

## AGENDA

### BOARD OF MAYOR AND ALDERMEN

August 5, 2008  
Mayor and all Aldermen

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

1. Mayor Guinta calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation by Jack Sharry, Insurance Consultant, regarding increases in Health insurance costs.
4. Presentation by Scott Bassett, Independent City Auditor, McGladrey and Pullen to present the audit plan for FY2008.
5. Discussion relative to communication by Attorney Robert Dastin, regarding the transfer agreement between Hands Across the Merrimack, Inc. and the City of Manchester.

### CONSENT AGENDA

6. 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.

### Approve under supervision of the Department of Highways

- A. Pole petitions:
  - #11-1212 1 pole 687 Hall Street
  - #11-1214 1 pole 651 Hall Street
  - #11-1213 1 pole Karatzas Avenue
  - #62991/1.5 1 pole Bemis Savoie Road

**Approve under supervision of the Department of Highways; subject to funding availability**

- B. Sidewalk petitions:  
439 Proctor Road  
63 Lynwood Lane  
52 Roy Avenue  
72 Ellis Avenue  
355 Rockland Avenue

**Informational to be Received and Filed**

- C. Communication from Joseph Lahr, Executive Director of MCAM, regarding financial reports year ending July 30, 2008.  
*Note: Report previously forwarded to Mayor and all Aldermen on July 30, 2008.*
- D. FY08 & FY09 Financial Reports for MCTV  
*Note: Report previously forwarded to Mayor and all Aldermen on July 31, 2008.*
- E. Communication from Jay Minkarah, Director of Economic Development providing an update on the Manchester Transportation Center.
- F. Communication from Stephanie Lewry, Executive Director of Intown Manchester, endorsing the proposed Downtown Parking Plan.
- G. Communication from Keith Murphy, Murphy's Taproom, regarding the proposed Downtown Parking Plan.
- H. Communication from Bryan Christiansen from Comcast with notification of the franchise fee payment for the 2<sup>nd</sup> Quarter of 2008, along with a backup detailed accounting sheet.

**REFERRALS TO COMMITTEES**

**COMMITTEE ON FINANCE**

- I. Resolutions:

“Rescinding authorization on unissued Bonds, Notes or Lease Purchases for a Environmental Protection Division- CIP Project that is no longer required.”

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Five Hundred Sixty Five thousand Dollars (\$565,000) for the FY2009 CIP 612409 788 Elm Street Redevelopment Project.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Six Million Dollars (\$6,000,000) for the FY2006 CIP 710306 Residential Sound Insulation Program.”

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Eight Thousand Five Hundred Sixteen Dollars and Thirty one Cents (\$58,516.31) for the FY2009 CIP 510907 Parks Improvement Project.”

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Four Thousand Eight hundred Twenty Four Dollars (\$44,824) for the FY2009 CIP 213709 Cities Readiness Initiative- Phase IV Program.”

#### **COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC**

- J.** Communication from Thomas M. Robert regarding assigning old West side founding family names to all of the back streets on the West side of Manchester.
- K.** Communication from Bandy Stanley requesting changes to Sections 70.57 and 70.54 of the Code of Ordinances relative to the Downtown Parking Plan.

#### **REPORTS OF COMMITTEES**

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

- L.** Advising after due and careful consideration, that it has accepted the City's Monthly Financial Statements (unaudited) for the nine months ended May 31, 2008 and is forwarding same to the Board for informational purposes.  
*(Unanimous vote)*

- M.** Advising, after due and careful consideration, that it has accepted the following Finance Department reports:
- a) Department Legend;
  - b) Open Invoice report over 90 days by fund;
  - c) Open Invoice report all invoices for interdepartmental billings only;
  - d) Open Invoice report all invoices due from the School Department only;
  - e) Listing of invoices submitted to City Solicitor for legal determination; and
  - f) Accounts Receivable summary
- and is forwarding same to the Board for informational purposes.  
*(Unanimous vote)*
- N.** Advising after due and careful consideration, that it has approved travel summary reports from various City departments.  
*(Unanimous vote)*
- O.** Recommending after due and careful consideration, that a request from the Franco-American Centre for forgiveness of false alarm fees be denied.  
*(Unanimous vote)*

#### **COMMITTEE ON HUMAN RESOURCES/INSURANCE**

- P.** Recommending after due and careful consideration that the following ordinances amendments:
- “Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by amending Section 33.026 (Carpenter) Class Specifications.”
- “Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by amending Section 33.026 (Assessors Commercial and Assessors-Residential) Class Specifications.”
- be approved.  
*(Unanimous vote)*
- Q.** Recommending after due and careful consideration, that the provisions of Michelle’s Law which would ensure that seriously ill college students can continue to receive health care insurance through their family’s health insurance even if they are unable to maintain their full-time status, be adopted.  
*(Unanimous vote)*

- R.** Recommending after due and careful consideration that the following ordinances amendments:

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by amending Section 33.061 (B) Temporary Assignments, compensating acting department heads while so assigned.”

be approved.

*(Unanimous vote)*

- S.** Recommending after due and careful consideration that the following ordinances amendments:

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by amending Section 33.027 (D) Employee Recruitment and Selection, posting vacant department head positions or anticipated vacancies for five working days within the City prior to advertising to the public.”

be approved.

(Alderman Gatsas, Lopez, Garrity and Pinard voted yea.

Alderman Shea voted nay.)

- T.** Advising after due and careful consideration, that the proposal submitted by Mayor Guinta of a new department of Facilities, Grounds and Recreation has been received and filed.

*(Unanimous vote)*

- U.** Advising after due and careful consideration, that communication from Vincent A Wenners, Jr. requesting the Committee to reconsider position details for Edward Pepin, Inventory Specialist with Water Works has been received and filed.

*(Unanimous vote)*

- V.** Recommending, after due and careful consideration, that the Department Head/City Officer Residency Requirement ordinance be referred to public hearing on a date to be determined by the City Clerk.

*(Unanimous vote)*

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

7. Nomination of Eric Fischer to represent Ward 12 on the Board of School Committee submitted by Alderman Domaingue.

**Ladies and Gentlemen, what is your pleasure?**

8. Nominations to be presented by Mayor Guinta, if available.

**Ladies and Gentlemen, what is your pleasure?**

9. Confirmation of nominations made by Mayor Guinta:

**Revolving Loan Fund Board**

Michael J. Simoneau, term to expire June 1, 2009.

**Safety Review**

Stephen Hebert to succeed Michael Skelton, term to expire March 15, 2009.

**Conservation Commission**

Edward O'Brien to succeed Gregg Sargent, as an alternate member, term to expire August 1, 2009.

**Ladies and Gentlemen, what is your pleasure?**

10. Communication from Pamela Goucher, Interim Director of Planning submitting the Planning Board's nomination of Ray Clement to succeed himself as a member of the Southern New Hampshire Planning Commission, term to expire June 30, 2011.

**Ladies and Gentlemen, what is your pleasure?**

11. Notice for reconsideration given by Alderman Gatsas on the motion to accept the report of Committee on Public Safety, Health & Traffic relating to various ordinance amendments to Chapter 70 Motor Vehicles and Traffic of the Code of Ordinances and referring same to the Committee on Bills on Second Reading for technical review.

*(Motion having carried with Aldermen Sullivan, J. Roy, Osborne, Pinard, O'Neil, Shea, Garrity, and Ouellette voting yea, and Alderman M. Roy, Gatsas, DeVries, and Domaingue voting nay.)*

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

12. Report of Committee on Bills on Second Reading, if available.

**Ladies and Gentlemen, what is your pleasure?**

13. Report of Committee on Community Improvement, if available.  
**Ladies and Gentlemen, what is your pleasure?**
14. Report of Committee on Lands and Buildings, if available.  
**Ladies and Gentlemen, what is your pleasure?**
15. Report of Committee on Accounts, Enrollment and Revenue Administration, if available.  
**Ladies and Gentlemen, what is your pleasure?**
16. Report of Committee on Human Resources/Insurance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
17. A motion is in order to recess the meeting to allow the Committee on Finance to meet.
18. Mayor Guinta calls the meeting back to order.
19. Report of Committee on Finance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
20. Mayor Guinta advises that a motion is in order to recess the meeting to allow the Committee on Accounts, Enrollment and Revenue Administration to meet.
21. Mayor Guinta calls the meeting back to order.
22. Report of Committee on Accounts, Enrollment and Revenue Administration, if available.  
**Ladies and Gentlemen, what is your pleasure?**

23. Petition for demolition and removal of hazardous buildings at 335 Lake Avenue.  
**Ladies and Gentlemen, what is your pleasure?**
  
24. Communication from Glen Ohlund, Economic Development Office, relative to the Community Revitalization Tax Relief Incentive Application. (RSA 79-E) for 790 to 796 Elm Street (Map 153, lots 17 and 18).  
**If the Board so desires a motion would be in order to grant the request for a period of five years and further authorize staff to execute all related documents.**
  
25. Communication from Samantha Appleton, Director of Public Relations for Intown Manchester, requesting curtailment of parking enforcement during the Taste of Downtown Manchester event to be held on September 10, 2008 from 5-8 PM.  
**Ladies and Gentlemen, what is your pleasure?**
  
26. Communication from Attorney Cheryl LePine Beliveau, requesting on behalf of her client, that the City eliminate two parking lot spaces on Map 292 Lot 11 and further requesting permission to access the petitioner's parking lot from this parcel.  
**Ladies and Gentlemen, what is your pleasure?**
  
27. Communication from Matthew Normand, Deputy City Clerk, submitting a warrant pursuant to RSA 466:14 to be issued to the Chief of Police for civil forfeitures for unlicensed dogs; requesting authorization for the City Clerk to remove names from the listing as deemed appropriate.  
**Ladies and Gentlemen, what is your pleasure?**
  
28. Warrant to be committed to the Tax Collector for collection under the Hand and Seal of the Board of Mayor and Alderman for the collection of sewer charges.  
*(Note: Clerk to present amount at meeting)*  
**Ladies and Gentlemen, what is your pleasure?**

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

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Ninety Seven Thousand Two Hundred Twenty Five Dollars (\$197,225) for the 2009 CIP 411709, SCBA Update & Replacement Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Seventy Five Thousand Dollars (\$275,000) for the 2009 CIP 411609, Police Portable Radio Replacement Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Thousand Dollars (\$100,000) for the 2009 CIP 510509, Rockingham Recreational Trail Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Thousand Dollars (\$200,000) for the 2009 CIP 612309, Neighborhood Revitalization Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Hundred Thousand Dollars (\$300,000) for the CIP 710109, Residential 50/50 Sidewalk/Curb Program.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Dollars (\$150,000) for the 2009 CIP 711109, Annual Bridge Rehabilitation Program/Design-Biron St. Bridge Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three Million Two Hundred Eleven Thousand Five Hundred Dollars (\$3,211,500) for the 2009 CIP 711209, Annual ROW Reconstruction Program.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Thousand Dollars (\$100,000) for the 2009 CIP 711509, Sidewalk Discretionary Fund Program.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Five Hundred Thousand Dollars (\$500,000) for the 2009 CIP 711609, Storm Drain Infrastructure Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Hundred Fifty Thousand Dollars (\$250,000) for the 2009 CIP 711709, Storm Water Utility Study/Design Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the 2009 CIP 711809, Street Light Safety & Rehabilitation Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Fifty Thousand Dollars (\$150,000) for the 2009 CIP 712009, Elm Street Mast Arm Replacement Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Thousand Dollars (\$100,000) for the 2009 CIP 712109, Traffic Signal Reconstruction Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2009 CIP 810209, Strategic Planning for Facilities- Police- Fire- Highway Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Eight Hundred Thousand Dollars (\$800,000) for the 2009 CIP 810309, Motorized & Electronic Equipment Replacement (MEER) Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Hundred Thousand Dollars (\$100,000) for the 2009 CIP 810409, Hallsville School Roof Project.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Two Million Seven Hundred Fifty Thousand Dollars (\$2,750,000) for the 2009 CIP 310209, Open Classroom Elimination- HGF Project.”

**A motion is in order that the Resolutions pass and be Enrolled.**

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

“Rescinding authorization on unissued Bonds, Notes or Lease Purchases for an Environmental Protection Division- CIP Project that is no longer required.”

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Five Hundred Sixty Five thousand Dollars (\$565,000) for the FY2009 CIP 612409 788 Elm Street Redevelopment Project.”

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Six Million Dollars (\$6,000,000) for the FY2006 CIP 710306 Residential Sound Insulation Program.”

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Eight Thousand Five Hundred Sixteen Dollars and Thirty one Cents (\$58,516.31) for the FY2009 CIP 510907 Parks Improvement Project.”

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Four Thousand Eight hundred Twenty Four Dollars (\$44,824) for the FY2009 CIP 213709 Cities Readiness Initiative- Phase IV Program.”

**A motion is in order that the Resolutions pass and be Enrolled.**

#### **TABLED ITEMS**

*(A motion is in order to remove any item from the table.)*

31. A Majority report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot.”

be denied at this time.

The Committee notes that the business owner should work with the neighborhood and may return with a petition after addressing issue as noted in a communication from Alderman Garrity enclosed herein.

*(Aldermen Garrity, Pinard and Duval in favor. Aldermen Lopez and Gatsas opposed.)*

*(Tabled 06/05/2007)*

A Minority report of the Committee on Bills on Second Reading recommending that Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by extending the General Business District (B-2) into an area currently zoned Residential One Family District (R-1B), being a portion of Tax Map 381, Lot 47 with an address of 466 South Willow Street and abutting South Lincoln, South Willow and Parkview Streets. A majority of the property is currently zoned B-2 and the petition would extend the B-2 to include the entire lot.”

ought to pass.

The minority advises that the proposed zoning, in its opinion, is consistent with the highest and best use of the property and that neighborhood concerns can be best addressed through the development process at the Planning Board level, therefore, that such rezoning should be considered subject to the Planning Board approving any plans for development of the property.

S/Alderman Lopez

*NOTE: Available for viewing at Office of City Clerk; previously forwarded to Mayor and all Aldermen.*

*(Tabled 06/05/2007)*

32. 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.)*

*NOTE: Available for viewing at Office of City Clerk; previously forwarded to Mayor and all Aldermen.*

*(Tabled 09/05/2006)*

33. 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)*

*NOTE: Available for viewing at Office of City Clerk; previously forwarded to Mayor and all Aldermen.*

34. NEW BUSINESS  
A. Communications  
B. Aldermen

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



**City of Manchester  
Office of the Independent City Auditor**

One City Hall Plaza, West Wing  
Manchester, New Hampshire 03101  
Phone: (603) 624-6523  
Fax: (603) 624-6528

June 16, 2008

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

Dear Honorable Board Members,

Scott Bassett from the auditing firm of McGladrey and Pullen would like to discuss the audit plan for the upcoming audit of the fiscal year 2008 financial statements.

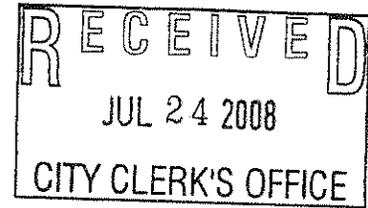
Respectfully Submitted,

Kevin M. Buckley  
Independent City Auditor

SHEEHAN  
PHINNEY  
BASS +  
GREEN  
PROFESSIONAL  
ASSOCIATION



Writer's Direct Dial:  
(603) 627-8196  
[rdastin@sheehan.com](mailto:rdastin@sheehan.com)



July 24, 2008

MANCHESTER  
1000 ELM STREET  
MANCHESTER, NH  
03101  
T 603 668-0300  
F 603 627-8121

CONCORD  
TWO EAGLE SQUARE  
CONCORD, NH  
03301  
T 603 223-2020  
F 603 224-8899

HANOVER  
2 MAPLE STREET  
HANOVER, NH  
03755  
T 603 643-9070  
F 603 643-3679

BOSTON  
ONE BOSTON PLACE  
BOSTON, MA  
02108  
T 617 897-5600  
F 617 439-9363

[WWW.SHEEHAN.COM](http://WWW.SHEEHAN.COM)

**VIA HAND DELIVERY**

Board of Mayor and Alderman  
One City Hall Plaza  
Manchester NH 03101

Dear Members of the Honorable Board,

As a member of the Board of Directors of Hands Across the Merrimack, Inc. ("Hands"), please allow this letter to serve as a request for Helen Closson, President of Hands, to appear before the Board at its August 5, 2008 meeting to discuss a Transfer Agreement ("Agreement") between Hands and The City of Manchester (the "City"). Ms. Closson has already executed this Agreement, a copy of which is attached hereto for your review and reference.

Please feel free to contact Ms. Closson at (603) 623-8744 should you require further information. We look forward to this opportunity.

Very truly yours,

Robert E. Dastin

RED/kas

cc: Helen Closson

## TRANSFER AGREEMENT

Transfer made this \_\_\_\_\_ day of July, 2008 by and between Hands Across the Merrimack, Inc., a New Hampshire non-profit corporation having an address at 1000 Elm Street, PO Box 3701, Manchester New Hampshire 03105, c/o Attorney Robert E. Dastin ("Transferor"), and the City of Manchester, New Hampshire, a municipal corporation having an address at One City Hall Plaza, Manchester, New Hampshire 03101 ("Transferee").

### RECITALS

WHEREAS, Transferor has entered into a certain "Art Purchase Agreement" dated June 19, 2008, which is attached hereto, (the "Contract") with Chris Williams d/b/a Chris Williams Sculpture, LLC, 22 Rocky Hill Road, Essex, Massachusetts 01929 (the "Artist"), under the terms of which Artist has agreed to fabricate a Bronze Bull (the "WORK") to be installed and displayed at a site immediately East end of a bridge in Manchester called "Hands Across the Merrimack;"

WHEREAS, Transferor desires to transfer and assign all of its rights, duties and obligations under said Contract to the Transferee; and

NOW THEREFORE, for good and valuable consideration, the parties hereto agree as follows:

1. Transfer. Transferor hereby transfers, assigns and sets over to Transferee, the Contract, and all of the rights, duties, obligations and agreements contained in said Contract; the foregoing transfer is made without any recourse whatsoever to the Transferor and without any representations and warranties, express or implied, of any nature whatsoever.
2. Acceptance by Transferee. Transferee hereby accepts the foregoing transfer and assignment and agrees to fully and faithfully perform all of the covenants, stipulations, agreements and obligations contained in said Contract.

Transferee shall indemnify and save harmless the Transferor from any and all claims, demands, actions, causes of action, suits, proceedings, damages, liabilities, costs and expenses of every nature whatsoever which relate to this transfer arising on or after the execution of this Agreement.

3. Obligations of Transferee. Transferee, out of the "Excess Funds" (as that term is hereinafter defined) agrees to install an appropriate (i) base upon which the WORK is to set, (ii) affix a nameplate with the name of the WORK, Artist and date, and (iii) install a recognition plaque containing the following: "To Commemorate Manchester's Entrepreneurial Tradition as Exemplified by the Founders and Employees of Jac Pac Foods."

Transferee acknowledges that the Board of Mayor and Aldermen of the City of Manchester have recently passed an ordinance under the terms of which the Transferee agrees to repair and maintain the WORK, which Transferee hereby acknowledges shall be its responsibility.

Incidental to the transfer of the Contract, the Transferor shall transmit to the Transferee the sum of Sixty-One Thousand Five Hundred Ninety Two Dollars (\$61,592), representing (i) the cost of the WORK (Fifty Thousand Dollars (\$50,000)), and (ii) the repair and maintenance fund of the Work (Eleven Thousand Five Hundred Ninety Two Dollars (\$11,592) ("Excess Funds").

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date above written.

TRANSFEROR

TRANSFEREE

Hands Across the Merrimack, Inc.

City of Manchester, N.A.

By: *Helen Closson*  
Helen Closson, President

By: \_\_\_\_\_  
Frank Guinta, Mayor

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CITY OF MANCHESTER, NH  
**PETITION FOR POLE LOCATION LICENSE**

POLE LOCATION  
FORM NO. 1

July 1, 2008

*To the Hon. Board of Mayor and Aldermen  
of the City of Manchester, New Hampshire:*

**PUBLIC SERVICE OF NEW HAMPSHIRE  
&  
FairPoint Communications, Inc.**

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

License one ( 1 ) pole(s), 23/91 located on 687 Hall Street in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and FairPoint Communications, Inc.".

Plan No. 11-1212  
Dated: 6/30/2008

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY:   
Jeana Delisle, Licensing Specialist

**FairPoint Communications, Inc.**

BY:   
Right of Way Department

*Conditions upon which The Pole Location License cited on reverse side is Granted:*

1. Excavations, obstructions or encumbrances shall at all times be properly guarded, barricaded or fenced during the whole time the highway is excavated, obstructed or encumbered, and lights shall be maintained throughout the night so that all excavations, obstructions and encumbrances may be readily seen.
2. The grantee hereby agrees to indemnify and save harmless the City of Manchester, NH, for all claims for damages or injury whatsoever that may arise from the excavation, obstruction, encumbrance or occupation of said highway, and the applicant shall be accountable for all damage that may occur on account of said excavation, obstruction, encumbrance or occupation of the aforesaid highway made or created in violation of the terms of this License; the City of Manchester in no case assuming any responsibility or liability by reason of the issuing of this grant.
3. Shade trees shall neither be cut down, cut, trimmed or otherwise injured by the grantee, unless special permission shall have been granted by the abutting owner or owners, or the city.
4. The grantee shall neither grant permission to place signs, or advertisements, (Excepting only city street signs) nor permit the same to be attached to or displayed on or upon any pole or poles within the City of Manchester, and said grantee shall remove or cause to be removed all such signs or advertisements which may be so placed by any corporation, firm, person or persons.
5. The grantee shall paint all poles within the City of Manchester, unless such poles are of the creosote treated type or it is otherwise specified in this grant, the standard color to be dark green.
6. The highway shall be left in as good condition and repair upon the completion of the work necessitated by this grant as existed previously, and the Department of Highways may restore the highway to as good condition and repair, or cause the same to be restored under its direction, and the grantee shall reimburse the City for any and all liability and expenses occasioned by reason of such work.
7. All poles shall be of wood or other suitable material, and the wires shall be run along and across the highway between the points named herein, and shall be maintained at least 18 feet above the surface of the ground.

"In accordance with the requirements of RSA 72:23, I(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to the is license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

The changes to the within license set for in the preceding paragraph shall take effect April 1, 2005, and shall remain in effect until changed in accordance with the requirements of RSA 231:163."





CITY OF MANCHESTER, NH  
**PETITION FOR POLE LOCATION LICENSE**

POLE LOCATION  
FORM NO. 1

July 15, 2008

*To the Hon. Board of Mayor and Aldermen  
of the City of Manchester, New Hampshire:*

**PUBLIC SERVICE OF NEW HAMPSHIRE  
&  
FairPoint Communications, Inc.**

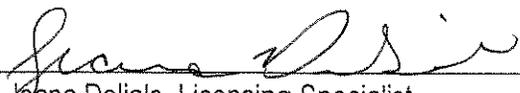
request a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary, along, across, and under the following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

License one ( 1) pole(s), 783/5X located on Karatzas Avenue in the City of Manchester.

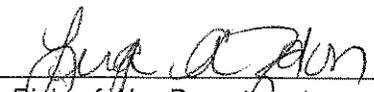
Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and FairPoint Communications, Inc.".

Plan No. 11-1213  
Dated: 7/15/2008

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY:   
Jeana Delisle, Licensing Specialist

**FairPoint Communications, Inc.**

BY:   
Right of Way Department

*Conditions upon which The Pole Location License cited on reverse side is Granted:*

1. Excavations, obstructions or encumbrances shall at all times be properly guarded, barricaded or fenced during the whole time the highway is excavated, obstructed or encumbered, and lights shall be maintained throughout the night so that all excavations, obstructions and encumbrances may be readily seen.
2. The grantee hereby agrees to indemnify and save harmless the City of Manchester, NH, for all claims for damages or injury whatsoever that may arise from the excavation, obstruction, encumbrance or occupation of said highway, and the applicant shall be accountable for all damage that may occur on account of said excavation, obstruction, encumbrance or occupation of the aforesaid highway made or created in violation of the terms of this License; the City of Manchester in no case assuming any responsibility or liability by reason of the issuing of this grant.
3. Shade trees shall neither be cut down, cut, trimmed or otherwise injured by the grantee, unless special permission shall have been granted by the abutting owner or owners, or the city.
4. The grantee shall neither grant permission to place signs, or advertisements, (Excepting only city street signs) nor permit the same to be attached to or displayed on or upon any pole or poles within the City of Manchester, and said grantee shall remove or cause to be removed all such signs or advertisements which may be so placed by any corporation, firm, person or persons.
5. The grantee shall paint all poles within the City of Manchester, unless such poles are of the creosote treated type or it is otherwise specified in this grant, the standard color to be dark green.
6. The highway shall be left in as good condition and repair upon the completion of the work necessitated by this grant as existed previously, and the Department of Highways may restore the highway to as good condition and repair, or cause the same to be restored under its direction, and the grantee shall reimburse the City for any and all liability and expenses occasioned by reason of such work.
7. All poles shall be of wood or other suitable material, and the wires shall be run along and across the highway between the points named herein, and shall be maintained at least 18 feet above the surface of the ground.

"In accordance with the requirements of RSA 72:23, l(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to the is license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

The changes to the within license set for in the preceding paragraph shall take effect April 1, 2005, and shall remain in effect until changed in accordance with the requirements of RSA 231:163."

# POLE LOCATION LICENSE

POLE LOCATION  
FORM NO. 2

In the Board of Mayor and Aldermen of the City of Manchester, New Hampshire,  
on \_\_\_\_\_ It appearing that the public good requires it, it is hereby

## ORDERED

That PUBLIC SERVICE OF NEW HAMPSHIRE AND FairPoint Communications, INC. be and hereby are granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary in the public way, or ways, hereinafter referred to as requested in the petition of said Companies dated the 15th day of July, 2008.

All construction under this order shall be in conformity with the Laws of the State of New Hampshire and the Ordinances of the City of Manchester, NH, and this license is granted, subject to its approval by the Surveyor of Highways and to certain conditions which are printed on the reverse side of this order, also the following designations and definitions, before this license shall be in full force and effect;

The maximum and minimum length of said poles shall be 60 feet and 25 feet; height of structures 52 feet and 20 feet. The approximate locations of poles and structures, including where applicable the approximate distance thereof from the edge of the traveled roadway, or of the side-walk, and of underground conduits and cables are designated or defined as shown upon a plan marked "POLE LOCATION PLAN - PUBLIC SERVICE OF NEW HAMPSHIRE AND FairPoint Communications, INC" No. 11-1213, dated 7/15/2008 attached to and made a part of this order. All of said wires and cables except such as are vertically attached to poles and structures shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

Underground conduits, wires and cables shall be not less than current minimum requirements of the National Electrical Safety Code below the surface of the roadway.

This license is granted as to the following public ways or parts of ways in Manchester, New Hampshire.

License one ( 1) pole(s), 783/5X located on Karatzas Avenue in the City of Manchester.

Granted By Vote of Board of Mayor  
and Aldermen, subject to approval  
of surveyor of Highways at meeting  
of said Board held \_\_\_\_\_

Approved  
Dept. of Highways

BY: \_\_\_\_\_  
\_\_\_\_\_, Surveyor

ATTEST \_\_\_\_\_  
Carol Johnson, City Clerk

Received \_\_\_\_\_ at **Manchester** and recorded in Records of Pole Location Licenses.  
Vol., \_\_\_\_\_, Page \_\_\_\_\_, filed and an attested copy delivered to the said Public Service of New  
Hampshire and FairPoint Communications, Inc.

ATTEST \_\_\_\_\_  
Carol Johnson, City Clerk



CITY OF MANCHESTER, NH  
**PETITION FOR POLE LOCATION LICENSE**

POLE LOCATION  
FORM NO. 1

July 15, 2008

*To the Hon. Board of Mayor and Aldermen  
of the City of Manchester, New Hampshire:*

**PUBLIC SERVICE OF NEW HAMPSHIRE**

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

License one ( 1) pole(s), 23/19S located on 651 Hall Street in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE".

Plan No. 11-1214  
Dated: 7/15/2008

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY:   
\_\_\_\_\_  
Jeanne Delisle, Licensing Specialist

*Conditions upon which The Pole Location License cited on reverse side is Granted:*

1. Excavations, obstructions or encumbrances shall at all times be properly guarded, barricaded or fenced during the whole time the highway is excavated, obstructed or encumbered, and lights shall be maintained throughout the night so that all excavations, obstructions and encumbrances may be readily seen.
2. The grantee hereby agrees to indemnify and save harmless the City of Manchester, NH, for all claims for damages or injury whatsoever that may arise from the excavation, obstruction, encumbrance or occupation of said highway, and the applicant shall be accountable for all damage that may occur on account of said excavation, obstruction, encumbrance or occupation of the aforesaid highway made or created in violation of the terms of this License; the City of Manchester in no case assuming any responsibility or liability by reason of the issuing of this grant.
3. Shade trees shall neither be cut down, cut, trimmed or otherwise injured by the grantee, unless special permission shall have been granted by the abutting owner or owners, or the city.
4. The grantee shall neither grant permission to place signs, or advertisements, (Excepting only city street signs) nor permit the same to be attached to or displayed on or upon any pole or poles within the City of Manchester, and said grantee shall remove or cause to be removed all such signs or advertisements which may be so placed by any corporation, firm, person or persons.
5. The grantee shall paint all poles within the City of Manchester, unless such poles are of the creosote treated type or it is otherwise specified in this grant, the standard color to be dark green.
6. The highway shall be left in as good condition and repair upon the completion of the work necessitated by this grant as existed previously, and the Department of Highways may restore the highway to as good condition and repair, or cause the same to be restored under its direction, and the grantee shall reimburse the City for any and all liability and expenses occasioned by reason of such work.
7. All poles shall be of wood or other suitable material, and the wires shall be run along and across the highway between the points named herein, and shall be maintained at least 18 feet above the surface of the ground.

"In accordance with the requirements of RSA 72:23, I(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to the is license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

The changes to the within license set for in the preceding paragraph shall take effect April 1, 2005, and shall remain in effect until changed in accordance with the requirements of RSA 231:163."







The State of New Hampshire  
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

July 21, 2008

GFI Manchester Riverfront LLC  
Joe Cataldo  
133 Pearl St, Suite 400  
Boston, MA 02110

RE: Wetlands Bureau Complaint File #2005-00901, 55 Riverfront Dr, Manchester  
TPK7/Lot 42

Dear Mr. Cataldo:

On August 23, 2006, the Department of Environmental Services ("DES") issued a Restoration Plan Approval letter ("Plan"), which required the reduction of a patio footprint and restoration plantings in the natural woodland buffer along the riverfront.

On June 9, 2008, DES received an initial monitoring report which documented the patio footprint was reduced and the plantings have survived the first growing season within the allowable limits. The Plan requires two years of monitoring to determine the overall survivability of the plantings. Therefore, a final monitoring report, per the requirements of the Plan should be submitted to DES in June of 2009, documenting the survivability of the restoration plantings.

If you have any questions please do not hesitate to contact me at (603) 271-6876 or by email at [Jeffrey.Blecharczyk@des.nh.gov](mailto:Jeffrey.Blecharczyk@des.nh.gov)

Sincerely,

Jeffrey D. Blecharczyk  
Shoreland Compliance Coordinator  
DES Wetlands Bureau

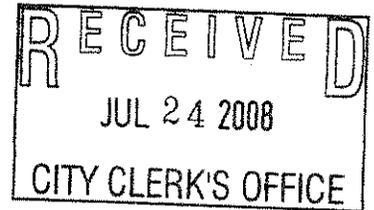
cc: Manchester Conservation Commission  
Pamela Goucher, Manchester Planning Department  
Deborah L. Brewster, P.E., TFMoran, Inc.  
John Allen, Law Offices of John L. Allen and Associates, P.C.

A-13

9AA8LF  
POLE LOCATION  
FORM NO. 1

May 30, 2008

*Tel*



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

**FAIRPOINT COMMUNICATIONS  
&  
PUBLIC SERVICE OF NEW HAMPSHIRE**

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

**The placing and licensing of 1 new pole (62991/1.5) Located on Bemis Savoie Road in the City of Manchester, New Hampshire, as per attached.**

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

No: 9AA8LF  
Dated: May 23, 2008  
FairPoint Communications

By:   
Right-of-Way Department

By:   
Right-of-Way Department  
Public Service of New Hampshire

9AA8LF  
FORM NO. 2

**POLE LOCATION**

May 30, 2008

In The Board of Mayor and Alderman of the City of Manchester, New Hampshire, on \_\_\_\_\_ It appearing that the public good requires it, it is hereby

**ORDERED**

That the **FAIRPOINT COMMUNICATIONS & PUBLIC SERVICE OF NEW HAMPSHIRE** be and hereby is granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary in the public way, hereinafter referred to as requested in the petition of said Company dated April 6, 1999.

All construction under this order shall be in conformity with the Laws of the State of New Hampshire and the Ordinances of the City of Manchester, N.H., and this license is granted, subject to it's approval by the Surveyor of Highway and to certain conditions which are printed on the reverse side of this order, also the following designations and definitions, before this license shall be in full force and effect;

The maximum and minimum length of said poles shall be \_\_\_\_\_ feet and \_\_\_\_\_ feet; high of structures \_\_\_\_\_ feet and \_\_\_\_\_ feet. The approximate locations of poles and structures, including where applicable the approximate distance thereof from the edge of the traveled roadway, of the sidewalk, and of underground conduits and cables are designated or defined as shown upon a plan marked "FAIRPOINT COMMUNICATIONS.", NO. 9AA4HF, dated May 23, 2008. Underground conduits, wires and cables shall be not less than 30" below the surface of the highway.

This license is granted as to the following public ways in Manchester, New Hampshire.

**The placing and licensing of 1 new pole (62991/1) located on Bemis Savoie Road, in the City of Manchester, New Hampshire, as per attached.**

Granted By Vote of Board of Mayor and Aldermen, subject to approval of Surveyor of Highways at a meeting of said Board held \_\_\_\_\_, 2008

Approved  
Dept. of Highways

By: \_\_\_\_\_  
P.W.D.

Attest \_\_\_\_\_  
City Clerk

Received \_\_\_\_\_ at \_\_\_\_\_ and recorded in Records of Pole Location Licenses.

Volume, \_\_\_\_\_, Page \_\_\_\_\_, filed and an attested copy delivered to the said Verizon New England, Inc.

Attest: \_\_\_\_\_  
City Clerk





TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

Office of city clerk  
1 City Hall Plaza

03101

RECEIVED  
MANCHESTER  
ATTN: MATTHEW NORMAN &

I/we, JEFFREY & KATHY MASSE Name(s) '08 JUL -9 AM 11:16

owner(s) of the real estate abutting upon 439 PROCTOR ROAD Street Address

Manchester, NH 0310

Description (including footage): 55 Foot length curb.  
1 Edge may be shorted to increase swale  
drainage. Both ends of granite curb to  
include ramped edge - due to plow damage  
possibilities.

desire that: (TO STOP GARAGE Flooding!)

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed:

Jeffrey Masse Owner

Kathy M. Masse Owner

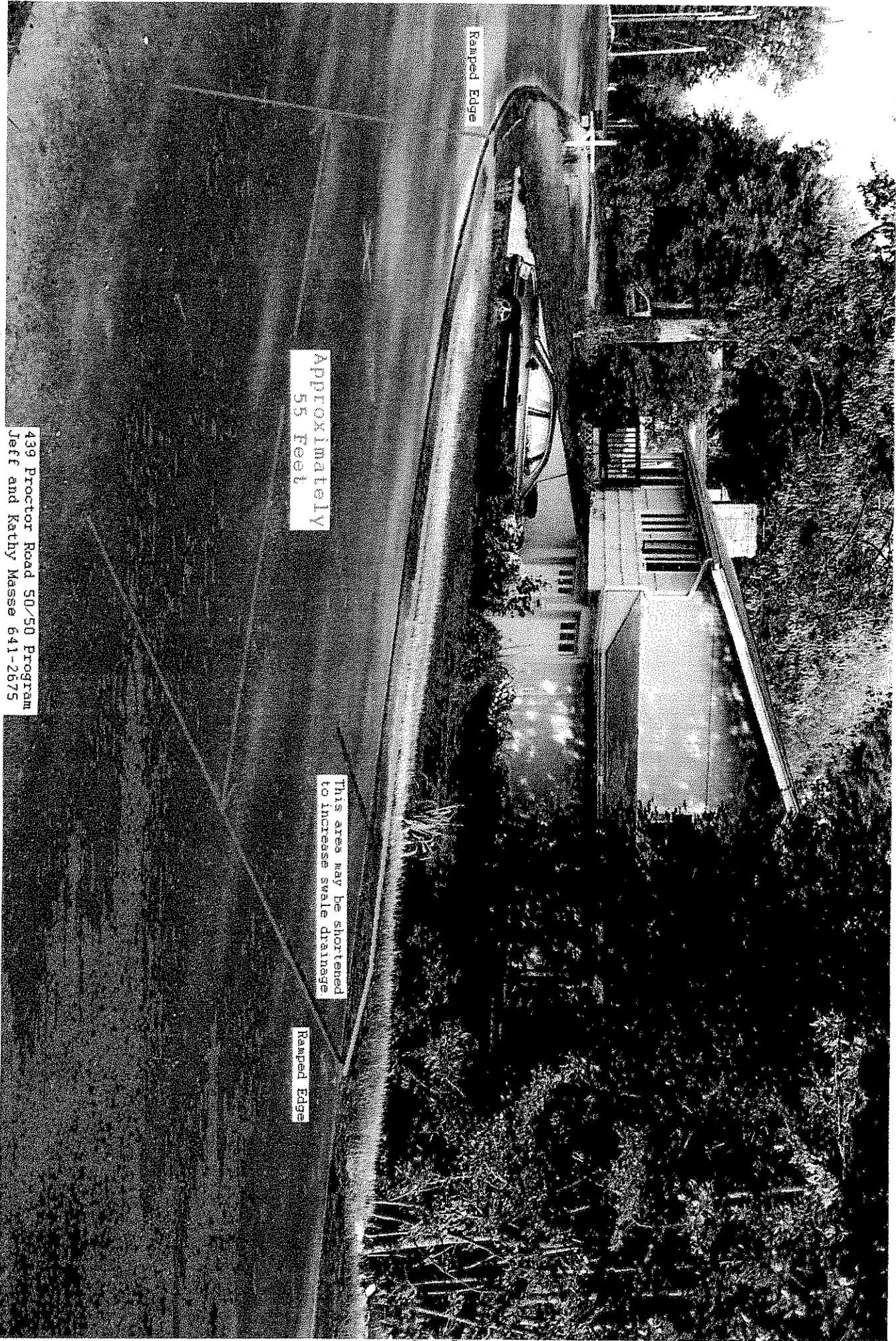
439 PROCTOR ROAD Mailing Address

Phone #:

641-2675

Date:

07/08/08



Ramped Edge

Approximately  
55 Feet

This area may be shortened  
to increase swale drainage

Ramped Edge

439 Proctor Road 50/50 Program  
Jeff and Kathy Masse 641-2675



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

I/~~we~~ Mono Singh, the  
Name(s)

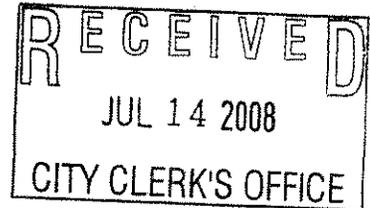
owner(s) of the real estate abutting upon 63 Lynwood Lane  
Street Address

Manchester, NH 0310

Description (including footage): 50 ft granite curbe (replacing  
in broken concrete curbes)

desire that:

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage



hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed: Mono Singh  
Owner

Owner

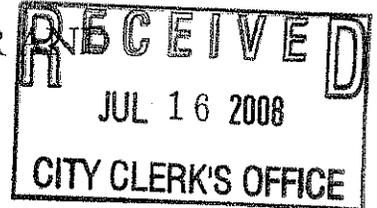
Mailing Address

Phone #: 641-2813  
after 1 PM

Date: July 11, 2008



TO THE HONORABLE BOARD OF MAYOR  
ALDERMEN:



I/we, WILLIAM F BURKE, the  
*Name(s)*

owner(s) of the real estate abutting upon 52 Roy AVE  
*Street Address*

Manchester, NH 03103

Description (including footage):

Approx 50 FT OF CURB IN FRONT  
OF PROPERTY WHICH IS IN SERIOUS DISREPAIR

desire that:

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed: William F Burke  
*Owner*

*Owner*

52 Roy AVE, MANCHESTER, NH 03103  
*Mailing Address*

Phone #: 603-666-3231 Date: 7-15-08



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED  
MANCHESTER CITY CLERK

I/we, Barbara Schultze '08 JUL 24 P 1:24, the  
*Name(s)*

owner(s) of the real estate abutting upon 72 Ellis Ave  
*Street Address*

Manchester, NH 03109

Description (including footage): Pls consider us for curbing along rest of front to driveway (about 60') to finish off curbing from Ruth Ave Storm Drain project

desire that:

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage

hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed: Barbara C Schultze  
*Owner*

72 Ellis Ave, Manchester, NH 03109  
*Mailing Address*

Phone #: 668-9009 Date: 7/1/08



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED  
MANCHESTER CITY CLERK

I/we, Alexander Cooper '08 JUL 28 AM 11:42  
*Name(s)*

owner(s) of the real estate abutting upon 355 Rockland Ave.  
*Street Address*

Manchester, NH 0310

Description (including footage):  
Corner of Rockland + Gove ST.

Approx 80 feet

desire that:

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage

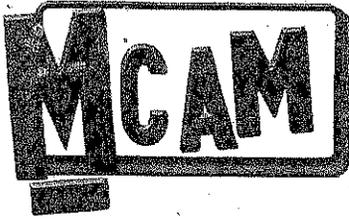
hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester and forthwith to carry out the work as specified above.

Signed: Alexander N. Cooper  
*Owner*

355 Rockland Ave. Manchester, NH 03102  
*Mailing Address*

Phone #: 603 540-1629

Date: 7-27-08



# Manchester Community Access Media, Inc.

540 Commercial Street Manchester, New Hampshire 03101 603.622.3023

July 30, 2008

TO the Board of Mayor and Aldermen  
CC: City Clerk, Solicitor, Finance Dept.

On behalf of the Manchester Community Access Media Board of Directors, please find enclosed, the following information:

- Our most recent certified audit from the accounting firm of Penchansky and Company.
- The in-house *balance sheet* and *profit & loss* statement of ten-months of operation ending July 30, 2008

Please contact me if you have any questions. The MCAM Board looks forward to our presentation on August 5.

A handwritten signature in black ink, appearing to read 'Joseph Lahr', written in a cursive style.

Joseph Lahr  
Executive Director

C-1

9:05 AM

07/29/08

Accrual Basis

**MCAM**  
**Balance Sheet**  
 As of July 30, 2008

	Jul 30, 08
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Citizens Bank - Fundraising	20,171.52
Citizens Bank - Money Market	18,634.18
Citizens Bank - Operating	9,143.15
Citizens Bank - Payroll	682.66
Southern NH Bank - Fundraising	950.80
Southern NH Bank - Payroll	-0.30
Total Checking/Savings	49,582.01
Other Current Assets	
Capital Lease Deposits	2,661.97
Refundable Assets	
Rent Deposit	5,060.00
Total Refundable Assets	5,060.00
Total Other Current Assets	7,721.97
Total Current Assets	57,303.98
Fixed Assets	
Communications Equipment	
Accum Depr-Communications Equip	-128.00
Communications Equipment - Other	1,868.87
Total Communications Equipment	1,740.87
Computer Software	
Accum.Depr - Computer Software	-300.00
Computer Software - Other	3,557.63
Total Computer Software	3,257.63
Furniture & Fixtures	
Accum.Depr-Furniture & Fixtures	-5,880.43
Furniture & Fixtures - Other	35,273.79
Total Furniture & Fixtures	29,393.36
Leasehold Improvements	
AccumDepr-Leasehold Improvement	-20,863.85
Leasehold Improvements - Other	141,820.19
Total Leasehold Improvements	120,956.34
Machinery	
Accum.Depr - Machinery	-1,125.61
Machinery - Other	5,263.29
Total Machinery	4,137.68

C-2

**MCAM**  
**Balance Sheet**  
As of July 30, 2008

	Jul 30, 08
Office Equipment	
Accum.Depr.-Office Equip	-7,953.03
Office Equipment - Other	16,874.37
<b>Total Office Equipment</b>	<b>8,921.34</b>
Video Equipment	
Accum.Depr - Video Equipment	-72,450.30
Video Equipment - Other	334,121.36
<b>Total Video Equipment</b>	<b>261,671.06</b>
<b>Total Fixed Assets</b>	<b>430,078.28</b>
<b>TOTAL ASSETS</b>	<b>487,382.26</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	2,325.54
Accrued Expenses	43,776.53
Deferred Revenue	98.65
Payroll Liabilities	
<b>Total Other Current Liabilities</b>	<b>46,200.72</b>
<b>Total Current Liabilities</b>	<b>46,200.72</b>
Long Term Liabilities	
Capital Lease - \$1,832.49	59,864.31
Capital Lease - \$177.70	6,195.63
Capital Lease - \$251.78	8,314.02
<b>Total Long Term Liabilities</b>	<b>74,373.96</b>
<b>Total Liabilities</b>	<b>120,574.68</b>
Equity	
Net Assets	323,168.15
Opening Bal Equity	-3,345.39
Net Income	46,984.82
<b>Total Equity</b>	<b>366,807.58</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>487,382.26</b>

C-3

**MCAM**  
**Profit & Loss**

October 1, 2007 through July 30, 2008

Oct 1, '07 - Jul 30, 08

Ordinary Income/Expense	
Income	
Contrib. Support-Non Restricted	218,882.60
City Contributions	
Total Contrib. Support-Non Restricted	218,882.60
Earned Revenues	
Media - Tape/DVD Income	2,734.00
Membership Income	3,105.00
Political Advertisements	450.00
Sponsorship Income	15,360.66
Video Production Income	38,409.00
Total Earned Revenues	60,058.66
Fundraising Income	32,913.09
Investment Income	
Interest Income	2,191.38
Total Investment Income	2,191.38
Rental Income	4,104.00
Total Income	318,149.73
Cost of Goods Sold	
Subcontract Labor	6,435.00
Supplies	
Computer Supplies	129.00
Events Supplies	2,552.75
Operating Supplies	786.22
Set Design-Props	8,718.19
Small tools/ Hardware	29.98
Video Supplies & Media Stock	3,630.05
Supplies - Other	376.75
Total Supplies	16,222.94
Total COGS	22,657.94
Gross Profit	295,491.79
Expense	
Bank Service Charges	827.62
Contributions	275.00
Dues and Subscriptions	947.01
Fundraising	191.70
Insurance	
Broadcast & Directors	1,017.90
Liability Insurance	1,115.57
Medical	5,107.71

**MCAM**  
**Profit & Loss**

October 1, 2007 through July 30, 2008

	Oct 1, '07 - Jul 30, 08
Total Insurance	7,241.18
Interest Expense	
Finance Charge	420.01
Total Interest Expense	420.01
Licenses and Permits	400.00
Marketing & Promotional	2,973.00
Marketing/Facility Events	1,249.53
Office Expense	3,413.50
Outside Services	502.68
Payroll Expenses	
Net Wages	118,112.18
Payroll Fees	458.90
Payroll Tax Expense	10,650.64
Total Payroll Expenses	129,221.72
Postage and Delivery	1,286.78
Printing and Reproduction	241.42
Professional Fees	
Accounting	2,750.00
Bookkeeping	300.00
Legal Fees	1,718.63
Total Professional Fees	4,768.63
Rent	64,760.00
Repairs	
Building Repairs	648.77
Computer Repairs	194.00
Equipment Repairs	2,080.39
Maintenance	1,023.67
Total Repairs	3,946.83
Telephone	5,936.42
Travel & Entertainment	
Meals	407.83
Travel	205.71
Total Travel & Entertainment	613.54
Utilities	
Cable - Internet	45.00
Electricity	18,695.40
Total Utilities	18,740.40
Total Expense	247,956.97

9:06 AM

07/29/08

Accrual Basis

**MCAM**

**Profit & Loss**

October 1, 2007 through July 30, 2008

	<u>Oct 1, '07 - Jul 30, 08</u>
Net Ordinary Income	
Other Income/Expense	47,534.82
Other Expense	
Other Expenses	550.00
Total Other Expense	<u>550.00</u>
Net Other Income	<u>-550.00</u>
Net Income	<u><u>46,984.82</u></u>

C-6

**MANCHESTER COMMUNITY  
ACCESS MEDIA, INC.**

*Financial Statements and  
Supplementary Information*

*For The Years ended September 30, 2007 and 2006*

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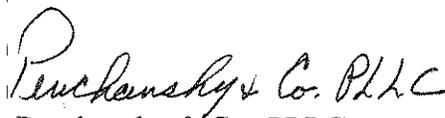
**PENCHANSKY & CO. PLLC**  
CERTIFIED PUBLIC ACCOUNTANTS

To the Board of Directors of  
**Manchester Community Access Media, Inc.**  
Manchester, New Hampshire

We have audited the statements of financial position of Manchester Community Access, Inc. (a non-profit organization) as of September 30, 2007 and 2006 and the related statements of activities and cash flows for the years ended September 30, 2007 and 2006. These financial statements are the responsibility of the management of Manchester Community Access Media, Inc. Our responsibility is to express an opinion on these financial statements based upon our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Manchester Community Access Media, Inc. as of September 30, 2007 and 2006, and the related statements of activities and cash flows for the year ended September 30, 2007 and 2006 in conformity with U.S. generally accepted accounting principles.

  
Penchansky & Co., PLLC  
Certified Public Accountants  
Manchester, New Hampshire

November 30, 2007

**MANCHESTER COMMUNITY ACCESS MEDIA, INC.**  
**Statement of Financial Position**  
**As of September 30,**

**ASSETS**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2007 Total</u>	<u>2006 Total</u>
<b><u>Current Assets:</u></b>				
Cash and Equivalents	\$ 12,220	\$ 0	\$ 12,220	\$ 101,485
Prepaid Expenses	6,476	0	6,476	2,513
	18,696	0	18,696	103,998
<b><u>Fixed Assets:</u></b>				
Leasehold Improvements	141,820	0	141,820	135,393
Office Furniture and Equipment	50,988	0	50,988	35,132
Video Equipment	311,077	0	311,077	140,027
Accumulated Depreciation	(108,701)	0	(108,701)	(49,382)
	395,184	0	395,184	261,170
<b><u>Other Assets:</u></b>				
Deposits	7,722	0	7,722	5,060
	7,722	0	7,722	5,060
<b>Total Assets</b>	<b>\$ 421,602</b>	<b>\$ 0</b>	<b>\$ 421,602</b>	<b>\$ 370,228</b>

*See Notes and Independent Auditor's Report*

**MANCHESTER COMMUNITY ACCESS MEDIA, INC.**  
**Statement of Financial Position**  
**As of September 30,**

**LIABILITIES AND NET ASSETS**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2007 Total</u>	<u>2006 Total</u>
<b><u>Current Liabilities:</u></b>				
Accounts Payable	\$ 7,688	\$ 0	\$ 7,688	\$ 1,307
Accrued Liabilities	2,326	0	2,326	8,843
Current Portion - Capital Leases	16,995	0	16,995	0
	27,009	0	27,009	10,150
<b><u>Non Current Liabilities</u></b>				
Capital Leases				
Less Current Portion	79,656	0	79,656	0
	106,665	0	106,665	10,150
<b><u>Net Assets:</u></b>				
Net Assets	314,937	0	314,937	360,078
	314,937	0	314,937	360,078
<b>Total Liabilities and Net Assets</b>	<b>\$ 421,602</b>	<b>\$ 0</b>	<b>\$ 421,602</b>	<b>\$ 370,228</b>

*See Notes and Independent Auditor's Report*

**MANCHESTER COMMUNITY ACCESS MEDIA, INC.**  
**Statement of Activities**  
**For Year Ended September 30,**

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>2007 Total</u>	<u>2006 Total</u>
<b>Revenues and Support:</b>				
Funding and Grants	\$ 246,569	\$ 0	\$ 246,569	\$ 231,770
Fundraising Income	74,252	0	74,252	39,250
Other Revenue	38,198	0	38,198	10,732
Investment Income	2,878	0	2,878	3,905
	361,897	0	361,897	285,657
Assets Released from Restriction	35,933	(35,933)	0	0
	397,830	(35,933)	361,897	285,657
<b>Expenses:</b>				
(See Supplementary Schedules page 10)				
Program Expenses	275,433	0	275,433	237,123
General and Administrative Expenses	81,144	0	81,144	65,561
Fundraising Expenses	50,461	0	50,461	43,229
	407,038	0	407,038	345,913
Excess (Deficit) of Revenues over Expenses	(9,208)	(35,933)	(45,141)	(60,256)
Net Assets - Beginning	324,145	35,933	360,078	420,334
<b>Net Assets - Ending</b>	<b>\$ 314,937</b>	<b>\$ 0</b>	<b>\$ 314,937</b>	<b>\$ 360,078</b>

*See Notes and Independent Auditor's Report*

**MANCHESTER COMMUNITY ACCESS MEDIA, INC.**

**Statement of Cash Flows  
For the Year Ended September 30,**

<u>Cash Flows from Operating Activities</u>	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total 2007</u>	<u>Total 2006</u>
Excess (Deficit) of Revenue over Expenses	\$ (9,208)	\$ (35,933)	\$ (45,141)	\$ (60,256)
Adjustments to reconcile increase (decrease) in net assets to net cash provided by (used for) operating activities:				
Depreciation	59,319	0	59,319	41,846
Net (Increase) Decrease in Prepaid Expenses	(3,963)	0	(3,963)	18
Net (Increase) Decrease in Deposits	(2,662)	0	(2,662)	0
Net Increase (Decrease) in Accounts Payable	6,381	0	6,381	(17,370)
Net Increase (Decrease) in Accrued Liabilities	(6,517)	0	(6,517)	8,843
Net Cash Provided by Operating Activities	<u>43,350</u>	<u>(35,933)</u>	<u>7,417</u>	<u>(26,919)</u>
<u>Cash Flows from Investing Activities:</u>				
Acquisition of Property and Equipment	(193,333)	0	(193,333)	(82,054)
Net Cash Provided by (Used for) Investing Activities	<u>(193,333)</u>	<u>0</u>	<u>(193,333)</u>	<u>(82,054)</u>
<u>Cash Flows from Financing Activities:</u>				
Cash Provided by Capital Leases	103,087	0	103,087	0
Principal Payments on Capital Leases	(6,436)	0	(6,436)	0
Net Cash Provided by (Used for) Investing Activities	<u>96,651</u>	<u>0</u>	<u>96,651</u>	<u>0</u>
Net Increase(Decrease) in Cash and Equivalents	(53,332)	(35,933)	(89,265)	(108,973)
Cash and Equivalents - Beginning	<u>65,552</u>	<u>35,933</u>	<u>101,485</u>	<u>210,458</u>
Cash and Equivalents - Ending	<u>\$ 12,220</u>	<u>\$ 0</u>	<u>\$ 12,220</u>	<u>\$ 101,485</u>

Supplemental Disclosure of Cash Flow Information:

Cash paid during the period for:

Taxes	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>0</u>
Interest	\$ <u>4,084</u>	\$ <u>0</u>	\$ <u>0</u>	\$ <u>60</u>

*See Notes and Independent Auditor's Report*

MANCHESTER COMMUNITY ACCESS MEDIA, INC.

Notes to the Financial Statements

September 30, 2007 and 2006

**Nature of Organization:**

Manchester Community Access Media, Inc. is a not for profit corporation located in Manchester, NH. Its purpose is to develop, promote, and facilitate access to training for any Manchester residents to create television programming and have those programs cablecast through out the city of Manchester, NH.

**NOTE 1 - Summary of Significant Accounting Policies:**

**A. Basis of Presentation**

The Organization's policy is to prepare its financial statements on the accrual basis of accounting. The accrual basis recognizes revenues and expenses and the related assets and liabilities when actually earned or incurred.

**B. Accounting Principles**

The financial statements are reported in accordance with *Statement of Financial Accounting Standards ("SFAS") No. 117, Financial Statements of Not-for-Profit Organizations*. Under SFAS 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets; unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Organization is required to present a Statement of Cash Flows.

**Unrestricted Net Assets:**

The portion of net assets of a not-for-profit Organization that is neither permanently restricted nor temporarily restricted by donor imposed stipulations.

**Temporarily Restricted Net Assets:**

The portion of net assets of a not-for-profit Organization resulting (a) from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that either expire by passage of time or can be fulfilled and removed by actions of the Organization pursuant to those stipulations, (b) from other asset enhancements and diminishment's subject to the same kinds of stipulations, and (c) for reclassifications to or from other classes of net assets as a consequence of donor-imposed stipulations, their expiration by passage of time, or their fulfillment's and removal by actions of the Organization pursuant to those stipulations.

Currently there are no temporarily restricted net assets. At September 30, 2006 temporarily net assets represent the unused portion of a one-time grant of \$350,000 from the city of Manchester to be used for the purchase or maintenance of equipment and facilities.

MANCHESTER COMMUNITY ACCESS MEDIA, INC.

Notes to the Financial Statements

September 30, 2007 and 2006

**NOTE 1 - Summary of Significant Accounting Policies - continued:**

**B. Accounting Principles – continued:**

*Permanently Restricted Net Assets:*

The portion of net assets of a not-for-profit Organization resulting (a) from contributions and other inflows of assets whose use by the Organization is limited by donor-imposed stipulations that neither expire by the passage of time nor can be fulfilled or otherwise removed by actions of the Organizations, (b) from other asset enhancements and diminishment's subject to the same kinds of stipulations, and (c) from reclassifications from or to other classes of net assets as a consequence of donor-imposed stipulations. Currently there are no permanently restricted net assets.

**C. Cash and Cash Equivalents**

For purposes of the statement of cash flows, the Organization considers all highly liquid deposits with maturity of three months or less to be cash and/or cash equivalents.

**D. Property and Equipment**

Property and equipment is recorded at cost at the time of acquisition. Depreciation is calculated using the straight-line method over estimated useful lives of the assets ranging from three to ten years. Repairs and maintenance are charged to operations as incurred, whereas major betterment's are capitalized. The breakdown of assets relevant to useful life is as follows:

<u>Assets</u>	<u>Method</u>	<u>Years</u>
Building Improvements	S/L	10
Furniture and Equipment	S/L	5-7
Video Equipment	S/L	3-5

**E. Income Taxes**

Manchester Community Access Media, Inc. is a not-for-profit organization exempt from income taxes under Section 501 (C) (3) of the Internal Revenue Code. Form 990, Return of Organization Exempt from Income Tax, which is an information return, is filed annually.

**NOTE 2 – Funding and Grants:**

Unrestricted funding is provided by the City of Manchester under a contract running from July 1, 2005 thru June 30, 2008. The contract is renewable by the organization in increments thru June 30, 2015, unless previously terminated under other provisions of the contract. This funding is calculated as a percentage of the cable franchise fee collected by the city from the cable television provider for the city.

**MANCHESTER COMMUNITY ACCESS MEDIA, INC.**

**Notes to the Financial Statements**

**September 30, 2007 and 2006**

**NOTE 3 – Concentrations of Credit Risk:**

The Organization maintains its bank accounts with several commercial banks. Cash in these accounts at times exceeded \$100,000. The accounts are secured by the Federal Deposit Insurance Corporation (“FDIC”) for up to \$100,000. Management does not consider this to be a material risk.

**NOTE 4 - Estimates and Assumptions:**

Management used estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses.

**Note 5 - Notes Payable:**

At June 30, 2007 and 2006, the organization was obligated under the following capital leases payable:

	<u>2007</u>		<u>2006</u>
Capital lease payable to a finance company, secured by equipment and bearing a fixed annual interest rate of 12.9%, payable in monthly installments of \$252. Matures in April 2012.	\$ 10,561	\$	-0-
Capital lease payable to a finance company, secured by equipment and bearing a fixed annual interest rate of 11.8%, payable in monthly installments of \$1,832. Matures in April 2012.	78,538		-0-
Capital lease payable to a finance company, secured by equipment and bearing a fixed annual interest rate of 12.9%, payable in monthly installments of \$178. Matures in May 2012.	7,552		-0-
	<hr/>		<hr/>
Total Notes Payable	96,651		-0-
Less: Current Maturities on Notes Payable	<u>(16,995)</u>		<u>-0-</u>
Notes Payable – Long-Term Portion	\$ <u>79,656</u>	\$	<u>-0-</u>

MANCHESTER COMMUNITY ACCESS MEDIA, INC.

Notes to the Financial Statements

September 30, 2007 and 2006

Future minimum principal payments are as follows:

<u>For The Fiscal Years Ended September 30,</u>	<u>Principal Payable</u>
2008	\$ 16,995
2009	19,037
2010	21,323
2011	23,884
2012	15,412
Totals	\$ <u>96,651</u>

**NOTE 4 – Operating Lease:**

The Organization leases operating facilities in Manchester, NH. The lease is for a period ending September 2008. The lease contains an option to renew for a three-year period.

The following is a schedule of future minimum lease payments for the remaining term of the current lease agreement:

<u>As of September 30,</u>	<u>Amount</u>
2008	\$ <u>77,712</u>

INDEPENDENT AUDITOR'S REPORT ON SUPPLEMENTARY INFORMATION

To the Board of Directors of  
**Manchester Community Access Media, Inc.**  
Manchester, New Hampshire

Our audit as of September 30, 2007 and 2006 was made for the purpose of forming an opinion on the basic financial statements taken as a whole and is located on page 1. The supplementary information as of September 30, 2007 and 2006 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic statements taken as a whole.

*Penchansky & Co. PLLC*  
Penchansky & Co., PLLC  
Certified Public Accountants  
Manchester, New Hampshire

November 30, 2007

**MANCHESTER COMMUNITY ACCESS MEDAL, INC.**  
**Supplemental Schedule of Program, General and Administrative, and Fundraising Expenses**  
**For the Year Ended September 30,**

	<u>Program Expenses</u>	<u>General and Administrative Expenses</u>	<u>Fundraising Expenses</u>	<u>2007 Total Expenses</u>	<u>2006 Total Expenses</u>
<b>Expenses:</b>					
Salaries and Wages	\$ 98,078	\$ 19,373	\$ 3,632	\$ 121,083	\$ 107,757
Payroll Taxes	7,955	1,569	294	9,818	8,503
Employee Benefits	10,679	1,227	363	12,269	18,114
Supplies	10,923	7,263	0	18,186	14,258
Utilities	16,448	2,903	0	19,351	18,012
Communications	0	5,538	0	5,538	3,790
Rent	59,854	10,562	7,100	77,516	57,660
Insurance	0	3,715	0	3,715	3,259
Bank Charges	0	500	0	500	45
Professional Fees	4,330	10,434	39,072	53,836	43,119
Depreciation	56,318	3,001	0	59,319	41,846
Postage and Delivery	0	2,105	0	2,105	1,096
Auto	0	232	0	232	465
Seminars and Professional Development	0	915	0	915	820
Contributions	0	0	0	0	64
Set Design and Props	6,026	0	0	6,026	5,500
Repair and Maintenance	3,489	2,717	0	6,206	6,228
Travel and Entertainment	1,173	0	0	1,173	1,637
Dues, Licenses and Fees	160	1,778	0	1,938	1,832
Equipment Rental	0	0	0	0	930
Marketing and Promotion	0	3,228	0	3,228	3,048
Interest Expense	0	4,084	0	4,084	60
Miscellaneous	0	0	0	0	1,011
Fundraising Prizes	0	0	0	0	6,859
<b>Total Expenses:</b>	<b>\$ 275,433</b>	<b>\$ 81,144</b>	<b>\$ 50,461</b>	<b>\$ 407,038</b>	<b>\$ 345,913</b>

*See Notes and Independent Auditors Report on Supplementary Schedule*

Position: Station Manager / Director				
Position: Marketing + commissioned sales		Full time (60hrs)	Joe Lahr	\$53,000.00
Position: Creative Services		Part-time (24hrs)	Lauren Horton	\$27,000.00
Position: Prod Assistant		Part-time (32hrs)	Arnold Soko	\$21,000.00
Position: Prod Assistant		Part-time (32hrs)	Jim McLean	\$21,000.00
Position: Prod Assistant		Part-time (15hrs)	Chris Biddle	\$5,000.00
				<b>\$127,000.00</b>



Manchester Community Television  
FY08 & FY09 Financial Reports

Presented to  
The Board of Mayor & Aldermen

August 5, 2008

MCTV  
 FY 08  
 Operating Acct Projection  
 Actual and Encumbered Expenditures  
 as of 7/11/08

ACCOUNT DESCRIPTIONS	ACTUAL AND ENCUMBRANCES
<b>Gross Wages ( 50110)</b> ( includes O/T which is #50130)	
MCTV Director	74,483.43
MCTV Operations Manager	63,594.98
MCTV Operations Manager overtime	1,836.58
MCTV Education Access Coordinator	56,223.27
MCTV Education Access Coordinator overtime	2,518.29
MCTV Operations Assistant Ended 11/13/07	10,624.80
MCTV Operations Assistant overtime	660.57
MCTV Operations Assistant Ended 2/4/08	18,140.64
MCTV Operations Assistant overtime	1,394.77
MCTV Operations Assistant Effective Date 3/11/08	8,753.20
MCTV Operations Assistant overtime	1,651.64
<b>Health Insurance (50211)</b>	
MCTV Director (Family Plan)	15,194.18
MCTV Operations Manager (Family Plan)	15,467.98
MCTV Education Access Coordinator(Family Plan)	15,836.99
MCTV Operations Assistant (Single Plan)	2,248.00
MCTV Operations Assistant (Single Plan)	2,044.15
MCTV Operations Assistant (Single Plan)	3,484.40
<b>Dental Insurance (50212)</b>	
MCTV Director (Family Plan)	1,417.01
MCTV Operations Manager (Family Plan)	1,398.48
MCTV Education Access Coordinator (Family Plan)	1,398.48
MCTV Operations Assistant (Single Plan)	146.40
MCTV Operations Assistant (Single Plan)	38.40
MCTV Operations Assistant (Single Plan)	222.93
<b>FICA (50221)</b>	15,433.15
<b>Medicare (50222)</b>	3,609.37
<b>Teacher Retirement ( 50232)</b>	4,357.83
<b>Non -Teacher Retirement ( 50231)</b>	5,718.72
<b>City Retirement</b>	14,784.51
<b>Life Insurance ... Year end Je</b>	746.77
<b>Worker's Comp... Year end Je</b>	2,240.30
<b>MCTV Substitues</b>	9,039.61

MCTV  
 FY 08  
 Operating Acct Projection  
 Actual and Encumbered Expenditures  
 as of 7/11/08

ACCOUNT DESCRIPTIONS

ACTUAL AND  
 ENCUMBRANCES

Pro Serv (50322)	4,000.00
Legal (50332)	8,458.85
Contract Manpower (50340) Police Security Detail	814.80
Repair & Maint contractor (50430)	33,863.85
Rental land/Building (50441)	16,494.76
Telephone (50531)	11,561.64
Data Commun ( 50532)	1,537.43
Printing (50550)	375.66
Travel ( 50580)	380.00
Mileage ( 50585)	786.12
General Supplies (50610)	15,433.32
*Food ( 50616)	600.00
Electricity 50622	1,116.87
New Machin / Equip (50731)	14,375.50
Furniture and Fix for 1045 Elm St (50733)	410.00
new comp and ntwks (50734)	1,818.00
Replace Comp & Network (50738)	1,530.00
Dues and Fees (50810)	570.00
Indirect Costs** Year end Je	10,000.00
Gross Wages	354,709.82
Operating Expenses	124,126.80
Total Expenditures	<b>\$478,836.62</b>
LESS ADJUST	
New Machin / Equip 50731	
Encumb billed on final FY 07 Bill	
but expended actually in Fy 08	-14,207.50
REVENUE NOT DEFERRED AT 6/30/07	
Total Net Expenditures	<b>464,629.12</b>
	<b>Revenue Sources</b>
MCTV operations budget	390,000.00
MCTV \$50K addition to operations budget	50,000.00
MCTV per acct surplus from prior years	19,616.71
MCTV Video Prod acct surplus from prior years	2,365.00
MCTV Video Prod acct FY08 net revenue as of 7/14/08	2,634.00
*Donation for Open House by Sheehan, Phinney, Bass & Green	600.00
Total revenue sources	<b>465,215.71</b>

Manchester Community Television  
 FY 09  
 Operating Account Projection

**Account Descriptions**

**Gross Wages**

MCTV Director	76,727.56
MCTV Operations Manager	66,206.40
MCTV Educational Access Coordinator	59,550.40
MCTV Operation Assistant	33,612.80
MCTV Operation Assistant	33,612.80

**Health Insurance**

MCTV Director (Family Plan)	15,810.86
MCTV Operations Manager (Family Plan)	15,810.86
MCTV Educational Access Coordinator (Family Plan)	16,368.56
MCTV Operation Assistant (Single Plan)	6,062.68
MCTV Operation Assistant (Single Plan)	6,062.68

**Dental Insurance**

MCTV Director (Family Plan)	1,488.76
MCTV Operations Manager (Family Plan)	1,488.76
MCTV Educational Access Coordinator (Family Plan)	1,488.76
MCTV Operation Assistant (Single Plan)	399.36
MCTV Operation Assistant (Single Plan)	1,488.76

**Retirement**

28,656.96

**FICA**

20,632.81

**Workmen's Compensation**

2,427.39

**Life Insurance**

809.13

**Projected Overtime**

5,000.00

**MCTV Substitutes**

14,130.00

**Account Descriptions**

Rent	49,476.00
Phone	1,500.00
Security	360.00
Police Detail for Candidate Speeches	2,200.00
Electrical (Est. 1200 Month)	14,400.00
Parking (Est. 60 Month)	720.00
Internet	1,440.00
Insurance	4,234.00
Mileage	4,000.00

Manchester Community Television  
FY 09  
Operating Account Projection

Legal Fees	7,000.00
Training and Conferences	8,000.00
Accounting charge back	1,500.00
Professional Dues	850.00
Licenses	2,650.00
Warranties	7,100.00
Supplies (DVD's)	5,000.00
Cleaning Services	2,500.00
Web Design	20,000.00
Operating Expenses	129,430.00
Gross Wages	407,836.29
Total	537,266.29
Revenues Sources	
2% Franchise Fee	537,368.40
DVD Sales	2,150.00
Total Revenues	539,518.40

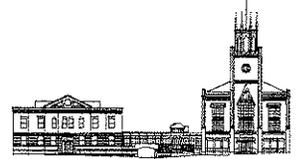
MCTV  
FUND 7459  
(Comcast Equipment Grant)  
BILLING AS OF 7/1/08

<b>Vendor Reference</b>	<b>Amount</b>	<b>Description</b>
Briggs Media	730	Repairs to Surveillance Equipment
Tape Services	270.02	VHS Tapes
Minuteman Press	351.55	MCTV Banners
Access A/V	1,999.95	Video Equipment
PSNH	193.26	Electric
GOVConnections	749.85	Computer Monitors
New Equipment	8,158	Video Equipment and Computers
PC Authority	8,219	Adding Storage to Playback Unit
Metropolis Management	1,475	Removal of Existing Wall
<b>Total</b>	<b>22,146.63</b>	



# CITY OF MANCHESTER

## Economic Development Office



July 28, 2008

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

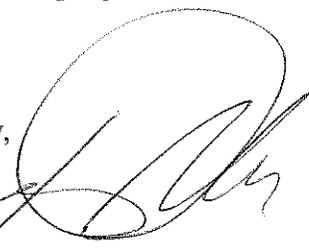
**Re: Manchester Transportation Center**

Dear Mayor Guinta and Members of the Board:

Since the July 8 meeting of the Board of Mayor & Aldermen, there has been considerable activity related to inter-city bus transportation. A memorandum to the Board from Mark Laliberte dated July 11, 2008 (distributed to the Board previously) summarized the status of our existing service contracts and related issues. In other activities, the Mayor along with MEDO and DPW staff toured the existing Manchester Transportation Center on July 21. On July 23, the Transportation Advisory Committee met to review and prioritize transportation related issues including alternatives the City can pursue to retain inter-city bus service and the future of the existing transit center. In attendance were Airport Director Mark Brewer, Pamela Goucher, Acting Planning & Community Development Director, David Preece and Tim White from the Southern New Hampshire Planning Commission, David Smith, MTA Director, Sean Thomas from the Mayor's Office, Brandy Stanley, Parking Manager, Kevin Sheppard, Director of Public Works and I. Alderman Dan O'Neil was also in attendance.

The Committee has not yet developed conclusions or recommendations; however, the group is committed to finding a solution that can preserve inter-city bus service to downtown Manchester while also addressing the full range of transportation and transit issues affecting the City. The Committee will reconvene on August 7. I will keep the Board up-to-date on the Committee's progress.

Sincerely,

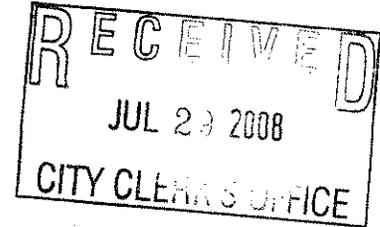


Jay Minkarah, Director  
Manchester Economic Development Director



July 28, 2008

The Honorable Frank Guinta and Board of Aldermen  
City of Manchester  
One City Hall Plaza  
Manchester, NH 03101



RE: Endorsement of Downtown Parking Plan

Dear Mayor Guinta and Board of Aldermen,

The Board of Trustees of Intown Manchester wishes to express its support for the downtown street parking plan, which was proposed by Parking Manager, Brandy Stanley.

The underlying philosophy for the parking proposal follows basic principals of good parking management, as stated in Parking Management, a definitive study and evaluation written by Todd Litman. Under this proposal the pricing structure will ensure that

- Consumers will have choices in price, when selecting their parking space, and
- The most desirable spaces will be managed to favor higher priority uses.
- The hours of enforcement, including Saturdays, will motivate people to move off of Elm Street when their business is completed, so prime spaces will have the maximum number of users during the hours when there is most demand.

This proposal demonstrates a high degree of flexibility and offers alternatives for free parking in the evening and on Saturdays, which should be welcomed by many consumers wishing to avoid the possibility of receiving a ticket when they visit downtown for the entire evening or on Saturday.

Manchester is the state's most diverse mixed-use city, and our Central Business District incorporates a full range of business and higher educational activity, entertainment services, and residential needs into a traditional framework established for point-of-purchase retail. We should not fall into the habit of comparing our parking policies with other cities in NH without taking into account these important variables.

The Intown Manchester Board of Trustees emphasizes that parking policies adopted by the Board of Mayor and Aldermen should be considered as economic development tools to forward the goal of sustaining a healthy and vibrant downtown economy. Further, they suggest that monies raised through downtown parking should be cycled back into the downtown economy for infrastructure improvements, maintenance, and to further the development of the Central Business District.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Lewry".

Stephanie Lewry, Executive Director



# MURPHY'S TAPROOM

494 ELM STREET, MANCHESTER, NH 03101 • 603-644-3535 • WWW.MURPHYSTAPROOM.NET

July 9, 2008

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

RECEIVED  
JUL 14 2008  
MAYOR'S OFFICE

RECEIVED  
JUL 14 2008  
CITY CLERK'S OFFICE

Dear Members of the Board:

I am writing to document a phone conversation I had with Ms. Stanley earlier this afternoon. It is my hope that this will avoid any confusion as these last changes are made to the parking ordinance as it goes to the committee for second reading.

Prior to the aldermanic meeting of July 8, 2008, Ms. Stanley stopped into my business and we had a very friendly conversation regarding the proposed ordinance. She shared with me some facts of which I had not been previously aware, such as the reason for the ordinance's creation and how it will actually be enforced.

During that conversation, she assured me that the event parking fee would not apply to anyone who was already parked in the arena district two hours before an event began. I asked her how her staff would know who was already in the area, and she told me that her agents would record the plate numbers and location of the tire valve stems of all cars already in the district. Therefore, she said, anyone parked on the street two hours and one minute before an event would pay no fee.

I spoke to Ms. Stanley today, and I told her that I did not see that language in the ordinance. She told me that I was right, it was missing, and that she would see that it was added during second reading. She thanked me for bringing the omission to her attention.

Ms. Stanley seems genuinely committed to putting forth a better product that satisfies as many concerns as possible, and I appreciate her consistent efforts on behalf of the city and downtown. Her acknowledgement of this clerical error and promise to correct it do a great deal to reassure me that despite our disagreement on this issue, she is sincere in her efforts to improve downtown. I look forward to working with her office in the future to address our mutual concerns.

Sincerely,

Keith Murphy  
Proprietor, Murphy's Taproom

cc: Brandy Stanley, Parking Manager

G



Comcast Cable  
54 Regional Drive  
Concord, NH 03301

VIA HAND DELIVERY

RECEIVED

JUL 29 2008

MAYOR'S OFFICE

July 28, 2008

Mayor and Aldermen  
City of Manchester  
One City Hall Plaza  
Manchester, N.H. 03101

Re: Check Number 289253682, \$365,319.11

Dear Mayor and Aldermen:

Enclosed is the Comcast franchise fee payment for the second quarter of 2008, along with a backup detailed accounting sheet. If you have any questions regarding this payment, please feel free to contact me at 603-224-0957 ext. 202.

City of Manchester, New Hampshire

By:

Comcast

Bryan Christiansen  
Manager of Government Relations

COMCAST  
NORTH CENTRAL DIVISION

CITY OF MANCHESTER  
Period: Apr. 1, 2008 thru Jun. 30, 2008

Totals

RECEIVED

JUL 29 2008

MAYOR'S OFFICE

**Totals By Service:**

Basic Service Revenue	\$ 4,538,155.63
Pay Service Revenue 1	\$ 1,125,109.72
Other Revenue 2	\$ 463,258.43
Digital Revenue	\$ 1,335,172.30
Late Fee Revenue	\$ 34,937.84
Subtotal	<u>\$7,496,633.92</u>

**Totals By Non Service:**

Leased Access Revenue	\$ 3,396.95
Less Bad Debt	\$ (193,648.72)
Subtotal	<u>(\$190,251.78)</u>

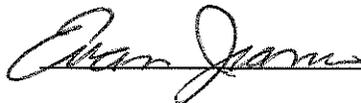
Total Gross Revenue **\$7,306,382.14**

Franchise Fee 2Q (5%) **\$365,319.11**

Franchise Fee 2Q Due **\$365,319.11**

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

Authorized Comcast Representative:

  
\_\_\_\_\_

Date: 7/7/08

FORM B : COPY FOR TOWN (SUMMARY)

RECEIVED

JUL 29 2008

MAYOR'S OFFICE

SYSTEM NAME: COMCAST OF NEW ENGLAND

FRANCHISE NAME: CITY OF MANCHESTER, NH

PAID TO: CITY OF MANCHESTER

TERM: 2008 QUARTERLY

Type	REVENUE Category	APR 08	MAY 08	JUN 08	Total 2nd Qtr
Service	Basic Revenue	\$ 1,518,658.33	\$ 1,513,242.97	\$ 1,506,254.33	\$ 4,538,155.63
Service	Premium / Pay Revenue	\$ 386,037.52	\$ 358,998.41	\$ 380,073.79	\$ 1,125,109.72
Service	Other Revenue	\$ 155,252.01	\$ 151,012.82	\$ 156,993.60	\$ 463,258.43
Service	Digital Revenue	\$ 437,794.38	\$ 446,078.81	\$ 451,299.11	\$ 1,335,172.30
Service	Late Fee Revenue	\$ 11,345.98	\$ 11,200.42	\$ 12,391.44	\$ 34,937.84
<b>SUB TOTAL SUBSCRIBER REVENUE</b>		<b>\$ 2,509,088.22</b>	<b>\$ 2,480,533.43</b>	<b>\$ 2,507,012.27</b>	<b>\$ 7,496,633.92</b>
Non Service	Leased Access Revenue	\$ 1,055.75	\$ 959.06	\$ 1,382.14	\$ 3,396.95
Non Service	Bad Debt	\$ (60,588.35)	\$ (56,429.86)	\$ (76,630.51)	\$ (193,648.72)
<b>SUB TOTAL NON SUBSCRIBER REVENUE</b>		<b>\$ (59,532.61)</b>	<b>\$ (55,470.80)</b>	<b>\$ (75,248.38)</b>	<b>\$ (190,251.78)</b>
<b>TOTAL REVENUE</b>		<b>\$ 2,449,555.61</b>	<b>\$ 2,425,062.63</b>	<b>\$ 2,431,763.90</b>	<b>\$ 7,306,382.14</b>
FRANCHISE FEE %		5.00%	5.00%	5.00%	5.00%
LOB 01	Cable franchise fee	\$ 125,454.41	\$ 124,026.67	\$ 125,350.61	\$ 374,831.70
LOB 36	Ad sales franchise fee	\$ (2,976.63)	\$ (2,773.54)	\$ (3,762.42)	\$ (9,512.59)
<b>TOTAL FRANCHISE FEE DUE</b>		<b>\$ 122,477.78</b>	<b>\$ 121,253.13</b>	<b>\$ 121,588.19</b>	<b>\$ 365,319.11</b>

FORM A : COPY FOR TOWN (DETAIL)



COMCAST FINANCIAL AGENCY CORPORATION

REMITTANCE ADVICE

A Comcast Cable Communications Group Company  
Northern Division Office  
676 Island Pond Road  
Manchester, NH 03109

No. 289253682

Date : 11-JUL-08

Vendor Name : MANCHESTER CITY OF N

Vendor No. : 154772

INVOICE NO.	INVOICE DATE	DESCRIPTION	DISCOUNT AMOUNT	NET AMOUNT
314CR07070	07-JUL-08	2D BETTY 04/01/08 - 06/30/08	0.00	365,319.11
<p><b>RECEIVED</b> JUL 29 2008 MAYOR'S OFFICE</p>				
<b>TOTAL</b>			0.00	365,319.11

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



COMCAST FINANCIAL AGENCY CORPORATION  
A Comcast Cable Communications Group Company  
Northern Division Office  
676 Island Pond Road  
Manchester, NH 03109



Bank One, NA  
Columbus, OH



No. 289253682  
56-1544 / 441  
675528343

Date 11-JUL-08  
Void After 180 Days

Pay Three Hundred Sixty-Five Thousand Three Hundred Nineteen Dollars  
And 11 Cents\*\*\*\*\*

\$

\*\*\*\*365,319.11

To  
The  
Order  
Of  
MANCHESTER CITY OF NH  
BOARD OF MAYOR & ALDERMAN PEG  
1 CITY HALL PLAZA  
MANCHESTER, NH 03101

Authorized Signature

Authorized Signature

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

⑈ 289253682 ⑈ ⑆044115443⑆ H-4 675528343⑈

# City of Manchester New Hampshire

*In the year Two Thousand and Eight*

## A RESOLUTION

“Rescinding authorization on unissued Bonds, Notes or Lease Purchases for a  
Environmental Protection Division – CIP Project that is no longer required.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

Section 1: That the authorization for the following unissued bonds, notes or lease  
purchases is no longer required and, therefore, will not be issued and is  
hereby rescinded:

Resolution:

“Authorizing Bonds, Notes or Lease Purchases in the amount of Three  
Million Six Hundred Thousand Dollars (\$3,600,000) for the 2003 CIP  
711703, Cemetery Brook Collector Rehabilitation Program.”

Date of approval: August 6, 2002  
Amount Rescinded: \$3,600,000  
Purpose: 2003 CIP 711703, Cemetery Brook Collector Rehabilitation  
Program

Section 2: Resolved that this Resolution shall take effect upon its passage.

# City of Manchester New Hampshire

*In the year Two Thousand and Eight*

## A RESOLUTION

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Five Hundred Sixty Five Thousand Dollars (565,000) for the FY2009 CIP 612409 788 Elm Street Redevelopment Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to utilize HUD Section 108 funds for the provision of a loan for the renovation of 788 Elm Street (formerly The Merrimack Street Restaurant);

NOW, THEREFORE, be it resolved that the 2009 CIP be amended as follows:

**By creating:**

FY2009 CIP 612409 – 788 Elm Street Redevelopment Project - \$565,000 HUD Section 108

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

# City of Manchester New Hampshire

*In the year Two Thousand and Eight*

## A RESOLUTION

“Amending the FY2006 Community Improvement Program, authorizing and appropriating funds in the amount of Six Million Dollars (\$6,000,000) for the FY2006 CIP 710306 Residential Sound Insulation Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2006 CIP as contained in the 2006 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to approve the receipt of additional Federal and State Airport funds and to authorize the expenditure of the required local matching share for the Residential Sound Insulation Program;

NOW, THEREFORE, be it resolved that the 2006 CIP be amended as follows:

**By increasing:**

FY2006 CIP 710306 – Residential Sound Insulation Program - \$6,000,000 (Federal/State)

**From:**

\$15,625,000 (\$12,500,000 FAA; \$781,250 State; & \$2,343,750 MAA) to  
\$21,625,000 (\$17,300,000 FAA; \$1,081,250 State; & \$3,243,750 MAA)

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

# City of Manchester New Hampshire

*In the year Two Thousand and Eight*

## A RESOLUTION

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Eight Thousand Five Hundred Sixteen Dollars and Thirty One Cents (\$58,516.31) for the FY 2009 CIP 510907 Parks Improvement Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to accept FEMA assistance for the restoration of the flood damaged Piscataquog River Park Pedestrian Bridge in the amount of \$58,516.31;

NOW, THEREFORE, be it resolved that the 2009 CIP be amended as follows:

**By increasing:**

FY 2009 CIP 510907 – Parks Improvement Project - \$58516.31 – FEMA  
From \$2,680,594 (\$1,975,000 Bond, \$677,840 US DOT \$27,754 NH DOT/Other)  
To \$2,739,110.31 (\$1,975,000 Bond, \$677,840 US DOT, \$27,754 NH DOT/Other, & \$58,516.31 FEMA)

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

# City of Manchester New Hampshire

*In the year Two Thousand and Eight*

## A RESOLUTION

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Four Thousand Eight Hundred Twenty Four Dollars (\$44,824) for the FY 2009 CIP 213709 Cities Readiness Initiative – Phase IV Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP budget; and

WHEREAS, Table 1 contains all sources of State, Federal and Other funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$44,824 from the State of New Hampshire Department of Health and Human Services for the implementation of the Cities Readiness Initiative – Phase IV Program;

NOW, THEREFORE, be it resolved that the 2009 CIP be amended as follows:

**By adding:**

FY 2009 CIP 213709 – Cities Readiness Initiative – Phase IV Program - \$44,824 State

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

6/30/2008

The Board of Mayor and Aldermen  
c/o Office of the City Clerk  
City Hall  
1 City Hall Plaza  
Manchester, NH 03101

Re: Assigning "names" to west side back streets

Honorable Board,

A good idea has been brought to my attention and it was requested that this idea be brought to the attention of the Board of Mayor and Aldermen for your consideration. This idea was to assign "names" to all of our back streets and that these back streets receive the names of old west side founding families.

Here on the west side of Manchester we have an extensive network of back streets that are not readily identifiable. Some of these back streets have names such as Flaherty Lane, Auclair Avenue and Pellerin Lane but the rest have no names. There is a redevelopment effort going on and this suggestion was made as an attempt to enhance that process.

I could recommend individuals to assist in the effort and would be willing to meet with the Board in an attempt to accomplish this task. Thank you for your consideration.

Sincerely,



Thomas M. Robert  
492 Dubuque St.  
Apt., 1-F  
Manchester, NH 03102

603-623-7786

# CITY OF MANCHESTER

## PARKING DIVISION



Brandy Stanley  
Parking Manager  
bstanley@manchesternh.gov

July 28, 2008

Alderman William Shea  
Chairman, Traffic Committee  
One City Hall Plaza  
Manchester, NH 03101

Re: Requested changes to downtown parking plan ordinances

Dear Alderman Shea:

I am requesting a number of changes to ordinances 70.57 and 70.54. I have been meeting with many business owners since the ordinances were submitted, and based on the input received from those I have met with, I am requesting the following changes:

### Section 70.57

- 70.57(A)(3), (4) and (5) – the changes referenced here effectively eliminate the event rate at the Victory Parking Garage. Event patrons for the arena do not typically park in the garage at night, and the event rate as it stands now discourages area employees and customer of area businesses from coming downtown on event nights.
- 70.57(B) (3)(a) and (B)(4)(a) – This change was a request submitted at the full board level last month and removes references to the Lake Avenue Lot, which does not exist.
- 70.57(C) and (D) – It was the original intent to make all parking lots with the exception of the Middle Street Lot free after 5:30pm. The Myrna Lot ordinance reflecting this was inadvertently left out of the ordinance passed by the full board.
- 70.57(F)5 – The new section added under this ordinance stipulates that any vehicles parked in the event zones prior to the start of the \$1.00 fee assessment are exempt from the fee as long as the vehicle remains in the same space. It was originally intended to be managed by the Parking Division without an attached ordinance, however some business owners have requested that it be included in the ordinance.

**Section 70.54**

- **70.54(B), District 26 – We are eliminating Pleasant Street from the 8am-8pm zone, thus making this street between Elm and Canal free parking after 5:30pm. This was in response to some requests by Elm Street business owners, who pointed out that there is very little traffic on this street and no storefronts – and therefore no need to charge until 8pm. This change provides free parking for some of the Elm Street employees after 5:30pm.**
- **70.54(B), District 28 – The requested change eliminates Elm Street between Granite Street and West Auburn Street from the arena event zone assessing a \$1.00 flat fee during events. The original premise of the design of this zone was that it did not include retail or restaurant store frontage within its boundaries. This particular stretch of Elm Street has 3 separate storefronts, and it makes sense within the context of the plan to eliminate this section of Elm from the district.**

**Please do not hesitate to contact me should you have any questions regarding the proposed changes to the ordinances passed by the full board.**

**Sincerely,**

**Brandy Stanley  
Parking Manager**

**CC: Board of Mayor and Aldermen  
Jay Minkarah**

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the City's Monthly Financial Statements (unaudited) for the nine months ended May 31, 2008 and is forwarding same to the Board for informational purposes.

*(Unanimous vote)*

Respectfully submitted,



Clerk of Committee  
*Deputy*

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the following Finance Department reports:

- a) Department Legend;
- b) Open Invoice report over 90 days by fund;
- c) Open Invoice report all invoices for interdepartmental billings only;
- d) Open Invoice report all invoices due from the School Department only;
- e) Listing of invoices submitted to City Solicitor for legal determination; and
- f) Accounts Receivable summary

and is forwarding same to the Board for informational purposes.

*(Unanimous vote)*

Respectfully submitted,

  
Clerk of Committee  
*Deputy*

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has approved travel summary reports from various City departments.

*(Unanimous vote)*

Respectfully submitted,



Clerk of Committee



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

The Committee on Accounts, Enrollment and Revenue Administration respectfully recommends, after due and careful consideration, that a request from the Franco-American Centre for forgiveness of false alarm fees be denied.

*(Unanimous vote)*

Respectfully submitted,

  
Clerk of Committee