

REVISED AGENDA

BOARD OF MAYOR AND ALDERMEN

**November 25, 2008
Mayor and all Aldermen**

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

1. Mayor Guinta calls the meeting to order.
2. The Clerk calls the roll.

CONSENT AGENDA

3. 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:
#11-1223 2 poles on 45 Ellis Street

Informational to be Received and Filed

- B. Monthly Bulletin from the City of Manchester Health Department for November 2008.
- C. Communication from Jay Minkarah, Economic Development Director, submitting a quarterly report for period ending September 30, 2008.

REFERRALS TO COMMITTEES

COMMITTEE ON LANDS & BUILDINGS

- D. Communication from Phil Greazzo, Chairman of the Manchester Dog Park Association, requesting approval to use open space on Bass Island for a city dog park.

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

4. Communication from Patrick Jordan advising the Board of his resignation from the Board of Water Commissioners.
Ladies and Gentlemen, what is your pleasure?
5. Nomination(s) to be presented by Mayor Guinta, if available.
Ladies and Gentlemen, what is your pleasure?
6. A motion is in order to recess the meeting to allow the Committee on Finance to meet.
7. Mayor Guinta calls the meeting back to order.
8. Report(s) of Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
9. Report(s) of Committee on Human Resources/Insurance, if available.
Ladies and Gentlemen, what is your pleasure?
10. Report(s) of Committee on Administration/Information Systems, if available.
Ladies and Gentlemen, what is your pleasure?
11. Report(s) of Committee on Community Improvement, if available.
Ladies and Gentlemen, what is your pleasure?

12. Report(s) of Committee on Accounts, Enrollment & Revenue Administration, if available.

Ladies and Gentlemen, what is your pleasure?

13. Communication from Saint Mary's Bank requesting a discharge of the mortgage to the City of Manchester in the amount of \$30,000.00 for lead abatement done on a property located at 92-94 Vinton Street.
(Note: Communication sent to the Board on 10/17/2008.)

TABLED ITEMS

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

14. Recommendation from the Special Committee on Riverfront Activities receiving unanimous vote that the City purchase a certain .2633 acre parcel of land located at 2 Line Drive under the terms and conditions identified in the attached purchase and sales agreement.
(Note: The Board voted to accept and adopt the recommendation of the committee and it was then vetoed by Mayor Guinta. Additional communications have been provided by Pamela H. Goucher, Interim Planning Director and Leon L. LaFreniere, Building Commissioner, and forwarded to Board on September 8, 2008; Tabled 09/16/2008)
15. The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that the request from Attorney Cheryl LePine Beliveau for the City to eliminate two parking lot spaces on Map 292 Lot 11 be approved subject to the review and approval of the Zoning and Planning Boards.
The Committee further recommends that a revocable license be granted.
(Note: Tabled 10/21/2008 upon request of the Board for the Solicitor to provide a copy of the revocable license.)
16. NEW BUSINESS
A. Communications
B. Aldermen
17. If there is no further business a motion is in order to adjourn.

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

October 27, 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 two (2) pole(s), 1058/1Y, 1058/2 located on 45 Ellis Street in the City of Manchester.

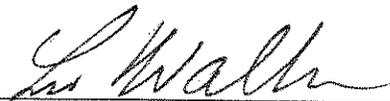
Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground 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. 11-1223
Dated: 9/17/2008

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, 1(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 27th day of October, 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. 11-1223, dated 9/17/2008 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 two (2) pole(s), 1058/1Y, 1058/2 located on 45 Ellis Street 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 HEALTH DEPARTMENT
MONTHLY BULLETIN – NOVEMBER 2008



Public Health
Prevent. Promote. Protect.

Ten Things Every Manchester Resident Can Do to Get Ready for Winter

When winter temperatures drop significantly below normal, staying warm and safe can become a challenge. Extremely cold temperatures often accompany a winter storm, so you may have to cope with power failures and icy roads. Although staying indoors as much as possible can help reduce the risk of car crashes and falls on the ice, you may also face indoor hazards. Many homes will be too cold—either due to a power failure or because the heating system is not adequate for the weather. Fortunately, there are simple things that you can do now to get ready for winter as well as community resources to connect with which may be of help.

- WINTERIZE YOUR HOME.** Check the most common areas in your home that leak heat, such as recessed lighting, window frames, doorframes, attic hatch, plumbing and electrical bypasses in the attic, and electrical outlets. Use weather-stripping, door sweeps, foam, and caulk to seal up the leaks. Clean warm-air registers, baseboard heaters, and radiators as needed; make sure furniture, carpeting, or drapes do not block them.
- STAY CONNECTED.** Keep emergency phone numbers in an accessible place. Use the buddy system and check on your neighbors regularly. Turn down your heat and keep warm by spending time visiting family and friends. Take turns gathering at different homes on different days. Tell your local fire department about anyone who might need special assistance in an emergency.
- TAKE CARE OF YOUR HEALTH.** Wash hands often, especially when handling food, and after coughing, sneezing and using the bathroom. Get enough sleep each day. Drink plenty of fluids and seek routine preventive care to maintain your health throughout the winter. Get a flu shot – contact your doctor or your local health department for clinic times.
- HAVE A FAMILY EMERGENCY PLAN.** Have a plan with your family in case you need to evacuate your home or if you need to shelter in place. Teach children how and when to call 911. For other tips on preparing for an emergency, please visit the Manchester Health Department Public Health Preparedness web page at: <http://www.manchesternh.gov/website/Departments/Health/Services/PublicHealthPreparedness/tabid/716/Default.aspx>

MISSION STATEMENT

To improve the health of individuals, families, and the community through disease prevention, health promotion, and protection from environmental threats.

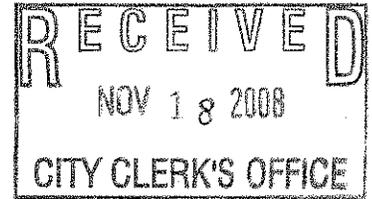
- KEEP ESSENTIAL SUPPLIES ON HAND.** During the winter season, keep critical supplies on hand such as a battery powered radio, prescription medications, flashlights (with extra batteries), matches, first aid kit, baby food, formula, diapers, bottled water (1 gallon per person per day), can opener and a 3-day supply of canned or dried foods.
- CONSERVE HEAT AND ENERGY.** Only heat the rooms you need – close vents and doors of unused rooms. On winter nights, put an extra blanket on the bed and turn down your thermostat more. Visit <http://www.staywarmnh.org/> for additional heat and energy conservation ideas.
- PRACTICE FIRE SAFETY.** Keep candles at least one foot away from anything that can burn and put them out before you go to bed. Space heaters should be kept at least 3 feet away from walls or sofas. Never use a cooking range or oven to heat your home, even for a short time. Replace a worn or cracked heating blanket or one where the electric cord is frayed. When you change your clocks, you should also check the batteries in smoke and carbon monoxide detectors. For additional safety tips, please visit the Manchester Fire Department at: <http://www.manchesternh.gov/website/Departments/Fire/FirePreventionBureau/SafetyTips/tabid/318/Default.aspx>
- DRESS WARMLY AND STAY DRY.** Dress in several layers to maintain body heat, paying special attention to feet, hands, nose and ears. Wear boots with nonskid soles. Infants and older adults are more susceptible to the cold and may require warmer clothing for protection. Wool, silk or polypropylene inner layers will hold more body heat than cotton. Stay dry – wet clothing chills the body rapidly. To learn more about the early warning signs of hypothermia and frostbite, visit http://www.bt.cdc.gov/disasters/winter/pdf/cold_guide.pdf
- AVOID ICE AND OVEREXERTION.** Avoid shoveling if you have a history of heart trouble or are out of shape, unless your doctor says it is okay. If possible, push snow in front of you. If you have to lift it, pick up small amounts and lift with your legs, not your back. Walk on sidewalks if possible and avoid ice patches. If sidewalks are covered in snow and ice and you must walk in the street, walk against the flow of traffic and as close to the curb as you can. Wear a bright scarf or hat or reflective gear so drivers can see you.
- STAY INFORMED.** Stay current on the weather reports for the week and plan accordingly. Check your emergency supplies whenever a period of extreme cold is predicted. Dial 2-1-1 to connect to local resources.

FOR MORE INFORMATION

Visit our website at <http://www.manchesternh.gov/CityGov/HLT/Home.html>, or call 624-6466

B-2

**Manchester Economic Development Office
Quarterly Report
For Period Ending September 30, 2008**



Marketing

The City's economic development marketing campaign is running steadily as we continue to fine-tune our tactics to best utilize available funds. Because of budget limitations, MEDO has focused its efforts on building relationships with brokers, developers, site selectors, investors and others in very specific, targeted ways rather than pursue broader, more costly advertising initiatives. This allows us to maximize the dollars spent while better ensuring a return on investment. These efforts include attending and hosting small events aimed at select audiences, reaching out directly to targeted individuals and small groups and carefully placed advertising in select publications such as industry and trade journals.

Partnerships with the business community

Our partnerships with local businesses continue to produce results. Over the summer, we worked with Catholic Medical Center and Dartmouth Hitchcock on an advertising campaign that will run in New Hampshire Business Review. Similar to the law firm ads that ran previously, these ads feature the presidents of the hospitals alongside messages about Manchester's commitment to healthcare and wellness. CMC and Dartmouth Hitchcock should be commended as their financial contribution ensured this campaign was able to take shape.

These "Co-op" ads are so important as we reach out to our business community to send the message that MEDO is available to lend assistance to businesses growing and seeking resources. In addition to local advertising, MEDO places high priority on attending local events that allow us to network with our business community and offer our assistance. From local tradeshow, including partnerships with the Software Association of New Hampshire, to local media, we're keenly using media and other opportunities to retain and grow our businesses.

Manchester's Web presence

SilverTech, the local web design firm that created the City's stand-alone economic development Web site, www.YourManchesterNH.com, continues to host the site pro bono. SilverTech's team is currently implementing phase two of the Website project, which includes significant upgrades to the site's functionality and aesthetic appeal. We will add additional links, tools and resources to continue to be helpful to those looking to move or relocate a business or family here.

This summer, MEDO's site received about 2,500 hits, 80 percent of which were unique (indicating that visitors are often arriving at our Website for the first time. When on the site, visitors view an average of four pages, indicating visitors are browsing the site and collecting information. We are pleased to see this as we endeavor to provide a Website that effectively markets the City by providing important, high-quality information. The most often viewed pages include "Live Here" and "Why Manchester," pages that offer information about living and doing business here. Clearly, we've become a resource for those considering relocating here. Massachusetts and New York continue generate the most frequent visitors to the site. Of

particular note, there were also 51 visits from Canada to the site. Canada, specifically the Montreal and Toronto area markets, are target recruiting areas for MEDO.

Making an impression in the Boston region

On July 9 and 10, Kate Benway and Jay Minkarah attended the regional International Council of Shopping Centers (ICSC) conference in Boston. There, we networked with economic development professionals, national retail chains, brokers and others. We also participated in the expo portion of the event, displaying Manchester's tradeshow booth, talking with interested retailers and developers and handing out information about the City. The feedback from that event was entirely positive and very encouraging. At least a dozen times, we were approached by attendees who had heard about or seen Manchester and the marketing effort. MEDO staff found the trip to Boston to be highly productive and encouraging and we plan to continue this to pursue similar targeted outreach efforts throughout the year.

Throughout the month of August, MEDO partnered with Entercom Boston, which runs several Boston area radio stations, including WRKO, WEEI, MIKE FM and WAAF to survey listeners and raise Manchester's visibility in that region. For four weeks, we ran a survey on the stations' Web sites to gauge listeners' views on Manchester, knowledge about our City and willingness to visit, live here or relocate a business here. Over 1,400 people responded, from a wide demographic range. 900 were males and about 530 were females and respondents ranged in age from 18 to 45. Not only did the survey give us a chance to gather feedback about Manchester, it allowed us to advertise the City, send messages about its affordability, quality of life and business climate and draw visitors to our Web site. Survey highlights include: Significant knowledge and positive regard of the Manchester-Boston Regional Airport, the Verizon Wireless Arena, tax-free shopping, dining and sporting events. Clearly, our marketing messages resonate with our audience as we often tout these amenities. There is an unfavorable opinion, however, about parking and crime in Manchester, elements we are aware of and appreciate that we must work to combat.

While it's encouraging knowing that nearly 120 respondents would consider relocating or starting a business here and 315 would consider living here, the number of respondents who would not consider doing these things underscores just how much work we have to do. Though we know that our marketing efforts are raising Manchester's visibility and generating new interest in the City among site selectors, CEOs, developers and investors, a sustained, committed effort is necessary in order to not only retain Manchester's status but bolster it.

Recruitment

Earlier in the year, MEDO worked with a consulting firm, ROI, to help identify out-of-state businesses in target industries that would potentially have an interest in relocating or opening a facility in Manchester. Initially our focus was in the Boston area, however, due to changes in exchange rates and other several factors; we also chose to focus on Canadian firms in the Toronto area. On July 22, Jay Minkarah visited a solar energy related firm in Lowell interested in developing a manufacturing facility within a one year period followed by a meeting with a prominent site selection firm in Boston. On September 3 and 4, Jay Minkarah and Mayor Frank Guinta travelled to Toronto to meet with a manufacturer of air purification and energy related

products as well as an aerospace industry manufacturer. Both firms are interested in opening facilities in the US within a 6 to 18 month period and would consider a Manchester location. A subsequent phone conference was held with a third Toronto area manufacturing firm unable to arrange for a face-to-face meeting.

The partnership with ROI resulted in contacts with 221 firms, generated 16 qualified leads and has yielded half a dozen fruitful meetings with potential new businesses. MEDO continues to follow-up with these firms while pursuing additional leads.

Business Assistance & Incentive Programs

MEDO Revolving Loan Fund Activity

MEDO experienced a significant upsurge in Revolving Loan Fund (RLF) activity in the third quarter. During this period, four new loans totaling nearly \$300,000 were approved by the City's RLF review committee. Brief descriptions of each loan are provided below:

Single Digits, Inc. was approved for a \$100,000 loan which will help to support the significant growth the company has experienced over the last 18 months. The company, which is a leading provider of comprehensive WiFi deployments, guest Internet services and technical support solutions, has rapidly grown to over 30 employees. The company is headquartered on East Industrial Park Drive.

Firefly American Bistro & Bar, a new downtown business that will open in the near future in newly-rehabilitated space at 22 Concord Street was approved for a \$70,000 loan. The restaurant is expected to create over 20 new jobs.

Image 4, a growing Manchester-based business that recently relocated to Perimeter Road, was approved for a \$100,000 loan to be used for the purchase of equipment and as working capital. With nine new jobs slated for creation, the company – which creates visual marketing and branding support strategies and solutions for their clients – expects to continue to grow its national presence.

Cedar and Oak, a hand-made wooden furniture manufacturing company started in Candia, was approved for a \$22,000 loan. Cedar and Oak is expanding and relocating to Auburn Street in Manchester's "Gaslight District." The funds will provide capital for the purchase of manufacturing equipment and products, as well as the creation of at least two new jobs.

The Revolving Loan Fund was established by the City of Manchester in 1996, using allocations of Community Development Block Grant funds and repayments from existing loans. A total of 17 firms have been assisted by the revolving loan fund. These firms have borrowed a total of \$1,213,000 that have created or will create over 200 new jobs in Manchester since the program's inception. The RLF makes loans for working capital and fixed asset acquisition that will assist

in business retention, expansion, and recruitment, creating new jobs in Manchester. A two to one ratio of public to private funding is required.

Section 108 Loans

Throughout the third Quarter, MEDO staff worked to obtain Section 108 low-interest loans to help finance the rehabilitation of two important downtown properties.

On August 5, 2008, the CIP Committee approved a \$565,000 loan for 788 Elm Street, LLC to assist in the rehabilitation of 788 Elm Street (formerly site of the Merrimack Restaurant) and the adjacent building at 796 Elm Street. Together the buildings consist of approximately 11,800 square feet of largely vacant space on two floors. Once the building is occupied, total job creation is estimated at 40 jobs, of which at least 65% would be available to persons with low or moderate incomes. The application was approved by the full board, also on August 5.

A second application was also approved on August 5 for a \$268,000 loan to 22 Concord Street, LLC to assist in the completion of the rehabilitation of the building at 22 Concord Street. When completed, the project will contain a 3,400 square foot restaurant on the first floor and 3,400 square feet of Class A office space on each of the remaining three floors. At the time of application, the project was 87% completed. The loan amount would cover the cost of remaining work. Job creation is estimated at a total of 65 jobs of which at least 23 would be available to persons with low or moderate incomes.

MEDO forwarded both applications to HUD in August and both were subsequently approved by HUD in September.

The Section 108 Loan Guarantee Program is a federal economic development loan program administered by the US Department of Housing and Redevelopment (HUD) intended to stimulate job growth and economic development. Funding is made available through a HUD Bond issue backed by the City's Community Development Block Grant (CDBG) allocation. Interim interest rates are based on the current 90 day LIBOR (London Interbank Offer Rate) plus 20 basis points. Prior to approval of the two loans mentioned above, the City had five active Section 108 loans with principal amounts ranging from \$500,000 to \$1,920,000. Projects include the rehabilitation of the Bond, Dunlap, Chase and McQuades buildings and the Manchester Place project (Bridge & Elm).

Between the Revolving Loan Fund and the Section 108 program, MEDO staff, with the assistance of the Planning, Finance and other departments, succeeded in lending out \$1,125,000 to six businesses or developers that will create a minimum of 126 permanent jobs while leveraging at least \$3.5 million in private financing during the third quarter – a level of activity unprecedented in recent years.

Community revitalization Tax Relief Incentive Program (RSA 79-E)

In addition to the Section 108 loan discussed above, MEDO staff worked with 788 Elm Street, LLC to complete the City's fourth RSA 79-E tax relief application for the former Merrimack Restaurant building. The application was approved by the Board of Mayor & Aldermen on August 5 after a public hearing held earlier that evening.

Economic Development Administration (EDA) Grant

During September, feasibility studies for expanded Convention/Hotel Space and a Performing Arts Center were completed by the consulting firm HVS Convention, Sports & Entertainment. MEDO staff worked with the consulting firm and an eight-person steering committee since fall of 2007 to review and guide completion of this effort. New or expanded convention facilities and a new mid-sized performing arts center have been contemplated in the City for a number of years and both were recommended in the downtown "Hillier" plan and the 2006 "Angelou" economic development strategic plan.

The Convention Center study provides a comprehensive overview of the convention and hotel industry along with a thorough analysis of the Manchester area market. The study also examines costs and potential facility locations. In essence, the study concludes that Manchester could support a 60,000 sq. ft. exhibition hall, 15,000 sq. ft. ballroom, 12,000 sq. ft. of meeting space and a 400 room hotel. Such a facility would be double that which is currently available.

The Performing Arts Center study provides a thorough analysis of the use of and demand for mid-sized performance venues in the Manchester area market, along with an analysis of industry trends and an overview of existing performance groups and organizations. The study concludes, however, that a mid-sized performing arts center is not viable in Manchester at this time.

Both studies were funded in part through a \$70,000 US Economic Development Administration (EDA) grant. Copies are available on the MEDO website.

Parking Division

The Parking Division was moved to the Finance Department by a vote of the Board of Mayor & Aldermen on September 16.

Development Projects

Northwest Business Park at Hackett Hill

Throughout the third quarter, MEDO staff continued to work with the Manchester Housing & Redevelopment Authority (MHRA), our engineering and environmental consultants and others to obtain the approvals necessary to move forward with the project. Responses to NH DES' requests for additional information related to the City's Wetlands and Alteration of Terrain permits were submitted prior to the July 22 deadline. On August 22, the wetlands permit was

approved, however, additional information was again requested for the Alteration of terrain permit and another 30-day extension was granted (permits subsequently received in October).

River's Edge (Jac Pac)

MEDO staff worked with Anagnost Investments, the MHRA and other agencies and city staff to secure all necessary approvals and address remaining project contingencies throughout the third quarter. Due to outstanding issues related to state brownfields approvals, the closing date had to be extended from September to October. The Board of Mayor & Aldermen approved the extension on September 16. (Closing took place on October 2.)

Seal Tanning & Granite Street Lots

During June and July, 1848/1850 Associates pursued potential development partners to acquire and rehabilitate the Pandora Building to replace their prior development partner, College Street, LLC. By August it was apparent, that this effort was unsuccessful. As a result, the ownership decided to pursue the rehabilitation of the building themselves. An architectural firm was hired to prepare preliminary plans which were presented to staff from the Planning, Building, Fire and Public Works departments on August 15. The deteriorated condition of the building, code issues, market conditions and potential uses are among the challenges that have delayed progress on the project. Staff continues to work with the parties to move redevelopment and restoration plans forward.

Bedford Street Lot RFP

Proposals for the acquisition and redevelopment of the Bedford Street lot into a private or public/private parking garage in response to the RFP issued on June 13 were due on September 12. MEDO staff received responses from three area property owners and met with two other interested development groups, but no proposals were actually submitted. Responses received indicated that while there was some interest in the lot as a redevelopment opportunity, there was no interest in developing a parking facility on the lot due to the high cost of structured parking and relatively low rates currently available in the adjacent parking garage at Wall Street Towers.

Manchester Development Corporation

During the third quarter, the MDC held meetings on August 8 and September 12. At the August meeting, the board heard a presentation on the Metro Center NH Strategic Plan by Mike Skelton, David Preece, Bill Sirak and Christopher Way in addition to other business. At the September meeting, an overview of the Capital Regional Development Corporation, a non profit regional development group that now covers the Manchester area in addition to Concord and other regions of the state, by its director Stephen Heavener. Jim Dunphy, President/CEO of Hampshire First Bank presented their recent Gas Light and South Elm Financing initiative. The MDC generally meets on the second Friday morning of each month and is staffed by MEDO.

Other Activities

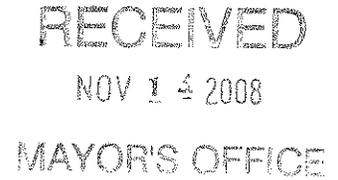
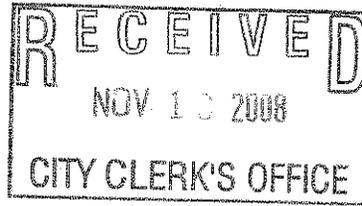
In late July, Glen Ohlund resigned from his position as Development Coordinator after serving the City for two years. After a comprehensive search for a replacement, Meena Gyawali, a veteran of the Planning & Community Development Department, was hired for the position. Meena's experience, background and skills promise to enhance MEDO's efficacy and reach.

Between September 21 and 23, Jay Minkarah attended the Northeast Economic Developers Association (NEDA) annual conference in Buffalo. NEDA is a professional association created to promote economic and industrial development in the Northeastern region of the US. The conference focused on the relationship between higher education and economic development – an increasingly important topic for Manchester. MEDO received six awards at the conference for the City's marketing campaign. Most significantly, the new MEDO website surpassed Philadelphia's website to win the top award - *Best in Show*.

Jay Minkarah has been accepted into the Leadership Greater Manchester program organized by the Greater Manchester Chamber. The year-long program, which involved a series of monthly presentations and site visits oriented around a specific theme of importance to the community kicked off in September.

In addition to the projects and programs described above, MEDO staff devoted considerable time to transportation issues during the third quarter, particularly with regard to inter-city bus transportation and the future of the existing downtown bus station. Jay Minkarah also serves on the New Hampshire Rail Transit Authority.

MEDO was also actively involved with other key projects including UNH Manchester expansion, improvements to the Gaslight District and Elm Street, the Superior Court rehabilitation/relocation project, and Wall Street Refinancing. In addition, MEDO Staff worked with a number of organizations related to its mission including various Chamber committees and the Manchester Young Professionals Network. Further, staff continues to work with various property owners, developers, real estate professionals, businesses and others in a variety of capacities to further the City's economic development goals and strategies.



Dear Mayor Guinta,

There has been a considerable public demand for a city dog park for some time now. I have been working on a way to solve this problem and have found a way to accomplish this with no cost to the city or taxpayers.

There is currently open space on Bass Island where the former blacksmith shop used to stand. Since this is already city owned property with it's own parking, along with parking across the street at Bass Island Park, all that is needed is fencing in order for it to be used as a dog park. I have identified a donor willing to provide the materials and installation of the required fencing to make the city dog park a reality.

I have spoken with Chuck DePrima, the acting Parks and Rec director, who is in full support of the idea, and recently the Parks and Rec commission unanimously voted to create a dog park in the city of Manchester. With the site being located next to the Piscataquog River Trail, and the Hands Across the Merrimack Bridge, this location would be ideal for such a community area.

I will be also meeting with the abutting land owner, Mr. McDowell in order to request his participation in the project as he has been trying to sell his parcel for some time now and might be interested in allowing the "Manchester Dog Park Association" to lease the land or raise the funds to acquire it.

I request your help in moving this forward so the dog owners of Manchester can finally have a place to allow their dogs to interact, exercise, and be "off leash" as those in nearby towns are able to do.

Respectfully,

A handwritten signature in cursive script that reads "Phil Greazzo".

Phil Greazzo, Chairman
Manchester Dog Park Association
139 Parker St., Manchester, 03102
603-669-0494

Guinta, Frank

From: PAT JORDAN [sagamore4@msn.com]
Sent: Wednesday, November 19, 2008 8:38 AM
To: Guinta, Frank
Subject: Board of Water Commissioners

Dear Mayor Guinta: My name is Patrick Jordan and I am currently on the Board on Water Commissioners. Unfortunately because of scheduling conflicts, I am unable to attend the BWC'S monthly meetings. Regretfully, I must resign immediately. I appreciate the opportunity I had to serve this great city, especially serving in (what I believe) it's finest department. Thank You Patrick J. Jordan 11/19/08

11/19/2008

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St. Mary's Bank

October 15th, 2008

BOARD OF MAYOR AND ALDERMAN
C/O CITY CLERK
1 CITY HALL PLAZA
MANCHESTER NH 03101

Dear Sir;

Saint Mary's Bank is requesting a discharge of the Mortgage to the City of Manchester in the amount of \$30,000.00 dated July 24th, 2006 and recorded in the Hillsborough Count Registry of Deeds at Book 7854, Page 1365. This mortgage was for lead abatement that was done on the property of Ann Gauthier at 92 - 94 Vinton St Manchester NH.

Ann Gauthier is in default of her mortgage with Saint Mary's Bank and the foreclosure process has been initiated. The payoff on her mortgage with Saint Mary's Bank is \$163,833.87 not including legal fees. In addition to our mortgage she has a second mortgage with NeighborWorks Greater Manchester with a payoff amount of \$42,894.78.

An appraisal of the property was done for Saint Mary's Bank on September 23rd, 2008 by MH McKeon Appraisal Services, Inc based on an exterior only viewing of the property with a valuation of \$155,000.00 . Interior inspection done for us by the real estate broker, confirmed by pictures she supplied indicates significant problems. Flooring and sub flooring on first floor damaged by cats, missing light fixtures, and smoke alarm covers, ceiling damage in bedroom and kitchen due to an issue with the roof drain, Appliances need replacing, cabinet repair and kitchen floor needs to be replaced in second floor unit. There is a problem with the roof drainage system for the flat roof on the unit that we can not estimate repair costs. Lead abatement was done on the second floor unit and the common areas but was not addressed in the first floor unit.

There are two pending offers on the property, one for \$120,000.00 and a second for \$135,000.00. Based on the Condition of the property and Ann Gauthier's inability to make the mortgage payments Saint Mary's Bank is looking to effect a short sale of the property. We anticipate the net proceeds of the sale to be approximately \$110,000.00 to \$120,000.

Thank you for your consideration of this request.

Sincerely,

JAMES D WALSH
Saint Mary's Bank, Collections
603-629-1432

Cc: Attorney Tom Arnold City Solicitor
Rita Emerson, AVP Saint Mary's Bank

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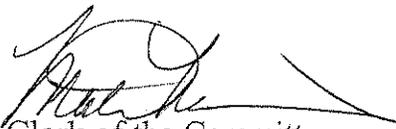
*Other Business for
September 16th / 08 Mtg.*

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

The Special Committee on Riverfront Activities respectfully recommends, after due and careful consideration, that the City purchase a certain .2633 acre parcel of land located at 2 Line Drive under the terms and conditions identified in the attached purchase and sales agreement.

(Unanimous vote)

Respectfully submitted,


Clerk of the Committee
Deputy

At a meeting of the Board of Mayor and Aldermen held September 2, 2008, on a motion of Alderman Gatsas duly seconded by Alderman Smith the report of the Committee was accepted and its recommendations adopted.

Mayor Guinta vetoed the motion.


Deputy City Clerk

tabled
Oct. 21, 2008

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

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that the request from Attorney Cheryl LePine Beliveau for the City to eliminate two parking lot spaces on Map 292 Lot 11 be approved subject to the review and approval of the Zoning and Planning Boards.

The Committee further recommends that a revocable license be granted.

(Unanimous vote with the exception of Alderman Sullivan who was opposed)

Respectfully submitted,


Clerk of Committee

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

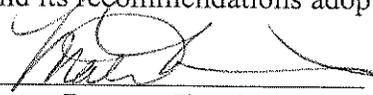
The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the request from Cheryl LePine Beliveau for the City to eliminate two parking lot spaces on Map 292 Lot 11 and for permission to access the petitioner's parking lot from this parcel be referred to the Committee on Public Safety, Health and Traffic.

(Unanimous vote with Alderman M. Roy abstaining)

Respectfully submitted,


Clerk of Committee
W. Lepine

At a meeting of the Board of Mayor and Aldermen held September 16, 2008, on a motion of Alderman Ouellette duly seconded by Alderman Lopez the report of the Committee was accepted and its recommendations adopted.


Deputy City Clerk

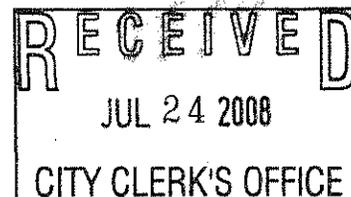
BELIVEAU ♦ FRADETTE
DOYLE ♦ GALLANT
ATTORNEYS AT LAW
PROFESSIONAL ASSOCIATION

Cheryl LePine Beliveau
† Richard E. Fradette, RPh, MPH
W. James Doyle
†† Clifford P. Gallant, Jr.

† Registered Pharmacist
Masters in Public Health
†† Also Admitted in Massachusetts

July 24, 2008

BY FIRST CLASS MAIL
Honorable Board of Mayor
and Alderman
c/o of the City Clerk
One City Hall Plaza
Manchester, NH 03101



RE: Request for elimination of two parking spaces on City of Manchester Tax Map 692 Lot 11 and for permission to utilize the same as access for Requestor's abutting parcel

Dear Honorable Members of the Board of Mayor and Alderman:

Our firm represents Marcel L. and Sylvia I. Beliveau the owners of City of Manchester Tax Map 692 Lot 14. Mr. and Mrs. Beliveau are currently creating a parking lot on said premises as indicated on the attached plan and highlighted in yellow.

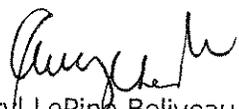
To access this parking lot they are seeking permission from the City of Manchester to cross the City of Manchester's Tax Map 292 Lot 11 to access their abutting parking lot. This request is for permission from the City of Manchester to (i) have the first two parking spaces shown on the attached plan and marked in "blue" eliminated and (ii) to allow that 2 parking space area to be utilized to access Mr. and Mrs. Beliveau's abutting parking lot.

A plan indicating the parking lot of Mr. and Mrs. Beliveau and the two abutting spaces is enclosed evidencing the areas discussed in this letter.

Thank you for your consideration in this regard.

Sincerely,

Beliveau ♦ Fradette, Doyle & Gallant, P.A.


Cheryl LePine Beliveau
Cheryl@beliveau-fradette.com

91 Bay Street
PO Box 3150
Manchester, N.H.
03105-3150
Tel: (603) 623-1234
Fax: (603) 623-4817
www.beliveau-fradette.com

CLB/cmmd
Enclosure

In Board of Mayor and Aldermen
Date: August 5, 2008
On Motion of Ald. Domaingue
Second by: Ald. Shea
Voted to refer to Committee on
Lands and Buildings

Deputy City Clerk

15-3

DOUGLAS STREET
40' WIDE R.O.W., SEE REF. PLAN #4

TAX MAP 692 LOT 8
CUMBERLAND FARMS, INC
777 DEBHAM STREET
CANTON, MA 02021
V. 7082 P. 572

TAX MAP 692 LOT 14
S.F.#
ACRES#

TAX MAP 692 LOT 11
CITY OF MANCHESTER
908 ELM STREET
MANCHESTER, NH 03101-2018

GRANITE STREET
VARIABLE WIDTH R.O.W., SEE REF. PLAN #5 & #6

