

AGENDA

BOARD OF MAYOR AND ALDERMEN

February 6, 2007

7:30 PM

**Aldermanic Chambers
City Hall (3rd Floor)**

1. Mayor Guinta calls the meeting to order.
2. The Clerk calls the roll.
3. Update on Pay & Display meters by Brandy Stanley, Parking Manager.
4. Discussion with Board of Assessors and representatives of Vision Appraisal, Inc. relative to a communication submitted by Paul Porter regarding commercial/industrial tax base.

CONSENT AGENDA

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

Accept Minutes

- A. Minutes of meetings of the Board of Mayor and Aldermen held on October 3, 2006 (two meetings) and October 16, 2006.
(Note: available for viewing at the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)

Ratify and Confirm Poll Conducted

- B. On January 26, 2007 approving the acceptance of a Lead Hazard Reduction Demonstration grant award in the amount of \$1.8 million and authorizing the Mayor to enter into such contract with the U. S. Department of HUD.
(Unanimous vote)

Approve under supervision of the Department of Highways

- C. PSNH Pole Petition #11-1143 located on Sheffield Road;
PSNH Pole Petition #11-1146 located on Bodwell Road;
PSNH Pole Petition #11-1147 located on Gold Street; and
PSNH Pole Petition #11-1148 located on Lindstrom Lane.

Informational – to be Received and Filed

- D. Minutes of the Mayor’s Utility Coordinating Committee meeting held on January 17, 2007.
- E. Communication from the Contributory Retirement System seeking the Board’s support of SB 37 relative to accidental death benefit payments in the City of Manchester Employees’ Contributory Retirement System.
- F. Communication from Comcast submitting the fourth quarter 2006 franchise fee payment in the amount of \$321,673.22.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

- G. Bond Resolution:

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Million Three Hundred Thousand Dollars (\$5,300,000) for the 2007 CIP 713107, Granite Street Reconstruction – Phase 3 Project.”

- H. Resolutions:

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Thousand Three Hundred Seventy Six Dollars (\$7,376) for the FY2007 CIP 210107 Homeless Health Care Program.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Two Thousand Six Hundred Eighty Dollars (\$2,680) for the FY2007 CIP 411007 NH Sobriety Checkpoint Program.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Three Thousand Nine Hundred Twenty Dollars (\$23,920) for the FY2007 CIP 411307 Project Safe Neighborhoods Program.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Four Thousand Dollars (\$24,000) for the FY2007 CIP 411507 Stop Violence Against Women (VAWA) Program.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Eight Hundred Thousand Dollars (\$1,800,000) for the FY2007 CIP 610407 Housing Rehab/Lead Hazard Control Program.”

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Five Million Three Hundred Thousand Dollars (\$5,300,000) for the 2007 CIP 713107 Granite Street Reconstruction – Phase 3 Project.”

“Amending the FY2007 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Ten Thousand Five Hundred Dollars (\$10,500) for the FY2007 CIP 811407 Manchester VISTA Initiative Program.”

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

- I.** Advising that it has accepted the Board of Assessors abatement and overlay account updates and is forwarding same to the Board for informational purposes.

(Unanimous vote with the exception of Alderman Thibault who was absent.)

- J.** Advising that it has accepted the Internal Audit Report of the Finance Department-Treasury and is forwarding same to the Board for information purposes.

(Unanimous vote with the exception of Alderman Thibault who was absent.)

- K.** Advising that it has accepted the City's Monthly Financial Statements (unaudited) for the six months ended December 31, 2006 for FY2007 and is forwarding same to the Board for informational purposes.
(Note: available for viewing at the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)
(Unanimous vote with the exception of Alderman Thibault who was absent.)
- L.** Advising that it has accepted the following Finance Department reports:
- a) department legend;
 - b) open invoice report over 90 days by fund;
 - c) open invoice report all invoices for interdepartmental billing only;
 - d) open invoice report all invoices due from the School Department only;
 - e) listing of invoices submitted to City Solicitor for legal determination;
 - f) account receivable summary.
- and is forwarding same to the Board for informational purposes.
(Note: available for viewing at the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)
(Unanimous vote with the exception of Alderman Thibault who was absent.)
- M.** Advising that the 2nd quarter FY2007 write off list for the accounts receivable module be approved.
(Unanimous vote with the exception of Alderman Thibault who was absent.)

COMMITTEE ON COMMUNITY IMPROVEMENT

- N.** Recommending that amending resolutions and budget authorizations for projects be approved as follows:
- 210107 Homeless Health Care \$7,376
 - 411007 NH Sobriety Checkpoint \$2,680
 - 411307 Project Safe Neighborhoods \$23,920
 - 411507 Stop Violence Against Women \$24,000
 - 610407 Housing Rehab/Lead Hazard Control \$1,800,000
 - 811407 Manchester VISTA Initiative \$10,500
(transfer from another project)
- and for such purpose resolutions and budget authorizations have been submitted.
(Unanimous vote)

- O.** Recommending that the Board authorize expenditure of funds in the amount of \$5,300,000 for the 2007 CIP 713107, Granite Street Reconstruction – Phase 3 Project, and for such purpose resolutions and a budget authorization have been submitted.
(Aldermen Garrity, O'Neil, Osborne and Duval voted yea, Alderman Gatsas was recorded in opposition.)
- P.** Recommending that the administering agency for Parking & Traffic Improvements #710905 be revised from Traffic Department to Parking Division/Highway and for such purpose a budget authorization has been submitted.
(Unanimous vote)
- Q.** Recommending that a request of Public Works Director Thomas to change the official name of Jennas Way to Jenna Way be granted and approved.
(Unanimous vote)
- R.** Recommending that a petition to discontinue Pamela Circle submitted by the Airport Director be referred to a Road Hearing to be held at the earliest date to be determined by the City Clerk.
(Unanimous vote)
- S.** Recommending that the Board adopt a policy standard of utilizing granite markers as outlined herein for future replacement and initial markers honoring Veterans of our City.
(Unanimous vote)
- T.** Advising that it has referred the request of Alderman Forest for funding for the rehabilitation of the playground and resurfacing of the basketball court at Blodgett Park to the budget cycle currently underway for the next fiscal year.
(Unanimous vote)
- U.** Advising that it has authorized the Parks, Recreation and Cemetery Department to dispose of the former Singer Park sports lighting and a skating rink to eliminate current storage fees for equipment which no longer has a value.
(Unanimous vote)
- V.** Recommending that requests for abatements be approved as recommended by EPD as follows:
206 Ash Street - \$259.20; and
56 Wellington Court - \$37.80.
(Unanimous vote)

- W.** Recommending that an abatement of \$850.00 be granted for property at 356 Belmont Street. The Committee notes that though this was not the recommendation of EPD, after discussion and review the Committee's opinion is that the abatement presently recommended is appropriate.
(Unanimous vote except for Alderman Gatsas who was opposed.)

COMMITTEE ON JOINT SCHOOL BUILDINGS

- X.** Advising that they have approved the extension of DMJM's contract as set forth in the January 22, 2007 communication (enclosed herein) from DMJM to Tim Clougherty, Chief Facilities Engineer; and further authorizes the Public Works Director to enter into the contract extension on behalf of the City of Manchester and authorizes the use of the project contingency funds to pay for the contract extension, subject to the review and approval of the City Solicitor.
(School Committee Members Beaudry and Gelinas and Alderman Roy voted yea; Alderman Long was opposed; School Committee Member Herbert and Alderman Thibault were absent.)

- Y.** Advising that they have authorized a request to expend up to \$321,000 from the School Facilities Improvement Project contingency fund and that such funds be placed into the Owner Controlled Insurance Program (OCIP) Reserve account for the Public School Facilities Improvement Project.
(School Committee Members Beaudry and Gelinas, Aldermen Roy and Long voted yea; School Committee Member Herbert and Alderman Thibault were absent.)

COMMITTEE ON LANDS AND BUILDINGS

- Z.** Advising that it has accepted the Board of Water Commissioner's conceptual approval for the placement of a conservation easement on a 460-acre parcel of land in the Town of Auburn identified as Battery Point and surrounding the Educational Center operated by the Audubon Society of NH and filed the requested pending final documents to be presented to the Committee.
(Unanimous vote)

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

6. Nominations to be presented by Mayor Guinta, if available.
7. Confirmation of the nomination of Paul Servideo to succeed Marty Gavin as a member of the Conservation Commission, term to expire August 1, 2008.
A motion is in order to confirm the nomination as presented.
8. Confirmation of the nomination of William A. Varkas to succeed himself as a member of the Highway Commission, term to expire January 15, 2010.
A motion is in order to confirm the nomination as presented.
9. Mayor Guinta advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.
10. Mayor Guinta calls the meeting back to order.

OTHER BUSINESS

11. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
12. Report of the Committee on Human Resources/Insurance relative to a request of the Police Department for the establishment of a full-time temporary Administrative Assistant I position to provide support services for the domestic violence project, if available.
Ladies and Gentlemen, what is your pleasure?
13. Report(s) of the Committee on Lands and Buildings, if available.
Ladies and Gentlemen, what is your pleasure?
14. State Legislative update by Mayor Guinta, if available.

15. Communication from Alderman Osborne requesting funding approximated at \$4,250 for flashing signals at the intersection of Massabesic and Cypress Streets from either Contingency or refer the matter to the FY2008 budget.
Ladies and Gentlemen, what is your pleasure?
16. Communication from Martin Boldin, Chair of the City's Alcohol, Tobacco, and Other Drug Task Force, requesting the reinstatement of the Special Aldermanic Committee on Alcohol and Other Drug Abuse.
Ladies and Gentlemen, what is your pleasure?
17. Communication from Kevin Dillon, Airport Director, requesting approval of an additional 60-day unpaid leave of absence for Operations/Maintenance Specialist Richard Votour to allow adequate time to obtain additional medical treatment and/or a further medical prognosis.
Ladies and Gentlemen, what is your pleasure?
18. Communication from Kevin Dillon, Airport Director, requesting authorization to negotiate and execute the purchase of parcel Map 851, Lot 1-B which is necessary to comply with federal regulations in conjunction with a construction project to extend the safety areas of Runway 6-24
If the Board so desires, a motion is in order to authorize the Airport Director to negotiate and execute the purchase as outlined, subject to the review and approval of the City Solicitor.
19. Communication from Frederick McNeill, Chief Sanitary Engineer, submitting a proposed four-step sewer rate adjustment program.
Ladies and Gentlemen, what is your pleasure?
20. Communication from Randy Sherman, Interim Finance Officer, advising of the recent sale of \$34.845 million of General Obligation Public Improvement Bonds.
Ladies and Gentlemen, what is your pleasure?

21. Resolutions: (A motion is in order to read by titles only.)

“Amending the FY2007 Community Improvement Program, authorizing and appropriating funds in the amount of Seven Thousand Three Hundred Seventy Six Dollars (\$7,376) for the FY2007 CIP 210107 Homeless Health Care Program.”

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If the Board so desires, a motion is in order that the Resolutions pass and be enrolled.

TABLED ITEMS

A motion is in order to remove any of the following items from the table for discussion.

- 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 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)*

- 23.** 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)*

- 24.** 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.)

- 25.** Draft Emergency Management Plan for the City of Manchester.
(Tabled 01/02/2007 until February 6, 2007 – Plan previously distributed to members of the Board and recent communications from the Health Department and SNHPC enclosed.)

26. NEW BUSINESS

- a) Communications
- b) Aldermen

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