because that's a bigger concern of mine as a state because of where our proximities are to Massachusetts. So, I don't know if anybody's talked about that, looked at that or discussed it.

District Chief Dan Goonan stated we do drill on often with the Seabrook activities, we do expect I think it's 49,000 people coming into the City. I know we have identified if you looked in the document there's 22 different location centers we can at least set people up on a temporary basis. During the floods we had Southern NH University opened up and that's where our shelter was at that point. So, we could accommodate a lot of people and we have talked about that in the past because there were situations in the past actually...I remember sitting down with the Mayor and Chief Kane talking about that situation because that is a valid situation. But, basically when you're sitting in there in the EOC (Emergency Operations Center) we're there to deal with any eventuality and that's been identified as an issue and I think when the time comes if there is a 100,000 people coming in we're going to try to act on that as it comes but right now we are planning on taking a significant amount of people into the City.

Alderman Gatsas stated I guess my question is that 49,000 accommodation versus what the population surrounding Boston and south and north or that because I don't think they're going to migrate southward...they're going to come north where there's probably a little bit more of a safer climate. So, I guess my question is can we accommodate 300,000 people, 400,000 people because those are issues that we need to address as a community here to

make sure we have the facilities and the infrastructure to accommodate that or at least think about it before it happens.

District Chief Goonan stated I think that is something we do think about and whether we can accommodate 300,000 people I don't know but in conjunction with the State EOC. If that does happen we're going to do our best to try to accommodate 300,000 people.

Mr. David Preece, Executive Director of Southern NH Planning Commission, stated if I can also say something else. I have been in conversation with the NH Bureau of Emergency Management over this issue and they're looking to do a much larger study, much larger plan that would take into account such disasters or incidences that might have it. So, we are looking into that matter now.

Alderman Lopez asked are there any provisions in here for volunteers...people and experts...we have over 17,000 military personnel that reside in the City of Manchester and have specialized skills...has there been any provisions in here to perhaps recruit some of these people in a dire emergency as a supplementary force?

District Chief Goonan replied we haven't really looked at...besides the National Guard coming in. We have a lot of people we could call with the National Guard being one of those coming in and assisting us. We haven't made any provisions at this plan on getting...I think what you're asking is retired people or people that live here?

Alderman Lopez stated there are a lot of military people that reside in the area that are retired medics, retired doctors...provisions to call these people in in the event that a dire emergency as a backup force.

District Chief Goonan stated as far as doctors and retired military people go I know we have a plan with the Manchester Health Department that outlines some inoculation centers and stuff like that so as far as volunteers go we do have an agency outline that volunteers can go to. Right now we don't have anything outlined that says we're going to take in military people that are retired or what have you but that's something that we can look at.

Alderman Lopez stated briefly...I've been over to the EOC with the Mayor but briefly I know there's a lot of responsibility for the department. Can you just give us a brief idea of what happens at the EOC, who calls the shots and how you take over...for example, you needed to put 500 people at Southern NH University...who has the authority to do it?

District Chief Goonan replied when the EOC's opened up, when the Mayor and Chief Kane determine there's a need for anything the EOC's opened...there's a command area that makes those decisions whether we need a shelter open, whether Southern NH University needs to be opened or what have you. Those decisions are made in the command area and

from there we have agencies such as the Red Cross and those types of agencies who have their own plans. So, we don't need to have a particular plan completely ready to go like a shelter. We go to the Red Cross and they will have their internal plans...that's what happened with this one...they identified that as a shelter and that worked out fantastic.

Alderman Lopez stated I think it's valuable that you're looking at the master but there are all types of plans out there...responsibility for Highway, Police, etc.

District Chief Goonan stated of the 16 support functions it's those agencies responsibility to have their own plans ready in case of an emergency. So, the Mayor or Chief Kane can say I need a shelter open...we're going to go to that emergency support function, the person responsible for that emergency support function and they are going to take the ball and run with it from there.

Alderman Lopez stated Alderman Gatsas had a very good question...if something drastic happened in the southern tier and people would come here.

District Chief Goonan stated we have had meetings with the State Police and the State EOC and they are making plans.

Alderman DeVries stated I did have some conversations with Chief Kane during the week and my concern was that I saw within the agenda for this evening that you're asking us for a motion for adoption of the Plan and tonight was...that was my concern that I wasn't willing to put forward the motion on something I hadn't had an opportunity to review and I wanted to double check and make sure there was no time sensitive piece. We can certainly delay adopting this plan so that we have an opportunity to peruse the document and see what it is that we are accepting. As far as you know there's no time sensitive component to this this evening.

Ms. Ajello stated no. As far as getting this into the State we would be okay.

Alderman DeVries stated I know I certainly appreciate that. In light of the many national emergencies certainly New Orleans comes to mind. Government is expected to not only put forth documents that feel good but actually can be implemented and there is some level of accountability to us. I appreciate the opportunity to really peruse this document a little bit more thoroughly than the hour of meetings preceding this has allotted me.

Alderman Forest stated Alderman Gatsas I think if you look on page 206 Appendix C it does mention the Red Cross for provisions of mass care and I know if we get 300,000 people in this City we're going to have to deal with other organizations but Alderman Roy, Long and I and several of you back in May saw the emergency operations first hand so I think with a few minor mistakes we did very well here in the City. I know we need improvements but

again there may be some little tweaking to do with this Plan here but I think we do very well here in the City and I want to thank you all for working on this and putting it down in black and white for us, thank you.

Alderman Osborne asked can you tell me when the federal government steps in on this...when, if and how?

District Chief Goonan stated for any particular kind of emergencies.

Alderman Osborne stated for a disaster.

District Chief Goonan stated when it gets to the point where we can't handle it ourselves they're always available to us.

Alderman Osborne stated so they don't step in right away.

District Chief Goonan stated we have to make that request.

Alderman Osborne stated depending upon the disaster I'm sure.

District Chief Goonan stated and that request is made by the Mayor.

Alderman Long stated going back to Alderman Lopez's question...is there a database with respect to first responders, qualified first responders. I know a lot of the union construction trades have qualified first responders either Hazwarper or Hazardous Materials responders. I know our internationals have a database of that in the immediate vicinity. I'm wondering whether or not there's a D-base within New Hampshire to be able to call upon those people at a moment's notice. For example, with your public works and engineering. I'm not sure if the City has enough people if there was an accident with respect to clearing roads or a bridge down or what have you...how fast can you get a contractor together and by the way these employees are first responder trained because they need to process them with how to handle that. Is there an avenue with which that can be done?

District Chief Goonan replied I don't know...for that example if we do need subcontractors for clearing roads or what have you as the Commander in the EOC would go to the Highway Department and say we need this done...they should have their own plans done on how they can accomplish those goals...whatever the Mayor and the Command area needs. So, as far as volunteers or a database goes I don't know of one other than medical...I really don't know.

Alderman Long stated I know in Manchester there are 23 ironworkers that are first responder qualified and you would be asking for volunteers. You wouldn't need...these ironworkers

are qualified in welding, rigging, demolition...what have you. How could they be accessed to benefit the City? It would be voluntary...it's their City number one and I'm wondering within the other trades we could probably come up with a hundred or so qualified disaster first responder personnel.

District Chief Goonan stated I think we can envision if something does happen if we do make a call for any specific kind of trade workers or someone with a skill that we need I believe at that point then we could organize it from there. I don't know maybe a list would be effective but if we do ask...maybe go to the media and ask if people can help out...we'll organize it from there.

Alderman O'Neil asked does this document supercede other documents that exist...for example, the Seabrook Plan?

District Chief Goonan replied no the Seabrook Plan is a separate document. This is just going to be...to me the Seabrook Plan is kind of...all of our emergency management in the City kind of started with the Seabrook years ago so I think that's just a part of it. In fact, I think when you see the Emergency Operations Center after this is adopted it looks much like the original Seabrook setup. It's going to be different now, we're going to bring in the new emergency support functions and you're just going to see a different way we're going to operate here.

Alderman O'Neil asked are there other plans other than Seabrook out there that would supercede this document then?

District Chief Goonan replied the Seabrook Plan is pretty specific.

Alderman O'Neil asked how about beyond Seabrook? If something happens with the Merrimack River?

Mr. Preece replied I believe this Plan would supercede anything else.

Alderman O'Neil stated other than the Seabrook Plan.

District Chief Goonan stated we have other plans that deal with some of the smaller dams that we test off in.

Alderman O'Neil stated shouldn't those tie into this though.

District Chief Goonan stated when we had the flooding problems in May we took out those other plans at the Emergency Operations Center. Basically, we were getting reports back from some of those dam areas and we took that specific plan so at least we knew if the dam

does go where the water's going to go. So, basically, this is the Plan...all the other plans we're going to use if we need them. This is the Emergency Plan...this is identifying who does what and what we have for shelters and what we have for assets in the City.

Alderman O'Neil asked would it be possible, at some point, to provide a list of what other plans exist because I'm not aware of them?

District Chief Goonan replied sure.

Alderman O'Neil asked how often should this document be updated?

Ms. Ajello replied it will be up to the Emergency Management Director to do a complete review of the document on an annual basis. He would then have to come to the Board of Aldermen to go over the proposed changes. From there he would go to the exact departments, the specific departments in which the changes are requested and the department heads or the primary support agencies would be responsible for making those changes and reporting back to the Emergency Management Director with them.

Alderman O'Neil asked is it safe to say then that in all honesty we should be doing some type of annual review of it once adopted?

Ms. Ajello replied that's correct and in the event that there is a disaster it's suggested that within 45 days of that event that the document is reviewed to make sure that everything went as smoothly as possible or if there are any changes that need to occur based on recent events from the experience you had...those changes would be made at that time.

Alderman O'Neil stated that's my next questions...what's the mechanism to require that a debriefing and a follow up is done because I'm not sure if there is one in the City, I'm not sure it's in a formal matter?

Ms. Ajello replied if you look on page 36 of the Basic Plan it talks about the maintenance of the Plan and it goes into the requirements of the Emergency Management Director to do that annual review as well as I believe it's recommended every two years that each of the emergency support functions be reviewed and updated as needed.

Alderman O'Neil stated I'm specifically talking about we have an incident in the City...is there any mechanism in this Plan that requires a formal review to be done and then a report comes out of that review?

Ms. Ajello replied I don't recall a formal report...just that it is reviewed within those 45 days following the event and revisions or updates are made within that timeframe.

Alderman O'Neil asked is that something you can look at because in all honesty in life you always learn from what has happened and hopefully improve? I think it's been an unwritten practice but I think it needs to be a written practice. So, that's just a suggestion.

District Chief Goonan stated with the floods we did have a formal review along with the state and there was a report issued.

Alderman O'Neil asked where did that report go?

District Chief Goonan replied it went to us.

Alderman O'Neil stated I don't recall ever seeing it to be honest with you. So, I think it's that type of information that needs to be shared with the elected officials as well once complete and finally I just want to say I think there is some merit to you folks looking at this volunteer base because I do agree with Alderman Lopez and Alderman Long I think there's some qualified people out there that would help supplement our existing paid staff of City employees and maybe lessen their burden or their load a little bit. So, I think it's something...would be interested if you could take a look at it and if the word "qualified" can be broadly defined or come up with something whether it's engineers to live locally that could help support public works or medical people that have been trained in the service or whatever it may be. I'd encourage you to look at that but a great job, thank you very much.

Alderman Shea stated hi, Dan, how you doing...Dan's a former pupil...congratulations on your fine work. I wondered...how do you coordinate this effort with say Nashua, Concord in terms of how would they fit into this...do they have their own plans?

District Chief Goonan replied yes. All the municipalities have their own plans generally especially the larger ones. When our EOC's opened up and their EOC's opened up it's our common practice to contact them back-and-forth and we have a huge mutual aid agreement with all of the surrounding towns so if they need us we're there and if we need them they're here.

Alderman Shea asked do you share with them what your Plan is?

District Chief Goonan replied sure. I know I have Nashua's Plan.

Alderman Shea stated and they reciprocate by sharing their plan with you as well. That's good.

Alderman Roy stated after consultation with you and with respect to what Alderman DeVries was talking about I'd move to table this for thirty (30) days to our first meeting in February. Alderman DeVries duly seconded the motion.

Alderman O'Neil stated for clarification...there were some specific things asked tonight...can they report back in that 30-day period.

Mayor Guinta stated maybe if some of those points could be worked out and possibly amended we could take a quick look in a couple of weeks and that will give us at least another two weeks before we take action.

Deputy City Clerk Johnson stated it can be forwarded to the Clerk's office for distribution to the Board ahead of time.

Mayor Guinta called for a vote on the motion to table for 30 days. There being none opposed, the motion carried.

4. A Proclamation seeking the City's endorsement of the efforts of the METROCENTER.

PROCLAMATION

- WHEREAS,** the City of Manchester recognizes that quality of life for many residents includes participation in social, cultural, and educational opportunities outside of our political boundary; and
- WHEREAS,** employment and educational opportunities for many of our residents depends on a system of local, state, and federal roads and access to rail and air transportation that often extends past our boundaries; and
- WHEREAS,** the quality of life aspect of our community is enhanced by the many art museums, libraries, historic and cultural institutions as well as the entertainment and recreation opportunities that appeal to many different segments of our community are offered in our and nearby communities; and
- WHEREAS,** many of our residents enjoy employment opportunities that are offered in our and area communities; and
- WHEREAS,** we recognize the efforts of many organizations and people to attract quality businesses, organizations, and enthusiastic visitors to our region as a cooperative on-going effort; and
- WHEREAS,** our emergency services provided to residents and visitors often depend on the mutual aid and support of our neighboring communities; and
- WHEREAS,** the **METROCENTER**, representing regional municipalities, businesses, higher-education institutions, chambers of commerce, private and public agencies, is furthering the goals of our municipality and those of the region through collaboration, and the promotion of the region's quality of life to current and prospective employers, residents and visitors;

NOW, THEREFORE, we, the Board of Mayor and Aldermen of the City of Manchester offer our encouragement and endorsement of the efforts of the **METROCENTER** and look forward to participating with other regional municipalities to provide a high quality regional environment in which to work, live, and play.

s/Mayor Guinta
All Aldermen

Dated this 2nd day of January, 2007

Mr. Kevin Dillon, Airport Director, stated I'm here tonight representing the Greater Manchester Chamber of Commerce with robin Comstock, CEO of the Chamber as well as Mike Skelton her Deputy here tonight. We gave you information in advance of this discussion on the MetroCenter so I won't take a lot of time I know you have a busy agenda tonight. But simply, what we're asking is that you approve the resolution endorsing the MetroCenter initiative. In essence, the MetroCenter is an economic development initiative of the Greater Manchester Chamber that seeks to foster regional cooperation with surrounding communities on matter of mutual interest and right now there are 14 communities that make up the MetroCenter. Through the MetroCenter economic development initiatives as well as community and business leaders have banded together to promote areas and ideas of mutual interest. We are looking to promote the region as one separate entity so that the Greater Manchester region is better positioned to compete with other regions on economic development initiatives. The MetroCenter has been and will continue to work with Bob MacKenzie and Kate Benway of the City's Economic Development office to ensure that Manchester is well positioned in this initiative. Current areas of interest of the MetroCenter right now are focused on improved housing opportunities, marketing the region as I said and improving transportation options. You can see those three initiatives are all initiatives that require vast regional collaboration and cooperation. So, accordingly, I ask the Board tonight to approve this symbolic gesture indicating that the City supports the MetroCenter initiative. I'd be happy to answer any questions you may have.

Alderman Gatsas stated Kevin I know that this sort of is like a touchy feel good thing but I certainly don't want somebody coming back and saying you signed this Proclamation and now we need a hundred thousand dollars to dump into this MetroCenter idea. So, I want to make sure that I don't have a problem supporting it but I'm not supporting any financial condition that may tail along with that and also it talks about rail and I want to make sure that when you start talking about rail because I know that where the Chamber's position is on rail that somebody needs to convince me how it's going to be paid for before I as an Alderman am going to support it. So, I don't have a problem supporting the concept but I want to make sure that somebody doesn't come and say we put a hundred thousand dollars in

there because a Proclamation was signed by all of the Aldermen supporting this and it's moving forward...I've seen it happen to other projects.

Mr. Dillon stated that's a very good point and that's a point that's come up at the three or four other communities that have already signed the Proclamation. Certainly, this is symbolic. It does not usurp the City's authority on any project, it does not commit the City to any funding. While personally I feel rail is a good initiative for the City to be looking at it would not usurp the planning process that would have to take place here in the City and certainly the subsequent approval of this Board that would be necessary if there was any City participation in a project like that. Simply what the MetroCenter is about...the by-product that we're looking to get out of the MetroCenter is communication and this is about surrounding communities communicating with one another and talking on matters of mutual interest.

Alderman DeVries stated I was just going to...I didn't know Alderman Lopez was looking to speak as well and I was looking to move the question and endorse the Proclamation as surrounding communities already have. Alderman Roy duly seconded the motion.

Alderman Lopez stated I know that the economic division is working on other names...this is not going to interfere with any other name whatsoever in the City.

Mr. Dillon stated as I said it does not usurp the City's authority to move forward with any of its own initiatives or any initiative that's underway. Simply this speaks to the need to communicate and collaborate with surrounding communities on matters of mutual interest. So, the City is certainly free to continue to move forward with any marketing initiative on its own.

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

CONSENT AGENDA

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

Accept BMA Minutes

- A. Minutes of meetings held on August 21, 2006 and September 5, 2006 (two meetings.)

Informational – to be Received and Filed

- B. Manchester Health Department monthly report summary, December, 2006.

REPORTS OF COMMITTEES

COMMITTEE ON BILLS ON SECOND READING

- C.** Recommending that Ordinances:
“Amending Section 33.025 (Equipment Service Technician II) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Process Control Technician) of the Code of Ordinances of the City of Manchester.”
ought to pass.
(Unanimous vote.)
- D.** Recommending that Ordinances:
“Amending Sections 33.024, 33.025 and 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester.”
ought to pass and that the Public Works Director be instructed not to fill such position unless approval is received by the Human Resources Committee or the full Board of Mayor and Aldermen.
(Aldermen Duval, Lopez and Pinard voted yea; Aldermen Gatsas and Garrity voted nay.)
- E.** Recommending that Ordinances:
“Amending Section 33.079(H)(1) Flexible Benefit Vacation Plan of the Code of Ordinances of the City of Manchester.”
ought to pass.
(Aldermen Duval, Lopez, Gatsas and Pinard voted yea; Alderman Garrity voted nay.)
- F.** Recommending that Ordinances:
“Amending Section 33.048 Advancements Within Pay Range of the Code of Ordinances of the City of Manchester substituting language in Section B Step Increases.”
ought to pass as amended.
(Unanimous vote.)

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

- 6.** There were no nominations presented by Mayor Guinta.
- 7.** Confirmation of the nomination of Derek M. Dufresne to succeed Linda S. Seabury as a member of the Heritage Commission, term to expire January 1, 2010.

On motion of Alderman Forest, duly seconded by Alderman Smith, it was voted to confirm the nomination of Derek M. Dufresne as presented.

8. Confirmation of nominations to the Office of Youth Services Advisory Board as follows:
Peter Favreau to succeed himself, term to expire January 1, 2010;
Brother Paul Crawford to succeed himself, term to expire January 1, 2010;
Ashley Pratte to succeed herself, term to expire January 1, 2010; and
Wade Reck to succeed Rev. Christopher Emerson, term to expire January 1, 2010.

Mayor Guinta stated I am going to be removing the last nominee (Wade Reck). So, the motion would be on the first three.

On motion of Alderman Thibault, duly seconded by Alderman O'Neil, it was voted to confirm the nominations to the Office of Youth Services Advisory Board as presented.

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

Mayor Guinta called the meeting back to order.

OTHER BUSINESS

11. A report of the Committee on Finance was presented recommending that Resolution:

“Amending a ‘Resolution appropriating to the Manchester Airport Authority the sum of \$52,321,042 to \$57,321,042 from Special Airport Revenue Funds for the Fiscal Year 2007’.”

ought to pass and layover.

Alderman Lopez moved to accept, receive and adopt the report of the Committee on Finance.

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

12. Ordinances:

“Amending Section 33.025 (Equipment Service Technician II) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Process Control Technician) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.079(H)(1) Flexible Benefit Vacation Plan of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.048 Advancements Within Pay Range of the Code of Ordinances of the City of Manchester substituting language in Section B Step Increases.”

Alderman Roy moved to dispense with the reading by titles only. Alderman O’Neil duly seconded the motion.

Alderman Gatsas stated discussion on number three “Amending Sections 33.024, 33.025 and 33.026 (Solid Waste Compliance Officer)”...there’s question a question about that in Committee I think there were two of us that voted against it. I think if we’re going to add new positions we should be adding them within the closer time to the budget period where we’re within only four or five months of the budget period and we’re adding new positions to a budget that already is in a very difficult position, your Honor. I think this Board voted or I think you even removed somebody, a position that you were looking for in your office because it was the same situation and Human Resources and that didn’t go well for the new position. So, I’m in opposition to that that we would be this late in the game adding a position in a budget that’s pretty tight.

Alderman Roy stated thank you, Mayor, I’d like to speak to that as Solid Waste Chairperson. We are not adding a position we’re putting a position on the books of the City of Manchester with the stipulation that if it was to be filled the Highway Director would have to come back to the Human Resources Committee which is Chaired by Alderman Gatsas or the full Board of this Board of Mayor and Aldermen and will be established in our next budget. We’re not adding a dime to the taxpayers, we’re not filling the position, we’re not hiring anyone, we’re not accepting resumes, we’re putting out for post so that position is a long way from being filled or funded. This just establishes it on the books and leaves it vacant.

Alderman Lopez stated I think the conversation at one of the Board meetings...we’re looking for grant money for that position...is it true?

Mayor Guinta asked do you want to answer that because I think it was a committee issue.

Alderman Roy replied I believe there’s an on going search for a funding mechanism for this position which does include grant money.

Alderman O’Neil stated I just want to make sure I understand. All we’re doing is creating a job title with the job description correct and there’s a place to hold it. We’re not moving forward on anything else. Am I correct with that? Just created a job title and the job description...that’s all that’s being done here.

Mayor Guinta stated according to the Chair of the Committee and the City Clerk the answer’s yes to that question.

Alderman Gatsas stated you said the Chair of the Committee.

Mayor Guinta stated the Chair of the Solid Waste Committee.

Alderman Gatsas asked is somebody from the Highway Department here because I certainly want that clarified?

Alderman O'Neil stated while Kevin's coming up...we're not posting anything.

Deputy City Clerk Johnson stated it's Item D in the Consent Agenda also indicates the same which is what the Board accepted. It clarifies exactly what has been passed through Committee and onto the Board. You're creating a position that gives it a job title and gives it a job description. You are not authorizing that position to be filled at this time.

Alderman O'Neil stated thank you, your Honor.

Mayor Guinta stated it specifically says Public Works Director be instructed not to fill such position unless approval is received by the Human Resources Committee or the full Board of Mayor and Aldermen. I'd like a clarification...can the Committee on its own?

Deputy City Clerk Johnson replied it's the full Board that took the action in accepting the report that gave that direction.

Alderman Gatsas stated so Kevin if you have money within your budget you can't fill that position.

Mr. Kevin Sheppard, Deputy Public Works Director, stated not unless we come back to the HR Committee or the full Board.

Alderman Gatsas asked so why are we creating it?

Mr. Sheppard replied if that question's directed to me I believe the intent originally was to create the position so if we do want to come forward with a request that the position be filled in the future that class specification is already developed and in place. There is no money for that position but we'd have to come back to the HR Committee to fill that position or the Board.

Alderman Gatsas asked did you put that position in your budget when you first came to us last year?

Mr. Sheppard replied yes it was requested.

Alderman Gatsas asked what did this Board do with that position?

Mr. Sheppard replied it was not funded in our budget last year.

Alderman Gatsas stated so it was eliminated...not funded or it was eliminated. So, some six months later we decided to create it. Thank you.

Alderman O'Neil stated I hate to put Mr. Normand on the spot and I don't have his report from two weeks ago but we put a lot of emphasis on this Neighborhood Enhancement Team and they've done some great work in the City. Matt, do you happen to remember off the top of your head if I recall the number one violation found in the City of Manchester had to do with Solid Waste, am I correct?

Deputy Clerk Normand replied it was well over 50% of the complaints.

Alderman O'Neil stated I think we need to start getting ourselves in a position. We're not making any move tonight but we're starting to get ourselves in a position if we want to continue the work of the Neighborhood Enhancement Team at some point we're going to have to have somebody full-time dedicated to that work whether it's this specific job classification, if it gets changed to make it not only doing solid waste but maybe some other functions that may be where we go down the road but I for one am in complete support of the Neighborhood Enhancement Team but at some point we're going to burn out the employees who are on it trying to do this as almost a second job and we're going to have to commit at least one full-time person to coordinate the activities of it. So, I'm in full support of approving the job title and the classification tonight. Thank you, your Honor.

Alderman Roy stated last year during the budget process this position was brought forward. There was no job spec, there was no title, there was nothing but a recommendation that came out of the Solid Waste Committee through the long-term goals of that focus group over the last three years. This is just rectifying all of the work that was not done prior to that point last year. It is putting a name and a title, a pay scale with a position that may or may not be filled either through department request and full Board action or the Mayor's next budget or the next Aldermanic budget or it may never get filled. But, at least it establishes the policy which is what this Board is here to do and last year in late April when we said to the Highway Department fill it if you have money left over from plowing there was no position to fill, there was nothing described except the title that came out of a report. This is now going back taking care of all of that work and leaving a vacant position open and unfunded.

Alderman Lopez moved the question.

Mayor Guinta asked is there a motion on the floor?

Deputy City Clerk Johnson replied the motion on the floor at this point is to dispense with the reading by titles only.

Mayor Guinta called for a vote on the motion. The motion carried with Alderman Gatsas duly recorded in opposition to the third referenced Ordinance.

These Ordinances having had their second presentation, Alderman Thibault moved on passing same to be enrolled. Alderman Forest duly seconded the motion. The motion carried with Alderman Gatsas duly recorded in opposition to the third referenced Ordinance.

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

Mayor Guinta called the meeting back to order.

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

“Amending Section 33.025 (Equipment Service Technician II) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Process Control Technician) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.079(H)(1) Flexible Benefit Vacation Plan of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.048 Advancements Within Pay Range of the Code of Ordinances of the City of Manchester substituting language in Section B Step Increases.”

are properly enrolled.

Alderman Smith moved to accept, receive and adopt the report of the Committee on Accounts, Enrollment and Revenue Administration. Alderman Roy duly seconded the motion. The motion carried with Alderman Gatsas duly recorded in opposition to the third referenced Ordinance

- 16.** Notice for reconsideration given by Alderman Gatsas on motion to approve extensions of septage agreements between the City of Manchester and the Towns of Litchfield and Plaistow.

(Motion having carried with Aldermen Roy, Long, Duval, Osborne, Pinard, O’Neil, Lopez, Shea, DeVries, Garrity, Smith, Thibault and Forest voting year, and Alderman Gatsas voting nay.)

(Note: Should Alderman Gatsas or any member having voted in the affirmative so desire, a motion may be in order to reconsider.)

(Note from City Solicitor and City Clerk: Motion should be reconsidered to clarify terms of agreements approved.)

17. Request approval for a five-year extension of a septage agreement between the City of Manchester and the Town of Atkinson.

Alderman Gatsas moved for reconsideration of Item 16. Alderman Duval duly seconded the motion. There being none opposed, the motion carried.

Alderman Gatsas stated the reason why I bring this up is no where in these agreements does it tell us what the cost per gallon for haulage is.

Mr. Sheppard stated I brought Fred McNeill our Chief Sanitary Engineer here tonight to address any questions you may have.

Mr. McNeill stated yes we currently charge eight cents (\$.08) a gallon.

Alderman Gatsas stated eight cents a gallon.

Mr. McNeill stated it's not an agreement...it's a rate determined and approved by the Mayor and Board of Aldermen that was last approved in July of 2005.

Alderman Gatsas stated I look at some of these letters and it says that we've gone from 13 million gallon on septage of a cost of \$900,000 to \$6.5 million to a revenue of \$520,000. If I do that on a per gallon basis...if I take the 13 million gallons and divide it by \$900,000 I don't know if that's eight cents a gallon.

Mr. McNeill stated I'm not quite sure of the math...let me look at it please. When we were receiving the 13 million in the late 90's it was at a different rate and what happened in 2005 it was a two-pronged action...one that we increased our rates by one penny (\$.01) and another facility in the state decreased their rates dramatically and so a lot of the septage volume now goes to another facility in the state.

Alderman Gatsas asked what is the cost for treatment of that septage per gallon?

Mr. McNeill replied I do not have that figure. We treat about 25 million gallons per day and as you can see this is now \$6,000,000 per year so this is a very, very small fraction of our flow.

Alderman Gatsas stated so when you say that the flow is 26% from Manchester is the flow from Bedford the right number because that's almost the same amount that Manchester's doing?

Mr. McNeill stated that is correct because the majority of Manchester's on sewer service...the majority of Bedford is not, they're still on septic tanks, therefore, their volume is higher.

Alderman O'Neil stated you mixed sewer with septage I think in your question.

Mr. McNeill stated in Manchester most of the residents are served by conventional pipe sewage under the ground, therefore, there's no need to pump out their septic tanks hence creating septage. In Bedford, the majority of the area is still on septic tanks hence there's a greater volume being generated.

Alderman Gatsas stated I thought you said the same amount was being treated out of Manchester as is in Bedford and I was wondering how that was happening.

Alderman DeVries stated I think as Kevin knows I frequently have had questions on the septage agreements specifically whether they bring the City of Manchester's waste water treatment plant any closer to its permitted capacity and ultimately could cost our ratepayers additional dollars any sooner than expected and I think in the past I've been reassured that that is not the case and this is an incidental revenue that offsets ratepayer costs in Manchester. Are you in agreement with that statement today?

Mr. McNeill replied I'm in total agreement with that statement.

Alderman DeVries stated so this is not to the detriment of Manchester's ratepayers.

Mr. McNeill stated that is correct. Again, it's a very small fraction of the flow that we se.

Alderman DeVries stated and it is not using up the plant any sooner than it would have because of other issues.

Mr. McNeill stated not it is not.

Alderman Lopez asked three years or five years?

Mayor Guinta stated it's a 5-year agreement.

Alderman Shea asked Kevin how much revenue does the City receive from the services that we render to these communities?

Mr. Sheppard asked are you referring specifically to septage?

Alderman Shea replied yes.

Mr. Sheppard stated based on the flows we're receiving...per Fred's memo it's about \$500,000 a year.

Alderman Shea stated that comes back to the City as far as revenue is that right?

Mr. Sheppard replied it comes back to the EPD account as a revenue.

Alderman O'Neil asked are you able to break down...Alderman Shea asked specifically about septage...any idea what those revenues would be for sewage?

Mr. Sheppard stated from other municipalities.

Alderman O'Neil stated yes...ballpark.

Mr. McNeill stated yes we have those numbers. I don't have them ballpark but we just sent our bills out and I just remember Bedford off the top of my head was about \$25,000 for the month. But, if you want that information...

Alderman Shea stated it's considerably more what we get from sewage...not from all of these communities but it's from some of the neighborhood communities.

Mr. McNeill stated the contributing communities Bedford, Goffstown and Londonderry through their sewage contribute a tremendous amount more money because they each pay for a percentage of the operation, maintenance of the plant and upgrades of the plant.

Deputy City Clerk Johnson noted that there is actually a motion on the floor because of the reconsideration to approve the Litchfield and Plaistow agreements. What we would like to do is get a motion on the floor to amend the current motion to include it as being a 5-year contract for both of those and if the Board so wishes they could actually take up Atkinson and make that a 5-year as part of the motion also.

Alderman Forest moved to amend the motion as outlined by the Clerk. Alderman Long duly seconded the motion. There being none opposed, the motion carried.

Alderman Thibault moved to accept as amended. Alderman Long duly seconded the motion. There being none opposed, the motion carried.

- 18.** Communication from Frank Thomas, Public Works Director, requesting authorization to accept State funds and execute any related documents for the Household Hazardous Waste Collection Project to be held on Saturday, May 12, 2007.

Alderman DeVries moved to accept State funds, remand for the purposes intended and authorize the Public Works Director of execute any related documents. Alderman Smith duly seconded the motion. There being none opposed, the motion carried.

19. Updates requested by Alderman Roy:

- K-9 - specifically policy on drug dogs – requests from Police enclosed;

Alderman Roy stated I believe Deputy Chief Lussier is here and I believe we're also in receipt of a letter that he sent out to the entire Board with a request for assistance and move to approve the \$56,800 from Contingency for canine purposes as requested. Alderman Duval duly seconded the motion.

Alderman Smith asked how much do we have in the Contingency fund now?

Mr. Sherman replied right now there's still \$295,000.

Alderman O'Neil stated a quick question for Deputy Chief Lussier. Mark, we need to act tonight because if we don't you're going to miss a window to send the three officers to the State Police school.

Deputy Chief Lussier stated if we hope to send them to the State Police school the second week in March time is of the essence.

Alderman O'Neil stated so the window is now.

Deputy Chief Lussier stated the window is closing quickly. I want to get the dogs purchased, the officers in line to go to that training.

Alderman Roy asked while you're here Deputy could you just for the benefit of the people watching home discuss some of the past donations of dogs and how they've been named and how successful they've been.

Deputy Chief Lussier stated dogs can either be sponsored or purchased. We have had as an example Mack Trucks has sponsored or purchased a dog in the past...that dogs name was "Mack" obviously. The *Union Leader*, the *Hippo*, the *Express*, *Channel 9*...we've reached out to the media, they are trying to encourage people to sponsor K-9's. We're not in a position right now to say that we have people but we have had some people expressing interest in that and I am hopeful that we will be able to get those two dogs sponsored or purchased.

Alderman Shea asked Mark could you explain a little bit about how the dogs would be helpful in the community so that people listening can understand. I know that they're used for a multitude of purposes.

Deputy Chief Lussier stated the dogs we are going to get and trained are police dogs. That they can do is they can apprehend suspects, they can locate evidence, locate lost people. As we speak right now there was a shooting on Beech Street right by Central High School and there was a K-9 there trying to help us locate some evidence. Now, we have had K-9's in the past that have located...sometime ago there was an elderly lady up on mammoth Road who was missing for a few days...the K-9 located her. Officer Ryan who was here earlier this evening...a year ago this past November there was a subject who wanted to commit suicide, took a lot of pills, drank a lot of beer, went out into the woods. When they found him he would have died of hypothermia had the K-9 not located him. The K-9's are instrumental in searching buildings...invaluable to the force.

Alderman Shea asked are they trained too to detect drugs and things like that?

Deputy Chief Lussier replied the only one we have right now is Officer Ryan's dog that he purchased and trained on his own through the Boston Police. It is our intention to get some of these dogs first as Police dogs and phase two would be to get them trained as drug dogs.

Mayor Guinta stated as I took a look at the letter it sounded like the most amount you would need would be the \$56,800...it's not certain yet if you'd be spending all of that but I certainly appreciate the support of this Board in trying to continue trying to support the Police Department and the needs of the community and I certainly endorse and support the actions of the Board on this issue.

Alderman Lopez asked are we clear where the money's coming from...out of contingency?

Mayor Guinta replied that's part of the motion.

Alderman Gatsas asked is there a reason why we still have an awful lot of vacant positions there that haven't been filled. Is there a reason why we couldn't use it out of the budget and then if they need more money to come back and take it out of Contingency?

Mayor Guinta replied there are two ways we could do it...we could separate it out and provide the up front funding that's necessary and wait for a report from the department to determine what is actually expended and then see if there's money out of that account or we could just do it all at once and then if there's money left over it can be sent back to us.

Alderman Gatsas stated my question is why can't they find it within their budget and if they're short in their budget come back to us.

Mayor Guinta stated they could.

Alderman Lopez stated I sort of like the sure thing that he's going to get the money so they could move forward other than to have the department head play around and find out whether they're going to find the \$56,000 by holding off on whatever the case may be. There's plenty money around...when we get to new business we're going to talk a little bit about that...that's fine but at least it gives them a clear direction to move forward and get the K-9's and knowing they're going to have the money. I think the Mayor's right...there's money in the Mayor's office we can transfer over there too. So, let's work on that a little bit.

Mayor Guinta stated you've got to talk to the department head from the Mayor's office though.

Alderman Roy stated one of the reasons why I'm looking at Contingency for this funding is it sends a clear and direct message that we're willing to step up for this program. When it comes to the vacancy money that is at the Police Department right now we've also authorized the Chief to overspend his overtime budget to keep the streets full of police officers. So, when it comes down to actual vacancy dollar savings we may not achieve at the end of the year dollar-for-dollar no officer in that position we saved that dollar because we're giving them a directive to go out spend that overtime money keeping the streets and the patrols happening. So, the Chief and Deputy Chief of Patrols maybe using that fund and hopefully they are because we're asking them to and asking them to get the patrol officers out there. So, this sends a clear direct message...fund the positions, fund the overtime, get the dogs, achieve the training, go from there.

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

- Status of vacancy savings.

Alderman Lopez stated I'd be curious at to (a) has the department heads seen this vacancy report?

Mr. Sherman replied they have not seen this exact version. They saw one maybe three or four weeks ago...that's why I have draft at the top...most of the issues, I think, have been worked out. We were within one or two positions of a vacancy report that was provided by Human Resources today. But, no, I do need to send this out to them and get them to finalize it.

Alderman Lopez stated I was just looking at your particular department, Randy, where you've got \$17,000 in savings but you're short \$60,000.

Mr. Sherman stated that's right.

Alderman Lopez stated I think that holds true in some of the other departments.

Mr. Sherman stated there are still departments and I think Police is probably one of them...they're actually in a deficit once you take into account the final benefits.

Alderman Lopez stated I think we need a clearer picture here. Also, what I'd like to see is these vacancy dates...a lot of these vacancies have been vacant for a little while.

Mr. Sherman stated I do want to clarify the fourth column there where it day position was filled...anything that has a 12/15/2006 date actually is still vacant or was vacant after that date. In order to get the formula to calculate I needed to put a date in there. So, that's really a savings calculated through date but we can clearly go back and I'll run it by the departments and get them to sign off on it.

Alderman Lopez stated I think that needs to be done because only the departments can really figure this out. But, the Police Department (\$356,000)...have you calculated Mayor as to if they've made up their shortage along with the Fire Department? And, the other part of that question if Randy is going to answer it...if you're at full complement...3% from the Mayor's budget they've got to be made up.

Mr. Sherman stated the 3% has to be made up as well correct.

Alderman Lopez stated you've calculated all that with these numbers.

Mr. Sherman stated no. This is not a savings versus the budget...this is just a savings as being created by the vacancies.

Alderman Lopez stated I just didn't want people to walk away and think there was \$924,000 that's not being used.

20. Ordinances:

“Amending Section 33.025 (Equipment Service Technician II) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Process Control Technician) of the Code of Ordinances of the City of Manchester.”

“Amending Sections 33.024, 33.025 and 33.026 (Solid Waste Compliance Officer) of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.079(H)(1) Flexible Benefit Vacation Plan of the Code of Ordinances of the City of Manchester.”

“Amending Section 33.048 Advancements Within Pay Range of the Code of Ordinances of the City of Manchester substituting language in Section B Step Increases.”

Alderman Roy moved to dispense with the reading by titles only. Alderman Thibault duly seconded the motion. The motion carried with Alderman Gatsas duly recorded in opposition to the third listed Ordinances.

These Ordinances having had their third and final reading by titles only, Alderman Long moved on passing same to be Ordained. Alderman Thibault duly seconded the motion. The motion carried with Alderman Gatsas duly recorded in opposition to the third referenced Ordinance.

TABLED ITEMS

- 21.** Report of the Committee on Bills on Second Reading recommending that Ordinance:
“Amending the Zoning Ordinance of the City of Manchester by extending the B-2 (General Business) zoning district to include property currently zoned IND (Industrial) located on the south side of Gold Street east of the former Lawrence Branch of the B&M Railroad and including the following three lots Tax Map 875-14, 875-15, 875-16.”
ought to pass.
(Aldermen Duval, Lopez, Garrity and Pinard recorded in favor; Alderman Gatsas opposed.)
(Tabled 09/05/2006)

This item remained tabled.

- 22.** Report of the Committee on Bills on Second Reading recommending that Ordinance:
“Amending the Zoning Ordinance of the City of Manchester by extending the R-3 (Urban Multi-family) zoning district to include property currently zoned R-1B (Single-family) located on a portion of Tax Map 691 Lot 143-1 that will be on the north side of a proposed Gold Street Bypass and adjacent to Bradley Street and the New St. Augustin’s Cemetery.”
ought to pass.
(Aldermen Duval, Lopez, Garrity and Pinard recorded in favor; Alderman Gatsas opposed.)
(Tabled 09/05/2006)

This item remained tabled.

- 23.** Communication from Randy Sherman, Interim Finance Officer, requesting that approximately \$50,000.00 be set aside in Contingency due to the severance payout to the former Finance Officer.
(Tabled 11/28/06 pending filling of permanent Finance Officer position and review of other fund sources by Mayor.)

This item remained tabled.

24. NEW BUSINESS

Mayor Guinta stated I do have one item that I'd like to handout and as it's being handed out I will read it to you...it's to the Board of Mayor and Aldermen

January 2, 2007

Board of Aldermen

Re: Department of Administration Services

Dear Members of the Board:

With the recent retirements of several department heads, and with an expectation of additional retirements in the coming years, I think it would be prudent at this time for the Board of Mayor & Aldermen to consider the establishment of a Department of Administrative Services. Such a department would be modeled after similar governmental agencies existing at the state and municipal levels throughout the country.

Ideally, the City would consolidate various departments into a Department of Administration consisting of numerous subdivisions. The creation of such a department would benefit city government in several ways. First, the creation of such a department would result in greater cost savings through the reduction in personnel, especially those at upper pay grades. Second, such a department would reduce the bureaucracy that frustrates consumers and employees alike. Third, by coordinating administrative services into one department, the city can achieve greater efficiencies in service. Fourth, the Board of Mayor & Aldermen can expect improved communication between itself and the proposed department.

At this time, I have no preconceived notion on what departments should be folded into such a department. We should consider all departments in our evaluation of this proposal in order to determine what makes the most sense and what is in the best interest of the average taxpayer. I look forward to having a vigorous discussion with the Board and hope that together we can reach a consensus opinion.

Respectfully yours,

s/Frank C. Guinta
Mayor

Alderman Garrity moved to refer the Mayor's proposed establishment of a Department of Administrative Services to the Committee on Administration/Information Systems for review. Alderman Roy duly seconded the motion.

Alderman O'Neil asked do you expect at some time period you will be presenting some suggestions or what a possible structure could be and how will that tie into the budget process?

Mayor Guinta replied I would be more than happy to do that but I would certainly like to see also the Aldermen participating on this, it's more than just an idea that should come from

me. I believe that this entire Board should start taking a look at it. I'd be happy to provide suggestions. I've looked for a long time at the State's Department of Administration to see how it operates and how it changes or divides some of the finance issues and treasury issues and I'd be happy to make a draft presentation and would be happy to work with you and any other Alderman on the Board to finding a way to try to make this happen.

Alderman Gatsas stated at the state level that's like an Executive Department under the Governor.

Mayor Guinta stated don't worry I'm not empire building. I'm looking to achieve efficiencies.

Alderman Gatsas stated I hear what you're saying I'm trying to...in my mind trying to understand if you're going to start doing some of these meshes I just have some concerns with what goes in there because you could have one awful big department.

Mayor Guinta stated which is exactly why I would love to see all members of this Board participating. It certainly is a new approach we'd be looking at.

Alderman Gatsas interjected it's an opportunity and I'm not opposed to that. I think the City is ripe for this kind of review, given our size and the level of service and the number of services that we provide and want to try to present an opportunity to identify efficiencies and save dollars. So, everyone is welcome to certainly craft what this should be looking like.

Alderman Osborne asked your Honor is this a form of attrition?

Mayor Guinta replied attrition could be something that occurs while there is a formation of a Department of Administration. As there is attrition in the City I think you would look at which departments are duplicating some of the administrative responsibilities.

Alderman Osborne stated it's not a form of robbing Peter to pay Paul or something like that right.

Mayor Guinta stated I wouldn't categorize it that way.

Alderman Osborne stated I don't know what you're going to put together here.

Mayor Guinta stated at this point all I'm doing is asking the Board to consider it and look at it and study it.

Alderman Osborne stated I have no problem with that...I just had a question on attrition that's all. Thank you.

Alderman Shea stated it's a challenge and it's good to look at challenges. I guess just receiving it now it's sort of stimulating. I just wondered the person that would be in charge if it were a particular individual...would that particular person, in your judgment, come from the outside or would it be someone that's involved in City government now or is it open to some sort of discussion about the value of that person in terms of being in charge. It's sort of difficult to get everything down in its different elements and components.

Mayor Guinta stated I think that would be open for consideration so we could start to determine what the role and responsibility of that individual would be and that's why I think this is going to take some time. This is not going to be just one or two meetings and we have it done. This is going to take some thoughtful planning if it is going to be something that we all agree on. I could envision existing personnel running the department or going outside of the city.

Alderman Shea stated one of the elements to me at least obviously of necessity is trying to figure out beforehand what the cost savings might be rather than establishing some sort of an administrative department and then saying that because we're going to have it that we are going to have it we're going to save so much in terms of taxes and so forth and I think that at some time in the City we do approach it from the back door instead of the front door and looking at all of the components.

Mayor Guinta stated I think there are certain factors that immediately the Committee would have to review and one of them would be what an organizational structure would look like, the potential cost savings based on what our existing personnel is today. Again, the goal here is to try to achieve efficiencies and save dollars. We're not trying to create a new or increase the number of departments that we have. I think we're trying to look at some of the like functions that many departments are responsible for and see if there is a way that we can make that more efficient. So, I would certainly welcome again any Alderman who would look to bring a structure we could have City staff working on it as well to try to determine what the projected savings would be in an annual basis and over the next decade to give us as much information as we need in order to make an informed decision.

Alderman Shea stated one other question. Would we tend to say try to combine smaller departments into maybe a somewhat larger and then eventually going into...after that's combined into a larger one.

Mayor Guinta stated I think the process should be determined again through the Committee process that way every Alderman has the opportunity to participate in it. Again, the only thing I want to bring forward today in asking the motion is to consider what I think is going to be a long but hopefully fruitful process for taxpayers. So, I don't necessarily have those answers. I would like to have a very open process. I don't think this is any one individual's

idea or end result. I want to have every member of this Board take an active role in participating and really deciding what's in the best interest of the City.

Alderman Shea stated the final question is the implications on the part of people in departments in terms of their reaction towards some kind of decision making that may or may not emanate from say the Aldermen...we will have that kind of impact so that they will be able to say well if you do this these are the possible implications that might develop here.

Alderman Lopez stated a Department of Administrative Services is not a bad idea. I would just hope that before we get to the Committee structure in talking about this that you would have some type of concept plan and a timeframe if you're going to utilize this for your budget or we're going to utilize this for the budget in June. I think it's very important. I think what's going to happen is everybody is going to say well who or what the plan is going to look like and unless you have a basic document as to what you feel the plan should look like then we could take a look at it. We did that process in the parking study. We could be spinning our wheels at the Committee level for months and not come up but the other most important thing is I believe is personnel itself that are going to be involved or connected to this a Department of Administrative Services as to where they would stand and they go on and on not knowing what we're going to do as policy makers. So, if you have any idea that you plan on doing something within your budget then I would respectfully suggest that you put something together so that we know what department's you're speaking of...whether it's three departments, four departments, five departments...at least a base to go by so that we can analyze it.

Mayor Guinta stated I would be more than happy to provide a blueprint and would welcome responses from the Committee and from all members of the Board.

Alderman O'Neil stated as Chair of the Committee on Administration I just want to be clear in my mind. Are we trying to meet a certain timeline...end of March for you to present your budget, the Board adopting a budget by the second week in June or could this be longer than that?

Mayor Guinta stated I didn't want to set any specific parameters at this stage. I really wanted to get the temperature of the Board and the willingness of the Board to enter into this kind of review. Now, that I hear that there's interest from the Board I'd be happy to provide a blueprint with some basic parameters as to what I feel it should look like for the Committee to review and I can include in that a timeline. I also do believe though that it will be somewhat dictated by the level of consensus we can build over time and there may be sticking points that are going to require more time from the full Board but I would certainly be willing to work as much as necessary to make this happen but I don't want to be expeditious for the sake of being expeditious. I want to make sure this is done properly.

Alderman O'Neil stated I do agree, if I may your Honor, with Alderman Shea's comment and I certainly don't want to speak for him but I think what he was trying to get at is we've had success when we've come through the front door and been up front with everything as opposed to trying to reach some other goals coming in the back door. So, I hope I summarized what my colleague stated earlier.

Alderman Shea stated I left out the windows.

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

Alderman Forest stated I'm not sure if this is new business or old business but I know this Boar over the last few months has been asking the Police Department to put adds and to recruit Police officers or candidates for Police officers. I really wasn't going to bring this up in public but I guess I'm going to have to. I received a call from a constituent about a child that came to apply for a police officer's job in the City and did it on-line and apparently through some circumstances about a cutoff date which I didn't know about and because the applicant either neglected or forgot or didn't read about the fact that he needed his diploma and paperwork at the time of his application was denied a chance to take the test and I know I spoke to Ginny (Lamberton) about it. There are other circumstances and I just want Ginny to explain why a perfectly viable candidate was denied a chance to take the test.

Ms. Virginia Lamberton, Human Resources Director, stated when we recruit for police officers and firefighters and dispatchers we have timeframes and people can apply either by coming to our office and before January 1st they were able to apply on-line. The individual you are referring to did not read the announcement and that is not the responsibility of anybody but that individual and so if he had read the announcement for police officer he would have noted that in addition to filling out an application he had to submit a check for \$15, he had to provide us a proof of citizenship which is his birth certificate and he also had to provide us minimally a copy of his high school diploma. He failed to do any of those things, he never checked with us and just last week, I don't know why, but he called Christine Martinsen in my office and his father called also and wanted to know why he wasn't taking the exam and the answer is because he did not follow the instructions. We purchase exams, we do not develop our entry level exams, we send away for them. It takes us at least 14 days to get the exams back here, we get the number of exams for which we have the number of candidates and so I have told him he can apply when we recruit again in March but he needs to follow the instructions and he needs very importantly to prove that he is an American citizen.

Alderman Forest stated the question I have is that you were saying that it was changed January 1st. Were all of these instructions on-line prior to January 1st.

Ms. Lamberton replied yes. What I was saying to you is that our Web Master has left the City and in order to run a website you have to have somebody there full-time managing that website and it would have been too risky after the Web Master left to have people trying to apply on-line and to change stuff. So, now it's just simply the announcements are put there, the application is put there but the individual's have to print the application, mail it to us and in this instance with a check and the proof of citizenship and transcripts or diplomas...that's the only change.

Alderman Forest stated I did go on-line this morning. I printed out the application and I didn't see anything about the \$15...it just said that there were three items that were on the application...was a birth certificate, a copy of a GED or a high school diploma and I can't remember what the third item is. I didn't see anything about...

Ms. Lamberton stated we wouldn't have police officers on the web now I wouldn't believe because we're not recruiting for them at this moment. We've already finished that. The deadline was December 15th.

Alderman Forest stated there are applications for police officers and reserve officers on-line...I went there this morning.

Ms. Lamberton stated reserve officers yes because that's on going but not police officers.

Alderman Forest stated yes Ma'am I went on-line this morning and there was posting for a police officer, a certified police officer.

Ms. Lamberton stated okay certified. The individual you're referring to is not a certified police officer and that's the difference because we take applications for certified police officers at any time because of the fact that they're certified and we can put them to work immediately after we do our background and opposed to an inexperienced non-certified police officer.

Alderman Lopez stated I was wondering if we could get the deputy chief up here too because there are some questions I think that I have and other Aldermen are going to have questions for. But, one of the comments that I think I'm hearing is that we need police officers and maybe the system is not...the system is working the way it's designed but we need to change the system in order to get police officers. We need to have more testing or we need to have more tests available for those individuals. I think there's a process here that we're...working through my experience as HR Chairman once before there's a process here that maybe we need to put standby individuals to come in and take the test because there's a percentage of officers that don't show up. I think there's also the case that maybe testing during the week versus testing on Saturdays. I would just like to get the deputy chief...how do you feel these testings and the last comments made by the Chief that we have 112 applicants and we're

going to get 10% from that. Two testings a year is not enough...there must be a compromise someplace like Alderman Forest has this individual who has to wait for a long time...maybe we could test every three months or every two months...put them into the system so that we can get enough people tested even if it's 50 or 60 or get more tests...I understand there's a security aspect of having the tests and who's going to have them and the security of having more tests than what the applicants are...maybe you want to comment.

Deputy Chief Lussier stated I'd really be speaking for HR because they control the initial phase...the physical, written and the oral boards is controlled by Human Resources. We take over after that. I obviously would like to see as many applicants as possible for us to have to pick from and I understand we have 120 applicants this time around. We have to do background testing upon all of those applicants that we deem worth looking at and to give a test a month down the road we wouldn't be ready at that point. We're not in a position to give tests on a monthly basis even if HR was willing to do it. There's a certain amount of turnaround between us doing the background investigations, the medical and the psychological, the polygraph and everything else...background does take time.

Alderman Lopez stated maybe we have a misconception there. I want in and I want to take a test...do I take the test before you do all those things, do I pass the test first before you do those things?

Deputy Chief Lussier replied the first phase is a written exam and that's controlled by Human Resources. You have to pass that then you go onto the physical, you have to pass that and you go onto the oral boards. Once you've passed those three initial phases, Phase I then you become...if you pass...candidates are given to the Police Department, the Police Department looks through the candidates and determines who they want to move forward on and they identify the best candidates and we start doing the background investigations...we start doing criminal history checks, the psychological test, polygraph and everything else.

Alderman Lopez asked Ms. Lamberton how can we speed it up, have more tests or change the system or help people on standby...for example, I guess your next test is January 8th. There shouldn't be a cutoff date I would presume there would be an open date for standby that if you had three people that didn't show up...number one standby, two standby could take the test and go through that process. Is there any way we can work this out that we can help the applicants since we're looking for police officers.

Ms. Lamberton stated if the applicants follow the instructions they'll take the exams when the exam is scheduled. I can't imagine us trying to invent another system on top of that with standbys and then we have five standbys but only two people didn't show up...who do we pick because they're going to know somebody here and so then I'm going to be in trouble for not allowing this ones friend or this ones friend to take the test...being a police officer is following rules and enforcing rules and so if you can't follow them yourself when you're

first applying for a job it troubles me that we're making special arrangements before we even hire this person to make them available. We do the exam, the physical agility's test is set up right away, we have to find locations to give exams, we have to find locations for the physical agility's, we have to find proctors and it's not just a matter of taking a test like when you do when you're in school. It's very complicated. As I said we send away for the exam, we pay for the exams, we get them back, etc.

Mayor Guinta stated I know a lot of people want to speak on this. Why don't we do this...can HR and the Police Department take a look at whatever possibilities there may be to provide as many opportunities as possible. We don't know what the cost factors are, I'd like to know what the recommendations are from the Police Department...if there can be a quick review done and let us know if there are and that would address it. I'll also say that there is another test in April I thought it was.

Ms. Lamberton stated I think we're sending out in March and the test will be in April.

Mayor Guinta stated if there are people who are watching and they're interested in becoming a member of the Manchester Police Department keep an eye out or call Ms. Lamberton and she'll help you through the process.

Ms. Lamberton stated people can send in applications at any time or just send us interest and we keep a file on that and then when we actually open up recruitment we send them a letter saying we're actually recruiting please submit your application, etc.

Alderman Forest stated I just want to make a comment to Ms. Lamberton. This isn't being done because of a friend. This is a constituent who called me. I've had friends ask me for jobs and I send them through the process. This has nothing to do with whether I have a friend or not a friend. I asked a question about an applicant who was turned down because he failed to bring in certain paperwork and was never notified that he had to...that is why I'm here and that is why I talked to you. It has nothing to do with friends.

Alderman Garrity asked how often do we test for police applicants, Ms. Lamberton?

Ms. Lamberton replied I believe we tested in September, Mark?

Deputy Chief Lussier replied I believe so.

Alderman Garrity stated on a quarterly basis basically.

Ms. Lamberton stated the Police Department dependent upon their doing background checks is a very, very...

Alderman Garrity stated I'm talking about the test...the first phase, the test.

Ms. Lamberton stated they have to tell us when they're done with...they don't think that they have enough candidates and to please recruit again. So, whenever they ask us to then we start working with them on establishing dates that are good for them and good for us and finding facilities to do the exams and the physical agility's test.

Alderman Garrity asked what's the reason we don't test more often?

Ms. Lamberton replied we have to have facilities, they have to have staffing. We have an individual there, they have proctors there which requires police officers to be off the street and proctoring the exams.

Alderman Garrity stated I would assume that's budget issue?

Ms. Lamberton stated yes.

Alderman Garrity stated we just spent \$56,000 for K-9's out of Contingency tonight. If it's a budget issue through HR...now you stated that this past applicant that didn't make the date was because he didn't turn in his \$15 for the test so you could go purchase a test is that right?

Ms. Lamberton replied he didn't follow the instructions to apply for the position.

Alderman Garrity stated you already stated that okay but earlier you said that he didn't give the \$15.00...we have to buy these tests so I would suggest that you start purchasing extra tests because Chief Jaskolka was here two weeks ago and says he always purchases extra tests when they have a test for people like this that come in late.

Ms. Lamberton stated that's not correct.

Alderman Garrity stated well that's what Chief Jaskolka told us two weeks ago.

Ms. Lamberton stated we purchase the exams.

Alderman Garrity stated I don't know if anybody else remembers that.

Alderman O'Neil stated your Honor you presented your budget at the end of March in 2006...nine, ten months ago...that started a discussion about the number of police officers. We are no further ahead today than we were then. I can't tell you how many police officers there are. The number changes daily. All I know is whatever we're doing is not working in the hiring process. We've authorized 205, 215, 225...we're only kidding ourselves that we're ever going to get to those numbers. Whatever we're doing for a process is not

working. We are not getting either enough applicants or enough applicants through the process. We heard at the last meeting that it's only expected that 10% of the applicants will be considered for Manchester police officers. That's not a great batting average. You'd be sent down to the minor leagues if that was your batting average in baseball...that's poor...10% is poor. I don't know what the answer is but I'll tell you I'm frustrated. I'm frustrated with defending the process that we have when people call me and want to know why they have to wait for police officers and I have to tell them well we're down police officers. The public is sick of that excuse that we're down police officers. We've got to fix this. I don't have the answers tonight. I don't think you have the answers I don't think anybody in here has the answers but we've got to knock down this bureaucracy that's been created here and we need to hire police officers in this City...plain and simple. I don't want to hear we only can get so many tests or 10% are only going to make it through the process. Knowing that bothers me that they already know that only 10% are going to make it through the process...that means something is wrong in this City. We need to start moving forward to improve and actually getting more police officers on the streets of the City. Is it the pay, I don't know, it might be. We were told at one point we're competitive...competitive for what, competitive for 120 applicants when we used to get 600, 800 applicants and out of that 120 we're only going to get 12 to be considered and that's telling us we're competitive. There's a problem here...I'm not blaming you and I'm not blaming anybody in here but we've got to stop this game that's been going on...maybe that's the wrong word but I'll tell you the public is getting tired of this excuse we don't have enough police officers. We need to start finding a solution and in nine months I have not heard of a solution. All I've heard are excuses. Thank you, your Honor.

Mayor Guinta stated I'm not sure if I should respond or not.

Alderman O'Neil stated it wasn't directed at you...it was directed at City government in general. The public has had it. this is during the day that there are calls stacked for service. To hear an excuse we need proctors...they have a training division with two, three, four officers in it that are on the payroll...they're not coming off a shift patrolling. It sounds like excuses to me and I'll tell you the public has had it with the excuses. They want police officers that are going to answer calls...that's what they want.

Mayor Guinta stated we have tonight asked HR and the Department to look at the recruiting practices but beyond that just so that people at home know this Board has authorized and has funded additional positions. There have been challenges that Manchester has faced as other cities across the country with a decline in applicants nationally. We are trying to combat that and there is a serious commitment to combat that from me and from this Board. I know I can address the 10% issue because I've talked to the Chief about it...our standards are very high quite frankly and the Chief and Chiefs before him have been very careful about the level and quality of individuals that they hire because it is a very serious job that we are looking for to be filled and there are very large differences between an officer in the City versus other parts

of the state...that being said I think other members of this Board share your frustration and concern, I share it. But, I think the important thing is to try to let HR and Police figure out what is the particular...is the particular issue to something that is in the process or is it something else because I've talked to other mayors across the country who are having the same problem. The number of applicants nationally are down...that's very difficult for citizens and towns to address. The national crime rates are up as a result of it. So, we're not the only municipality dealing with it. I don't say that to excuse the challenge that the City's having but the City I think at the very least is recognizing the importance of hiring additional officers, have increased the complement, have increased the funds and putting our faith in the department to find the very best people to fill those positions. So, I think what we can do is we'll have HR and we'll have the Police Department look at the process and see what can be improved to try to get more applicants. I wouldn't just look at that percentage because we have no control over the type of individual that applies but what we do have control over is who we hire and we do want to hire the very best people who are capable of doing this job at a very, very high level because I think at the very least that's a responsibility that we have.

Alderman O'Neil stated your Honor will all due respect being a police officer is a very important job but so aren't other jobs in the City of Manchester. For some reason we don't have this issue with the Fire Department probably as important a position as a police officer is. There is something specifically wrong with our process in attracting and hiring police officers. I appreciate your saying we need to start fixing it but nine months ago you proposed additional police officers. This should have been going on. I'm not blaming you I'm blaming the system of city government and I think starting tonight we have to make a determination we're going to fix it because the public expects us to fix it. They've had it with hearing we don't have enough police officers to respond to the calls in the City of Manchester...that's not a very good excuse and I'll tell you I'm sick of giving it as an excuse. I'm telling them be patient, be patient...nothing has improved. I believe there is a problem. When we know going into a process we're only going to hire 10% of the applicants. To me there's something wrong. Thank you.

Alderman Roy stated a question for Ms. Lamberton. The start of this conversation was one particular person brought up by Alderman Forest. Is that an isolated incident or is this one person that we may get into the January 8th exam?

Ms. Lamberton replied it's one person and the other 119 did everything they were supposed to do.

Alderman Roy stated I would echo the Mayor's sentiments that if there is any way that we could overcome this through a meeting with the Police Department that we make it as easy to get into the exam process as possible. As Alderman O'Neil has said so graciously we only get 12 out of 120. The process is flawed so the water is the funnel at the top if there was 121 then there's a chance of getting that thirteenth officer at the end of the day when all of the

testing is done. So, I think personally that if there is work that can be done either through the Police Department or through Human Resources...we know people aren't going to show up for the exam. If there is one isolated incident I believe we can pretty much guarantee that that person will have a seat at a test if there's only 120 tests there. So, I would ask that we make every effort to get that person into the exam and get the paperwork straight the next week. Further along I would ask that maybe something get sent to the Public Safety Committee to maybe review the process, look at the dates of the academy that I know drive a lot of the testing, look at the testing, find out how we fix this problem in the near term. I have a feeling a lot of the solutions are going to be budgetary but if there is a process let's get it to Public Safety, let's get a team working on it and let's get some suggestions back to this Board so we can take action and help the Police Department. Thank you, your Honor.

Alderman Smith stated Alderman O'Neil said most of everything I wanted to say. I would just like to ask the Chief do you advertise nationally for certified police officers or right away to get on the police force or what's your standard procedure?

Deputy Chief Lussier stated the test that we are giving on January 8th has been directed toward a lot of certified police officers. Recruitment and selection officers have reached out to certified officers. I'm not in a position to speak as to how they've reached out. I really don't know what they've done to recruit certified officers but I know that that was something that they were looking for in that testing.

Alderman Smith stated we have colleges that give criminal justice...I think St. A's does and quite a few others...Franklin Pierce and they have criminal justice. Are these potential police officers applying in Manchester or where. I know one individual in my ward was going to come here and he was too late and he's on a police force from what I understand in Salem, Massachusetts. I was wondering about how you entice them...does somebody go to the colleges and say that potentially this is what we have to offer, this is what our rate is, this is what are benefits are, would you be interested in being a police officer in the City of Manchester?

Deputy Chief Lussier replied there has been an outreach to the colleges. I graduated from St. A's in 1980 so I have a tie with St. A's. I've actually reached out to St. Anselm's and after the January break we're going to be meeting with them to do some recruitment and try to get some of their students to take the test in March. It's our goal to have a hiring date as close to graduation as possible so that we can get those people/college students before they return to their hometowns, before they find other jobs and we want to get them early and try to offer them a job as soon as possible.

Alderman Smith stated one last question. I don't know what the complement is but I know the Mayor when he approached us last year we said put on 10 or 15 police officers...it's a matter of enforcement all over town...you can't be everywhere all the time and there are

certain priorities but I have to echo Alderman O'Neil that we've got to have enforcement, we've got to have police officers in the streets. I have a section of town and I'm willing to say the place...Granite/West Hancock/Log Streets...we just need surveillance almost around-the-clock there and I'd appreciate anything you can do. Thank you very much.

Alderman Duval stated again I would be remiss if I didn't add my own comments relative to the residents of Ward 4 because I get repeated calls from residents who just feel as if the continual reply is that our Police Department is understaffed and that the opportunity to respond in a timely fashion to a breaking and entering or a traffic accident or a complaint of vandalism they just feel like it's falling on deaf ears. A number of them have gotten to the point of giving up because of the inability of the Police Department to respond in a timely fashion for those types of crimes. Tonight for instance Kathy is here...I'm not going to use her last name but she lives in an inner-city part of Ward 4 and have been working diligently and communicating with me routinely with regard to a serious problem with prostitution on neighborhood streets that threatens the quality of life in that inner-city part of Ward 4 close to Central High School and drug activity and so on and so forth and the Police Department I think is desperately trying to respond to her complaints and we're trying to assist her by providing her with Police Department services but unfortunately we're told repeatedly there's not enough manpower to respond to those complaints in a timely fashion and it is a real problem, it threatens our quality of life here in our City and on behalf of the residents of Ward 4 I implore whichever department is responsible whether it be Human Resources or the Police Development (obviously), the Mayor's office to work to try to breakdown some of the barriers that apparently exist in the hiring process because we're not making any headway. In fact, I think we're losing ground. So, again, on behalf of Ward 4 residents thank you.

Alderman Osborne stated I think we could talk here all night about it. I think every ward has a problem, there's no doubt about it especially the inner-city wards but I'd move to refer this to Public Safety along with Human Resources and the Police Department so we can kind of hash this out a little bit and get to some sort of a recommendation of some kind. Maybe we need more K-9's who knows.

Deputy Chief Lussier stated at least we can hire those.

Alderman Thibault duly seconded the motion.

Alderman O'Neil stated instead of referring it to Committee this is something the full Board has got to address whether it's 30 days, 60 days...come back with something to the full Board.

Mayor Guinta stated we've already asked Human Resources and the Police Department to come up with a recommendation.

Alderman O'Neil stated refer it back to the full Board.

Mayor Guinta stated I don't disagree with Alderman Osborne that this honestly in Committee should be an on-going issue that the Committee addresses. I don't think that precludes a report coming back to this full Board. I'd certainly support the motion but I'd like to see a meeting between the two departments and a response before the next BMA meeting. So, I think we could address both issues.

Alderman Gatsas stated the last exam was given in September. Is there any reason why until we get to a full complement we can't have exams every two months? Why wouldn't we do that? Why would we make somebody wait from September to January when that gives them five months to go find another test in another community and get hired somewhere else?

Deputy Chief Lussier stated the process is lengthy. When we give the exam we give the exam in January and we have 120 something applicants that are supposed to show up. A good number of those won't, a good number will fail, the written, the physical, the oral boards...we will have a small applicant field to pick from. As we start doing backgrounds those applicants are going to drop. The system is not flawed there. The system is necessary...we need to have those high standards. We are going to end up with a smaller applicant...it takes times to do those background, it takes time to do all that work.

Alderman Gatsas stated I understand...let me just stop you there and I don't mean to interrupt you but I understand what you're saying but when we're looking for 15 police officers as we've heard Alderman O'Neil talk about it then I guess shifting it into overload to get the protection in this City, to get people off of the overtime, to get those officers into play...in private life you would do that. You would enhance it and you'd work twice-as-hard to get people at that commitment level until your full. Once you've achieved that then it doesn't matter how often you hold those tests but I would say if you're telling me that 120 people have applied, 120 people are ready to take the exam but only 70 show up my bet is those 50 have probably taken the test somewhere else. Do you have any idea of that? Has anybody followed up and said Dan O'Neil was ready to take the test in January but he's not taking it...Dan, is there a reason why you're not taking it?

Deputy Chief Lussier replied historically candidates do apply at several different agencies.

Alderman Gatsas interjected because they don't want to wait that long for a test probably.

Deputy Chief Lussier stated they're out looking for a job.

Alderman Gatsas stated so I would say that maybe we ought to take the testing, your Honor, and I don't know if it needs a motion from this Board but I would think that maybe the

testing needs to be done every two months so that we can get this complement up to where it is...that is what you would do in the private sector, that's what we should be doing here.

Mayor Guinta stated again I've asked for Human Resources and the Police Department to come back with a recommendation by the next BMA meeting so at that time we can vote on a well thought out change in the current procedure.

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

Alderman Forest stated actually in the meantime while we're figuring out a way for this person to apply I think there was more of a misunderstanding as to what he needed and what Human Resources wanted. I think there was some misinformation on the Internet when the subject applied. I think that he didn't realize that he needed...he's a college graduate, he has a degree in criminal justice, he was an ROTC Lieutenant and transferred up here because he wanted to be...from Pennsylvania...he wanted to come onto the Manchester Department. I think there's a misunderstanding as to what paperwork and whatever he needed and I'd like to get him to take that test on the eighth and I'm asking this Board to see if we can do that. He has the paperwork...it was just a misunderstanding and I think he should be able to take that test.

Mayor Guinta asked is there anything that precludes him from doing that?

Ms. Lamberton replied what about other people who didn't follow-up...you're making an exception to a recruitment process that we just completed and other people that don't complete it when they're suppose to...I just find that unacceptable frankly.

Alderman Garrity stated that's the bureaucracy that we want to get away from.

Ms. Lamberton stated it could be illegal. We have to remember the number of people that failed the background check here...that's the real killer for us...the background checks.

Alderman Forest stated the background checks come after the test...not before.

Ms. Lamberton stated but that's part of the problem...that's why we end up with only 10 or 12% that are ready to be hired...the background check is big.

Alderman O'Neil interjected I'll move that that gentleman be allowed to take the test.

Alderman Garrity duly seconded the motion.

Mayor Guinta stated let's calmly get through this...I understand that this is a passionate issue for everybody...let's try to be dignified about how we continue to discuss this. This issue in

front of us right now is there 120 people and there's one individual that was unable...for whatever reason...to provide the information. My question to the HR Director is...is it still possible for us to get word to that applicant that if he gets all of the information in before the test is taken can he take...is there an ability for him to take the test...do we have a physical test...can we get that done.

Ms. Lamberton replied assuming we have enough exams yes.

Mayor Guinta asked do you know if we have enough exams?

Ms. Lamberton replied I don't know that answer.

Mayor Guinta stated I think the motion would be subject to having enough exams...the question is would he be allowed to take the test. So, that motion by...

Alderman Forest moved to the Mayor's suggestion. Alderman O'Neil duly seconded the motion.

Alderman Gatsas stated I think we're treading on some very thin ice here because there might have been another/whatever applicants that might have applied that didn't have paperwork...

Mayor Guinta stated she said there's one.

Alderman Gatsas stated one that's notified us or notified an Alderman or notified her. I'm just saying there could be other people out there that were missing something in that process and we're stepping around it. I don't think we should be involving ourselves in a process that's already there because somebody didn't understand or misunderstood or anything else. I just don't think we should be going there.

Alderman Lopez stated along those same lines, Ms. Lamberton, how many people do you think beside this one had not met the deadline, they didn't get the paperwork in on time...you had indicated there were others.

Ms. Lamberton stated I didn't say that. What I said is that I have no idea how many others there might be and so what happens is if they miss the deadlines then we send them an e-mail or a letter telling them that we're going to hold onto the application for the next recruitment which will be in March.

Alderman Lopez stated my next question...is there any way possible that we could open it up as a standby whether there's two or three so that we're not just treating one individual over other individuals who might not have.

Ms. Lamberton stated I have no idea how I would give people legitimate notice or what their intentions were or otherwise. You're asking me to answer questions that I really don't have any answers to.

Alderman Lopez stated to the City Solicitor...if we were to publicize whatever language we want to talk about those individuals that applied to take the Manchester police officers test...publicly put it in the paper...would that cover us?

Deputy City Solicitor Arnold replied off the top of my head yes I think you could do that, however, I think that one of the problems is that if you set up...for lack of a better term...a waiting list of people who want to take the exam and you have ten people on the waiting list and one opening...what's the mechanism for selecting which one out of those ten will get to take the test.

Alderman Lopez stated the first one that went on the waiting list...why don't we just let them work it out and look at ways that each individual can be tested but legally work it out with the City Solicitor that we can publicize it and if there's two or three go on standby.

Mayor Guinta stated the issue before us right now is the one individual and then we're going to have a report by the next BMA meeting to try to address this so that it doesn't happen in the future. Let's keep in the mind the test is January 8th which is next week. So, for the one individual that's what we're voting on up or down and then we'll have the process reviewed and the presentation.

Alderman Gatsas stated your Honor it's a very bad precedent that this Board is making.

Mayor Guinta called for a vote on the motion.

Alderman Gatsas requested a roll call vote.

Alderman Smith stated we have rules and regulations that we're supposed to abide by. We have a department head who Chairs Human Resources. The Deputy Chief said that they go and follow along with whatever the Human Resources guidelines are. We have guidelines and you can't change them in the mid-stream...it's like changing a penalty in the middle of a football game. I just have to agree with my colleague from Ward 2 (Alderman Gatsas) as much as that is an unusual situation I had to go and make an exception...I know there's exceptions to every rule but a lot of people have applied and I have one resident in my ward went some other place and there could be a lot of other kids out there that have the criminal justice degree that might say hey I didn't get a job but now Manchester is opening up...word travels fast...I hate to see it...as much as I want to see many officers out there I wish you'd adhere to the Human Resources Director and follow her movement. Thanks a lot.

A roll call vote was taken. Alderman Gatsas, Long, Duval, Osborne, Lopez, Shea, DeVries, Smith and Thibault voted nay Alderman O'Neil, Garrity, Forest and Roy voted yea. Alderman Pinard was absent. The motion failed.

Alderman Gatsas stated I've got a copy of the School District's Financial Year-end Statement as of June 30, 2006 and I know my colleagues don't have it as of yet but I certainly would like them to come in and talk to us about a \$1.7 million transfer to fund balances when that \$1.7 million could have gone to buying books and could have come to this City for a tax reduction. So, I don't know why it's all of a sudden in here when we heard back from them during the budget period in June that they needed \$148 million when they only spent \$140 million in 2006 and put \$1.7 million into contingencies. So, I'd like somebody from there either Mr. Plodsik or somebody to come in and talk to us about those transfers in the audited statement because that certainly doesn't leave me with a warm and comfortable feeling even though I voted against the School Board's budget but I'm sure that there's got to be a lot of Aldermen here that have to have the same questions that voted for it.

Mayor Guinta stated I'm going to get a response from the School Administration first and then we'll see if that provides the answers that you're looking for.

Alderman Gatsas stated thank you.

Alderman Roy stated the Interim Finance Officer has offered to get a copy of that but if you could also ask the School Board for copies for all Aldermen as well as the Mayor's office it would be appreciated.

Alderman Shea stated I hate to bring this up but I will anyway. A recent newspaper article indicated that the Diocese wanted to sell St. Anne's Church to the Manchester Housing and Redevelopment Authority and five Aldermen had sent a letter. I think, your Honor, there's strong feelings on the part of at least two Aldermen, however, I think that this Board should probably be on record as not standing in the way, in my opinion...that's only my opinion of the Diocese what they deem is necessary and I'm not sure if that letter that was sent has any credence at all. I don't think, your Honor, and you can comment...is there any action that that letter is involved with that prevents the Diocese from doing what they would like to do with that property?

Mayor Guinta stated there has been on going discussion between my office and the Diocese about how to resolve some of their issues. It's a private land deal and so I think we need to tread very carefully. Some Aldermen who have expressed concern about it I have talked with...there has not been a resolution yet but I think a resolution is forthcoming to try to address some of the issues that have arisen in the past. Sorry I can't give you any more information than that but that's where it stands.

Alderman Shea asked where does the resolution have to come from...you said a resolution but does it have to come from the Aldermen or does it have to come from the Diocese?

Mayor Guinta replied not it's privately owned...there's not a lot this Board of Mayor and Aldermen can or should be doing. There had been issues expressed from members of this Board and members of the community. I think the Diocese is trying to address those concerns with those individuals that have presented those concerns.

Alderman Shea stated in other words this Board does not have to take any action, in your opinion, in terms of what was sent to the Diocese regarding that property. Is that your understanding?

Mayor Guinta replied that's my understanding yes.

Mayor Guinta stated we will be entering non-public session but I don't believe we're ready for a report from the Chief Negotiator...that will happen at the next meeting but we do need to go into non-public session for discussion of a personnel matter so I would ask for a motion.

Alderman Thibault moved to recess the regular meeting to meet with legal counsel.

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

On motion of Alderman O'Neil, duly seconded by Alderman Garrity, it was voted to reenter public session at 9:57 PM.

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

A True Record. Attest.

City Clerk