

AGENDA

BOARD OF MAYOR AND ALDERMEN

December 2, 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.
3. Update from Mayor Guinta relative to the Manchester Transportation Center.
(Note: Communication forwarded to the Board of Mayor and Aldermen on 11/26/08.)
4. Discussion regarding an intermodal transportation site.
(Note: Communication forwarded to the Board of Mayor and Aldermen on 11/26/08.)

CONSENT AGENDA

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

Approve under supervision of the Department of Highways

A. Pole petitions:

#11-1224 1 pole on 245 Lake Avenue
#11-1225 1 pole on 555 Union Street

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

B. Resolutions:

“Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) Project.”

“Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway Project.”

“Amending the FY2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Nineteen Thousand Dollars (\$19,000) for the FY2008 CIP 511008 Martineau Park Project.”

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

- C.** Recommending that the request for a sewer abatement for 21 Tanglewood Court be granted and approved in the amount of \$604.80 as recommended by EPD.
(Unanimous vote)
- D.** Recommending that the request for a sewer abatement for 532 South Beech Street be granted and approved in the amount of \$351.00 as recommended by EPD.
(Unanimous vote)
- E.** Recommending that Community Housing Development Funds (CHDO) in the amount of \$99,620 for Manchester NeighborWorks, be approved and for such purpose an amending resolution and budget authorization has been submitted.
(Unanimous vote)
- F.** Recommending that the request from James Burkush, Fire Chief, for a retired 2004 Ford Crown Victoria Police Cruiser be approved.
(Unanimous vote)

- G.** Recommending that the request from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department for additional funds in the amount of \$19,000 to complete the Martineau Park Rehabilitation Project be approved and for such purpose, an amending resolution and budget authorization has been submitted.
(Unanimous vote)
- H.** Recommending that the request from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, for approval of two grants totaling \$56,000 to be used towards removal of Black Brook Dam at Maxwell Pond, be approved and for such purpose, an amending resolution and budget authorization has been submitted.
(Unanimous vote)
- I.** Advising that the discussion related to funding for the Manchester City Resources mailer by the Mayor's Anti-Graffiti Task Force, has been received and filed.
(Unanimous vote)
- J.** Advising that communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting additional funds in the amount of \$40,000 to complete the Martineau Park Rehabilitation Project, has been received and filed.
(Unanimous vote)
- K.** Advising that the discussion relating to the Crosbie Street sewer pump has been received and filed.
(Unanimous vote with the exception of Alderman Gatsas who was opposed)

**COMMITTEE ON ACCOUNTS, ENROLLMENT & REVENUE
ADMINISTRATION**

- L.** Advising that it has approved travel summary reports from various City departments.
(Unanimous vote)
- M.** Advising that it has accepted the City's Monthly Financial Statements (unaudited) for the three months ended October 31, 2008 and is forwarding same to the Board for informational purposes.
(Unanimous vote)

- N. Advising that it has accepted the following Finance Department reports:
- a) Department Legend;
 - b) Open Invoice report over 90 days by fund;
 - c) Open Invoice report over 90 days but less than one year;
 - d) Open Invoice report all invoices for interdepartmental billings only;
 - e) Open Invoice report all invoices due from the School Department only;
 - f) Listing of invoices submitted to City Solicitor for Legal Determination;
and
 - g) Accounts Receivable summary.
- and is forwarding same to the Board for informational purposes.

(Unanimous vote)

Note: Available for viewing at the Office of City Clerk, and previously forward to the Mayor and Aldermen.

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

6. Communication from Jeffrey Duval submitting his resignation from the Retirement Board.
Ladies and Gentlemen, what is your pleasure?
7. Nomination for the Retirement Board to be presented by Chairman Lopez, if available.
Ladies and Gentlemen, what is your pleasure?
8. Nomination(s) to be presented by Mayor Guinta, if available.
Ladies and Gentlemen, what is your pleasure?
9. Confirmation of nominations made by Mayor Guinta:

Conduct Board

Tony Pappas as a member, term to expire October 1, 2011

Jerome Duval as an alternate member, term to expire October 1, 2011

Senior Services Commission

C. Arthur Soucy as a member, term to expire January 1, 2009; and

Heritage Commission

Donna Daneke as the representative to the Millyard Design Review
Committee, term to expire January 1, 2010

10. A motion is in order to recess the meeting to allow the Committee on Finance to meet.
11. Mayor Guinta calls the meeting back to order.
12. Report(s) of Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
13. Report(s) of the Committee on Public Safety, Health and Traffic, if available.
Ladies and Gentlemen, what is your pleasure?
14. Report(s) of the Committee on Bills on Second Reading, if available.
Ladies and Gentlemen, what is your pleasure?
15. Report(s) of the Special Committee on Solid Waste Activities, if available.
Ladies and Gentlemen, what is your pleasure?
16. Report(s) of the Committee on Community Improvement, if available.
Ladies and Gentlemen, what is your pleasure?
17. Report(s) of Committee on Administration/Information Systems, if available.
Ladies and Gentlemen, what is your pleasure?
18. Report(s) of the Committee on Lands and Buildings, if available.
Ladies and Gentlemen, what is your pleasure?

19. Ordinances: (A motion is in order to read by title only.)

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding a new Section 33.100 Residency Requirements thereby establishing a requirement of residency within the city of Manchester for City Officers and Department Heads.”

“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.”

These Ordinances having had their second reading by titles only the question is on passing same to be Enrolled.

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(s) of the Committee on Accounts, Enrollment and Revenue Administration, if available.

Ladies and Gentlemen, what is your pleasure?

23. Ordinances: (A motion is in order to read by title only.)

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding a new Section 33.100 Residency Requirements thereby establishing a requirement of residency within the city of Manchester for City Officers and Department Heads.”

“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.”

These ordinances having had their third and final reading by titles only, the question is on passing same to be Ordained.

24. Resolutions:

“Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) Project.”

“Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway Project.”

“Amending the FY2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Nineteen Thousand Dollars (\$19,000) for the FY2008 CIP 511008 Martineau Park Project.”

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

- 25.** Communication from Alderman Gatsas requesting Thomas Clark, City Solicitor, attend to discuss New Hampshire State Laws regarding funding the repairs to the Crosbie Street pump station.

Ladies and Gentlemen, what is your pleasure?

- 26.** Communication from Jay Minkarah, Economic Development Director, seeking approval on behalf of the Manchester Development Corporation, (MDC) for MDC to make funds available to MEDO in blocks of \$25,000 each up to an aggregate total not to exceed \$400,000.

Ladies and Gentlemen, what is your pleasure?

TABLED ITEMS

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

- 27.** 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)

28. 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.)

29. NEW BUSINESS
 - A. Communications
 - B. Aldermen

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



City of Manchester

Office of the Mayor
Hon. Frank C. Guinta

November 26, 2008

Board of Aldermen
One City Hall Plaza
Manchester, NH 03101

Dear Members of the Honorable Board:

Two weeks have passed since this Board last considered the issue of public transit and the viability of the bus terminal located on Canal Street. We have learned a great deal since that time, and I believe it necessary to notify the Board of certain facts.

Budget: The monthly cost of maintaining the bus terminal is greater than initially projected. The approximate cost of running the bus terminal will range from \$11,000 - \$14,000 per month, depending upon the severity of winter conditions. The cost of staffing the facility with security guards is \$5,504 per month and janitorial services cost the city \$2,589 per month. The remaining difference is the cost for heat, electricity, alarm services, etc. Since the Board acted to spend no more than \$10,000 per month to keep this facility open, further decisions need to be made.

Usage: According to the daily passenger survey count prepared for the city by the security company staffing the terminal, an average of 60 passengers board a bus to Boston every weekday with a corresponding number disembarking in Manchester. Fewer riders use this terminal on weekends; on average 36 riders board a Boston bound bus. These passenger numbers will continue to be monitored although we have seen an estimated 50% decrease in passengers using this facility.

Federal Laws: According to MTA staff, it is their opinion that Federal Transportation Administration rules prohibit the City from using this facility for anything else other than for public transit. Although we are seeking a further legal opinion, this information appears to be correct. Therefore, our efforts to find a tenant have been suspended and the usability of this facility is called into question.

3-1

Welcome Center: I have instructed staff to work on the feasibility of transforming the Downtown Welcome Center into transit passenger facility. Such a facility would be an intermediate term option, pending the future construction of the proposed multimodal center. I hope to have a report to this Board as soon as possible.

Recommendations: (1) The Board should decide tonight whether to maintain the bus terminal as a comfort station for a cost up to \$14,000 per month; or else revert to the staff recommendation to maintain the terminal as a pick-up/drop-off location. I continue to recommend that second option. (2) All necessary actions should be taken to switch the location of the inter-city bus terminal to the Welcome Center. It is my hope that this site can be run with minimal expense. (3) Once the switch has occurred, the Economic Development Director should market this building in accordance with federal law. It is our understanding that 80% of the sale proceeds would revert to the federal government. (4) The Board should move forward with plans to develop a new multimodal facility as soon as possible.

I realize that along with this item, the Board will discuss the multimodal center recommendations proposed by staff. I welcome a thorough discussion regarding all these matters.

Sincerely,

A handwritten signature in cursive script, appearing to read "Frank C. Guinta". The signature is written in dark ink and is positioned above the printed name and title.

Frank C. Guinta
Mayor



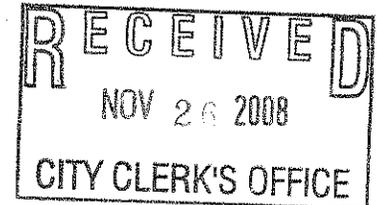
CITY OF MANCHESTER

Economic Development Office



November 26, 2008

Frank C. Guinta, Mayor
Board of Mayor & Aldermen
One City Hall Plaza
Manchester, NH 03101



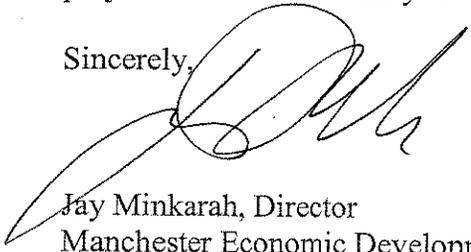
RE: Intermodal Transit Facility/Park & Ride

Dear Mayor Guinta and Members of the Board:

On October 31, 2008, the Mayor's Transportation Advisory Committee, consisting of Mark Brewer, Pam Goucher, Jay Minkarah, David Preece, Kevin Sheppard, Sean Thomas and Mike Skelton, voted unanimously to recommend that the so called "Rockwell" property at 460 Elm Street be designated as the preferred location for the City's proposed downtown inter-modal transit/park & ride facility. The transit facility would provide accommodations for inter and intra-city bus transit as well as for future passenger/commuter rail service along with parking for up to six-hundred vehicles. The site is ideally situated given its proximity to the railroad right-of-way, Granite Street and major downtown attractions such as the Center of New Hampshire/Radisson, the Verizon Arena and the ballpark. Further, development of the transit facility at this location has the potential to generate considerable economic development activity on the balance of the site as well as elsewhere in the vicinity. It is recognized, however, that the Rockwell site is privately owned and that development of the transit facility must be consistent with overall development plans of the property ownership.

Should the availability of funds, timing or other considerations fail to align with the needs of the property ownership, the Committee recommends that the Bedford Street Lot be selected as a back-up location. It is also recommended that the City work with the state Department of Transportation, the Southern New Hampshire Planning Commission and others to accelerate federal funds currently allocated for engineering from 2012 to 2009 and for construction from 2016 to 2010 and further, to direct staff, in cooperation with the Transportation Advisory Committee and Mayor's Office, to work with the owners of the Rockwell site, appropriate State, Local and Federal officials and others to bring this important project to fruition. Thank you for your consideration.

Sincerely,


Jay Minkarah, Director
Manchester Economic Development Office


Pamela H. Goucher
Interim Planning & Community
Development Director

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

November 14, 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:

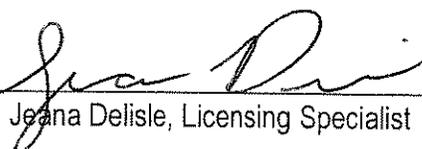
License one (1) pole(s), 124/19 located on 245 Lake Avenue in the City of Manchester.

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. 11-1224

Dated: 11/14/2008

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."

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 14th day of November, 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. 11-1224, dated 11/14/2008 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), 124/19 located on 245 Lake 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

A-3

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

November 14, 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:

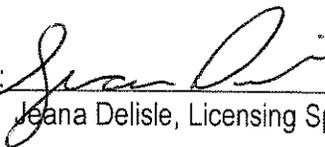
License one (1) pole(s), 13/76 located on 555 Union Street in the City of Manchester.

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. 11-1225

Dated: 11/14/2008

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."

POLE LOCATION PLAN

PUBLIC SERVICE OF NEW HAMPSHIRE and FairPoint Communications, Inc.

DATE 11/14/2008 LICENSE NO. 11-1225
 MUNICIPALITY: Manchester STATE HWY. DIV. NO. 5
 STREET / ROAD: 555 Union Street STATE LICENSE NO. _____
 PSNH OFFICE: Hooksett WORK REQUEST# 1146101
 PSNH ENGINEER: John O'Connor WORK FINANCIAL # 9Y810561
 TELCO ENGINEER: Wayne Hackett TELCO PROJECT # 4AAHH8

Pole Numbers		Pole Sz-CI	Eq BH	INSTALL		REMOVE		REF	100% LTS	J/O	100% TEL	Span	DIST. FROM	Remarks	DOC REQ
LTS	TEL			POI F	PB	●	●	⊕	△	△	↓				
16/16S								⊕						Reference Pole Lic#5345	
16/16		45-3	E+5					⊕						Lic#5345 Install/Remove Pole m	
16/16S-2								⊕						Reference Pole Lic#15790	
13/76		40	J					●						Remove Pole	
13/76		45	E+5					○						Install Pole Re license pole	m
13/75		45	E+5					○						Replace Pole/anc Lic#5762-2	m
13/74		45	E+5					○						Replace Pole Lic#5762-2	m

A-8

City of Manchester
New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

"Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) 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 2007 CIP as contained in the 2007 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 \$56,000 from the National Oceanic and Atmospheric Association and New Hampshire Corporate Wetlands Restoration Program for the design and monitoring of the Black Brook Dam removal and watershed restoration process;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY 2007 CIP 511407 – Black Brook Dam Removal (Watershed Restoration) Project - \$50,000
Federal and \$6,000 Other

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 FY2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Nineteen Thousand Dollars (\$19,000) for the FY2008 CIP 511008 Martineau Park 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 2008 CIP as contained in the 2008 CIP budgets; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to provide additional funding in the amount of \$19,000 required for desired improvements to Martineau Park; and

WHEREAS, funds in at least that amount from un-programmed CDBG Program Income are available;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

CIP 511008 Martineau Park -- \$19,000 CDBG
From \$160,000 to \$179,000 CDBG

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 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway 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 2008 CIP as contained in the 2008 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to provide funding support to Neighborworks Greater Manchester in their efforts to improve the housing stock and living conditions in the Granite Square neighborhood; and

WHEREAS, existing unprogrammed Home Community Housing Development Organization (CHDO) funding in the amount of \$99,620 are available for use in the support of such activities..

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

FY 2008 CIP 611008 - 611008 Neighborworks Greater Manchester West Granite Gateway Project - \$99,620 HOME from \$72,623 to \$172,243

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

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request for a sewer abatement for 21 Tanglewood Court be granted and approved in the amount of \$604.80 as recommended by EPD.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

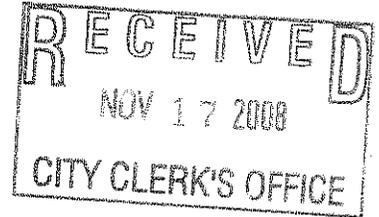
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commissioners
William A. Varkas
Joan Flurey
William F. Houghton, Jr.
Robert R. Rivard
Henry Bourgeois

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee
c/o City Clerks Office

From: Frederick J. McNeill, P.E. *FJM*

CC: Lisa Hynes – EPD
June George – EPD

Date: 11/12/2008

Re: Sewer Abatement Recommendation
21 Tanglewood Ct / Acct. # 68765-49330

#08-116

I recommend that George & Paulette Emrich be granted an abatement in the amount of \$604.80.

If you have any questions, please call me at 624-6341.

/djv

Attach

C-2

EPD-Manchester, NH - Customer/Location Consumption History Inquiry

Functions Options Help

HTE 10/31/2008 1:33:22 PM

Customer ID 68765 Name EMRICH, GEORGE C
 Location ID 49330 Address 21 TANGLEWOOD CT

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10/01 Amount due \$621.05
 Initiation date 1/01/02 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Comt Code
SU	REG	7/28/08	274.00		.00	95 25263611S	C	
SU	REG	4/24/08	22.00		.00	79 25263611S	C	
SU	REG	2/85/08	29.00		.00	99 25263611S	C	
SU	REG	10/29/07	57.00		.00	91 25263611S	C	
SU	REG	7/30/07	54.00		.00	84 25263611S	C	
SU	REG	5/07/07	30.00		.00	96 25263611S	C	
SU	REG	1/31/07	28.00		.00	90 25263611S	C	
SU	REG	11/02/06	39.00		.00	98 25263611S	C	

OK Exit Cancel Change view Graph History

interline
 Fred,
 Abatement for your
 recommendation.

11/6
 Based historical water
 consumption, and back
 up provided from
 New England Lawn,
 please grant the
 abatement.

FJM

prior 3 corresponding periods

54, 44, 50 = 50 ccf average

* 2 summer quarters in 2007
 54 + 57 = 56 ccf average

broken/stuck valve on irrigation system. - replaced.
 Customer does NOT have a deduct meter

* irrigation system installed 2007...

274 ccf - 50 ccf

Recommend to Abate 224 ccf @ \$2.74/ccf = \$614.20

Functions Options Help



10/31/2008 1:33:32 PM

Customer ID 68765 Name EMRICH, GEORGE C
 Location ID 49330 Address 21 TANGLEWOOD CT

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10 / 01 Amount due \$621.05
 Initiation date 1/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

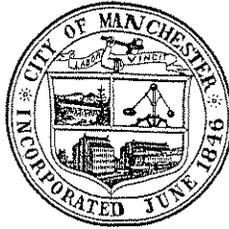
Select View detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	7/27/06	44.00	.00	87	25263611S	C	
SU	REG	5/01/06	25.00	.00	88	25263611S	C	
SU	REG	2/02/06	28.00	.00	94	25263611S	C	
SU	REG	10/31/05	48.00	.00	96	25263611S	C	
SU	REG	7/27/05	50.00	.00	92	25263611S	C	
SU	REG	4/26/05	27.00	.00	90	25263611S	C	
SU	REG	1/26/05	30.00	.00	92	25263611S	C	
SU	REG	10/26/04	29.00	.00	89	25263611S	C	

OK Exit Cancel Change view Graph History

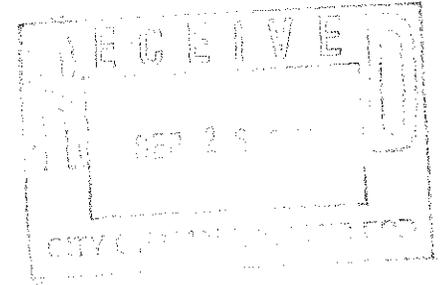
C-4

Carol A. Johnson
City Clerk



Matthew Normand
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Lisa Hynes
Environmental Protection Division

FROM: Heather Freeman
Administrative Assistant III *HF*

DATE: September 25, 2008

RE: Sewer Abatement Request
Paulette Emrich
21 Tanglewood Ct
(Account # 68765-49330)

A request was made by the above-referenced individual for a sewer abatement. Please review the matter and respond back to the CIP Committee in care of the City Clerks Office.

Enclosure

SPEED LETTER

TO:

Heather Glennon
City Clerks

FROM:

City of Manchester
Department of Highways
Environmental Protection Division
300 Winston Street
Manchester, NH 03103-6626
(603) 624-6595 • Fax (603) 628-6234

SUBJECT Abatement Request at Tanglewood Pt
MESSAGE

Heather after you do your piece you can
send anything back to me so I can review
for Fred.

Thanks

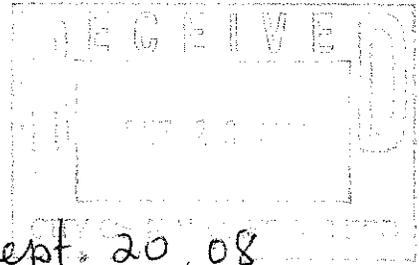
DATE 9/25/08 SIGNED Spencer Helyar
REPLY

DATE _____ SIGNED _____

SENDER: DETACH AND RETAIN YELLOW COPY, SEND WHITE AND PINK COPIES, RECIPIENT: RETAIN WHITE COPY, RETURN PINK COPY.

George & Paulette Emrich

21 Tangelwood Ct.
Manchester, NH 03102



Sept. 20, 08

Requesting a sewer charge abatement

ACCOUNT # 68765-49330
Billing period 04/24/08 – 07/28/08
Sewer charge abatement requested \$756.30 .

I am requesting an abatement because a valve in our irrigation system wasn't working correctly. The system was put in last year, so my husband and I don't know very much about it. The Co. turned the system on for us in May. I noticed the lawn around the house seemed to be wet all day. I kept telling my husband and he would change the timer to less time. Finally he turned the timer off. We got a letter from the water dept. that said we had used a massive amount of water compared to last year or any previous year. We must have a broken pipe or something. We didn't have water any were in the house, so I called the irrigation Co.

They sent out a service man, my husband told him he'd turned off the timer, they checked and the timer was off and the water meter was running like crazy so the guy shut off the outside water line and the meter stopped almost dead, he told my husband that one of the valves out side must have broken or something was stuck in it holding it open and running. He changed the valve. I've checked the meter and it hardly moves so I know that is what the problem was. We did pay our very high water bill because we did use that amount of water, but we feel that it all went into the ground and we shouldn't have to pay the sewerage for it.

Attached please find our bill from New England Irrigation, the co. that installed and came out to fix the valve, also some notes the service guy had taken when he came out, and a copy from the city sewer dept with the water consumption from my last few bills. I will pay a partial payment for our sewer bill (the same amount I paid last year at this time).

We have been living in this home for the past 11 years and the bills are always about the same, we still have the same amount of people living in the house. And we actually took down our pool so we probably would have used a little less.

Thank you for your time.

Paulette Emrich

9/24
Lisa,
For your review
and recommendation.
Thanks,

C-7

					Due Date	
					9/17/2008	
Item	Qty	Serviced	Description	Rate	Amount	
Service Call Zo...	1	8/14/2008	Service Call- 1st. 1/2 hr.	68.00	68.00	
Service Call Zo...	5	8/14/2008	Service Call 1 - Work Order 19219 made w/o in field Technicians - 1 Total Hours - 1:45	17.00	85.00	
1" Valve Diaph...	1	8/14/2008	1" Valve Diaphragm	22.50	22.50	
			invoice # 2008-1584			
			Total	\$175.50		

Rate for 1st 1/2 hr based on your zone, with a 1/2 hour minimum. \$17 per qtr. hr. thereafter.

Phone #
603-472-7368

pd invoice 9-2-08 e.k.a. yos

per Elizabeth
2008-1584
153.00

Work Order Summary 19219

CUSTOMER INFORMATION

Customer ID: Emrick, Paullette
Contact: Paullette Emrick
Company:
Status:

Address: 21 Tanglewood Ct
Manchester, NH 03102

Primary Phone: (603) 627-9751
Email:

WORK ORDER INFORMATION

Scheduled For: 8/14/2008 7:00 AM
Service: Service Call 1
Technician: Marty
PO Number:

Scheduled: 8/14/2008 8:49 AM
By: ADMIN
Changed: 8/14/2008 8:53:22 AM
By: ADMIN

Job Status: Complete
Invoice Status: Invoiced

Office Comments:

Clock was turned off but sys is running. He works 3rd shift but will be home this am.

Field Comments:

made w/o in field

Time Records:

8/14/2008 12:12 PM - 2 - Koester, Martin
8/14/2008 12:13 PM - Timed Out - Koester, Martin

Time Summary:

KOESTER, MARTIN
Time on Job - 0:01

Total Logged Time - 0:01

Materials

~~1" Valve Diaphragm 1" Valve Diaphragm Qty - 1.00 Unit Price - \$22.50~~

EPD-Manchester NH - Customer/Location Consumption History Inquiry

Functions Options Help



9/19/2008 1:26:18 PM

Customer ID 68765 Name EMRICH, GEORGE C
 Location ID 49330 Address 21 TANGLEWOOD CT

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10 / 01 Amount due \$756.30
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/28/08	274.00	.00	95	25263611S	C	
SU	REG	4/24/08	22.00	.00	79	25263611S	C	
SU	REG	2/05/08	29.00	.00	99	25263611S	C	
SU	REG	10/29/07	57.00	.00	91	25263611S	C	
SU	REG	7/30/07	54.00	.00	84	25263611S	C	
SU	REG	5/07/07	30.00	.00	96	25263611S	C	
SU	REG	1/31/07	28.00	.00	90	25263611S	C	
SU	REG	11/02/06	39.00	.00	98	25263611S	C	

OK Exit Cancel Change view Graph History

ATTN:
 Pauline Emrich
 Fax # 603-6831

C-10

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request for a sewer abatement for 532 South Beech Street be granted and approved in the amount of \$351.00 as recommended by EPD.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

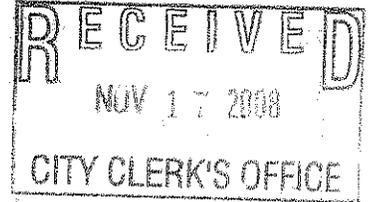
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commissioners
William A. Varkas
Joan Flurey
William F. Houghton, Jr.
Robert R. Rivard
Henry Bourgeois

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee,
c/o City Clerks Office

From: Frederick J. McNeill, P.E. *F.J.M.*

CC: Lisa Hynes – EPD
June George – EPD

Date: 11/12/2008

Re: Sewer Abatement Recommendation
532 S. Beech St / Acct. # 67831-48104

#08-115

I recommend that Ms. Emery be granted an abatement in the amount of \$351.00.

If you have any questions or require additional information, please contact me at 624-6341.

/djv

Attach

D-2

EPD-Manchester NH - Customer/Location Consumption History

Functions Options Help

HTE 10/31/2008 1:34:22 PM

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 48104 Address 532 S BEECH ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 09 / 02 Amount due \$16.50
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/21/08	.00	.00	91	50702481S	C	
SU	REG	4/21/08	.00	.00	84	50702481S	C	
SU	REG	1/28/08	131.00	.00	97	50702481S	C	
SU	REG	10/23/07	.00	.00	90	50702481S	C	
SU	REG	7/25/07	1.00	.00	91	50702481S	C	
SU	REG	4/25/07	.00	.00	90	50702481S	C	
SU	REG	1/25/07	.00	.00	93	50702481S	C	
SU	REG	10/24/06	.00	.00	95	50702481S	C	

OK Exit Cancel Change view Graph History

10/31/08

Fred,

Abatement for your recommendation.

hisa

11/6

Based on historical water consumption, and backup from Jim

Trombley Plumbing &

Heating, please grant the abatement. However,

the interest of the legitimate portion of the bill should still be charged

Jim

prior 3 corresponding periods bill = .33 average round up to 1 ccf

131 ccf - 1 ccf

Recommend to Abate 130 ccf @ \$2.70/ccf = \$351.00

burst pipe in garage, water ran out onto property + was absorbed

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 48104 Address 532 S BEECH ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 09/02 Amount due \$16.50
 Initiation date 11/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/21/06	.00	.00	87	50702481S	C	
SU	REG	4/25/06	.00	.00	85	50702481S	C	
SU	REG	1/30/06	.00	.00	101	50702481S	C	
SU	REG	10/21/05	.00	.00	92	50702481S	C	
SU	REG	7/21/05	.00	.00	93	50702481S	C	
SU	REG	4/19/05	.00	.00	89	50702481S	C	
SU	REG	1/20/05	1.00	.00	92	50702481S	C	
SU	REG	10/20/04	.00	.00	86	50702481S	C	

OK Exit Cancel Change view Graph History

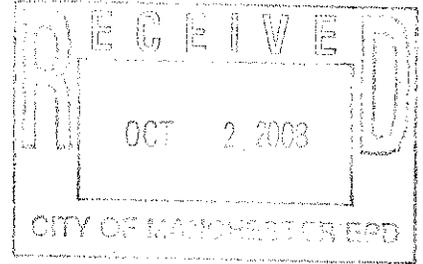
D-4

Carol A. Johnson
City Clerk



Matthew Normand
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Lisa Hynes
Environmental Protection Division

FROM: Heather Freeman *HF*
Administrative Assistant III

DATE: October 1, 2008

RE: Sewer Abatement Request
Mary B Marsh
532 S Beech Street
(Account # ~~67931~~-48104)
67831

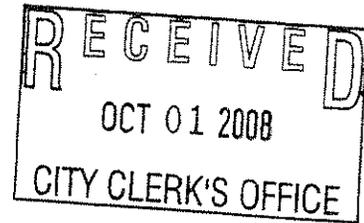
A request was made by the above-referenced individual for a sewer abatement. Please review the matter and respond back to the CIP Committee in care of the City Clerks Office.

Enclosure

D-5

September 30, 2008

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



Re: Abatement Request for EPA Account Number 67831-47104

To Whom It May Concern,

I am the Trustee of the Mary B Marsh Revocable Trust that owns the property at 532 South Beech Street, Manchester, NH 03103. Last winter I discovered that a pipe had burst in the garage that lead to an exterior sillcock. I have paid the bill for the water associated with the burst pipe. The water ran out of the garage and was just absorbed into the ground around the property. I have only recently had a plumber come and repair the splits in the pipe and wish to have the EPD bill abated.

I have attached copies of the following documents:

- Repair receipt from Jim Trombly Plumbing
- Environmental Protection Division Bill Dated 7/8/08 for \$386.70
- City of Manchester/Office of the Tax Collector Delinquency Notice for \$388.77
- Consumption History Printout from EPD showing the usage spike

I respectfully request that the bill be adjusted to an amount that would represent the average usage as the Board considers a fair amount.

I appreciate any consideration that you may give in this matter. I am preparing the house for sale and would like to have this matter cleared up at your earliest convenience so that I may make payment and bring the account current. If you have any questions or wish to discuss this matter, please contact me at one of the numbers listed below.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Janice L. Emery".

Janice L. Emery, Trustee
Mary B Marsh Revocable Trust
4 Country Road
Derry, NH 03038

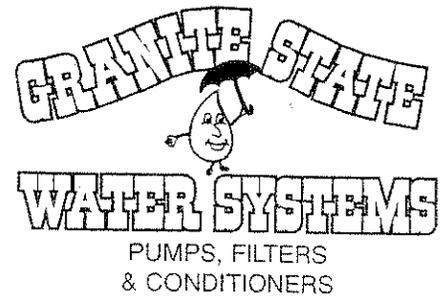
603-432-4300 Home
603-505-6141 Cell

D-6



Work Order
2168

Toll Free: 800-439-8797 • T: 603-668-5468 • F: 603-623-8591
257 Bridge St. • Manchester, NH 03104
carlp@tromblyplumbing.com • www.tromblyplumbing.com



Bill To: JANICE EMERY 4 COUNTRY ROAD DERRY, NH 03038		Work Location: JANICE EMERY 4 COUNTRY ROAD DERRY, NH 03038	
Home: (603) 432-4300			
Work Date 25-Sep-2008	Sales Rep Matt	Team Matt	Time Dispatched Time Departed 8:15-10:45

TROUBLE REPORTED:
PLUMBING

-----SPECIAL INSTRUCTIONS-----

JOB AT 532 SOUTH BEECH STREET BURST SILLCOCK MEET JANICE HERE
C.O.D.

DESCRIPTION OF MATERIAL USED	AMOUNT	QTY	DESCRIPTION OF MATERIAL USED	AMOUNT
- Repaired several splits in copper supply line to sillcock that runs in crawlspace under addition - Tested OK		4	1/2" Copper Couplings	5 00
		1	1/2" Copper TEE	2 75
		4'	1/2" Copper "L" Tubing	16 00
			FUEL ENVIRONMENTAL CHARGE	10.00
		RENTAL		TOTAL MATERIALS 39 75
		MISCELLANEOUS	Materials 6 00	TOTAL LABOR 250 00
		HOURS	MECHANIC PIERRE 2.5	
			HELPER	
			TOTAL	289 75

-----SERVICE HISTORY-----

Notes for last 4 visits

Paid Master Card

5357 EXP 2/10

D-7

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

Customer Signature Janice Emery Date 9/25/08

This is your bill.
Service charge of 2% per month on balance over 30 days.
See back for warranty.



Payment Mailing Address:
 ENVIRONMENTAL PROTECTION DIVISION
 CITY OF MANCHESTER, NH
 PO BOX 4600
 MANCHESTER, NH 03108-4600

Account Number: 67831-48104

The dash is part of your account number,
 please use it on all references.

Service Address: 532 S BEECH ST

Bill Date: July 8, 2008

Cycle-Route: 09-02

Past Due Amount: **\$386.70**

Amount Paid:

Return this stub with your check made payable to:
ENVIRONMENTAL PROTECTION DIVISION

MARY B MARSH
 4 COUNTRY RD
 DERRY NH 03038-3902

LATE NOTICE REMINDER
YOUR WASTE WATER BILL IS OVERDUE
PAYMENT IS DUE UPON RECEIPT

IF PAYMENT HAS ALREADY BEEN SUBMITTED,
 PLEASE DISREGARD THIS NOTICE.

000067831000048104000000386707

Service Address: 532 S BEECH ST

Account Number**	Cycle-Route	Bill Date
67831-48104	09-02	July 8, 2008

Past Due Amount: \$386.70

Payment Mailing Address:
 ENVIRONMENTAL PROTECTION DIVISION
 CITY OF MANCHESTER, NH
 PO BOX 4600
 MANCHESTER NH 03108-4600
 Phone: (603) 624-6522
 Office hours: 8 am – 5 pm, Monday-Friday
 Web Site: www.ManchesterNH.gov/EPD

You can check the status of your EPD bill account, including your balance due and recent payments, by visiting our web site at www.ManchesterNH.Gov/EPD.

D-8



CITY OF MANCHESTER, NH
 OFFICE OF THE TAX COLLECTOR
 ONE CITY HALL PLAZA WEST
 MANCHESTER, NH 03101-2084
 Telephone: (603) 624-6575
 Office hours: 8 AM - 5 PM, Monday-Friday
 Web site: www.ManchesterNH.Gov/taxes

589

2008 DELINQUENT WASTEWATER CHARGES

ACCOUNT NUMBER

148104

*Please write this number on all payments and correspondence.

Did you know?

You can view your tax account information, current balances, and up to 15 years of tax bill history online on our web site at www.ManchesterNH.Gov/taxes.

MARSH, MARY REVOC TRST
 MARSH, MARY B
 DARNELL, JANICE L TEE
 4 COUNTRY RD
 DERRY NH 03038

Property location: **532 S BEECH ST**

Map-Lot: **0741 -0030A**

***** DELINQUENCY NOTICE *****

THIS STATEMENT REFLECTS AN UNPAID BALANCE FROM THE FOLLOWING SEWER SERVICE BILL(S) ORIGINALLY ISSUED BY THE MANCHESTER ENVIRONMENTAL PROTECTION DIVISION (E.P.D.) AND DUE ON THE DATE(S) SHOWN:

QUARTER	ORIG. DUE DATE	CHARGE	INTEREST	COSTS	TOTAL DUE
1	4/03/08	\$370.20	\$18.57	\$.00	\$388.77
GRAND TOTAL DUE:					\$388.77

THIS OVERDUE BILL HAS BEEN TRANSFERRED TO THE TAX COLLECTOR FOR COLLECTION AND MUST BE PAID ONLY AT THE TAX COLLECTOR'S OFFICE FOR PROPER AND TIMELY CREDIT. UNPAID BALANCES AFTER SEPTEMBER 02, 2008, WILL ACCRUE ADDITIONAL INTEREST AT 12 % PER ANNUM.

DELINQUENT WASTEWATER PAYMENTS WILL BE APPLIED FIRST TO THE OLDEST DELINQUENT WASTEWATER CHARGES (IF ANY) FOR THE INDICATED PROPERTY.

2008 DELINQUENT WASTEWATER CHARGES

Payment Instructions

Make checks payable to:

TAX COLLECTOR, CITY OF MANCHESTER, NH

- * Write your ACCOUNT NUMBER on your check.
- * Return the bottom portion of this bill with your payment.
- * Mail your remittance to the address at the top of this bill.
- * Do not send cash through the mail.

ACCOUNT NUMBER: **148104**

Name: MARSH, MARY REVOC TRST

Map-Lot: 0741 -0030A

Location: 532 S BEECH ST

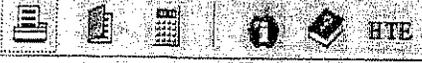
	CHARGE	INT	COST	TOTAL
Q1	370.20	18.57		388.77

Amount: **\$388.77**

D-9

0001481043

0000388777



9/17/2008 8:17:48 AM

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 48104 Address 532 S BEECH ST

Data Actual Consumption Graph Demand Consumption Graph

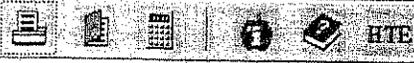
Cycle/Route 09 / 02 Amount due \$33.00
 Initiation date 1/01/42 Pending \$.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

SVC Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	7/21/08	.00	.00	91	50702481S	C	
SU	REG	4/21/08	.00	.00	84	50702481S	C	
SU	REG	1/28/08	131.00	.00	97	50702481S	C	
SU	REG	10/23/07	.00	.00	90	50702481S	C	
SU	REG	7/25/07	1.00	.00	91	50702481S	C	
SU	REG	4/25/07	.00	.00	90	50702481S	C	
SU	REG	1/25/07	.00	.00	93	50702481S	C	
SU	REG	10/24/06	.00	.00	95	50702481S	C	

OK Exit Cancel Change view Graph History

Functions Options Help



9/17/2006 8:17:54 AM

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 46104 Address 532 S BEECH ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 09 / 02 Amount due \$33.00
 Initiation date 1/01/42 Pending \$.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/21/06	.00	.00	87	50702481S	C	
SU	REG	4/25/06	.00	.00	85	50702481S	C	
SU	REG	1/30/06	.00	.00	101	50702481S	C	
SU	REG	10/21/05	.00	.00	92	50702481S	C	
SU	REG	7/21/05	.00	.00	93	50702481S	C	
SU	REG	4/19/05	.00	.00	89	50702481S	C	
SU	REG	1/20/05	1.00	.00	92	50702481S	C	
SU	REG	10/20/04	.00	.00	86	50702481S	C	

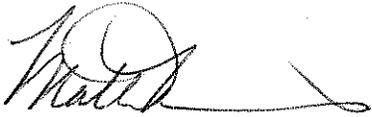
OK | Exit | Cancel | Change view | Graph History

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that Community Housing Development Funds (CHDO) in the amount of \$99,620 for Manchester NeighborWorks, be approved and for such purpose an amending resolution and budget authorization has been submitted.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Matt", with a long, sweeping horizontal stroke extending to the right.

Clerk of Committee



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity, Chairman
CIP Aldermanic Committee

From: Pamela H. Goucher
Interim Director of Planning

Date: November 17, 2008

Subject: HOME CHDO Funding

Per the regulations associated with the expenditure of HUD HOME Funds, the City is required to set aside project funding from its annual HOME allocation for use by its locally designated Community Housing Development Organizations (CHDOs). Manchester NeighborWorks® is a designated CHDO and, as such, we are submitting an amending resolution and budget authorization that allocates CHDO funds to this organization. The staff of NeighborWorks® has been identifying properties in the Granite Square area that are exhibiting significant signs of deterioration and are negative influences on the surrounding properties. It is anticipated that these funds will result in the purchase of at least one of these properties. Upon ownership, NeighborWorks® will either rehabilitate the existing units or demolish the property, based upon their condition and the needs of the neighborhood.

In anticipation of a favorable approval from the Committee we have attached the Budget Authorization and Amending Resolution. We respectfully request that the Committee review the attached documents for their approval to the full Board.

Attachments:

E-2

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events

1	Program Initiation	<input type="text" value="07/02/07"/>
2	Program Completion	<input type="text" value="6/30/09"/>
3		
4		
5		
Expected Completion Date:		<input type="text" value="6/30/2009"/>

Line Item Budget

	HOME			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other	<input type="text" value="\$172,243.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$172,243.00"/>
TOTAL	<input type="text" value="\$172,243.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$172,243.00"/>

Revisions

Revision #1 - Increases budget from \$72,623 to \$172,243 and extends project completion date to 6/30/09.

COMMENTS

\$99,620 of funding available from unprogrammed Community Housing Development Organization (CHDO) funds.

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

"Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway 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 2008 CIP as contained in the 2008 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to provide funding support to Neighborworks Greater Manchester in their efforts to improve the housing stock and living conditions in the Granite Square neighborhood; and

WHEREAS, existing unprogrammed Home Community Housing Development Organization (CHDO) funding in the amount of \$99,620 are available for use in the support of such activities..

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

FY 2008 CIP 611008 – 611008 Neighborworks Greater Manchester West Granite Gateway Project - \$99,620 HOME from \$72,623 to \$172,243

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

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from James Burkush, Fire Chief, for a retired 2004 Ford Crown Victoria Police Cruiser be approved.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

James A. Burkush
Chief of Department



City of Manchester
Fire Department

November 3, 2008

Michael Garrity, Chairman
Community Improvement Program
Manchester, New Hampshire 03101

Dear Alderman Garrity:

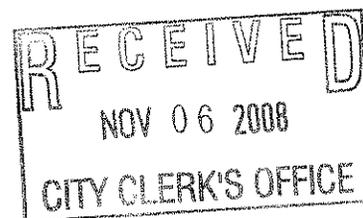
We are requesting to acquire a retired 2004 Ford Crown Victoria Police Cruiser VIN# 2FAFP71WXK175077 FA # 235-001069 to replace a 1995 Chevrolet Astro Van VIN # 1GBDLI9W4SB199345 FA #235-000812, which was placed out of service several weeks ago due extensive rust and corrosion.

Respectfully submitted,

James A. Burkush,
Chief of Department

JAB:llm

Cc: Kevin Shepard



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

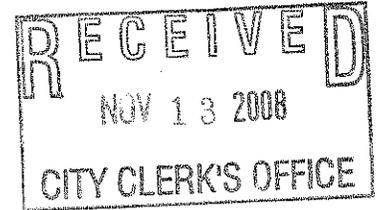
The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department for additional funds in the amount of \$19,000 to complete the Martineau Park Rehabilitation Project be approved and for such purpose, an amending resolution and budget authorization has been submitted.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 11, 2008

Community Improvement Committee
City of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

Re: Martineau Park Rehabilitation

Dear committee members:

My annual CIP estimates/ requests are based on recent projects of the same size and scope. Once the funds are appropriated I hire a consultant, the design is completed and the project is put out to bid. We always do our best to stay within the confines of that number but since the economy, prices of fuel and construction materials has been so volatile it has become increasingly difficult to stay within the confines of a budget that was created a year prior to the actual construction.

In the interest of completing the project to the standards that the city has been accustomed to I would like to request the additional funds. I have met with Kevin Sheppard, Public Works Director and he has offered Peter Capano's assistance for project oversight in the field to help reduce any further costs that would be incurred by the consultant for such services. I have also spoken to Sam Maranto and he has informed me that there are CDBG funds available to add to the project.

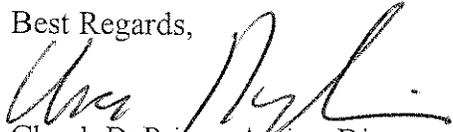
625 Mammoth Road • Manchester, New Hampshire 03104 • (603) 624-6565 • FAX: (603) 624-6569
Cemetery Division • 765 Brown Ave • Manchester, NH 03103 • (603)624-6514
E-mail: parks@manchesternh.gov • Website: www.manchesternh.gov/CityGov/Pks/

G-2

Attached is a breakdown of the funding schedule.

Please do not hesitate to contact me should you have any questions regarding this matter and thank you for your consideration.

Best Regards,



Chuck DePrima, Acting Director

**Cc: Ald. Mike Garrity, Chairman CIP
Sam Maranto, CIP
Bill Sanders, Finance Director
Kevin Sheppard, Public Works Director
Peter Capano, Chief Inspector**

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 7, 2008

Community Improvement Committee
City Of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

Martineau Park Funding Summary

Original Budget -	\$160,000 (CDBG)
Consultant/ Engineering Fees -	-\$33,750
Balance -	+\$124,000
Construction low bid -	\$153,200
Approximate shortfall -	-\$26,950
Line item deletions -	\$14,840 (approx. 10%)
Revised construction shortfall -	\$12,000
Contingency (5%) -	\$7,000
Total request additional funding -	\$19,000

625 Mammoth Road • Manchester, New Hampshire 03104 • (603) 624-6565 • FAX: (603) 624-6569
Cemetery Division • 765 Brown Ave • Manchester, NH 03103 • (603)624-6514
E-mail: parks@manchesternh.gov • Website: www.manchesternh.gov/CityGov/Pks/

CIP BUDGET AUTHORIZATION

CIP #:	<input type="text" value="511008"/>	Project Year:	<input type="text" value="2008"/>	CIP Resolution:	<input type="text" value="5/1/2007"/>
Title:	<input type="text" value="Martineau Park"/>	Amending Resolution:	<input type="text" value="12/2/2008"/>		
Administering Department:	<input type="text" value="Parks, Recreation & Cemetery"/>	Revision:	<input type="text" value="1"/>		

Project Description:

Federal Grants	Federal Grant:	<input type="text" value="Yes"/>	Environmental	Review Required:	<input type="text" value="Yes"/>
	Grant Executed:	<input type="text"/>		Completed:	<input type="text" value="Yes"/>

Critical Events		
1	Program Initiation	<input type="text" value="07/02/07"/>
2	Program Completion	<input type="text" value="6/30/09"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget	CDBG			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$33,750.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$33,750.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$138,360.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$138,360.00"/>
Other	<input type="text" value="\$6,890.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$6,890.00"/>
TOTAL	<input type="text" value="\$179,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$179,000.00"/>

Revisions	<input type="text" value="1 - Increases budget by \$19,000 of CDBG Program Income."/>
	<input type="text"/>
	<input type="text"/>

COMMENTS	<input type="text" value="Authorization of spending CDBG funds is contingent upon HUD Grant execution."/>
	<input type="text"/>

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

“Amending the FY2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Nineteen Thousand Dollars (\$19,000) for the FY2008 CIP 511008 Martineau Park 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 2008 CIP as contained in the 2008 CIP budgets; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to provide additional funding in the amount of \$19,000 required for desired improvements to Martineau Park; and

WHEREAS, funds in at least that amount from un-programmed CDBG Program Income are available;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

CIP 511008 Martineau Park – \$19,000 CDBG
From \$160,000 to \$179,000 CDBG

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

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

The Committee on Community Improvement, respectfully recommends after due and careful consideration, that the request from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, for approval of two grants totaling \$56,000 to be used towards removal of Black Brook Dam at Maxwell Pond, be approved and for such purpose, an amending resolution and budget authorization has been submitted.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

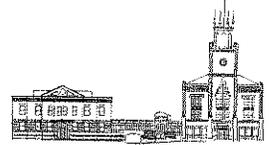


Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Pamela H. Goucher *PHG*
Interim Director of Planning

Date: November 17, 2008

Subject: CIP #511407- Black Brook Dam Removal

The Parks Department has informed this Department that it is in receipt of grant funds, totaling \$56,000, to be used towards the removal of the Black Brook Dam and restoration of the watershed. These funds are coming from two sources: \$6,000 from the New Hampshire Corporation Wetlands Restoration Partnership and \$50,000 from the American Rivers-NOAA Restoration Program.

In order for the City to accept and expend these funds, the attached amending resolution and revised budget authorization have been submitted for the Committee's review. This Department respectfully requests that a recommendation for approval of these documents be made to the full Board.

Attachments

H-2

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 Fax: (603) 624-6529
E-mail: planning@ManchesterNH.gov
www.ManchesterNH.gov

CIP BUDGET AUTHORIZATION

CIP #: Project Year: CIP Resolution:
 Title: Amending Resolution:
 Administering Department: Revision:

Project Description:

Federal Grants Federal Grant: **Environmental** Review Required:
 Grant Executed: Completed:

Critical Events		
1	Program Initiation	
2	Program Completion	<input type="text" value="09/06/06"/>
3		<input type="text" value="06/30/09"/>
4		
5		
Expected Completion Date:		<input type="text" value="6/30/2009"/>

Line Item Budget

	BOND	FEDERAL	STATE	TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$40,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$6,000.00"/>	<input type="text" value="\$46,000.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$155,000.00"/>	<input type="text" value="\$25,000.00"/>	<input type="text" value="\$180,000.00"/>
TOTAL	<input type="text" value="\$40,000.00"/>	<input type="text" value="\$155,000.00"/>	<input type="text" value="\$31,000.00"/>	<input type="text" value="\$226,000.00"/>

Revisions
 Revision #1 - increases budget by \$130,000 (\$105,000 Federal and \$25,000 State).
 Revision #2 - increases budget by \$56,000 (\$50,000 Federal and \$6,000 Other-NH Corporate Wetlands Restoration Program and extends project completion date to 6/30/09).

COMMENTS
 Funds in the amount of \$40,000 received from 411303 - S Willow Street FS Reroofing. Department to apply for funding from DES Section 319 Grant 60/40 matching. No funds to be expended until all funding sources are identified. Additional funding received in the amount of \$130,000 (\$105,000 Federal pass through from New Hampshire Department of Environmental Services and \$25,000 from State Conservation Commission Grant).

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

"Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) 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 2007 CIP as contained in the 2007 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 \$56,000 from the National Oceanic and Atmospheric Association and New Hampshire Corporate Wetlands Restoration Program for the design and monitoring of the Black Brook Dam removal and watershed restoration process;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY 2007 CIP 511407 – Black Brook Dam Removal (Watershed Restoration) Project - \$50,000
Federal and \$6,000 Other

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

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 7, 2008

Alderman Mike Garrity, Chairman
City of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

RE: American Rivers-NOAA Community Based Restoration Program Partnership Grant

Dear Alderman Garrity:

I am pleased to inform you that we have been awarded a grant in the amount of \$50,000 towards the removal of Black Brook Dam at Maxwell Pond. This will be added to the funds already secured so that we can continue our efforts to remove the Dam and correct the impairment of dissolved oxygen to Black Brook.

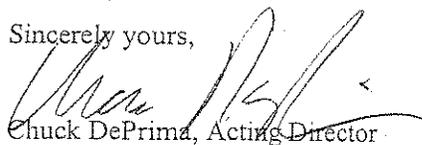
Below is a summary of funding for this project so far:

- \$145,000 (\$105,000 NHDES Section 319 Restoration Grant + the city's matching contribution \$40,000)
- \$25,000 – New Hampshire State Conservation Committee (moose plate) grant
- \$6,000 – New Hampshire Corporate Wetlands Restoration Program
- \$50,000 – NOAA/ American Rivers

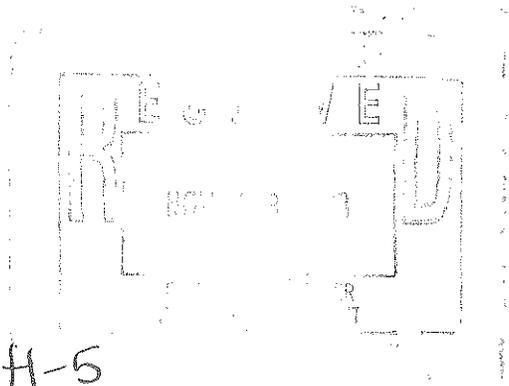
Total - \$ 226,000

In order to accept the \$50,000 we need approval from the Board of Mayor and Aldermen. Therefore, I would like to request this action.

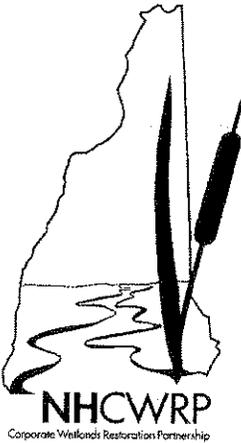
Sincerely yours,


Chuck DePrima, Acting Director

Cc: Sam Maranto, CIP
Bill Sanders, Finance Director
Steve Landry, NHDES



H-5



New Hampshire
Corporate Wetlands
Restoration Partnership

27 Congress Street
Portsmouth, NH 03801

(603)-431-4899

July 3, 2008

Mr. Chuck DePrima, Director
City of Manchester Parks, Recreation & Cemetery Department
625 Mammoth Road
Manchester, NH 03110

Re: Corporate Wetlands Restoration Partnership
Contribution to the Black Brook Restoration Project

Dear Mr. DePrima:

The New Hampshire Corporate Wetlands Restoration Partnership (NHCWRP) is pleased to grant a \$5,000 cash donation to the City of Manchester for the upcoming removal of the Maxwell Pond/Black Brook Dam in Manchester, New Hampshire.

As you know, the NHCWRP is a 501(c)(3) non-profit organization under its affiliation with the Coastal America Foundation. The Board of Directors voted unanimously to make this contribution at our February 21, 2008 regular meeting. We understand that the City of Manchester, the New Hampshire Department of Environmental Services (DES), and the National Oceanic and Atmospheric Agency (NOAA) are undertaking the dam removal in cooperation with several other project partners.

The purpose of this project is to remove the Maxwell Pond/Black Brook Dam that is obstructing the passage of important migratory fishes including river herring and American eel. The project partners involved with this effort have the long-term goal of re-establishing fish passage to Black Brook by combining this barrier removal effort with the hydraulic connectivity initiatives occurring upstream of the project area along Black Brook.

FUNDING

A check in the amount of \$5,000 is enclosed. These funds may only be used for sediment collection and processing of the biological assay tests required for determining the ecological risk of sediments stored within the impoundment of Maxwell Pond prior to barrier removal. It is expected that this service will assist in complying with anticipated permit conditions and will help document the environmental benefits of the project.

In recognition of the NHCWRP contribution to the project, NHCWRP asks to be included as a project partner on all public

announcements, project publications, and listed as such during publicity events associated with the dam removal.

Funds not expended at the end of the project period (anticipated to be December 31, 2009) will be returned to the NHCWRP within 30 days unless otherwise agreed to in writing.

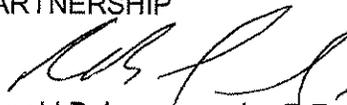
LIABILITY

In making this grant, the NHCWRP assumes no liability for injuries or loss to persons or property resulting from the project activities or consequences of this agreement.

Again, we are extremely pleased to be able to assist with this important ecological restoration. If you have any questions regarding this letter, please don't hesitate to contact me at (603) 431-4899.

Sincerely,

NH CORPORATE WETLANDS RESTORATION
PARTNERSHIP



Ronald B. Laurence, Jr., P.E.
Chair, Board of Directors

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that the discussion related to funding for the Manchester City Resources mailer by the Mayor's Anti-Graffiti Task Force, has been received and filed.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting additional funds in the amount of \$40,000 to complete the Martineau Park Rehabilitation Project, has been received and filed.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that the discussion relating to the Crosbie Street sewer pump has been received and filed.

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

Respectfully submitted,


Clerk of Committee

K

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

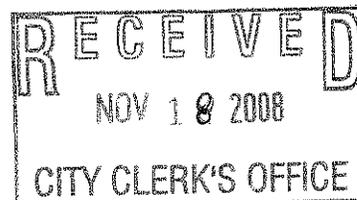


CITY OF MANCHESTER

Economic Development Office



November 14, 2008



Peter Sullivan, Chairman
Committee on Accounts, Enrollment & Revenue Administration
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: Third Quarter 2008 Travel

Dear Chairman Sullivan and Members of the Committee:

On July 9 and 10, Kate Benway, Marketing & Retention Specialist, and I attended the International Council of Shopping Centers (ICSC) New England "Idea Exchange" at the Boston Convention & Exhibition Center. On Wednesday the 9th, we attended the afternoon Industry Update session which outlined emerging trends in the retail industry in New England followed by an overview of retailers who are expanding in the region. On Thursday the 10th, we staffed our trade show booth in the exhibition hall from 9:00 AM to 3:00 PM. The conference was a good learning experience and an excellent opportunity to market Manchester to retailers, developers, commercial brokers and others operating in New England.

During September 3rd and 4th, Mayor Guinta and I visited two firms in Toronto that had expressed an interest in the possibility of opening a facility in Manchester: an aerospace manufacturing firm and a renewable energy manufacturer. In addition to meeting two prospective firms, the trip provided us with an opportunity to learn more about the Canadian market. Based on what we have learned, it appears that we should increase our efforts to reach out and market to our neighbor to the north.

Between September 21 and 23, I 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 organization conducts educational courses and seminars on economic development related topics and monitors important federal legislation. The annual meeting is held in a different northeastern state each year and includes a business organizational meeting as well as various workshops and seminars. The theme of this year's conference was the relationship between higher education and economic development – a theme that ties well into various projects underway here in Manchester.

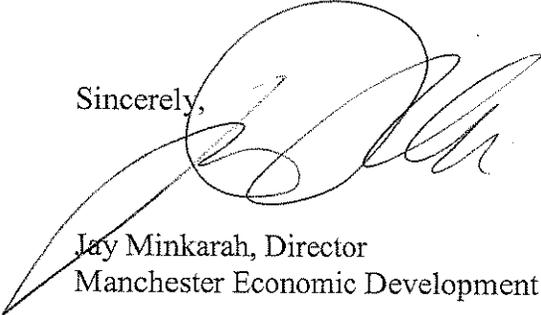
One City Hall Plaza, Manchester, NH 03101 Phone (603) 624-6505 Fax (603) 624-6308
Email: econdev@manchesterNH.gov www.ManchesterNH.gov

L-2

Key workshops and presentations at the conference included overviews of the different ways three different colleges and universities have impacted development in the different cities in upstate New York, discussions on workforce development and discussion on the role of research based institutions in economic development. Of special importance to our Office, MEDO received six awards at the conference for the City's marketing campaign including the top award for our website: www.YourManchesterNH.com.

If you have any questions or require additional information, please feel free to contact me at your convenience. Thank you.

Sincerely,



Jay Minkarah, Director
Manchester Economic Development Office

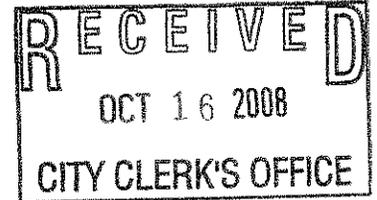
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



Commission
William A. Varkas
Henry R. Bourgeois
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard

CITY OF MANCHESTER
Highway Department



August 28, 2008

Committee on Accounts, Enrollment & Revenue Administration
c/o City Clerk's Office
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Alderman Peter Sullivan, Chmn.

Re: *American Public Works Association
Public Works Congress & Exposition*

Dear Alderman Sullivan:

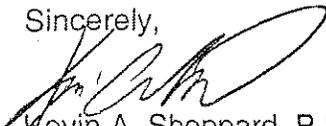
This letter is submitted in accordance with the City's Travel Policy. From August 16th through 20th, I attended the above conference. I am currently on the Executive Board of the New England Chapter of the American Public Works Association and this Congress not only allowed me to attend several informative sessions, but also allowed me to discuss various issues with my peers from across the country.

The Congress consisted of three days of educational sessions, including the following:

- Understanding and Managing Your Fleet Dollar
- Learning to Lead
- Preparing for a Successful Wastewater Regulatory Inspection
- How to Kick-Start Asset Management
- Emission Standards and Emerging Technologies for Trucks
- Roundabouts

Attending this Congress allowed me to stay current with various public works topics.

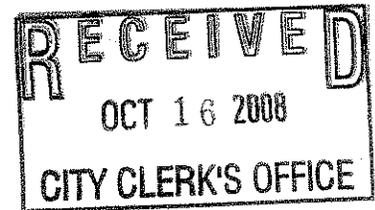
Sincerely,


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

cc: Mayor Frank C. Guinta



Manchester·Boston
REGIONAL AIRPORT



**City of Manchester Department of Aviation
Manchester · Boston Regional Airport**

Travel/Conference Summary Form

Name: Stephen J. Adams, Jr. *SJA* Department: Aviation
Purpose of Travel: F. Russell Hoyt National Airports Conference
Date(s) of Travel: September 5-11, 2008
Location: Reno, NV

Summary of meeting or conference agenda

The National Airports Conference addressed the preparations Airports need to make as the industry adjusts to drastic increases in oil prices, the overall energy crisis, changes in the economy, as well as changes in aviation security and in federal regulations. Conference attendees were updated with the latest information from Washington regarding efforts by the Government in response to these and other issues of importance to airports, and apprised of industry efforts to guide these responses.

Information learned

The Conference addressed the complex issues airports are facing as we deal with airline shutdowns and downsizing, rising fuel prices and their impact on aviation. Issues dealing with new and/or potential environmental regulations were addressed. Also discussed were the industry wide issues brought on by skyrocketing costs for liquid runway deicer and the expected shortage of these materials as we approach the winter season. Discussions centered on the best ways to plan to deal with these issues, getting a sense of how they are being approached by airports across the industry.

A COPY OF THIS COMPLETED FORM WILL BE SUBMITTED TO THE CITY CLERK'S OFFICE FOR DISTRIBUTION TO BOARD OF MAYOR AND ALDERMEN

Thomas R. Clark
City Solicitor



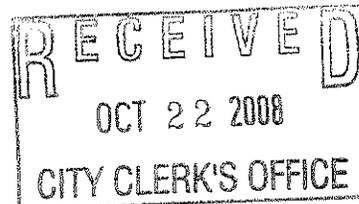
Peter R. Chiesa
Gregory T. Muller
John G. Blanchard
Jeremy A. Harmon

Thomas I. Arnold, III
Deputy City Solicitor

CITY OF MANCHESTER
Office of the City Solicitor

October 20, 2008

Board of Mayor and Aldermen
c/o City Clerk
One City Hall Plaza
Manchester, New Hampshire 03101



Re: Conference Attendance Report

Gentlemen:

Pursuant to Section I VD of the City's Business Expense Policy the purpose of this letter is to "provide a report to the Board of Mayor and Aldermen following the attendance to advise of activities learned."

On September 21 to 23, 2008 I attended the American Association of Airport Executives (AAAE) 24th annual AAAE Basics of Airport Law Workshop and 2008 Legal Update which was held in Chicago, IL. This conference involved sessions on airport finance, structuring agreements with airport users, airport operations compliance, compliance with federal grant assurances, litigating airport disputes, security, planning and development. NEPA and Environmental review as well as Environmental management. While the conference is titled basics of airport law the conference included advanced sessions in finance, litigating airport disputes, NEPA and Environmental review as well as Environmental management.

This conference had the added benefit of providing continuing legal education credits.

Very truly yours,

Thomas I. Arnold, III
Deputy City Solicitor

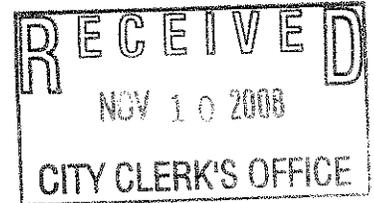
TIA/hms

L-6



William E. Sanders
Finance Officer

CITY OF MANCHESTER
Finance Department



October 17, 2008

Alderman Peter Sullivan, Chairman
Committee on Accounts, Enrollment
& Revenue Administration
C/o Matthew Normand, Deputy City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Alderman Sullivan,

This letter is submitted in accordance with the City's Travel Policy. On October 8th, Guy Beloin, Maureen Cail, Lisa Sorenson and Kim LeBlanc attended the annual Northeast HUG (NEHUG) Education conference in Warwick, Rhode Island. Two of the attendees stayed from the 8th until the 10th. The other two stayed from the 8th to the 9th. The following sessions were attended by our staff:

- Fiscal Service Enhancements
- Procurement Card Tracking Overview
- Working with commands on the iSeries
- Work Orders/Facility Management Demand Reports
- Contract Management from Chaos to Control
- Grant Administration from Checklist to Spreadsheet
- QRep Reporting Never Used QRep Before?
- Budgeting in Payroll/Personnel – The Basics and Beyond
- Naviline Navigation
- Cash Receipts File Maintenance Review
- Click2 Financial Government Services
- Cognos Series 8: The Next Generation for Reporting, Business Intelligence, and Performance Management
- Accounts Receivable Billing Methods
- Understanding Documents in Planning and Engineering
- Working with QRep Reporting and Tax Bill and Collections
- Click2 Government Applications: What is it and How does it work?
- Accounts Receivable Processing Menu and Application Forum
- Work Orders/Facility Management Application Interface
- Data Maintenance in Land/Parcel Management
- Fleet Management Billing and Interfaces
- Balancing Tax Billing and Collections (User led session)
- Tax Billing and Collections, Tax Sales, Certificate, and Lien Processing Overview

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6460 • FAX: (603) 624-6549
E-mail: Finance@ManchesterNH.gov • Website: www.manchesternh.gov

L-7

- QRep Analytics Comprehensive Overview
- Aging's Impact on Accounts Receivable Penalties, Finance Charges, and Write-offs
- Time and Attendance: Integrating an Electronic Solution with your Payroll Process
- Purchasing Inventory: Did You Know?
- Cash Receipts Reverse Payment Menu Overview
- Naviline Overview and Enhancements
- Fiscal Services Product Enhancements
- Work Orders/Facility Management 101- The Simple Implementator

The annual conference provides a training opportunity for the Finance Department staff to enhance their current skills with the HTE software used by the city; learn new ways to use the technology to improve the services we offer; and bring the knowledge back to colleagues within our department as well as those in other departments. We are very appreciative of the opportunity to maintain and advance our professional skills which benefit the City of Manchester.

Respectfully submitted,



Guy Beloin
Assistant Director- Accounting & Reporting



Maureen Cail
Financial Analyst



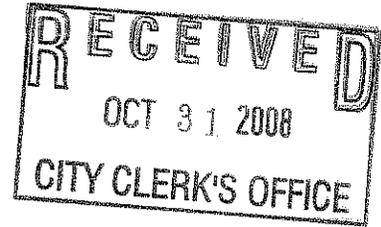
Lisa M. Sorenson
Financial Analyst



Kimberly LeBlanc
Financial Analyst



Manchester-Boston
REGIONAL AIRPORT



**City of Manchester Department of Aviation
Manchester • Boston Regional Airport**

Travel/Conference Summary Form

Name: John Hagopian

Purpose of Travel: Attend AAAE Eight Annual Airport Noise Mitigation Symposium

Date(s) of Travel: October 12-14, 2008

Location: San Antonio, TX

Summary of meeting or conference agenda

See Attached

Information learned

FAA Update:

Regarding FAA, buy – American is still an issue when it comes to purchasing materials for sound insulation programs. FAA is rewriting the AIP handbook. FAA is re-doing grant assurances to break them down into 3 categories: assurances, grant applications recertification, and project requirements. FAA is preparing an update of “Guidelines for Sound Insulation of Residences Exposed to Aircraft Operations” report.

FAA has prepared the Disposal of Noise Land National Guidance (PGL 08-02). Also, regional guidance shall be issued.

Unusual Features of Sound Insulation Programs:

In Tucson, they had to deal with such things as custom fireplace inserts, iron window guards, smoke detectors, evaporative cooling systems, etc. In Reno, they had to deal with a short time frame for construction.

In Anchorage, AK, there are no Stage 3 requirements for aircraft (same in Honolulu, HI). They have a short construction season, and it is a state-owned

airport. For construction projects they build in unit price contingencies and special needs to the contracts. They indemnify home owners and the state, and require construction workers to be trained for handling hazardous materials (such as asbestos).

For San Antonio Airport they did a contractor qualifications phase of their program. They included contractor training, home owner orientation, etc. Homeowners can select up to 3 contractors to bid on their sound insulation program. All sound insulation products are stored in an 11,000 sq ft warehouse. The City of San Antonio hires an independent review team to oversee the whole program.

Updated Guidance on FAR Part 150 Advisory Circular (AC):

14 CFR Part 150 AC 150/5020-1 – first published in 1983. It will be updated in 2009. The update will present the Part 150 process, expand requirements, but does not change the existing requirements.

Regarding the October 1, 1998 eligibility policy: For vacant lots located within the 65 day-night average sound level (DNL) contour on which homes were built after the eligibility, the homes may be eligible after all. Work this out with your region.

Future condition noise contours have to consider at least 5 years from the time of submittal to FAA.

In the new Part 150 AC there will be updated info on public hearings. The review period for the new AC will be November/December 2008. The draft AC document will be available for review on the FAA website. Comments will be due to FAA by January 2009.

Management of Acquired Noise Land:

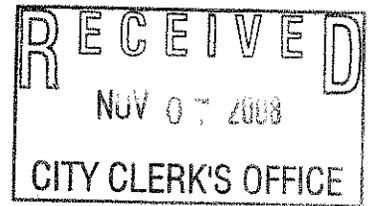
Requires compliance with Grant Assurance 31. FAA issued new guidance on February 1, 2008. Basically, when you don't any longer need the acquired land, you are supposed to get rid of it. This applies/refers only to acquired noise land. We should all check to be sure that early 1980s grants were truly for noise.

The process:

Complete a noise land inventory; reconcile inventory with the FAA (the FAA *accepts* it, they don't *approve* it); make corrections; make a re-use plan; submit to FAA; make corrections; implement the plan.

All airports with pre-2006 noise grants must submit re-use plans to FAA

A COPY OF THIS COMPLETED FORM WILL BE SUBMITTED TO THE CITY CLERK'S OFFICE FOR DISTRIBUTION TO BOARD OF MAYOR AND ALDERMEN



**City of Manchester Department of Aviation
Manchester · Boston Regional Airport**

Travel/Conference Summary Form

Name: John Hagopian

Purpose of Travel: Attend FAA New England Region 2008 Conference

Date(s) of Travel: October 28, 2008

Location: Bedford, MA

Summary of meeting or conference agenda

**See Attached
Information learned**

Effluent Limitation Guideline(s) (ELGs) will become the minimum requirement for our new NPDES MSGP permit for the management of storm water containing deicing fluids. As of October 21, 2008, the aviation industry has been notified that the rule is on hold from going to the OMB until the new administration is in place.

In the meantime, ACRP has completed a draft guidance document for airports to manage storm water under an ELG. The plan is to have it published by the end of 2008, in the form of an e-copy or hard copy. An overview of the guideline was presented by Dean Mericas of CH2M Hill.

An overview of the VALE program was presented by Jake Plante of FAA. An overview of Airport Air Quality Monitoring Programs was provided by Mike Kenny of KBE. The emphasis right now is on GHG emissions. Problem is there is nothing to compare the results to

A COPY OF THIS COMPLETED FORM WILL BE SUBMITTED TO THE CITY CLERK'S OFFICE FOR DISTRIBUTION TO BOARD OF MAYOR AND ALDERMEN

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 three months ended October 31, 2008 and is forwarding same to the Board for informational purposes.
(Unanimous vote)

Respectfully submitted,

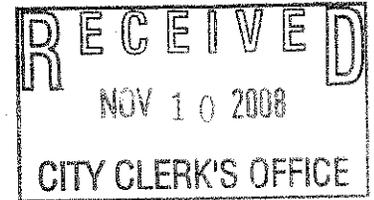


Clerk of Committee



William E. Sanders
Finance Officer

CITY OF MANCHESTER
Finance Department



November 10, 2008

Committee on Accounts, Enrollment and Revenue Administration
C/o Matthew Normand
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review, is the City of Manchester's unaudited Monthly Financial Report for the four months ended October 31, 2008.

Expenditures:

The average unobligated balance percentage for the four month period should be 67% left as a benchmark. Departments with at least a 10% variance are Information Systems, Building Maintenance, and Elderly Services. Information Systems has recorded obligations for equipment to be reimbursed by the departments receiving the equipment. This department also has fully encumbered service agreements, postage as well as telephone obligations for the year. Building Maintenance is slightly in excess of the benchmark due to custodial costs associated with start of school. Elderly Services has fully encumbered telephone, postage, and utilities. Health care costs through October of \$3,471,069 are just below the 67% benchmark and appear to be on track.

Based on experience through October, it appears that we will exceed budgeted amounts for workers compensation and CGL insurance. Any excess will be charged to the appropriate reserve.

Overall, expenditures through October are tracking the budget with a composite city-wide unobligated balance of 66.5% compared to 67.1% a year ago.

Revenues:

Revenues for the first four months of FY2009 are about 10% below revenues for the same period a year ago. This decline is primarily attributable to lower automobile registrations (\$146,000) and substantially lower interest income (\$652,000).

Parking:

Also enclosed is the one page operating statement for the Parking Division.

Respectfully submitted,



William E. Sanders
Finance Officer

Enclosure

**CITY OF MANCHESTER
NEW HAMPSHIRE**



FINANCIAL REPORTS

**FOR THE FOUR MONTHS ENDED
OCTOBER 31, 2008**

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE
PRELIMINARY FINANCIAL STATEMENTS
TABLE OF CONTENTS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2008
(UNAUDITED)

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4	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Year 2009
5	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Comparative Actual Fiscal Year 2008 vs Budget Fiscal Year 2009
6	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Years 2008 vs 2009
7	Parking Division Account Balances Fiscal Year 2009

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Four Months Ended October 31, 2008

(UNAUDITED)
Budget Basis
MNTBUDNBN1

	FY 2009 MODIFIED BUDGET	FY 2009 OBLIGATIONS TO DATE	FY 2009 UNOBLIGATED BALANCE	FY 2009 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	\$ 63,000.00	\$ 17,500.00	\$ 45,500.00	72.22
ASSESSORS	638,593.00	159,746.45	478,846.55	74.98
BUILDING	1,183,665.00	369,356.07	814,308.93	68.80
CITY CLERK	1,066,523.00	291,044.34	775,478.66	72.71
MEDO	249,284.00	85,545.43	163,738.57	65.68
CITY SOLICITOR	1,049,719.00	383,137.64	666,581.36	63.50
FINANCE	938,093.00	263,401.81	674,691.19	71.92
INFORMATION SYSTEMS	1,416,073.00	754,368.01	661,704.99	46.73
MAYOR	203,678.00	66,328.82	137,349.18	67.43
OFFICE OF YOUTH SERVICES	585,158.00	170,841.11	414,316.89	70.80
HUMAN RESOURCES	647,450.00	252,371.04	395,078.96	61.02
PLANNING	695,867.00	165,736.02	530,130.98	76.18
BUILDING MAINTENANCE DIVISION	5,934,056.00	2,435,111.98	3,498,944.02	58.96
TAX COLLECTOR	552,035.00	167,770.96	384,264.04	69.61
FIRE	18,472,242.00	5,677,804.81	12,794,437.19	69.26
POLICE	18,978,469.00	6,626,565.56	12,351,903.44	65.08
HEALTH	2,499,161.00	591,789.57	1,907,371.43	76.32
HIGHWAY	19,050,498.00	6,400,760.43	12,649,737.57	66.40
WELFARE	1,016,293.00	352,908.89	663,384.11	65.27
PARKS & RECREATION	2,655,465.00	1,022,119.00	1,633,346.00	61.51
LIBRARY	2,018,771.00	660,121.26	1,358,649.74	67.30
ELDERLY SERVICES	234,647.00	106,507.19	128,139.81	54.61
TOTAL AGENCIES	80,148,740.00	27,020,836.39	53,127,903.61	66.29
RESTRICTED ITEMS-				
SALARY ADJUSTMENT	230,000.00	-	230,000.00	100.00
WORKERS COMPENSATION - SALARY	101,000.00	271,515.35	(170,515.35)	(168.83)
HEALTH INSURANCE	10,161,617.00	3,471,069.64	6,690,547.36	65.84
DENTAL INSURANCE	898,989.00	225,653.78	673,335.22	74.90
DEATH BENEFIT	68,911.00	26,991.91	41,919.09	60.83
WORKER'S COMPENSATION	1,039,760.00	612,455.59	427,304.41	41.10
DISABILITY INSURANCE	57,877.00	19,813.33	38,063.67	65.77
CITY RETIREMENT	2,405,216.00	775,079.40	1,630,136.60	67.78
FIRE STATE PENSION	2,621,138.00	802,025.91	1,819,112.09	69.40
POLICE STATE PENSION	1,785,218.00	574,353.34	1,210,864.66	67.83
FICA	2,654,943.00	795,053.41	1,859,889.59	70.05
UNEMPLOYMENT	20,000.00	9,501.68	10,498.32	52.49
CGL INSURANCE	551,397.00	402,133.77	149,263.23	27.07
TOTAL RESTRICTED ITEMS	22,596,066.00	7,985,647.11	14,610,418.89	64.66
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	600,000.00	-	600,000.00	100.00
MCTV	400,000.00	537,368.40	(137,368.40)	(34.34)
CIVIC CONTRIBUTIONS	158,000.00	100,371.33	57,628.67	36.47
NON-CITY PROGRAMS	69,278.00	68,899.32	378.68	.55
SAFETY REVIEW BOARD	20,000.00	5,401.52	14,598.48	72.99
COMMUNITY IMPROVEMENT PROGRAM	868,900.00	868,900.00	-	-
MOTORIZED EQUIPMENT REPLACEMENT	125,000.00	23,357.13	101,642.87	81.31
TRANSIT SUBSIDY	900,000.00	900,000.00	-	-
EMPLOYEE MEDICAL SERVICES	50,000.00	5,780.70	44,219.30	88.44
CONSERVATION COMMISSION	7,499.00	1,364.77	6,134.23	81.80
MATURING DEBT	9,469,389.00	2,368,596.56	7,100,792.44	74.99
INTEREST ON MATURING DEBT	5,466,797.00	588,369.53	4,878,427.47	89.24
TOTAL NON-DEPARTMENTAL ITEMS	18,134,863.00	5,468,409.26	12,666,453.74	69.85
TOTAL GENERAL FUND	\$ 120,879,669.00	\$ 40,474,892.76	\$ 80,404,776.24	66.52

City of Manchester, New Hampshire
 Budget vs Actual Expenditures - General Fund
 By Department Without Restricted Items
 For The Four Months Ended October 31, 2007

(UNAUDITED)
 Budget Basis
 MNTBUDNBZ

AGENCIES-	FY 2008 MODIFIED BUDGET	FY 2008 OBLIGATIONS TO DATE	FY 2008 UNOBLIGATED BALANCE	FY 2008 PERCENT UNOBLIGATED
ALDERMEN	\$ 70,000.00	\$ 17,500.00	\$ 52,500.00	75.00
ASSESSORS	562,909.00	183,005.86	379,903.14	67.49
BUILDING	1,173,233.00	325,204.37	848,028.63	72.28
CITY CLERK	1,031,002.00	287,010.00	743,992.00	72.16
MEDO	281,826.00	86,448.28	195,377.72	69.33
CITY SOLICITOR	968,296.00	325,383.29	642,912.71	66.40
FINANCE	982,256.00	364,928.79	617,327.21	62.85
INFORMATION SYSTEMS	1,476,549.00	765,533.03	711,015.97	48.15
MAYOR	207,852.00	66,740.48	141,111.52	67.89
OFFICE OF YOUTH SERVICES	438,005.00	142,688.83	295,316.17	67.42
HUMAN RESOURCES	814,986.93	298,935.38	516,051.55	63.32
PLANNING	845,832.00	229,425.68	616,406.32	72.88
BUILDING MAINTENANCE DIVISION	6,264,569.00	2,311,089.51	3,953,479.49	63.11
TAX COLLECTOR	531,362.00	162,680.39	368,681.61	69.38
FIRE	17,130,629.00	5,379,172.87	11,751,456.13	68.60
POLICE	19,077,083.90	6,267,939.08	12,809,144.82	67.14
HEALTH	2,434,127.00	549,521.15	1,884,605.85	77.42
HIGHWAY	19,351,266.00	6,154,500.44	13,196,765.56	68.20
WELFARE	1,053,975.00	345,205.54	708,769.46	67.25
PARKS & RECREATION	2,676,670.00	963,763.02	1,712,906.98	63.99
LIBRARY	2,023,627.00	643,145.00	1,380,482.00	68.22
ELDERLY SERVICES	230,348.00	105,541.13	124,806.87	54.18
TOTAL AGENCIES	79,626,403.83	25,975,362.12	53,651,041.71	67.38
RESTRICTED ITEMS-				
HEALTH INSURANCE	10,432,125.00	3,201,541.03	7,230,583.97	69.31
DENTAL INSURANCE	859,630.00	146,601.49	713,028.51	82.95
DEATH BENEFIT	60,874.00	6,310.23	54,563.77	89.63
WORKER'S COMPENSATION	1,306,290.00	293,682.03	1,012,607.97	77.52
DISABILITY INSURANCE	58,917.00	20,422.15	38,494.85	65.34
CITY RETIREMENT	2,861,484.00	1,176,690.97	1,684,793.03	58.88
FIRE STATE PENSION	2,460,679.00	756,174.44	1,704,504.56	69.27
POLICE STATE PENSION	1,604,184.00	538,389.01	1,065,794.99	66.44
FICA	2,558,356.00	774,122.53	1,784,233.47	69.74
UNEMPLOYMENT	28,422.07	872.08	27,549.99	96.93
CGL INSURANCE	748,600.00	280,258.28	468,341.72	62.56
TOTAL RESTRICTED ITEMS	22,979,561.07	7,195,064.24	15,784,496.83	68.69
NON-DEPARTMENTAL ITEMS-				
MCTV	440,000.00	138,453.50	301,546.50	68.53
CIVIC CONTRIBUTIONS	152,700.00	98,820.44	53,879.56	35.28
NON-CITY PROGRAMS	68,817.00	69,278.58	(461.58)	(.67)
SAFETY REVIEW BOARD	40,000.00	18,467.47	21,532.53	53.83
COMMUNITY IMPROVEMENT PROGRAM	1,695,429.00	1,668,729.00	26,700.00	1.57
MOTORIZED EQUIPMENT REPLACEMENT	1,051,500.00	850,361.79	201,138.21	19.13
TRANSIT SUBSIDY	1,176,714.00	1,176,714.00	-	-
EMPLOYEE MEDICAL SERVICES	62,198.10	5,715.00	56,483.10	90.81
CONSERVATION COMMISSION	7,899.00	1,306.96	6,592.04	83.45
MATURING DEBT	9,219,000.00	2,366,486.46	6,852,513.54	74.33
INTEREST ON MATURING DEBT	5,514,500.00	647,953.37	4,866,546.63	88.25
TECHNOLOGY RESERVE	250,000.00	42,805.59	207,194.41	82.88
TOTAL NON-DEPARTMENTAL ITEMS	19,678,757.10	7,085,092.16	12,593,664.94	64.00
TOTAL GENERAL FUND	\$ 122,284,722.00	\$ 40,255,518.52	\$ 82,029,203.48	67.08

M-7

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Department - General Fund
 Non-Property Tax Revenues
 For The Four Months Ended October 31, 2008

(UNAUDITED)
 Budget Basis

AGENCIES-	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
ASSESSORS	733,000.00	63,733.95	669,266.05	91.31
BUILDING	2,750,000.00	654,084.53	2,095,915.47	76.22
CITY CLERK	1,675,002.00	211,485.70	1,463,516.30	87.37
MEDO	122,050.00	21,010.05	101,039.95	82.79
CITY SOLICITOR	457,978.00	-	457,978.00	100.00
FINANCE	9,397,154.00	510,674.57	8,886,479.43	94.57
INFORMATION SYSTEMS	84,519.00	-	84,519.00	100.00
HUMAN RESOURCES	7,000.00	3,645.00	3,355.00	47.93
PLANNING BOARD	332,000.00	99,210.95	232,789.05	70.12
BUILDING MAINTENANCE DIVISION	5,439,824.00	324.61	5,439,499.39	99.99
TAX COLLECTOR	16,093,800.00	5,476,859.80	10,616,940.20	65.97
FIRE	386,050.00	23,382.60	362,667.40	93.94
POLICE	943,233.00	151,909.73	791,323.27	83.89
HEALTH	2,087,338.00	233,865.51	1,853,472.49	88.80
HIGHWAY	3,402,160.00	1,802,096.19	1,600,063.81	47.03
WELFARE	45,000.00	8,619.32	36,380.68	80.85
CEMETERY, PARKS & RECREATION	889,974.00	105,687.36	784,286.64	88.12
TOTAL AGENCIES	\$ 44,846,082.00	\$ 9,366,589.87	\$ 35,479,492.13	79.11

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type - General Fund
 Non-Property Tax Revenues
 For The Four Months Ended October 31, 2008
 (UNAUDITED)
 Budget Basis
 MNTREVNPRP

	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	47,500.00	37,112.65	10,387.35	21.87
INTEREST AND PENALTIES	625,000.00	180,372.09	444,627.91	71.14
CABLE FRANCHISE FEES	1,039,800.00	83,096.50	956,703.50	92.01
TOTAL TAXES, INTEREST AND PENALTIES	1,712,300.00	300,581.24	1,411,718.76	82.45
LICENSES AND PERMITS				
AUTO REGISTRATIONS	15,910,700.00	5,469,704.02	10,440,995.98	65.62
LICENSES	397,135.00	69,640.03	327,494.97	82.46
PERMITS	3,120,900.00	752,950.53	2,367,949.47	75.87
TOTAL LICENSES AND PERMITS	19,428,735.00	6,292,294.58	13,136,440.42	67.61
INTERGOVERNMENTAL				
FEDERAL REVENUES	227,000.00	87,729.12	139,270.88	61.35
PAYMENTS IN LIEU OF TAXES	885,000.00	5.00	884,995.00	100.00
STATE REVENUES	6,344,788.00	1,226,441.89	5,118,346.11	80.67
TOTAL INTERGOVERNMENTAL	7,456,788.00	1,314,176.01	6,142,611.99	82.38
SALES AND SERVICES				
GENERAL REVENUES	115,773.00	38,113.95	77,659.05	67.08
PUBLIC SAFETY	159,800.00	51,406.35	108,393.65	67.83
HIGHWAY	505,700.00	209,519.43	296,180.57	58.57
SANITATION	25,000.00	10,555.01	14,444.99	57.78
HEALTH	-	5,529.00	(5,529.00)	-
CEMETERY, PARKS & RECREATION	218,761.00	80,153.72	138,607.28	63.36
ZONING BOARD	27,000.00	17,465.00	9,535.00	35.31
PARKING VIOLATIONS	11,000.00	6,300.00	4,700.00	42.73
COURT FINES	75,000.00	18,243.97	56,756.03	75.67
FEES	870,964.00	164,943.15	706,020.85	81.06
WITNESS FEES	95,100.00	48,683.46	46,416.54	48.81
TOTAL SALES AND SERVICES	2,104,098.00	650,913.04	1,453,184.96	69.06
OTHER REVENUE SOURCES				
INTEREST INCOME	1,529,000.00	420,343.65	1,108,656.35	72.51
FUND TRANSFERS	2,804,000.00	67,913.78	2,736,086.22	97.58
REIMBURSEMENTS	1,018,292.00	81,722.95	936,569.05	91.97
RENTALS & LEASES	804,500.00	13,830.50	790,669.50	98.28
SCHOOL CHARGEBACKS	7,902,819.00	199,911.22	7,702,907.78	97.47
MISCELLANEOUS	85,550.00	24,902.90	60,647.10	70.89
TOTAL OTHER REVENUE SOURCES	14,144,161.00	808,625.00	13,335,536.00	94.28
TOTAL	\$ 44,846,082.00	\$ 9,366,589.87	\$ 35,479,492.13	79.11

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Year Ended June 30, 2006 And
 Modified Budget FY 2009

(UNAUDITED)
 Budget Basis
 MNTREVCOM1

	ACTUAL FY 2008	MODIFIED BUDGET FY 09	DIFFERENCE ACTUAL 08 VS BUDGET 09	PERCENTAGE DIFFERENCE OF FY08 VS FY09
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	135,053	47,500	(87,553)	(64.83)
INTEREST AND PENALTIES	915,694	625,000	(290,694)	(31.75)
CABLE FRANCHISE FEES	1,127,633	1,039,800	(87,833)	(7.79)
TOTAL TAXES, INTEREST AND PENALTIES	2,178,380	1,712,300	(466,080)	(21.40)
LICENSES AND PERMITS				
AUTO REGISTRATIONS	15,776,917	15,910,700	133,783	.85
LICENSES	480,927	397,135	(83,792)	(17.42)
PERMITS	2,073,582	3,120,900	1,047,318	50.51
TOTAL LICENSES AND PERMITS	18,331,426	19,428,735	1,097,309	5.99
INTERGOVERNMENTAL				
FEDERAL REVENUES	285,420	227,000	(58,420)	(20.47)
PAYMENTS IN LIEU OF TAXES	1,252,962	885,000	(367,962)	(29.37)
STATE REVENUES	6,378,907	6,344,788	(34,119)	(.53)
TOTAL INTERGOVERNMENTAL	7,917,289	7,456,788	(460,501)	(5.82)
SALES AND SERVICES				
GENERAL REVENUES	147,997	115,773	(32,224)	(21.77)
PUBLIC SAFETY	173,458	159,800	(13,658)	(7.87)
HIGHWAY	575,246	505,700	69,546	12.09
SANITATION	24,351	25,000	649	2.67
HEALTH	13,005	-	(13,005)	(100.00)
CEMETERY, PARKS & RECREATION	315,924	218,761	(97,163)	(30.76)
ZONING BOARD	28,855	27,000	(1,855)	(6.43)
PARKING VIOLATIONS	12,065	11,000	(1,065)	(8.83)
COURT FINES	34,817	75,000	40,183	115.41
FEES	870,805	870,964	159	.02
WITNESS FEES	94,039	95,100	1,061	1.13
TOTAL SALES AND SERVICES	2,290,562	2,104,098	(186,464)	(8.14)
OTHER REVENUE SOURCES				
INTEREST INCOME	2,127,255	1,529,000	(598,255)	(28.12)
FUND TRANSFERS	1,701,497	2,804,000	1,102,502	64.80
REIMBURSEMENTS	950,059	1,018,292	68,233	7.18
RENTALS & LEASES	799,448	804,500	5,052	.63
SCHOOL CHARGEBACKS	7,955,934	7,902,819	(53,115)	(.67)
MISCELLANEOUS	86,684	85,550	(1,134)	(1.31)
TOTAL OTHER REVENUE SOURCES	13,620,878	14,144,161	523,282	3.84
TOTAL	\$ 44,338,536	\$ 44,846,082	\$ 507,546	1.14

City of Manchester, New Hampshire
 Budget vs Actual Revenue By Type -
 Non-Property Tax Revenues
 For The Four Months Ended October 31, 2008 and 2007

(UNAUDITED)
 Budget Basis
 MNTREVCOM2

	4 MONTHS ACTUAL FY 2008	4 MONTHS ACTUAL FY 2009	DIFFERENCE ACTUAL 08 VS ACTUAL 09	PERCENTAGE DIFFERENCE OF FY08 VS FY09
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	8,136	37,112	28,976	356.15
INTEREST AND PENALTIES	135,124	180,372	45,248	33.49
CABLE FRANCHISE FEES	76,659	83,096	6,437	8.40
TOTAL TAXES, INTEREST AND PENALTIES	219,919	300,581	80,662	36.68
LICENSES AND PERMITS				
AUTO REGISTRATIONS	5,616,357	5,469,704	(146,652)	(2.61)
LICENSES	56,737	69,640	12,903	22.74
PERMITS	842,493	752,950	(89,542)	(10.63)
TOTAL LICENSES AND PERMITS	6,515,587	6,292,294	(223,292)	(3.43)
INTERGOVERNMENTAL				
FEDERAL REVENUES	-	87,729	87,729	-
PAYMENTS IN LIEU OF TAXES	-	5	5	-
STATE REVENUES	822,702	1,226,441	403,739	49.07
TOTAL INTERGOVERNMENTAL	822,702	1,314,176	491,474	59.74
SALES AND SERVICES				
GENERAL REVENUES	57,122	38,113	(19,008)	(33.28)
PUBLIC SAFETY	60,612	51,406	(9,205)	(15.19)
HIGHWAY	305,976	209,519	(96,456)	(31.52)
SANITATION	6,188	10,555	4,367	70.57
HEALTH	4,579	5,529	950	20.75
CEMETERY, PARKS & RECREATION	117,626	80,153	(37,472)	(31.86)
ZONING BOARD	10,610	17,465	6,855	64.61
PARKING VIOLATIONS	5,400	6,300	900	16.67
COURT FINES	18,978	18,243	(734)	(3.87)
FEES	225,793	164,943	(60,849)	(26.95)
WITNESS FEES	38,770	48,683	9,913	25.57
TOTAL SALES AND SERVICES	851,654	650,913	(200,740)	(23.57)
OTHER REVENUE SOURCES				
INTEREST INCOME	1,072,854	420,343	(652,510)	(60.82)
FUND TRANSFERS	-	67,913	67,913	-
REIMBURSEMENTS	175,888	81,722	(94,165)	(53.54)
RENTALS & LEASES	11,945	13,830	1,885	15.78
SCHOOL CHARGEBACKS	197,794	199,911	2,117	1.07
MISCELLANEOUS	21,805	24,902	3,097	14.21
TOTAL OTHER REVENUE SOURCES	1,480,286	808,625	(671,661)	(45.37)
TOTAL	\$ 9,890,148	\$ 9,366,589	\$ (523,558)	(5.29)

City of Manchester, New Hampshire
 Parking Division
 Budgetary basis
 For the four months ended October 31, 2008
 (unaudited)

Object Code Description	2009 Revised Budget *	July - September 2009 Activity	2009 Balance
Charges for Services Total	1,855,693	377,694	1,477,999
Licenses & Permits Total	2,488,410	745,861	1,742,549
Interest Total	103,000	621	102,379
Other Revenue Total	1,409,500	356,995	1,052,505
Transfer in	-	500,000	(500,000)
Grand Total	5,886,603	1,994,171	3,892,432
Salaries & Wages Total	679,855	218,542	461,313
Employee Benefits Total	334,520	108,308	226,212
Purchased Professional Services Total	15,000	5,633	9,367
Purchased Property Services Total	769,900	124,661	645,239
Other Purchased Services Total	62,850	43,011	19,839
Supplies & Materials Total	130,800	68,681	62,119
Miscellaneous Total	799,000	585,607	213,393
Non-Departmental Total	973,982	115,348	858,634
Miscellaneous-Reimburse City Total	2,154,000	-	2,154,000
Grand Total	5,919,907	1,269,791	4,650,117
Excess (deficit) of revenues over expenditures	(33,304)	724,381	(757,685)

* Revised Budget includes \$807 K of CIP appropriations

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:

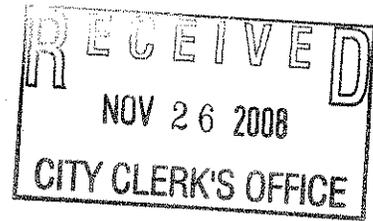
- a) Department Legend;
- b) Open Invoice report over 90 days by fund;
- c) Open Invoice report over 90 days but less than one year;
- d) Open Invoice report all invoices for interdepartmental billings only;
- e) Open Invoice report all invoices due from the School Department only;
- f) Listing of invoices submitted to City Solicitor for Legal Determination; and
- g) Accounts Receivable summary.

and is forwarding same to the Board for informational purposes.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee



November 5, 2008

Jeffrey Duval
45 Gerard Drive
Manchester, NH 03104

Dear Members of the Board of Alderman,

I write you today to inform you that I will not be seeking reappointment as the Aldermanic appointment as a Trustee to the Manchester Employees Contributory Retirement System (MERCs). While this is not an easy decision, I believe that it is one that needs to be made due to the fact of some scheduling conflicts.

Those of you who know me realize I'm not one to take the failure to attend meetings lightly. This past year, I have had some conflicts with meeting times between MERCs and other Organizations that I am a member of. For me not to be able to attend these meetings is just not acceptable to me and not fair to you as Alderman and the members of the System.

I would like to thank you for the opportunity to serve as a Trustee these past three years. The staff at MECRS is one of the most professional and competent that I have ever had the pleasure of working with. My fellow Trustees are some of the most thoughtful and respectful people I have been associated with, all of whom always take all aspects into consideration before making any decision. I truly will miss all of them.

Again, I thank you for the opportunity to serve the System these past three years.

Sincerely,

Jeffrey Duval



City of Manchester

Nominated 11/25/08

Anthony Williams
Confirmed 11/25/08
under supervision of
the rules

Office of the Mayor
Hon. Frank C. Guinta

November 25, 2008

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

Re: Nominations

Dear Members of the Board:

Pursuant to Section 3.14 (b) of the City Charter, please find below the following nominations:

- (1) Anthony Williams to succeed himself as a member of the Arts Commission, term to expire December 1, 2008;
- (2) Toni Pappas to succeed Douglas Wengers (term limit) as a member of the Conduct Board, term to expire October 1, 2011;
- (3) Jerome Duval to succeed Toni Pappas as an alternate member of the Conduct Board, term to expire October 1, 2012;
- (4) C. Arthur Soucy to succeed the late Lillian Duval as a member of the Senior Services Commission, term to expire January 1, 2009;
- (5) Donna Daneke to succeed Linda Seabury as the Heritage Commission representative to the Millyard Design Review Committee, term to expire January 1, 2010.

These nominations will layover to the next meeting of the Board pursuant to Rule 20 of the Board of Mayor & Aldermen. Your consideration of these nominees is appreciated.

Sincerely,

Frank C. Guinta
Mayor

City of Manchester New Hampshire

In the year Two Thousand and Eight

AN ORDINANCE

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding a new Section 33.100 Residency Requirements thereby establishing a requirement of residency within the city of Manchester for City Officers and Department Heads.”

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

- I. Amend the Code of Ordinances by adding new language in Chapter 33 Human Resources as bolded (bold). Sections of the following chapter that remain unchanged appear in regular type.

City Officers and Department Heads

§ 33.100 RESIDENCY REQUIREMENTS.

- (A) The Board of Mayor and Aldermen has determined that emergency situations require that City Officers and Department Heads as defined by the City Charter be near to their place of employment for the public good.
- (B) All City Officers and Department Heads as defined by the City Charter shall reside within the boundaries of the city of Manchester within 180 days of their appointment, except as otherwise provided in this ordinance.
- (C) The provisions of this ordinance relating to residency shall not apply to City Officers or Department Heads as defined by the City Charter who reside outside of the City of Manchester as of the effective date of these provisions.

- II. This ordinance shall take effect upon passage.

City of Manchester New Hampshire

In the year Two Thousand and Eight

AN ORDINANCE

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

- I. Amend the Code of Ordinances by deleting language as stricken (-----) and inserting new as bolded (bold). Sections of the following chapters that remain unchanged appear in regular type.

§ 33.061 TEMPORARY ASSIGNMENTS.

(B) When a department head position is vacant, the Mayor, or Board as appropriate, may appoint a **qualified** individual as the acting department head for a **period not to exceed three months**. Such employee shall be compensated at the entrance rate of the salary grade for the vacant department head position or one rate step above his/her present rate, whichever is higher while so assigned. **The Mayor, with the approval of the Board of Alderman, may extend the acting department head period of time.**

(C) When an officer position is vacant, the Board of Aldermen may appoint a **qualified individual** as the acting department head for a **period not to exceed three months**. Such employee shall be compensated at the entrance rate of the salary grade for the vacant department head position or one rate step above his/her present rate, whichever is higher while so assigned. **The Board of Aldermen may extend the acting department head period of time.**

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

City of Manchester
New Hampshire

In the year Two Thousand and Eight

AN ORDINANCE

“Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding a new Section 33.100 Residency Requirements thereby establishing a requirement of residency within the city of Manchester for City Officers and Department Heads.”

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

- I. Amend the Code of Ordinances by adding new language in Chapter 33 Human Resources as bolded (bold). Sections of the following chapter that remain unchanged appear in regular type.

City Officers and Department Heads

§ 33.100 RESIDENCY REQUIREMENTS.

(A) The Board of Mayor and Aldermen has determined that emergency situations require that **City Officers and Department Heads as defined by the City Charter** be near to their place of employment for the public good.

(B) All **City Officers and Department Heads as defined by the City Charter** shall reside within the boundaries of the city of Manchester within 180 days of their appointment, except as otherwise provided in this ordinance.

(C) The provisions of this ordinance relating to residency shall not apply to **City Officers or Department Heads as defined by the City Charter** who reside outside of the City of Manchester as of the effective date of these provisions.

- II. This ordinance shall take effect upon passage.

City of Manchester
New Hampshire

In the year Two Thousand and Eight

AN ORDINANCE

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

- I. Amend the Code of Ordinances by deleting language as stricken (-----) and inserting new as bolded (bold). Sections of the following chapters that remain unchanged appear in regular type.

§ 33.061 TEMPORARY ASSIGNMENTS.

(B) When a department head position is vacant, the Mayor, or Board as appropriate, may appoint a **qualified** individual as the acting department head for a **period not to exceed three months**. Such employee shall be compensated at the entrance rate of the salary grade for the vacant department head position or one rate step above his/her present rate, whichever is higher while so assigned. **The Mayor, with the approval of the Board of Alderman, may extend the acting department head period of time.**

(C) When an officer position is vacant, the Board of Aldermen may appoint a **qualified individual as the acting department head for a period not to exceed three months**. Such employee shall be compensated at the entrance rate of the salary grade for the vacant department head position or one rate step above his/her present rate, whichever is higher while so assigned. **The Board of Aldermen may extend the acting department department head period of time.**

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

City of Manchester
New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

"Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) 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 2007 CIP as contained in the 2007 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 \$56,000 from the National Oceanic and Atmospheric Association and New Hampshire Corporate Wetlands Restoration Program for the design and monitoring of the Black Brook Dam removal and watershed restoration process;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY 2007 CIP 511407 - Black Brook Dam Removal (Watershed Restoration) Project - \$50,000
Federal and \$6,000 Other

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 FY2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Nineteen Thousand Dollars (\$19,000) for the FY2008 CIP 511008 Martineau Park 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 2008 CIP as contained in the 2008 CIP budgets; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to provide additional funding in the amount of \$19,000 required for desired improvements to Martineau Park; and

WHEREAS, funds in at least that amount from un-programmed CDBG Program Income are available;

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

CIP 511008 Martineau Park – \$19,000 CDBG
From \$160,000 to \$179,000 CDBG

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 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway 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 2008 CIP as contained in the 2008 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to provide funding support to Neighborworks Greater Manchester in their efforts to improve the housing stock and living conditions in the Granite Square neighborhood; and

WHEREAS, existing unprogrammed Home Community Housing Development Organization (CHDO) funding in the amount of \$99,620 are available for use in the support of such activities..

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

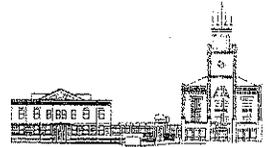
FY 2008 CIP 611008 – 611008 Neighborworks Greater Manchester West Granite Gateway Project - \$99,620 HOME from \$72,623 to \$172,243

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



CITY OF MANCHESTER

Board of Aldermen



MEMORANDUM

TO: Thomas Clark
City Solicitor

FROM: Alderman Gatsas *1.6.*
Ward 2

DATE: November 26, 2008

RE: Legality of the Crosbie Street Pump Repair Funding

At the meeting of the Board of Mayor and Aldermen last night, efforts by some members of the Board to assist the residents of the Crosbie Street neighborhood failed in large part because of your testimony that our action was "illegal". I am deeply concerned that your statements are not only incorrect but cast aspersions on the integrity of those aldermen.

I am requesting that you appear at the next Board meeting on December 2, 2008 and explain precisely which laws of the State of New Hampshire my colleagues and I would be violating in a vote to fund the repairs made to the Crosbie Street pump station.

If you have any questions on this matter, please contact me directly. Thank you.

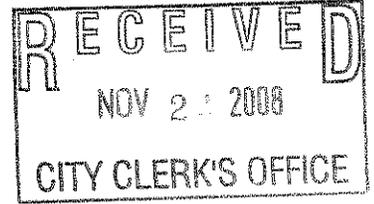
pc: Board of Mayor and Aldermen

Manchester Development Corporation

Board of Directors

*Michael McCluskey
W. Stephan McMahon
James C. Hood
Joan D. Bennett
John J. Brady
Jay E. Taylor
Nick Soggu
Cathy Schmidt
Sean Owen
Cathy Champagne*

November 24, 2008



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

RE: PROPOSED MDC – MEDO LOAN INITIATIVE

Dear Mayor and Aldermen:

Advisory Board Members

*Elias E. Ashoob
Charles E. Hungler
Richard A. Charpentier
Michael Skelton*

The Manchester Development Corporation (MDC) is writing to seek your approval for MDC to make funds available to MEDO in blocks of \$25,000 each up to an aggregate total not to exceed \$400,000. More information is provided in the attached summary. The MDC unanimously supported this proposal at our last meeting on November 14, 2008.

MDC has approximately \$1.9 million in funds. The development of Hackett Hill to enhance the City's tax base is the top priority of MDC. We have agreed to make available up to \$1.0 million in infrastructure improvements at Hacket Hill, if a developer is not selected to develop the entire project.

In these challenging economic times, we feel it is important to stimulate small business growth through the City's revolving Loan Fund. That fund is basically depleted and without these funds being made available, business development opportunities will be lost. Consistent with our second strategic goal, development of South Elm and the Gaslight District, we have asked that priority be given to businesses in these areas. However, loans will not be limited to those locations.

That will leave approximately \$500,000 available to other worthwhile projects if loans are made to the maximum level.

c/o Economic Development Office
One City Hall Plaza, Suite 110
Manchester, New Hampshire 03101
P- (603) 624-6505 F- (603) 624-6308

26-1

I have also attached a listing of individuals involved with MDC. The City is fortunate to have people of this quality willing to assist the City in economic development.

I would appreciate your favorable consideration of this request.

Regards,



Michael J. McCluskey
Chair, Manchester Development Corporation

Attachments (2)

- Proposed MDC – MEDO Loan Initiative
- Listing of MDC members and advisors

Proposed MDC-MEDO Loan Initiative

Manchester Development Corporation (MDC) and The Manchester Economic Development Office (MEDO) both have missions to foster business growth within the City of Manchester. To that end, they both can make loans to small businesses within the City.

In order to help facilitate this end, MDC wishes to make available to MEDO monies to allow them to continue their past practices of making small loans to start up or growing businesses that are consistent with MDC's strategic goals and lending guidelines.

MDC would make funds available to MEDO in blocks of \$25,000 each up to an aggregate total not to exceed \$400,000 to lend to qualifying businesses through the City's Revolving Loan Fund program. These loans would be for five year periods each with an option to extend for up to five additional years if both parties agreed. Interest payable to the MDC would be at a rate of 1% over the average bank interest rate yield payable monthly. Requests for each loan would be made, in writing, to the Chairman of the MDC and he/she would have the authority to approve it without an individual vote of the Board.

MEDO will make a quarterly report to the MDC Board on how the proceeds of the MDC loans were handled within their department and the status of the individual loans that MEDO made from these funds.

MDC will not have any security interest in the loans that MEDO makes.

This agreement can be terminated by either party with thirty days written notice to the Chairman of MDC or the Director of MEDO. Any such termination shall not affect loans that are currently outstanding pursuant to the above agreement.

**MANCHESTER DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MAILING LIST**

Mike McCluskey (Chairman) (1st term-exp. 03/09)
McLane, Graf, Raulerson & Middleton, PA
900 Elm Street
Manchester, NH 03101
Tel: 628-1414
MIKE.MCCLUSKEY@MCLANE.COM

W. Stephan McMahon (Treasurer) (2nd term-exp. 03/10)
Senior Vice-President/Investments
Wachovia Securities
900 Elm Street, Suite 700
Manchester, NH 03101
Tel: 644-0611/fax: 624-8719
W.MCMAHON@WACHOVIASEC.COM

James C. Hood, Esquire (1st term-exp. 03/11)
Nixon Peabody, LLP
900 Elm Street
Manchester, NH 03101
Tel: 628-4000/fax: 628-4040
JHOOD@NIXONPEABODY.COM

Joan D. Bennett (1st term-exp. 03/11)
The Write Connection
75 Kearney Street
Manchester, NH 03104
Tel: 624-7115/fax: 641-9235
JOAN@WRITECONNECT.COM

John J. (Jack) Brady (1st term-exp. 03/11)
65 South Hall Street
Manchester, NH 03103
Tel: 669-8939 (home)/cell: (603) 785-7575
BOXES96@COMCAST.NET

Jay E. Taylor (2nd term-exp. 03/09)
178 Madison Way
Manchester, NH 03109
Tel: 485-4207 or 926-7049 (Hampton)
JAYNBARB@COMCAST.NET

Nick Soggu (1st term-exp. 03/09)
SilverTech, Inc.
55 So. Commercial Street
Manchester, NH 03101
NICK.SOGGU@SILVERTECH.COM

Cathy Schmidt (1st term-exp. 03/09)
Citizens Bank & Investment Services
875 Elm St. Manchester, NH 03101
Tel: 634-7502 fax: 634-7788
CATHLEEN.SCHMIDT@CITIZENSBANK.COM

Sean Owen (Vice-Chairman) (1st term-exp. 3/11)
Wedu
20 Market Street
Manchester, NH 03101
Tel: 647-9338/fax: 647-2325

Cathy Champagne (1st term-exp 03/09)
Jutras Signs
711 Mast Road
Manchester, NH 03102
Tel: 622-2344/Fax 668-6571

Alderman Michael "Mike" Lopez
191 Woodbury Street
Manchester, NH 03102

Alderman George Smith
102 Boynton Street
Manchester, NH 03102

NON-BOARD MEMBERS

David H. Barnes, Esquire
Devine, Millimet & Branch
111 Amherst Street
Manchester, NH 03101
Tel: 669-1000/fax: 669-8547
DHBARNES@DMB.COM

Mayor Frank C. Guinta
One City Hall Plaza
Manchester, NH 03101
Tel: 624-6500/fax: 624-6576
FGUINTA@MANCHESTER.GOV

Cynthia J. Harrington, Program Mgr.
Christopher Way
State of NH Dept. of Res. & Econ. Dev.
Div. of Economic Development
P.O. Box 1856, 172 Pembroke Rd.
Concord, NH 03302-1856
Tel: 271-2591 ext. 131
CHARRINGTON@DRED.STATE.NH.US

Manchester Economic Development Office
Jay Minkarah, Glen Ohlund and Kate Benway
One City Hall Plaza
Manchester NH 03101
Tel: 624-6505/fax: 624-6308
Paul: PBOREK@MANCHESTERNH.GOV

NON-BOARD MEMBERS (continued)

Elias E. Ashooh (Past Chairman & Strategic Initiatives Committee)

Elias E. Ashooh, Inc. (LPL Financial Services)
Wall Street Towers, Suite 1612; 555 Canal Street
Manchester, NH 03101
Tel: 641-1919/fax: 623-4562
SKIP@ASHOOH.COM

Charles E. Hungler (CVB Board)

355 Straw Hill
Manchester NH 03104
Tel: 669-1493
CHUNGLER@YAHOO.COM

Richard A. Charpentier (CVB Board)

99 Kidder St.
Manchester, NH 03101
Tel: 625-9219/fax: 232-3663
ESTATEPARA@COMCAST.NET

Michael Skelton

Director of Economic Development & Advocacy
Greater Manchester Chamber of Commerce
889 Elm Street
Manchester, NH 03101
Tel: 666-6600, x107/fax: 626-0910
Michaels@manchester-chamber.org

Gary A. Long (Past Board Member)

PSNH
P.O. Box 330
Manchester, NH 03105-0330
Tel: 634-3000/fax: 634-2213
LONGGA@PSNH.COM

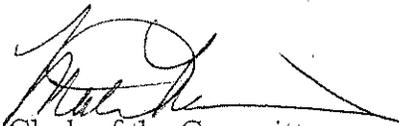
Other Business for
September 16th / 08 mtg.

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.

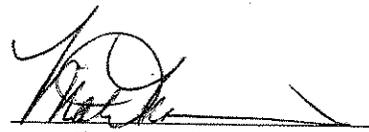
(Unanimous vote)

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
Deputy

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

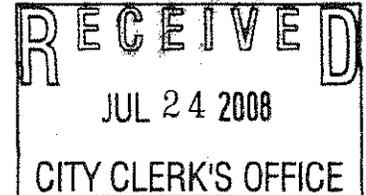
BELIVEAU • FRADETTE
DOYLE • GALLANT
ATTORNEYS AT LAW
PROFESSIONAL ASSOCIATION

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.

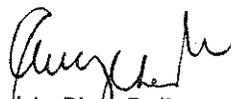
To access this parking lot they are seeking permission from the City of Manchester to cross the City of Manchester's Tax Map 292 Lot 11 to access their abutting parking lot. This request is for permission from the City of Manchester to (i) have the first two parking spaces shown on the attached plan 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

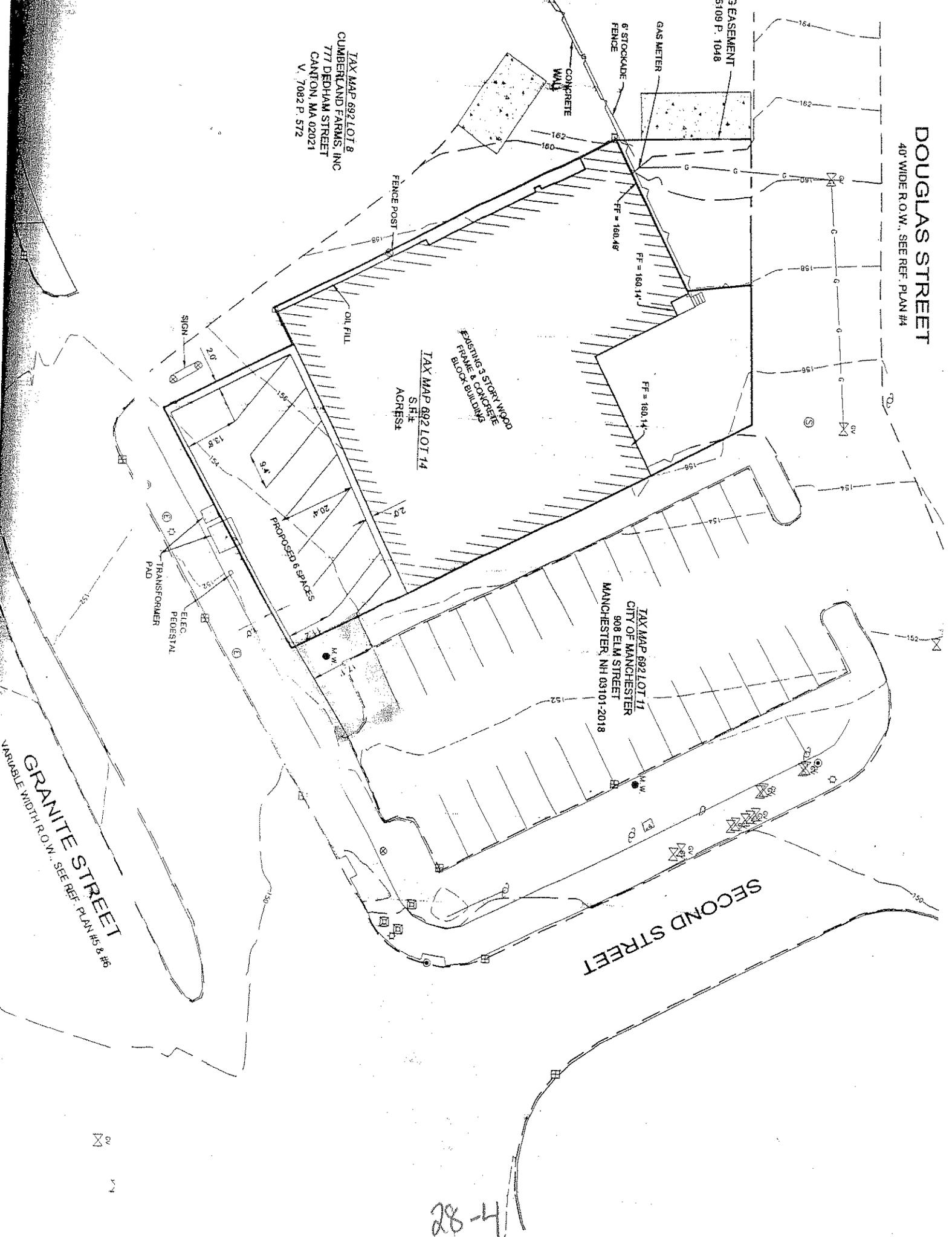
In Board of Mayor and Aldermen
Date: August 5, 2008
On Motion of Ald. Domaingue
Second by: Ald. Shea
Voted to refer to Committee on
Lands and Buildings


Deputy City Clerk

28-3

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

28-41