

AGENDA

BOARD OF MAYOR AND ALDERMEN

February 17, 2009
Mayor and all Aldermen

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

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

CONSENT AGENDA

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

Accept BMA Minutes

- A. Minutes of meetings held on November 7, 2007 (two meetings), November 20, 2007 (two meetings), and November 26, 2007 (one meeting).

Approve under supervision of the Department of Highways

- B. Pole petitions:

#11-1236 Located on Trolley Street

Informational to be Received and Filed

- C. Approved minutes from the Commission meeting held December 30, 2008, December 2008 Financial Report, and December 2008 Ridership Report submitted by Carey Roessel, Executive Director MTA.

- D. Communication from Matthew Normand, Acting City Clerk, advising that the Secretary of State has chosen the letter sequence for initiating the rotation of names on the ballots.
- E. Communication from Bryan Christiansen, Comcast, regarding service changes.
- F. Communication from Will Infantine, MCAM Board of Directors, submitting annual reports and audit.
(Note: Report previously forwarded to Mayor and all Aldermen on February 4, 2009.)
- G. Communication from Kevin Sheppard, Public Works Director, submitting an update on the current status and schedule of the contract with Corcoran Environmental Services.

Referral to the Water Commission

- H. Communication from Traci Sullivan regarding 84/86 Hudson Street 4th Quarter water bill.

REFERRALS TO COMMITTEES

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- I. Communication from Pamela Goucher, Interim Planning Director and Leon LaFreniere, Building Commissioner regarding necessary amendments to the Code of Ordinances relative to the approved consolidation of the Building and Planning Departments.

COMMITTEE ON BILLS ON SECOND READING AND PUBLIC HEARING TO BE SET BY CITY CLERK

- J. Ordinance:

“Amending the Zoning Ordinance of the City of Manchester by deleting the references to “Building Department” or “Planning Department” and replacing all with the name “Planning and Community Development Department”.”

COMMITTEE ON FINANCE

K. Resolution:

“Amending the FY2009 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the FY2009 CIP 610809 Manchester Emergency Housing Capital Improvements Project.”

REPORTS OF COMMITTEES

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- L. Recommending that the expiration date for the ordinance amendment increasing current taxi rates from \$.25 per one-sixth of a mile to \$.40 per one-sixth of a mile, be extended until March 31, 2009.
(Unanimous vote conducted via phone poll February 9, 2009)

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

4. Nomination(s) to be presented by Mayor Guinta, if available.
Ladies and Gentlemen, what is your pleasure?
5. Confirmation of nominations made by Mayor Guinta:

Board of Health

Robert A. Duhaime, RN, as a member, term to expire July 1, 2010

Ladies and Gentlemen, what is your pleasure?

6. Legislative Update presented by Mayor Guinta.
Ladies and Gentlemen, what is your pleasure?
7. A motion is in order to recess the meeting to allow the Committee on Finance to meet.

8. Mayor Guinta calls the meeting back to order.

9. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?

10. Report(s) of the Committee on Community Improvement, if available.
Ladies and Gentlemen, what is your pleasure?

11. Report(s) of the Committee on Accounts, Revenue & Enrollment Administration, if available.
Ladies and Gentlemen, what is your pleasure?

12. Ordinance: **(A motion is in order to read by title only.)**

“Amending Sections 33.024, 33.025, & 33.026 (Consolidations of Building and Planning Departments to Planning and Community Development Department) of the Code of Ordinances of the City of Manchester.”

A motion is in order to approve the Ordinance and ordain without referral to Committee.

13. Resolution: **(A motion is in order to read by titles only.)**

“Amending the FY2009 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the FY2009 CIP 610809 Manchester Emergency Housing Capital Improvements Project.”

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

TABLED ITEMS

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

14. Recommendation from the Special Committee on Riverfront Activities receiving unanimous vote that the City purchase a certain .2633 acre parcel of land located at 2 Line Drive under the terms and conditions identified in the attached purchase and sales agreement.

(Note: The Board voted to accept and adopt the recommendation of the committee and it was then vetoed by Mayor Guinta. Additional communications have been provided by Pamela H. Goucher, Interim Planning Director and Leon L. LaFreniere, Building Commissioner, and forwarded to Board on September 8, 2008; Tabled 09/16/2008.)

15. NEW BUSINESS
A. Communications
B. Aldermen

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



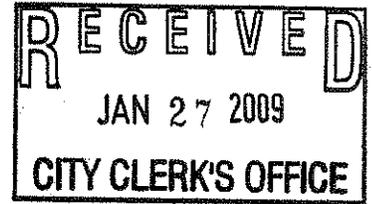
**Public Service
of New Hampshire**

60 W. Pennacook Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000

January 26, 2009

Office of the City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101



Dear City Clerk,

Public Service of New Hampshire is hereby requesting permission to install/replace poles located in the City of Manchester. Enclosed for your review is pole license petition 11-1236 for pole(s) located in the City of Manchester.

Upon approval, please have the license section signed by the proper authority. The copy labeled "**Manchester**" should be retained for your records.

Please return the remaining copies along with any invoices for payment to my attention at the address below.

If the petition is rejected, please return all copies of the license petitions with an explanation of rejection.

If you have any additional questions or require more information, please contact me at 603-634-2218 if you have any questions.

Respectfully,

Jeana Delisle
Representative-A Records
Public Service of New Hampshire
60 West Pennacook Street PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

January 26, 2009

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

PUBLIC SERVICE OF NEW HAMPSHIRE

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

License one (1) pole(s), 118A/2-1 located on Trolley Street in the City of Manchester.

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

Plan No. 11-1236
Dated: 1/20/2009

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 
Jeana Delisle, Licensing Specialist

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

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

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

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

POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 2

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

ORDERED

That PUBLIC SERVICE OF NEW HAMPSHIRE 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 26th day of January, 2009.

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" No. 11-1236, dated 1/20/2009 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), 118A/2-1 located on Trolley Street in the City of Manchester.

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

Approved
Dept. of Highways

BY: _____
_____, Surveyor

ATTEST _____
Matthew Normand, 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.

ATTEST _____
Matthew Normand, City Clerk

B-4

POLE LOCATION PLAN

DATE 01/20/2009
 MUNICIPALITY: Manchester
 STREET / ROAD: Trolley Street
 PSNH OFFICE: Hooksett
 PSNH ENGINEER: Bob Prescott
 TELCO ENGINEER: _____

LICENSE NO. 11-1236
 STATE HWY. DIV. NO. 5
 STATE LICENSE NO. _____
 WORK REQUEST# 1225688
 WORK FINANCIAL # 9Y811186
 TELCO PROJECT # _____

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	⊕	⊖	⊕	⊖	⊖	⊕				
118A/2-1		35-4										6' 190'		100% PSNH POLE AND ANCHOR NEW POLE OFF SIDE OF ROAD POLE 2 TO 3	
118A/2	563/13-2													100% PSNH LIGHT PLE AND HEAD ANCHOR INSTALL 50 W HPS STREET LIGH 6' BRACKET	M

B-5

**MANCHESTER
TRANSIT AUTHORITY**

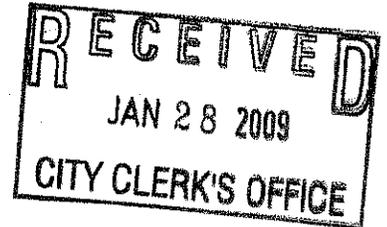
110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512



JOHN H. TRISCIANI, CHAIR
PETER ESCALERA, VICE CHAIR
JOSEPH DESELLE
MAUREEN NAGLE
CAROL WILLIAMS

CAREY ROESSEL
EXECUTIVE DIRECTOR

January 28, 2009



Mr. Matthew Normand, Acting City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Matthew,

The MTA Commissioners held a monthly Commission Meeting on Tuesday, January 27, 2009. Enclosed are the approved Minutes of the December 30, 2008 Commission Meeting, December 2008 Financial Report, and December 2008 Ridership Report.

The next scheduled Commission Meeting will be Tuesday, February 24, 2009 at 5:00 PM.

If you should have any questions, please feel free to contact me at extension 612.

Very truly yours,

A handwritten signature in cursive script that reads 'Carey Roessel'.

Carey Roessel
Executive Director

CR:cr

Enclosures

**MANCHESTER
TRANSIT AUTHORITY**

110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512



JOHN H. TRISCIANI, CHAIR
PETER ESCALERA, VICE CHAIR
JOSEPH DESELLE
MAUREEN NAGLE
CAROL WILLIAMS

CAREY ROESSEL
EXECUTIVE DIRECTOR

Manchester Transit Authority

December 30, 2008 Commission Meeting

MEMBERS PRESENT:

Chairman John H. Trisciani
Vice Chairman Peter Escalera
Commissioner Joseph Deselle
Commissioner Maureen Nagle
Commissioner Carol Williams

PERSONNEL PRESENT:

Carey Roessel, Executive Director
Evan Rosset, Assistant Executive Director
William J. Cantwell, Supt. of Administration

PERSONNEL ABSENT:

Michael Whitten, Operations Planning Manager
Paul Beauregard, Shop Manager

1. a. Chairman TRISCIANI called the meeting to order at 5:00 PM.
- b. Approve Minutes of December 2, 2008 Commission Meeting. WILLIAMS made a motion to approve the December 2, 2008 Commission Meeting minutes. Seconded by NAGLE. All Commissioners in favor.

MANAGEMENT REPORTS

2. a. Financial Report for November 2008. DESELLE made a motion to approve the November 2008 Financial Report. Seconded by NAGLE. All Commissioners in favor.

Transit Operation: CANTWELL reported transit revenues were \$305,166; \$7,892 (2.52%) less than budgeted. Farebox, ticket, and shuttle revenues were \$2,452 (8.77%) more than budget. Farebox income averaged \$1,092 per service day; decrease from this summer due to the cold weather.

Expenses were \$374,665; \$20,111 (5.67%) more than budget. Variances were labor and fringe benefits (earned time used for Thanksgiving and vacations), dispatcher overtime to cover and train the afternoon dispatcher, and mechanics labor for the repair of the bus involved in the Belmont Street accident.

School Operation: School revenue was \$1,451 (0.67%) more than budget. School charters were behind budget but ahead year-to-date by \$5,000. School expenses were \$21,228 (7.94%) less than budget. Variances were non driver labor and fringe benefits because more time was allocated to the transit division than projected, expenses for parts were less than projected, and CANTWELL made a depreciation expense correction.

TRISCIANI asked if there were sufficient funds to pay for the new school buses. CANTWELL replied half of the cash account would be transferred to the school operation. CANTWELL and ROESSEL met with the City's Finance Officer and requested acceleration of MTA subsidy. CANTWELL asked for the remainder of the \$900,000 by February 2009.

TRISCIANI said the School Department should be aware of the outstanding Weston School invoices from June 2008. ROESSEL said Weston School has been informed that their charter services would be curtailed if payment is not received shortly.

All Commissioners in favor of approving November 2008 Financial Report.

- b. **Transit/School Report for November 2008.** ROSSET reported ROESSEL, WHITTEN, several Commissioners, and he attended a First Group Meeting in CT. They talked about FMLA updates, best practices, safety, and the added services First Group has to offer. He and WHITTEN met with representatives

from Manchester Community College (MCC) regarding the U-pass program and have since received a check from MCC to provide students free transportation through the spring 2009. Thanks to NAGLE, UNH-Manchester will also be participating in the U-pass program.

ROSSET reported during the month we lost 3 school bus drivers, 1 being promoted to full-time, but gained 2 giving us 72 active school bus operators.

c. **Operating –Statistics Report for November 2008.**

Transit Operation: ROSSET reported weekday ridership showed a decrease (2 less weekdays) while Saturday ridership showed an increase (1 additional Saturday). Average weekday ridership increased 13% over the same month last year and Saturday ridership increased 11%. StepSaver ridership declined 9% from November 2007; 885 trips this month. Those clients appear to be gaining comfort and familiarity with the fixed route service and depending less on StepSaver. Quite a few StepSaver clients are conditionally eligible according to ADA so when sidewalks are not plowed they are eligible for StepSaver. During the month there were 6 missed trips; 4 were late more than 15 minutes and 2 were redlined, 5 collisions; 4 non preventable, 9 operator complaints, 72 out of 79 trips ran on time, and there were no loss time job injuries.

School Operation: ROSSET reported we performed 77 charters during the month. There were 12 complaints with on-time performance and minor school operator issues, 1 preventable collision, no loss time injuries for the month, and we transported 117,000 students. TRISCIANI said the School District is talking about going out to bid for transportation services. The School District has been made aware that if we lose the school contract, due to FTA regulations, the MTA

could no longer perform school bus services. We are “grandfathered” according to FTA to do school service and once we lose the contract we would lose that status and never get it back.

- d. **Maintenance Report for November 2008.** ROSSET reported there was 1 transit road call, and 14 inspections were completed out of 18 scheduled. There were 2 City repair orders.

NEW BUSINESS

3. a. **NH Transit Association- 2009 Membership.** ROESSEL said it is vital for the MTA to belong to this association, it is a good resource. CANTWELL explained we need a motion to rejoin this association because this is a line item that we promised the Mayors’ office we would cut. NAGLE made a motion to continue membership in the NH Transit Association and membership with the Greater Manchester Chamber of Commerce. Seconded by WILLIAMS. All Commissioners in favor.
- b. **Main Gate Maintenance.** ROESSEL explained we are having problems with the electric gate and found out the operator (motor) needs to be replaced. BEAUREGARD sought prices from 3 vendors to provide and install a new operator and key pad and 2 vendors’ submitted proposals. Discussion ensued regarding the 2 proposals with NAGLE making a motion to award R. G. Tombs Door Co., Inc. the proposal for \$6,472.00. Seconded by DESELLE. All Commissioners in favor.
- c. **Projects for Federally-Funded Economic Stimulus Package.** ROESSEL explained President-elect Obama is working with Congress on a stimulus package. He is proposing projects be ready to start because the funds have to be

spent within 180 days. Since the money will go to the State, we would submit our transportation projects to the Department of Transportation. The NH Transit Association is also putting together a list of projects, as well as the City of Manchester. NHDOT Commissioner Campbell is interested in building a second rail line with this money. He and Robin Comstock, Greater Manchester Chamber of Commerce, discussed this because one rail line will consume about one third of the amount proposed for the State. He is surprised that NHDOT invested in new equipment for Boston Express and did not invest in a High Occupancy Vehicle (HOV) lane for buses to help the buses move people faster. The buses sit in the same traffic with the cars all the way down to Boston until 5 miles outside of Boston then they can utilize an HOV lane. There is a place for rail but rail is exceedingly expensive. The State of Maine spends \$10M a year to keep the Downeaster running. ROESSEL presented the following list of projects for Board approval:

- | | | |
|----|--|----------|
| 1. | GPS-based Automated Vehicle Locator (AVL) system for vehicles | \$90,000 |
| 2. | Replace bus washer equipment | \$80,000 |
| 3. | Security system (camera system throughout parking area and at fuel island) | \$10,000 |
| 4. | Replace supervisors' vehicle | \$14,000 |
| 5. | Refurbish office (replace carpeting and wallpaper) and bathrooms (change fixtures, dividers, and add counter tops) | \$14,000 |

AVL System - ROESSEL said the Mayor understands that public transportation is vital, but is concerned that we continue to operate fixed route service for routes that are underperforming. He is asking us to look at ways we can improve the productivity of the routes and increase revenues. ROESSEL said that if we were to go to a dial-a-ride system or neighborhood loop system, the AVL system would

provide the technology to do this. It would also work to improve the effectiveness of the StepSaver.

Security system – ROESSEL would like to install security cameras in the yard and at the fuel island.

Supervisory vehicle – ROESSEL said the 1998 supervisory vehicle is in need of replacement.

Refurbish the office - WILLIAMS requested improvements be made for handicapped accessibility. ROESSEL stated the offices have not been improved since the MTA facility was built 33 years ago.

TRISCIANI said letters would be sent to the Mayors' Office, NHTA, SNHPC, NHDOT, Economic Development, US Senators, and Congressmen. NAGLE asked to send a letter to Senator-elect Jeanne Shaheen. ROESSEL said these projects are 100% federal money; we don't need to ask the City for matching funds. ESCALERA doesn't feel \$10,000 is enough for a security system and NAGLE stated renovations would cost more than \$14,000. NAGLE made a motion to approve the list of projects and amend Item #3 Security System to cost \$40,000 and Item #5 Office Renovations to include the maintenance lounge and increase that amount to \$25,000. Seconded by DESELLE. All Commissioners in favor.

- d. **Hybrid Bus Specifications for Downtown Circulator.** ROESSEL said the Downtown Circulator is a project the City wants to get started in the spring to help relieve the parking crunch in the mill yard. Since it is a "clean air grant" we looked into CNG buses and found out that hybrid technology is perfect for this type of service. Bids have been prepared and proposals are due January 15th.

TRISCIANI asked if we have the funding to do this type of service. ROESSEL said he met with SNHPC and everything is in place.

OLD BUSINESS

4. a. **Manchester Transportation Center.** ROESSEL explained he met with Judy Winslow of Granite State Ambassadors and Robin Comstock of Greater Manchester Chamber of Commerce. Ms. Comstock wants to know what the Chamber can do to help with the Transportation Center. She recognizes there are unmet needs in the City and that people need to get to hotels around the airport. The Chamber is trying to attract the business base and knows that transportation is a critical issue. When the Airport access road is open that will also create additional opportunities. The Chamber is going to hold another transportation summit to continue the work started at the first summit in August and will ask the Mayor once again to invite people. They want to discuss the I-93 widening project and other transportation issues.
- b. **Extension of Service into Bedford.** ROSSET explained that he and WHITTEN worked up 3 alternative routes that were provided to the Town of Bedford for their input and consideration; 1) traveling down Elm to Queen City Bridge to Boynton Street and following Route 101 west to Jenkins & Harvey Roads where a new Hannaford's is to open soon, 2) this bus would allow transfers to downtown at Sweeney Park, and 3) a new flexible route, like a dial-a-ride service, that serves residential areas in Bedford and brings passengers to the businesses along Route 101. The Bedford Town Manager has requested meeting with MTA staff to further develop these ideas. TRISCIANI said the next move is to approach the Town of Goffstown. If the Bremer route has to be dismantled, we have to send

letters out to St. Anselms College, the stores along Mast Road, and the Town Fathers to let them know ahead of time what we are going to do.

- c. **FY 2010 Budget Process.** ROESSEL explained the Mayor requested all budget proposals to be submitted on January 9th followed by a budget review session with the Mayor and his Assistant Sean Thomas on January 29th. All City Department heads are going through the same process.

OTHER BUSINESS

5. a. **Date for Next Meeting.** Tuesday, January 27, 2009.

With no further business to come before the Board, NAGLE made a motion to adjourn the meeting at 6:10 PM. Seconded by WILLIAMS. All Commissioners in favor.



Transit

December 2008

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2008

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Farebox Revenue					
Farebox Revenue	\$25,143.65	\$19,500.00	\$160,145.29	\$114,750.00	\$45,395.29
Adult Fares	4,565.00	2,200.00	24,856.00	13,200.00	11,656.00
Adult Monthly Fares	4,235.00	2,600.00	29,819.00	15,600.00	14,219.00
Senior Citizens Fares	1,211.00	800.00	8,129.50	4,800.00	3,329.50
Senior Citizen Monthly Fare	2,840.00	850.00	9,090.57	5,100.00	3,990.57
Disabled Rider Fare	2,603.65	1,900.00	13,843.00	11,400.00	2,443.00
Student Fares	4,172.00	850.00	10,450.00	5,100.00	5,350.00
Total Farebox and Tickets	44,770.30	28,700.00	256,333.36	169,950.00	86,383.36
Shuttle and Excursions					
Shopping Shuttle	1,050.00	1,500.00	5,775.00	9,000.00	(3,225.00)
Total Shuttle and Excursions	1,050.00	1,500.00	5,775.00	9,000.00	(3,225.00)
Other Revenue					
Sale of Fuel to City Departments	38,838.64	35,000.00	225,978.08	210,000.00	15,978.08
Sale of Maintenance Service to City	204.81	1,800.00	13,495.14	10,800.00	2,695.14
Advertising Revenue-Bus	8,996.00	7,000.00	33,235.59	42,000.00	(8,764.41)
Sale of Vehicles and Equipment			2,250.00		2,250.00
Sale of Scrap Materials	110.24		344.32		344.32
Interest Income	410.15	650.00	2,676.22	3,900.00	(1,223.78)
Photo Picture ID Revenue	18.00	20.00	76.00	120.00	(44.00)
Other Non-Tranp. Revenue		25.00	99.41	150.00	(50.59)
Total Other Revenue	48,577.84	44,495.00	278,154.76	266,970.00	11,184.76
Total Operational Income	94,398.14	74,695.00	540,263.12	445,920.00	94,343.12
Operating Assistance					
City of Manchester	90,000.00	106,513.00	542,400.00	639,078.00	(96,678.00)
Town of Bedford	3,600.00	3,600.00	21,600.00	21,600.00	
State of New Hampshire			33,000.00	30,000.00	3,000.00
Federal Operating Subsidy	140,177.00	142,000.00	820,825.00	845,000.00	(24,175.00)
Total Operating Assistance	233,777.00	252,113.00	1,417,825.00	1,535,678.00	(117,853.00)
Total Revenue	328,175.14	326,808.00	1,958,088.12	1,981,598.00	(23,509.88)
Expenses					
Labor					
Transit Operator Wages	78,772.20	66,892.00	419,376.32	394,953.00	24,423.32
Transit Operator Overtime Wages	5,422.43	7,270.00	43,417.75	42,833.00	584.75
StepSaver Operator Wages	15,490.39	13,603.00	88,054.08	79,284.00	8,770.08
StepSaver Operator Overtime Wages	2,895.55	1,818.00	21,943.99	10,710.00	11,233.99
Mechanic Wages	18,441.94	13,109.00	90,659.72	75,675.00	14,984.72
Mechanic Overtime Wages	1,185.07		4,699.41		4,699.41
Transp. Admin Wages	12,054.70	11,405.00	73,419.78	65,836.00	7,583.78
Transp. Admin Overtime Wages	1,350.49	189.00	4,622.31	1,134.00	3,488.31
Maint. Admin Wages	3,886.80	4,143.00	23,436.73	23,918.00	(481.27)
General Admin Wages	7,424.10	7,711.00	46,931.30	44,514.00	2,417.30
Gen. Admin Overtime Wages		57.00		342.00	(342.00)
Total Labor	146,923.67	126,197.00	816,561.39	739,199.00	77,362.39
Fringe Benefits					

C-11

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2008

	Current	Budget	YTD	YTD Budget	YTD Net Change
Health Insurance Expense	\$31,464.08	\$55,372.00	\$259,996.90	\$334,632.00	(\$74,635.10)
Dental Insurance Expense	718.46	1,507.00	8,159.59	9,042.00	(882.41)
Life Insurance Expense	791.50	733.00	4,326.70	4,398.00	(71.30)
Pension Expense	4,480.00	6,933.00	37,248.00	41,598.00	(4,350.00)
FICA Expense	17,180.99	12,360.00	80,482.88	72,927.00	7,555.88
Worker's Compensation	3,952.00	5,004.00	23,706.60	29,548.00	(5,841.40)
Unemployment Compensation	517.00	527.00	3,102.00	3,162.00	(60.00)
Transit Operator Vacation Wages	7,791.94	5,542.00	36,989.03	33,252.00	3,737.03
Transit Operator Holiday Wages	12,659.97	5,425.00	40,680.00	32,550.00	8,130.00
Transit Operator Sick Wages	3,002.45	4,340.00	17,176.32	26,040.00	(8,863.68)
Mechanic Vacation Wages	1,344.00	1,307.00	13,382.60	7,842.00	5,540.60
Mechanic Holiday Wages	2,830.39	1,479.00	10,298.00	8,874.00	1,424.00
Mechanic Sick Wages	369.12	99.00	(1,910.29)	594.00	(2,504.29)
Transp. Admin Vacation Wages	1,646.90	1,311.00	8,945.00	7,866.00	1,079.00
Transp. Admin Holiday Wages	2,747.17	1,442.00	13,370.07	8,652.00	4,718.07
Transp. Admin Sick Wages		483.00	923.13	2,898.00	(1,974.87)
Maint. Admin Vacation Wages	1,815.52	860.00	5,774.28	5,160.00	614.28
Maint. Admin Holiday Wages	752.76	585.00	3,771.18	3,510.00	261.18
Maint. Admin Sick Wages		103.00	955.52	618.00	337.52
Gen Admin. Vacation Wages	1,875.68	865.00	5,552.14	5,190.00	362.14
Gen. Admin Holiday Wages	1,672.86	884.00	5,960.26	5,304.00	656.26
Gen. Admin Sick Wages		156.00	858.09	936.00	(77.91)
Transit Uniform Allowance	850.06	825.00	5,170.75	4,950.00	220.75
Maintenance Uniform Allowance	467.51	560.00	3,119.37	3,979.00	(859.63)
Tool Allowance		100.00	644.77	600.00	44.77
License Reimbursement	80.00	63.00	560.00	378.00	182.00
Burden Adjustment	(10,232.32)	(15,088.00)	(65,056.62)	(89,450.00)	24,393.38
Total Fringe Benefits	88,778.04	93,777.00	524,186.27	565,050.00	(40,863.73)
Services					
Management Consultant	12,027.00	13,189.00	74,321.87	79,134.00	(4,812.13)
Commissioner Expense			537.50	500.00	37.50
Auditing Expense		2,000.00	6,828.00	6,000.00	828.00
Legal Expense	415.00	667.00	1,950.16	4,002.00	(2,051.84)
Service Bureau	75.10	697.00	8,882.64	4,182.00	4,700.64
Security Service	47.75	83.00	748.43	498.00	250.43
Outside Advertising	214.15	667.00	2,752.08	4,002.00	(1,249.92)
Driver and Criminal Record			355.00		355.00
Drug & Alcohol Testing	72.00	583.00	604.80	3,498.00	(2,893.20)
Pre-Employment Medical	174.60	125.00	136.80	750.00	(613.20)
Janitorial Service and Supplies	1,318.11	667.00	5,094.77	4,002.00	1,092.77
Bank Service Charges	545.66	650.00	3,233.57	3,900.00	(666.43)
Total Services	14,889.37	19,328.00	105,445.62	110,468.00	(5,022.38)
Materials and Supplies					
Fuel Operations	29,988.78	26,485.00	171,536.33	155,771.00	15,765.33
Sale of Fuel to City Departments	38,106.18	34,375.00	218,223.50	206,250.00	11,973.50
Maintenance Parts	2,552.85	10,186.00	25,301.75	60,148.00	(34,846.25)
Purchase Discounts		(250.00)	(444.95)	(1,500.00)	1,055.05
Tires Expense	1,282.06	1,132.00	7,670.36	6,656.00	1,014.36
Oil and Grease	520.48	381.00	3,014.09	2,238.00	776.09
Maintenance Supplies	866.68	863.00	5,078.63	5,172.00	(93.37)
Body Shop Supplies	5.34	560.00	2,324.96	3,360.00	(1,035.04)
Hazardous Materials		93.00		558.00	(558.00)

C-12

Manchester Transit Authority
Income Statement Transit
For the Six Months Ending December 31, 2008

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD</u> <u>Budget</u>	<u>YTD</u> <u>Net Change</u>
Outside Parts and Labor	\$50.00	\$83.00	\$300.00	\$498.00	(\$198.00)
Repairs-Inner City Terminal		167.00	434.44	1,002.00	(567.56)
Repairs-Building and Grounds	832.93	917.00	15,682.70	5,502.00	10,180.70
Repairs-Shop Equipment	1,618.83	187.00	3,128.03	1,122.00	2,006.03
Repairs-Radio Equipment		42.00		252.00	(252.00)
Repairs-Office Equipment	299.62	360.00	1,823.29	2,160.00	(336.71)
Office Supplies	410.63	900.00	5,425.79	5,400.00	25.79
Transit Schedules and Tickets		583.00	4,309.75	3,498.00	811.75
Total Materials and Supplies	76,534.38	77,064.00	463,808.67	458,087.00	5,721.67
Utilities					
Electricity	2,563.02	1,833.00	11,400.11	10,998.00	402.11
Natural Gas	3,261.16	1,500.00	4,376.16	2,100.00	2,276.16
Telephone	596.55	779.00	3,528.14	4,674.00	(1,145.86)
Water	155.43	183.00	960.65	1,098.00	(137.35)
Total Utilities	6,576.16	4,295.00	20,265.06	18,870.00	1,395.06
Insurance					
Public Liability Insurance	11,871.00	12,281.00	76,229.00	73,686.00	2,543.00
Other Liability	859.00	974.00	5,158.64	5,844.00	(685.36)
Total Insurance	12,730.00	13,255.00	81,387.64	79,530.00	1,857.64
Other Expenses					
Dues and Memberships	20.00	125.00	76.00	750.00	(674.00)
Tolls and Parking			25.00		25.00
Training and Meetings	102.50	292.00	984.91	1,752.00	(767.09)
Grievance Expense		38.00		228.00	(228.00)
Depreciation	50,000.00	47,920.00	300,000.00	287,520.00	12,480.00
Total Other Expenses	50,122.50	48,375.00	301,085.91	290,250.00	10,835.91
Total Expenses	396,554.12	382,291.00	2,312,740.56	2,261,454.00	51,286.56
Net Income (Loss)	(68,378.98)	(55,483.00)	(354,652.44)	(279,856.00)	(74,796.44)



School

December 2008

Manchester Transit Authority
Income Statement School
For the Six Months Ending December 31, 2008

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Contract	\$181,858.52	\$174,666.00	\$1,119,610.96	\$1,047,996.00	\$71,614.96
Manchester Skill Center	9,049.50	9,385.00	57,313.50	56,310.00	1,003.50
Special Needs	12,066.00	14,479.00	72,396.00	82,045.00	(9,649.00)
Student Tickets			27.00		27.00
Total Student Transportation	202,974.02	198,530.00	1,249,347.46	1,186,351.00	62,996.46
School Charter					
Student Athletics	5,862.55	6,500.00	52,632.65	53,500.00	(867.35)
Student Fieldtrips	4,992.85	9,000.00	39,290.79	38,000.00	1,290.79
Total School Charters	10,855.40	15,500.00	91,923.44	91,500.00	423.44
Other Revenue					
Sale of Vehicles and Equipment			4,500.00		4,500.00
Interest Income	12.64	100.00	152.48	600.00	(447.52)
Other Non-Transp. Revenue	165.00		2,360.45		2,360.45
Total Other Revenue	177.64	100.00	7,012.93	600.00	6,412.93
Total Operational Income	214,007.06	214,130.00	1,348,283.83	1,278,451.00	69,832.83
Expenses					
Labor					
School Operator Wages	75,283.50	80,107.00	400,140.20	387,520.00	12,620.20
School Operator Overtime Wages	365.92	3,435.00	7,420.14	16,648.00	(9,227.86)
Transit Operator Wages	498.89	167.00	1,312.06	756.00	556.06
Transit Operator Overtime Wages	1,165.78		5,239.39		5,239.39
Mechanic Wages	6,268.09	10,944.00	43,856.97	63,178.00	(19,321.03)
Transp. Admin Wages	7,246.00	9,283.00	41,560.23	53,588.00	(12,027.77)
Transp. Admin Overtime Wages	101.48	440.00	662.29	2,640.00	(1,977.71)
Maint. Admin Wages	3,477.06	3,543.00	21,272.15	20,453.00	819.15
General Admin Wages	3,586.52	4,368.00	23,636.65	25,214.00	(1,577.35)
Gen. Admin Overtime Wages		18.00	17.35	108.00	(90.65)
Total Labor	97,993.24	112,305.00	545,117.43	570,105.00	(24,987.57)
Fringe Benefits					
Health Insurance Expense			(108.04)		(108.04)
Dental Insurance Expense	(324.91)		628.95		628.95
FICA Expense	10,244.20	8,435.00	42,230.59	40,630.00	1,600.59
Worker's Compensation	2,634.00	3,374.00	15,804.40	15,634.00	170.40
School Operator Vacation Wages	6,570.60	7,689.00	6,850.20	7,689.00	(838.80)
School Operator Holiday Wages	8,336.10	1,049.00	19,717.32	15,729.00	3,988.32
School Uniform Allowance	99.06	250.00	880.01	1,500.00	(619.99)
Maintenance Uniform Allowance			196.00		196.00
Tool Allowance			644.78		644.78
License Reimbursement	160.00	167.00	720.00	1,002.00	(282.00)
Burden Adjustment	10,232.32	15,088.00	65,106.62	89,450.00	(24,343.38)
Total Fringe Benefits	37,951.37	36,052.00	152,670.83	171,634.00	(18,963.17)
Services					
Management Consultant	12,027.00	13,189.00	74,351.87	79,134.00	(4,782.13)

Manchester Transit Authority
Income Statement School
For the Six Months Ending December 31, 2008

	Current	Budget	YTD	YTD Budget	YTD Net Change
Commissioner Expense			\$562.50	\$500.00	\$62.50
Auditing Expense		3,000.00	10,242.00	9,000.00	1,242.00
Legal Expense	622.50	667.00	1,746.34	4,002.00	(2,255.66)
Service Bureau	85.10	1,045.00	7,869.92	6,270.00	1,599.92
Security Service	71.63	125.00	1,122.68	750.00	372.68
Outside Advertising	489.00	1,833.00	1,401.65	10,998.00	(9,596.35)
Driver and Criminal Record	221.25		2,542.25		2,542.25
Drug & Alcohol Testing	405.00	667.00	2,920.50	4,002.00	(1,081.50)
Pre-Employment Medical	546.30	500.00	2,033.10	3,000.00	(966.90)
Janitorial Service and Supplies	1,318.09	667.00	5,094.87	4,002.00	1,092.87
Bank Service Charges		8.00		48.00	(48.00)
Total Services	15,785.87	21,701.00	109,887.68	121,706.00	(11,818.32)
Materials and Supplies					
Fuel Operations	23,402.87	32,389.00	118,071.48	153,455.00	(35,383.52)
Maintenance Parts	4,435.40	6,189.00	24,731.79	29,323.00	(4,591.21)
Tires Expense	2,129.78	1,581.00	6,946.09	7,491.00	(544.91)
Oil and Grease	500.09	315.00	2,583.98	1,494.00	1,089.98
Maintenance Supplies	831.98	720.00	3,710.41	4,320.00	(609.59)
Body Shop Supplies	61.00	440.00	1,772.07	2,640.00	(867.93)
Hazardous Materials		73.00		438.00	(438.00)
Outside Parts and Labor		83.00		498.00	(498.00)
Repairs-Building and Grounds	580.13	750.00	11,613.31	4,500.00	7,113.31
Repairs-Shop Equipment	1,118.41	147.00	1,850.23	882.00	968.23
Repairs-Radio Equipment		42.00	1,953.30	252.00	1,701.30
Repairs-Office Equipment	245.16	307.00	1,512.65	1,842.00	(329.35)
Office Supplies	286.88	767.00	3,088.25	4,602.00	(1,513.75)
School Schedules and Tickets		167.00	162.25	1,002.00	(839.75)
Total Materials and Supplies	33,591.70	43,970.00	177,995.81	212,739.00	(34,743.19)
Utilities					
Electricity	2,097.01	1,500.00	9,440.83	9,000.00	440.83
Natural Gas	2,668.23	1,500.00	3,580.53	2,100.00	1,480.53
Telephone	488.09	638.00	2,922.58	3,828.00	(905.42)
Water	127.17	150.00	796.05	900.00	(103.95)
Total Utilities	5,380.50	3,788.00	16,739.99	15,828.00	911.99
Insurance					
Public Liability Insurance	13,085.00	15,714.00	78,518.00	94,284.00	(15,766.00)
Other Liability	735.00	814.00	4,402.98	4,884.00	(481.02)
Total Insurance	13,820.00	16,528.00	82,920.98	99,168.00	(16,247.02)
Other Expenses					
Dues and Memberships		167.00	264.00	1,002.00	(738.00)
Tolls and Parking			8.50		8.50
Training and Meetings	187.50	292.00	450.59	1,752.00	(1,301.41)
Grievance Expense		38.00	650.00	228.00	422.00
Depreciation	21,000.00	21,000.00	126,000.00	126,000.00	
Total Other Expenses	21,187.50	21,497.00	127,373.09	128,982.00	(1,608.91)
Total Expenses	225,710.18	255,841.00	1,212,705.81	1,320,162.00	(107,456.19)

C-16

**Manchester Transit Authority
Income Statement School
For the Six Months Ending December 31, 2008**

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Net Income (Loss)	<u>(\$11,703.12)</u>	<u>(\$41,711.00)</u>	<u>\$135,578.02</u>	<u>(\$41,711.00)</u>	<u>\$177,289.02</u>

Commissioners Memorandum

To: Commissioners
 From: Mike Whitten, Operations Planning Manager
 Date: January 23, 2009
 Re: Transit Ridership Report – Dec 2008



December

FYTD

Routes	FY 2008		FY 2009		% Change	FY 2008		FY 2009		% Change
	Weekdays	Saturdays	20	22		126	127	26	26	
Bridge St-Dartmouth Route #1			1,134	1,832	62%	9,031	10,963	21%		
Hanover-Massabesic Route #2			2,432	3,288	35%	17,240	19,751	15%		
Brown Ave-Airport Route #3			2,073	2,427	17%	14,587	16,606	14%		
Elliot-Industrial Park Route #4			2,183	2,544	17%	14,438	16,755	16%		
River Rd-SNHU Route #5			1,303	1,443	11%	9,086	10,473	15%		
Bremer-Mast Rd Route #6			3,535	4,982	41%	21,363	31,450	47%		
VA Hospital Route #7			1,326	1,638	24%	8,794	9,383	7%		
So. Willow Route #8			5,346	5,872	10%	32,030	36,598	14%		
DW Highway Route #9			649	1,058	63%	5,307	5,792	9%		
Valley-Weston Rd. Route #10			4,214	5,269	25%	24,150	31,022	28%		
Front St. Route #11			1,433	2,028	42%	11,337	13,167	16%		
So. Beech Route #12			4,106	4,672	14%	23,396	29,362	26%		
Bedford Highlands Route #13			4,599	5,949	29%	30,176	31,647	5%		
UPass Riders - MCC			579	572	-1%	3,670	4,530	23%		
Hannaford Shuttle			407	495	22%	2,451	2,953	20%		
Stop & Shop Shuttle			101	160	58%	716	920	28%		
Weekday Fixed Route Totals			30,450	39,731	30%	202,591	240,682	19%		
Saturday Fixed Route Totals			4,582	3,926	-14%	22,796	26,160	15%		
Fixed Route Weekday Average			1,523	1,806	19%	1,608	1,895	18%		
Fixed Route Saturday Average			916	982	7%	877	1,006	15%		
Total Transit Passengers Served			35,032	43,657	25%	225,387	266,842	18%		
Total StepSaver Passengers Served			911	956	5%	6,101	5,521	-10%		

Mike Whitten
 Operations Planning Manager



*Matthew Normand
Acting City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Matthew Normand 
Acting City Clerk

DATE: February 10, 2009

RE: Name Rotation for Ballots

Please be advised that the Secretary of State has chosen the letter sequence for initiating the rotation of names on the ballots for this year. The letter "C" was chosen and those candidates whose surname begins with the letter "C" will be listed first on the ballot in multi-candidate offices and all other candidates would follow alphabetically through the letter "B".

Please call me should you have any questions or concerns. Thank you.



RECEIVED
JAN 23 2009
MAYOR'S OFFICE

RECEIVED
FEB 02 2009
CITY CLERK'S OFFICE

January 21, 2009

The Honorable Frank Guinta
Mayor/Board of Alderman
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Re: Service Changes

Dear Mayor and Members of the Board:

In keeping with our ongoing efforts to provide regular updates regarding our service, I would like to inform you of upcoming changes to our channel line-up within your community.

Effective January 28, 2009, Trinity Broadcasting Network (TBN) will be included in the Basic Service tier, moving from the Digital Classic package. With this change, TBN will now be available to more Comcast customers in your community. TBN will remain on digital channel 229. As TBN is a digital channel, customers will need either a digital television or a digital cable box to view TBN programming.

Effective March 17, 2009, the Home Shopping Network (HSN) will move from channel 93 to 3. The Home Shopping Network will continue to be part of the Basic Service tier. A cable box is not required to view HSN.

We will be communicating these changes to our customers through a bill message on their next monthly billing statement. Should residents contact you with questions regarding these changes, please do not hesitate to direct them to our toll free customer service number: 1-800-COMCAST. Our Customer Account Executives are available 24 hours a day, 7 days a week to answer any questions they may have regarding Comcast products, services and prices. If you have any questions about this or any other issue, please feel free to contact me directly at 603-224-0957, ext. 202.

Sincerely,

Bryan Christiansen
Senior Manager of Government & Community Relations

E

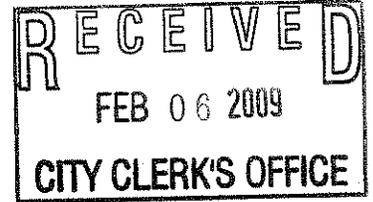
Kevin A. Sheppard, P.E.
Public Works Director

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



February 6, 2009

The Honorable Board of Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza,
Manchester, New Hampshire 03101

Re: *Corcoran Environmental Services (C.E.S)*
Schedule Update

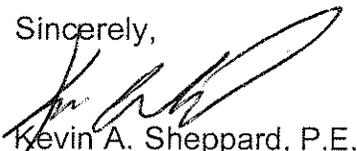
Dear Board Members:

At the request of the Solid Waste Committee Chairman, I am writing to update you on the current status and schedule of the referenced contract. On December 18, 2008 the Planning Board granted a Conditional Use Permit for the construction of Corcoran's Material Recycling Facility, which will be located at 300 Gay Street.

The Public Hearing for the facility's NH D.E.S. operating permit is scheduled for March 3rd at 6:00 PM. This hearing will be held at the Highland Goffes Falls School. As previously discussed and recently reiterated by Mr. Corcoran, from final approvals it will take approximately twenty weeks for building and site modifications along with equipment installation.

Regarding the contract, Mr. Clark and I have been working with Mr. Corcoran's attorney to finalize the necessary revisions requested by the Board of Mayor and Aldermen as well as to add the conditions of the Planning Board. I am available to address any questions you may have regarding this matter.

Sincerely,


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

cc: Alderman Mark E. Roy
Timothy Clougherty, Deputy Director
Tom Clark, City Solicitor

6

January 30, 2009

Board of Water Commissioner
Manchester Water Works
281 Lincoln Street
Manchester, NH 03103

Board of Mayor & Alderman
Attention: City Clerk
One City Hall Plaza
Manchester, NH 03103

Traci Sullivan
78A Walker Hill Rd.
Ossipee, NH 03864
(603)264-1616

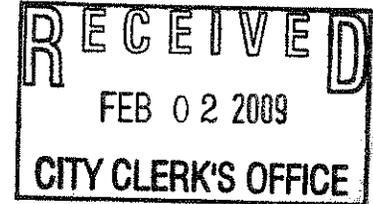
Formerly of,
84 Hudson St.
Manchester, NH 03103

To Whom It May Concern:

I am writing this grievance in regards to a water bill received for the 4th quarter of 08'. The residence in reference is 84/86 Hudson St., Manchester, NH 03103. This is a duplex that has been occupied since 1987. If you look at the history of this account you will find that every month the bill has been paid on time and never a dispute made in regards to meter readings placed for either water or sewer. At the end of September 2008, I moved out of the 84 Hudson side. It has been vacant since then and it is on the market to be sold. You can imagine the shock of 86 Hudson when she opened the bill and it was for higher usage than has ever been. This was unbelievable considering one side was vacant. The bill should have been half of normal usage. Mark from the water department graciously came out and re-read the meter for accuracy. He found it to be accurate. Mark also checked 84 Hudson for any running toilets, leaks, etc. and found nothing. He has also rechecked again and found the usage to be normal at this time (5 for one month) for ½ occupancy of the duplex since this last statement. He can only concur that a toilet may have been running and during a showing was used and left running and then used again and corrected itself, however this is only a theory. I called and asked for consideration in adjusting the water charges given the circumstances and was told it is not something that is done. I guess if it was just the water I would consider just paying the bill and calling it bad luck, but this will now drive a high sewer bill for a residence that has been vacated since September. So basically I will have over \$150.00 for usage that no one is using or has used. These are tough economic times and this is just not something I can afford to let fly. If I never paid my bill and was constantly disputing readings I could understand. As a long standing, good paying, honest customer how can my word not be good or an exception made. It seems unfair and unjust; if this was any other service we were talking about the history of the account would stand for something. I am struggling to get by as it is paying heat and electric for two households on my own, as my husband is out of work. I know that this is not your problem, but there has to be some kindness, faith and understanding left for the residents and tax payers in your community.

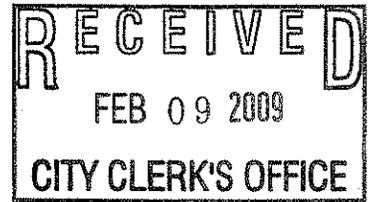
Sincerely,

Traci Sullivan





CITY OF MANCHESTER



February 9, 2009

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

Re: Proposed changes to the City of Manchester Code of Ordinances

Honorable Board Members:

Enclosed please find proposed changes to the City of Manchester Code of Ordinances that are necessary as a result of the Board's recent action to merge the Building & Planning Departments into one Department (Planning and Community Development Department).

The changes delete references to the "Building Commissioner" and "Building Department" and replace them with the terms "Director of Planning and Community Development" and "Planning and Community Development Department".

Additionally, in the process of reviewing the Ordinances, certain obsolete references to the Housing Council and Housing Code Board were still in the Ordinance and are also proposed to be eliminated. These particular changes complete the execution of the action taken by the BMA in June of 1994 when the Housing Code Department was merged with the Building Department.

We will be at the BMA meeting of February 17 should you have any questions regarding the enclosed material.

Respectfully submitted,

Leon L. LaFreniere, AICP
Building Commissioner

Pamela H. Goucher
Interim Planning Director

Attachments

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

SECTION I. Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department" as follows:

(Strike-through to show old text to be deleted; new text to be shown as bold and underline)

CHAPTER 34 CITY POLICIES

Surplus City Property

34.20 ~~Planning Director~~ **Director of Planning & Community Development** and Tax Collector

§ 34.20 PLANNING DIRECTOR DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT AND TAX COLLECTOR.

The City Clerk shall likewise refer such requests to the ~~Planning Director~~ **Director of Planning & Community Development** for study and recommendations to the Committee. The ~~Planning Department~~ **Planning & Community Development Department** shall, as appropriate, consult with other departments and city agencies. In addition requests relative to tax-deeded property shall be referred to the Tax Collector.

§ 34.22 REPORT OF COMMITTEE ON LANDS AND BUILDINGS.

(2) Whether the property is surplus to the needs of the city including the ~~Planning Director's~~ **Director of Planning & Community Development's** recommendations.

§ 34.24 PROPERTY LIST.

The ~~Planning Director~~ **Director of Planning & Community Development** shall compile and maintain a list of all property owned by the city. The list shall contain a detailed description of each parcel and, such other pertinent information as is deemed appropriate by the Director or by the Committee on Lands and Buildings. Parcels having no value may be omitted or deleted from the list with the approval of the Committee.

CHAPTER 35 FINANCES

§ 35.023 COLLECTION OF UNPAID ACCOUNTS RECEIVABLE.

(E) Put accounts submitted for write off, sent to Small Claims Court or by request of any city department head immediately on a "cash up front" only basis in the accounts receivable module in HTE. Finance will forward this request to the ~~Building Planning & Community Development~~ **Development** and Citation Departments for their modules as well.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

CHAPTER 37 CENTRAL BUSINESS SERVICE DISTRICTS

§ 37.06 SERVICES.

The Board of Mayor and Aldermen shall consult with the Advisory Board of the Business Service District in selecting specific services and levels of services to be provided in the district. These services shall be administered by the City Coordinator, his designee, or in the absence of the City Coordinator, the ~~Planning Director~~ Director of Planning & Community Development or his designee.

CHAPTER 38 CODE ENFORCEMENT

§ 38.02 DEPARTMENTS AUTHORIZED TO ISSUE CITATIONS.

The heads of the Fire, ~~Building~~, Planning & Community Development, and ~~Housing Code~~ Health Departments and the City Clerk's office and/or employees designated by the heads of those departments are hereby authorized to issue such citations.

CHAPTER 51 WATER

§ 51.06 ALTERATIONS OR EXTENSIONS OF CITY FACILITIES ON PRIVATE PLUMBING.

No alterations shall be made in any of the pipes or fixtures inserted by the city, except by its agents, who are to be allowed to enter the premises supplied, to examine all apparatus, and ascertain whether there is any unnecessary waste. All alterations and extensions of pipes in a house shall be made in accordance with the applicable plumbing code under the jurisdiction of the ~~Building Department~~ Planning & Community Development Department.

CHAPTER 52 SEWERS

§ 52.029 GREASE, OIL, AND SAND INTERCEPTORS.

(C) To facilitate compliance with this section, the user shall apply for a permit and furnish as part of the permit application a plan and description of the device. Where grease, oil, or sand interceptors or similar appurtenances are involved, approval must be granted from both the ~~Building Department~~ Planning & Community Development Department and the Public Works Director.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

§ 52.126 BUILDING CONNECTION.

Wherever possible, the building connection shall be brought to the building at an elevation below the basement floor. In no instance shall the connection enter the building through a footing. In all buildings in which any building sewer is too low to permit gravity flow to the public sewer, sanitary or industrial sewage carried by such sewer shall be lifted by means approved by the local Building Inspector and discharged to the building connection. The requirements of the ~~Building Department~~ **Planning & Community Development Department** shall be observed with respect to fixtures inside of the exterior face of any building or structure and with respect to an exterior pump chamber from the point of discharge.

CHAPTER 94 NOISE REGULATIONS

§ 94.41 APPLICATION PROCEDURES.

(F) The Board may request review and recommendations from various city departments including the ~~Building Commissioner~~, Public Health Director, Director of Planning & **Community Development**, Chief of Police, City Clerk or their designees. Testimony of department representatives may be requested at a variance hearing.

CHAPTER 97 STREETS AND SIDEWALKS

§ 97.32 BUS SHELTERS.

The Public Works Director with the approval of the Board of Mayor and Aldermen may grant permits to the Manchester Transit Authority for the erection and maintenance of bus shelters on public streets and sidewalks on such conditions as he shall deem to be safe and proper including approval of the location, design, type, size and adequacy of such shelters. The permits shall prescribe the manner of use of the shelters including maintenance requirements. The permits may be revoked as public convenience or necessity requires. The ~~Building Department~~ **Planning & Community Development Department** with the approval of the Board of Mayor and Aldermen may grant permits to the Manchester Transit Authority for the erection and maintenance of bus shelters on private property on such conditions as it deems to be safe and proper including approval of the location, design, type, size and adequacy of such shelters. The permits shall set forth the manner of use of the shelters including maintenance requirements and may be revoked by the ~~Building Department~~ **Planning & Community Development Department** as public convenience or necessity requires and shall be exempt from the provisions of the Zoning Code, Chapter 155 of this code.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

§ 97.34 ENCUMBRANCES PROHIBITED.

(B) The City Clerk, with the review and approval of the ~~Building Commissioner~~ Director of Planning & Community Development and the Risk Manager may, in accordance with Chapter 110 of this code, license businesses located in the downtown area bounded by Auburn Street to Salmon Street and the easterly side of the Merrimack River to Chestnut Street to encumber no more than half of the sidewalk area immediately adjacent to the building in which the business is located so that a minimum of half of the sidewalk is maintained free and clear for pedestrian traffic. Each such license shall contain the following provisions:

(C) Letter or package collection boxes may be erected upon a street or sidewalk, at sites chosen by, and under the direction and supervision of the Public Works Director and the ~~Building Commissioner~~ Director of Planning & Community Development. Letter or package collection boxes shall be subject to such insurance and indemnification agreements as the Risk Manager may require.

§ 97.35 ERECTION OF OBSTRUCTIONS PROHIBITED; EXCEPTION.

No person shall make, erect, or maintain any door-step, portico, porch entrance, or passageway to any cellar, basement, or other structure, upon any sidewalk in the city, except that handicap accessible entrances may be erected under the supervision of the Director of Public Works and ~~Building Commissioner~~ Director of Planning & Community Development; and by a 2/3 vote of the Board of Mayor and Aldermen installation of stairs within the public right-of-way in the Amoskeag Housing Historic District and marquees or porte cocheres or canopies may be erected under the supervision of the ~~Building Commissioner~~ Director of Planning & Community Development.

§ 97.39 ATTACHMENTS TO OUTER WALLS.

(B) No such installation shall be made prior to having received a permit for the same from the ~~building-commissioner~~ Director of Planning & Community Development, and no such permit shall be issued unless the owner of the unit in question shall have filed with the ~~Building Commissioner~~ Director of Planning & Community Development a public liability insurance policy with the same provisions as specified in section 1408.0 of the building code of the city.

Cross-reference:

Building regulations, see Ch. 151

§ 97.40 LAMP RESTRICTIONS.

(A) A permit for placing such light or lights shall be obtained from the ~~Building Commissioner~~ Director of Planning & Community Development and the installation, when made, shall be approved by him.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

(G) The ~~Building Commissioner~~ Director of Planning & Community Development may order and effect the removal of any such light or fixture, if in his judgment, the same adversely affects the safety or convenience of the public.
(H) No such installation shall be altered, except with the consent of the ~~Building Commissioner~~ Director of Planning & Community Development.

§ 97.55 OVERPASSES PROHIBITED; EXCEPTIONS

(B) The Board of Mayor and Aldermen may, subject to the approval of the Public Works Director and the ~~Building Commissioner~~ Director of Planning & Community Development, permit the erection of enclosed overpasses for the purpose of providing passage or for the transportation of merchandise, materials, or other articles between buildings in industrial districts, when such overpasses may be erected without undue interference with the use of public highways.

§ 97.56 LIABILITY INSURANCE REQUIRED.

No person shall erect an overpass over any street in the city without first filing with the ~~Building Commissioner~~ Director of Planning & Community Development a public liability insurance policy with the same provisions as specified in section 1408.0 of the building code of the city.

Cross-reference:

Building regulations, see Ch. 151

§ 97.57 REMOVAL.

The Board of Mayor and Aldermen may require the removal of any overpass erected under the authority of this subchapter whenever, in its opinion, upon advice from the ~~Building Commissioner~~ Director of Planning & Community Development and the Public Works Director, such overpass is no longer being used by the property owner and constitutes a danger or encumbrance to the use of the public street over which it is located.

CHAPTER 110 LICENSING

§ 110.02 BUSINESS LICENSE REQUIRED.

(B) A business required to file under this title shall comply with all applicable municipal rules, regulations, and ordinances including, but not limited to, those issued by the ~~Building~~ Planning & Community Development, Zoning, Health, Police and Fire Departments and the applicable statutes, rules and regulations of the state or its agencies.

City of Manchester New Hampshire

In the year Two Thousand and

Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

(C) As a condition of licensure, and at any time during the license period, a business required to file under this chapter may be subject to additional restrictions or conditions ordered by the ~~Building~~ **Planning & Community Development**, Health, Police or Fire Departments as may be warranted by any circumstances pertaining to a specific establishment or to prevent any nuisance related to or caused by the licensed activity. A nuisance, in addition to its common law meaning, is anything that endangers life, health or safety, gives offense to senses, violates common standards of decency or obstructs reasonable and comfortable use of any property.

§ 110.25 APPLICATION FOR LICENSE.

(F) Any other information that may be requested for licensing purposes or for reasons of public health or safety by other municipal departments including, but not limited to, health, ~~building~~ **Planning & Community Development**, zoning, police, or fire.

CHAPTER 111 AMUSEMENTS

§ 111.02 LICENSE PREREQUISITES.

A license to conduct any circus, carnival, or other form of amusement or entertainment in any place where 100 or more persons may assemble, other than approved established places of assembly, shall not be granted unless the premises are approved by the Fire, Police, and ~~Building~~ **Planning & Community Development** Departments, and the applicant provides such fire and police protection as are deemed necessary by the Chiefs of the Fire and Police Departments.

§ 111.52 CONDITIONS AND RESTRICTIONS.

(A) Upon the recommendation of the City Clerk, Chief of Police, Health Officer, or ~~Building Commissioner~~ **Director of Planning & Community Development** or their designee, an initial license shall be subject to such conditions and restrictions as the Committee on Administration deems to proper to impose when such conditions or restrictions would serve the public safety, convenience, or character of the area. The license shall not be unreasonably withheld.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

CHAPTER 115 SOLICITATIONS, SALES, PEDDLERS, AND FAIRS

§ 115.40 LICENSE REQUIRED; APPLICATION.

(8) A description of the proposed location of the business together with the written permission of the abutting landowner and/or tenant and a certificate from the ~~building department~~ **Planning & Community Development Department** that a location is consistent with the Zoning Ordinance. The abutter's written permission for use of a location shall be kept current and submitted at the beginning of each licensing year. If the location is in or adjacent to a public area with no private abutting landowner and/or tenant, an applicant must obtain written permission from the appropriate municipal department or public agency. Authorization to operate at that location may be subject to conditions requested by the municipal department or public agency at the time approval is granted or at any time during the licensing period. Peddlers who have been licensed during the licensing year immediately preceding an application for a specific location shall be given first consideration for licensure at that location provided all other requirements under this division are met and that the license is applied for prior to June 1 of the license year. After June 1, the City Clerk may issue a license for the location to the first applicant who requests that site and who meets the licensing requirements.

TITLE XV: LAND USAGE

Chapter

152. ~~PLANNING AND DEVELOPMENT~~ **PLANNING AND COMMUNITY DEVELOPMENT**

CHAPTER 149 BUILDING DEPARTMENT

§ 149.00 BUILDING DEPARTMENT.

- (A) Pursuant to Charter § 3.02 there is established a Department of Building. The Building Department and its duties and responsibilities are hereby transferred to the Planning & Community Development Department and shall be known as the Building Regulations Division.
- (B) The department head shall be the ~~Building Commissioner~~ **Director of Planning & Community Development** who shall be appointed as provided by Charter § 3.03. The ~~Building Commissioner~~ **Director of Planning & Community Development** shall also be the Inspector of Buildings of the city.
- (C) The ~~Building Department~~ **Planning & Community Development Department** is responsible for the administration, interpretation and enforcement of all codes and regulations pertaining to the Office of Inspectors of Buildings and the administration, interpretation and enforcement of land use codes and regulations.
- (D) The ~~Building Department~~ **Planning & Community Development Department** shall provide staff support to the Zoning Board of Adjustment and shall administer the processing of variances, special exceptions and administrative appeals under the direction of the Zoning Board of Adjustment.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

~~(1) The administrative support person of the Zoning Board of Adjustment is hereby transferred from the Planning and Community Development Department to the Building Department.~~

~~(2)-(1) The Building Department Planning & Community Development Department shall also perform such other duties as are prescribed by federal, state and local law.~~

CHAPTER 150 HOUSING CODE

Housing Council (Delete Obsolete Reference)

- ~~150.125 Established; purposes Reserve (Delete Obsolete Reference)~~
- ~~150.126 Plan, agenda, and report Reserve (Delete Obsolete Reference)~~
- ~~150.127 Cooperation and staff Reserve (Delete Obsolete Reference)~~
- ~~150.128 Membership Reserve (Delete Obsolete Reference)~~
- ~~150.129 Terms of office Reserve (Delete Obsolete Reference)~~

Administration and Enforcement

~~150.143 Housing Code Department Planning & Community Development Department powers~~

~~150.148 Appeals from Housing Department Planning & Community Development Department orders~~

~~**BOARD.** The Housing Code Board. (Delete Obsolete Reference)~~

~~**HOUSING CODE DEPARTMENT.** The Building Commissioner. (Delete Obsolete Reference)~~

§ 150.022 STORAGE FUEL TANKS.

It shall be the duty of the owner of premises let to be occupied in whole or in part as a dwelling unit to insure that all fuel tanks be provided with means for venting and that such tanks be installed and maintained so as not to be a hazard to the premises served or surrounding property and conform with the codes and ordinances of the ~~Building Department~~ Planning & Community Development Department and Fire Prevention Bureau.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

§ 150.107 EXTENSION OF TERM.

If the Board Director of Planning & Community Development finds that circumstances exist, which make it impossible for the Department to conduct substantially all of the required compliance inspections during an established term, it may extend the term of existing certificates of compliance. Such extensions shall be for a period not to exceed three years and shall be applicable to a particular building only if the owner thereof has applied for and received a certificate showing the extended expiration date. The Board Director of Planning & Community Development may establish such additional terms and conditions as are appropriate and necessary. The Board Director of Planning & Community Development shall notify the Board of Mayor and Aldermen of any extensions including the reasons therefore.

§ 150.108 NEWLY CONSTRUCTED RENTAL PROPERTY.

In the case of newly constructed rental property for which a certificate of occupancy has been issued by the ~~Building Department~~ Planning & Community Development Department, the following procedures shall apply. ~~The Building Department shall provide full information to the Housing Code Department~~ Planning & Community Development Department shall notify the owner of the requirements of this subchapter. An application for a certificate of compliance shall be filed no later than 30 days from such notification. No inspection shall be required and no fee shall be charged for the issuance of the certificate of compliance.

§ 150.110 TRANSFER PERMITS.

(A) The Department may, in its discretion, issue a transfer permit, in lieu of a certificate of compliance pursuant to § 150.109(A) of this subchapter. Transfer permits shall contain such reasonable terms and conditions, ~~in accord with guidelines established by the Board~~ **(Delete Obsolete Reference)** as the Department deems proper and may be issued in circumstances such as the following:

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

HOUSING COUNCIL (Delete Obsolete Reference)

§ 150.125 ESTABLISHED; PURPOSES.

(A) A Manchester Housing Council is hereby established to carry out duties and responsibilities recommended in the “Manchester Housing Analysis Technical Report” and to consider and report on such matters as are referred to it by the Board of Mayor and Aldermen.

(B) The basic purposes of the Council are to:

- (1) Promote a high degree of cooperation between the city housing industry and housing consumers to achieve the city's housing goals.
- (2) Compile and review data on city and regional housing performance.
- (3) Monitor progress toward the achievement of city housing goals.
- (4) Make recommendations to the Board of Mayor and Aldermen and the city Planning Board on city housing policies.
- (5) Prepare an annual housing agenda recommending public and private actions to achieve housing goals.
- (6) Promote the city as quality living environment for the broadest possible range of economic groups.
- (7) Lobby at the state and regional levels for programs and policies that will help the city achieve its housing goals.
- (8) Undertake such promotional and fund raising activities as necessary to develop new sources of funds for housing programs and low income housing development.
- (9) Comment on major proposed developments that either add new units or remove existing units from the city's housing inventory.
- (10) Take an active and aggressive approach to implementing a regional solution to housing and emergency shelter needs.

§ 150.126 PLAN, AGENDA, AND REPORT.

The Council shall prepare a plan for its operation and an agenda not inconsistent with the recommendations in the Manchester Housing Analysis. Such plan and agenda shall be communicated to the Board of Mayor and Aldermen within three months of passage of this subchapter or as soon thereafter as is practicable. Annually, in the month of October, the Council shall make an official report to the Board of Mayor and Aldermen.

§ 150.127 COOPERATION AND STAFF.

The work of this Council is of utmost importance to the citizens of the city and, therefore, all city departments and agencies are directed to assist and cooperate with the Council in the furtherance of its duties. Staff support for the Council shall be furnished as needed by the Planning Department and the Manchester Housing Authority.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

§ 150.128 MEMBERSHIP.

The Manchester Housing Council shall consist of 27 members; 21 members shall be voting members and six members shall be nonvoting members, as follows:

(A) *Voting members.* The following 21 members of the Manchester Housing Council shall be voting members and shall be designated as follows:

(1) *Chairman.* The Chairman shall be appointed by the Board of Mayor and Aldermen for a term of office as provided for in § 150.129 of this chapter.

(2) *Member from each city ward.* There shall be one member from each of the several wards to be appointed by the Alderman from the ward. This appointment shall be subject to confirmation by the Board of Mayor and Aldermen.

(3) *Greater Manchester Board of Realtors.* A representative of the Greater Manchester Board of Realtors designated by the Board.

(4) *Greater Manchester Homebuilders' Association.* A member of the Greater Manchester Homebuilders' Association designated by the Association.

(5) *Southern N.H. Regional Planning Commission.* A representative of the Southern N.H. Regional Planning Commission, ex officio.

(6) *New England Non-Profit Housing Development Corporation.* A representative of the New England Non-Profit Housing Development Corporation, ex officio.

(7) *New Hampshire Housing Finance Association.* A representative of the New Hampshire Housing Finance Association, ex officio.

(8) *United Way.* A representative of the United Way, ex officio.

(9) *Southern New Hampshire Services.* A representative of the Southern New Hampshire Services, ex officio.

(10) *Architect.* An architect experienced in working with city codes and regulations appointed by the Board of Mayor and Aldermen.

(B) *Nonvoting members.* The following officials shall be nonvoting ex officio members of the Manchester Housing Council: The Planning Director, the Building Commissioner, the Welfare Commissioner, the City Coordinator, and the executive director of the Manchester Housing Authority.

§ 150.129 TERMS OF OFFICE.

The Chairman and the members from the various wards shall hold office for an initial term expiring January 31, 1990, and thereafter for a term of three years. Ex officio members shall serve during their term of office. The architect shall hold office for an initial term expiring January 31, 1989, and thereafter for a term of two years. The member from the Greater Manchester Board of Realtors, Greater Manchester Homebuilders Association, Southern New Hampshire Regional Planning Commission, New England Non-Profit Housing Development Corporation, New Hampshire Housing Finance Association, United Way, Southern New Hampshire Services, shall hold office for an initial term expiring January 31, 1991, and thereafter for a term of four years. Members shall serve until their successors are appointed and qualified and vacancies shall be filled for the unexpired term.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

§ 150.140 INSPECTION.

The ~~Building Commissioner~~ **Director of Planning & Community Development** shall direct his attention to dwellings where from citizen complaints or exterior inspection he has reasonable cause to believe there are housing code violations present. In addition, there shall be systematic inspection of all other dwellings.

§ 150.143 ~~HOUSING CODE DEPARTMENT~~ **PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT; POWERS.**

(A) The ~~Housing Code Department~~ **Planning & Community Development Department** and its delegated officers shall exercise the powers that may be necessary or convenient to carry out and effectuate the purposes and provisions of this chapter, including the following powers in addition to others herein granted:

§ 150.144 GROUNDS FOR FINDING UNFITNESS.

(A) The ~~Housing Code Department~~ **Planning & Community Development Department** may determine that a dwelling is unfit for human habitation if it finds that conditions exist in the dwelling which are unusually, abnormally, or unreasonably dangerous or injurious to the health or safety of the occupants of the dwelling, the occupants of neighboring dwellings or other residents of the municipality.

§ 150.146 COMPLAINT; NOTICE; HEARING.

Whenever a petition is filed with the ~~Housing Code Department~~ **Planning & Community Development Department** by at least ten residents of the municipality charging that any dwelling is unfit for human habitation or whenever it appears to the ~~Housing Code Department~~ **Department** by inspection that any dwelling is unfit for human habitation, it shall, if preliminary investigation discloses a basis for such charges, issue and cause to be served upon the owner, every mortgagee of record and all parties in interest in such dwelling (including persons in possession) a complaint stating the charges in that respect. If the person to be served resides outside the state, service may be made upon him by registered mail; and if there are any unascertained persons having an interest in said dwelling, notice may be given them by publication in a newspaper having general circulation in the municipality, such publication to be at least ten days before the date set for the hearing. Such complaint shall contain a notice that a hearing will be held before the ~~Housing Code Department~~ **Planning & Community Development Department** at a place therein fixed not less than ten days or more than 30 days after the serving of said complaint; that the owner, mortgagee, and parties in interest shall be given the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony at the place and time fixed in the complaint; and that the rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the ~~Housing Code Department~~ **Planning & Community Development Department**.

(R.S.A. 48-A:3(II))

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

§ 150.147 DEPARTMENT ORDER AFTER HEARING.

If, after such notice, and hearing, the ~~Housing Code Department~~ Planning & Community Development Department determines according to the standards prescribed in this chapter that the dwelling under consideration is unfit for human habitation, it shall state in writing its findings of fact in support of such determination and shall issue and cause to be served upon the owner thereof an order, which, if the repair, alteration or improvement of the dwelling can be made at a reasonable cost in relation to the value of the dwelling and the ability of the owner to assume such cost, requires the owner, within the time specified in the order, to repair, alter, or improve such dwelling to render it fit for human habitation or to vacate and close the dwelling as a human habitation; or if the repair, alteration or improvement of the dwelling cannot be made at a reasonable cost in relation to the value of the dwelling and the ability of the owner to assume such cost, requires the owner, within the time specified in the order, to remove or demolish such dwelling.

(R.S.A. 48-A:3(III))

§ 150.149 COURT HEARING.

(A) If the owner fails to comply with an order, made pursuant to the provisions of § 150.147 hereof, to repair, alter, improve, or to vacate and close the dwelling, or to remove or demolish the dwelling, the ~~Housing Code Department~~ Planning & Community Development Department may file a petition in the Superior Court in which it shall set forth the charges issued pursuant to § 150.146, as well as any other allegations bearing upon the unfitness of the dwelling for human habitation.

§ 150.150 COURT ORDER.

(A) The court shall as soon as practicable issue its order upon the petition; and if the court finds the dwelling complained against is unfit for human habitation due to any of the causes or conditions enumerated in § 150.144(B), such order shall direct the ~~Housing Code Department~~ Planning & Community Development Department to repair, alter, or improve such dwelling to render it fit for human habitation if such repair, alteration, or improvement can be made at a reasonable cost in relation to the value of the dwelling and the ability of the owner to assume such cost; or if the repair, alteration or improvement of said dwelling cannot be made at a reasonable cost in relation to the value of the dwelling and the ability of the owner to assume such cost, to remove or demolish such dwelling.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of "Building Commissioner" or "Planning Director" and replacing with "Director of Planning & Community Development" and deleting reference to "Building Department" or "Housing Code Department" or "Planning Department" and replacing with "Planning & Community Development Department.""

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

§ 150.151 LIEN.

(A) Whenever the ~~Housing Code Department~~ **Planning & Community Development Department** shall incur cost for the repair, alteration, improvement, vacating or closing, or for the removal or demolition of a dwelling, pursuant to an order of the Superior Court, the amount of such costs shall be a lien against the real property which such cost was incurred and such lien, including as part thereof upon allowance of his costs all necessary attorney's fees, may be foreclosed upon order of the Superior Court made pursuant to a petition for that purpose filed in said court. Such lien shall be subordinate to mortgages of record made before the institution of proceedings under this section. Notice of the lien shall be filed with the register of deeds for the county in which the real estate is situated, and shall be recorded by him.

(B) If the dwelling is demolished by the ~~Housing Code Department~~ **Planning & Community Development Department**, it shall sell the materials of such dwelling and pay the proceeds of such sale over to the Superior Court, for distribution to such persons the court shall find entitled thereto.

Statutory reference:

For similar statutory provisions, see R.S.A. 38-A:6

CHAPTER 151 BUILDING REGULATIONS

§ 151.42 ENFORCEMENT.

It shall be the duty of the ~~Building Commissioner~~ **Director of Planning & Community Development** and the Police Department to enforce the provisions of this chapter.

CHAPTER 152 ~~PLANNING & DEVELOPMENT~~ **PLANNING & COMMUNITY DEVELOPMENT**

§ 152.00 PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENT ESTABLISHED.

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by deleting reference to the title of “Building Commissioner” or “Planning Director” and replacing with “Director of Planning & Community Development” and deleting reference to “Building Department” or “Housing Code Department” or “Planning Department” and replacing with “Planning & Community Development Department.””

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

(Insert the following sections):

(F) The Planning & Community Development Department is responsible for the administration, interpretation and enforcement of all codes and regulations pertaining to the Office of Inspectors of Buildings and the administration, interpretation and enforcement of land use codes and regulations.

(G) Planning & Community Development Department shall have responsibility for the administration and enforcement of chapter 150: Housing Code

(H) Planning & Community Development Department shall have responsibility for the administration of chapter 151: Building Regulations

(I) Planning & Community Development Department shall have responsibility for the administration of chapter 152: Airport Zoning pursuant to 154.25 administration and enforcement.

(J) Planning & Community Development Department shall have responsibility for the administration of chapter 155: Zoning Code

CHAPTER 154 AIRPORT ZONING

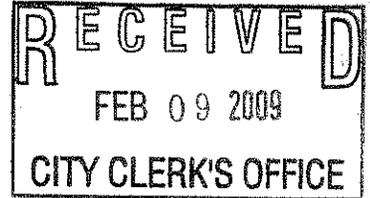
§ 154.25 ADMINISTRATION.

The office of Superintendent (Commissioner) of Buildings Planning & Community Development is hereby designated as the administrative agency charged with the duty of administering and enforcing the regulations herein prescribed. The duties of the Superintendent (Commissioner) of Buildings Director of Planning & Community Development shall include that of hearing and deciding all permits under § 154.14 of this chapter, but shall not include any of those powers or duties herein delegated to the Board of Adjustment.

SECTION II. This Ordinance shall take effect upon its passage.



CITY OF MANCHESTER



February 9, 2009

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

Subject: *Proposed changes to Manchester Zoning Ordinance*

Honorable Board Members:

Enclosed please find proposed changes to the City of Manchester Zoning Ordinances that are necessary as a result of the Board's recent action to merge the Building & Planning Departments into one Department (Planning and Community Development Department).

The changes delete references to the "Building Commissioner", "Building Department" and "Planning Department", and replaces them with the terms "Director of Planning and Community Development" and "Planning and Community Development Department".

Since a public hearing is required for changes to the Zoning Ordinance, it would be appropriate to refer the proposed changes to the B2R Committee for scheduling of such hearing.

Respectfully Submitted,

Leon L. LaFreniere, AICP
Building Commissioner

Pamela H. Goucher
Interim Planning Director

Attachments

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Zoning Ordinance of the City of Manchester by deleting the references to “Building Department” or “Planning Department” and replacing all with the name “Planning and Community Development Department”.”

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

SECTION I. “Amending the Zoning Ordinance of the City of Manchester by deleting the references to “Building Department” or “Planning Department” and replacing all with the name “Planning and Community Development Department” as follows:

Article 13.03 Imposition of public capital facilities impact fee. Subsection (A) - Replace “Building Department” with “Planning and Community Development Department”

Article 13.05 Payment of Fees. - Replace “Building Department” with “Planning and Community Development Department”

Article 14.03 Application Procedure for the Zoning Board of Adjustment. Subsections (C) (G) - Replace “Planning Department” with “Planning and Community Development Department”

Article 16.03 Procedure for Consideration of a Proposed Amendment. Subsections (B), (C), (F), (G) - Replace “Planning Department” with “Planning and Community Development Department”

SECTION II. This Ordinance shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Zoning Ordinance of the City of Manchester by deleting the reference to “Building Commissioner” and “Planning Director” and replacing both with “Director of Planning and Community Development”.”

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

SECTION I. “Amending the Zoning Ordinance of the City of Manchester by deleting the reference to “Building Commissioner” and “Planning Director” and replacing both with “Director of Planning and Community Development” as follows:

Article 3.03 Definition of Terms. Commissioner: Delete the definition in its entirety.

Article 4.02 Official Zoning Maps Subsection (B). Replace “Planning Director” with “Director of Planning and Community Development”.

Article 5.05 Administrative Classification of uses not specified or change in use. Subsections (A), (B), (C), (D). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 7.01 Amoskeag Millyard Mixed Use District (AMX) Subsection (D). Replace “Planning Director” and “Building Commissioner” with “Director of Planning and Community Development”.

Article 7.03 Floodplain (F) District Subsections (C), (D). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 7.05 Historic Districts Subsections (C), (D). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 7.07 Airport Approach Overlay District Subsection (B). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 8.10 Excavation of Earth Materials Subsections (H), (I) Replace “Commissioner” with “Director of Planning and Community Development”.

Article 9.02 Permit Required for Signs. Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 10.02 Applicability Subsection (D). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 10.03 Number of parking spaces required Subsection (C). Replace “Building Commissioner” with “Director of Planning and Community Development”.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Zoning Ordinance of the City of Manchester by deleting the reference to “Building Commissioner” and “Planning Director” and replacing both with “Director of Planning and Community Development”.”

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

Article 10.06 Dimensional Requirements Subsection (C) Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 10.07 Parking and loading area design standards Subsections (B), (E). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 10.08 Driveway location and design standards Subsections (A), (C). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 10.09 Limited Use of Yard Areas for Parking Subsection (B). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 11.02 Determination of non-conformity Subsection (A). Replace “Building Commissioner” with “Director of Planning and Community Development.”

Article 11.03 Non-conforming lots Subsection (A). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 11.05 Non-conforming structures Subsection (C). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 13.03 Imposition of Public Capital Facilities Impact Fee Subsection (A). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 14.02 Powers and Duties of the ZBA Subsection (A). Replace “Commissioner” with “Director of Planning and Community Development”.

Article 14.03 Application Procedure for the ZBA Subsection (G). Replace “Commissioner” with “Director of Planning and Community Development”.

Article 15.01 Powers and Duties of Building Commissioner. Subsections (A), (B), (C). Replace “Building Commissioner” with “Director of Planning and Community Development”.

Article 15.02 Permits Required Subsections (A), (B), (C). Replace “Building Commissioner” with “Director of Planning and Community Development”.

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending the Zoning Ordinance of the City of Manchester by deleting the reference to “Building Commissioner” and “Planning Director” and replacing both with “Director of Planning and Community Development”.”

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

Article 15.04 Violations Subsections (A), (B), (C), (D). Replace “Building Commissioner”
with “Director of Planning and Community Development.”

SECTION II. This Ordinance shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY2009 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the FY2009 CIP 610809 Manchester Emergency Housing Capital Improvements Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP 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 add \$20,000 of un-programmed CDBG derived program revenue; and to assist Manchester Emergency Housing in the removal of lead based paint hazards found within the shelter; and

WHEREAS, funds in at least that amount from un-programmed CDBG derived program revenue are available;

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

By increasing:

CIP 610809 Manchester Emergency Housing Capital Improvements – \$20,000 CDBG
From \$20,000 to \$40,000 CDBG

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

K

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that the expiration date for the ordinance amendment increasing current taxi rates from \$.25 per one-sixth of a mile to \$.40 per one-sixth of a mile, be extended until March 31, 2009.

(Unanimous vote conducted via phone poll February 9, 2009)

Respectfully submitted,



Clerk of Committee



City of Manchester

2/3/09

(1) nominated
(2-4) suspend
rule 2
conflict

Office of the Mayor
Hon. Frank C. Guinta

February 3, 2009

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) Robert A. Duhaime, RN, to succeed Mary Mongan (resignation) as a member of the Board of Health, term to expire July 1, 2010;
- (2) David Wihby to succeed himself as a member of the Airport Authority, term to expire March 1, 2012;
- (3) Michael O'Shaughnessy to succeed himself as the labor representative member of the Airport Authority, term to expire March 1, 2012;
- (4) Donald Jorgensen succeed himself the Londonderry representative member of the Airport Authority, term to expire March 1, 2012.

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

5-1

ROBERT A. DUHAIME, RN, MBA

Email: bduhaime@cmc-nh.org

Home

213 Currier Drive
Manchester, New Hampshire 03104
Phone: 603.627.8456
Cell: 603.494.4876

Office

Catholic Medical Center
100 McGregor Street
Manchester, New Hampshire 03102
Phone: 603.663.6490

PROFESSIONAL EXPERIENCE

1987 – Present **Catholic Medical Center**
Manchester, New Hampshire

CMC is the second largest community hospital in the state with 330 licensed beds, providing a full service cardiac program. FY07 – CMI 1.53, LOS 5.2, gross patient revenue \$436,524,000 total discharges 9903, ED visits 33,756, average daily census 129.

1999 – Present Vice President, Operations/Chief Nurse Executive
Reporting to the CEO and COO

- Responsible for the administrative direction of the Cardiac Cath Lab, Electrophysiology Lab, Intensive Care Unit, Cardiac Medical Unit, Cardiovascular Surgical Unit, Cardiology Intervention Unit, two med/surg units, i.e. Murphy Unit and E100, Mom's Place, Pregnancy Care Clinic, Psychiatric Services including Psychiatric Institute, Infection Control, IV Therapy, Education, Off shift Nursing Administration, Diabetes Resource Institute, Nursing Informatics, Surgical Services, Emergency Department and Central Supply. Responsible for the overall direction and compliance with Joint Commission standards.
- Duties included providing leadership and direction to the Directors and general management of programs, nursing practice and nursing units.
- Responsible for approximately six hundred nurses, LPNs, LNAs and Unit Assistants.
- Cultivated a positive work environment with employees.
- Ensured the efficient, economic, and quality performance of all assigned departments.
- Facilitated the coordination of new Medical Staff bylaws as a result of the de-merger of Optima Health (Catholic Medical Center and Elliot Hospital).
- Responsible for the implementation of the hospital wide clinical information system.
- Senior management liaison to medical staff committees (Infection Control, Medical Executive Committee, Critical Care Committee, Physician Advisory Committee, and the Vascular Institute Committee).
- Developed business plan and implemented clinics for patients with vascular disease with area hospitals in the state of NH.
- Responsible for the overall coordination of Joint Commission activities and compliance. Successfully achieved Joint Commission accreditation six times.

- Responsible for 10 operating room suites, \$5 million dollar budget, 55+ ftes, and an annual overall volume of 6,300 surgical procedures.
- Selected and implemented an O.R. information system and operationalized the O.R. schedule and inventory systems.
- Planned and directed renovations of new orthopedic surgical suite and managed facility plans/construction for 2 additional operating rooms.
- Developed processes and documentation tools; organized and expedited the arrival of trauma patient to the operating room.
- Established a registered nurse first assist program, first in the state.
- Developed positive working relationships with surgeons, staff, anesthesiologists, and peers.

1986 – 1987 **Elliot Hospital Northeast Services**
Manchester, New Hampshire

Operations Manager, Home Health Agency in a For Profit Organization

- Increased visits by 45% in a one year period.
- Organized accounting procedures that led to efficient payroll, accounts receivable/accounts payable process with less than 5% error rate.

1985 – 1986 **St. Joseph Hospital**
Nashua, New Hampshire

Clinical Instructor/Preceptor (14 bed intensive care unit & 12 bed medical/surgical intensive care unit)

- Responsible for orientation and staff development for 50 ftes.
- Responsible to developing a preceptor program and several clinical programs to assist in the orientation of new employees to the intensive care unit.

1984 – 1985 **Elliot Hospital**
Manchester, New Hampshire

Staff Nurse in an 18 bed intensive care unit in a 255 bed hospital.

- Cared for critically ill patients on an independent basis.
- Participated in the orientation and preceptor program for new hires into the ICU.
- Accepted relief charge nurse responsibilities.

1982 – 1984 **Eastern Maine Medical Center**
Bangor, Maine

Staff Nurse, Intensive Care Unit

- Provided direct patient care to critically ill patients in the 12 bed medical/surgical intensive care unit in a 400 bed level 1 trauma teaching institution.
- Completed a 12 week intense critical care course and was able to direct and provide high level nursing care to critically ill patients on an independent basis.

1979 – 1982 **Elliot Hospital**
Manchester, New Hampshire

1981 – 1982 Registered Nurse

- Participated as a registered nurse in an 8 operating room suite.

1979 – 1981 Operating Room Technician

- Scrubbed on all types of surgical cases independently and was requested on several cases for neurosurgery and major vascular surgery procedures.
- ~~Functioned as an operating room technician while attending nursing school.~~

EDUCATION

1995 New Hampshire College
Manchester, New Hampshire
MBA with a certificate in Healthcare Administration

1989 BS in Business Studies

1981 New Hampshire Technical Institute
Associate Degree in Nursing

2005 Leadership New Hampshire

AWARDS AND HONORS

2007 Director, St. Peter's Home Board of Directors

2006 - 2007 Chairman, NH State Board of Nursing

2005 – 2007 Facilitator, Diocese of Manchester Long Range Planning Commission,
Cluster Task Force

1998 - 2007 Chairman, Trinity High School Board of Advisors

2002 - 2003 Adjunct Faculty, Rivier College

1997 Adjunct Faculty New Hampshire College Graduate School of Business

1992 Manager of the Year - Excellence in Management, Catholic Medical Ctr.

PROFESSIONAL ORGANIZATIONS AND ACTIVITIES

2000 – 2007 Member, American College of Healthcare Executives

2001 – 2007 Member, American Red Cross, NH Chapter

1999 – 2007 Member, New Hampshire Organization of Nurse Leaders

1999 – 2007 Member, American Organization of Nurse Executives

1987 – 1999 Member, Association of Operating Room Nurses

1989 – 1996 Member, Deerfield Municipal Budget Committee
1994 Chairman, Deerfield Municipal Budget Committee
1987 – 1995 Member, Tri-State Seacoast Chapter, Assoc. of Operating Room Nurses
1992 – 1994 President, Tri-State Seacoast Chapter, Assoc. of O.R. Nurses
1991 Delegate to National Convention, Tri-State Seacoast Chapter, AORN

References will be furnished upon request

Legislative Update – February 17, 2009

The following bills are being tracked by the Mayor's Office and city departments as of Thursday, February 11, 2009.

Legend

* – denotes that a department head will provide written testimony on a proposed piece of legislation

^ – denotes that a department head will provide oral testimony on a proposed piece of legislation

S – denotes a member of the Manchester delegation is a sponsor of the bill

C – denotes a member of the Manchester delegation is a co-sponsor of the bill

MAYOR'S OFFICE SUPPORTS

* SB71 (LSR962) – establishing a commission to study the feasibility of regional transit (in Senate Transportation and Interstate Commerce committee)

MAYOR'S OFFICE OPPOSES

HB103 (LSR365) – relative to paying discharged and laid off employees in full at the time of discharge (in House Labor, Industrial and Rehabilitative Services committee) S: Rep. Pat Long
also opposed by Human Resources

HB197 (LSR351) – relative to apportionment of damages in civil actions (in House Judiciary committee) S: David Nixon
also opposed by City Solicitor's Office

HB583 (LSR22) – establishing an income tax to adequately fund public education and relative to employment of teachers (in House Ways and Means committee)

MAYOR'S OFFICE TRACKING

HB86 (LSR107) – allowing municipalities to impose administrative fines for violations of ordinances (in House Municipal and County Government committee) also tracked by *Police Department*

HB305 (LSR409) – relative to public employees' right to strike (in House Labor, Industrial and Rehabilitative Services committee) *also opposed by Human Resources, Public Works, and Water Works*

HB521 (LSR21) – relative to funding for students eligible for the free and reduced-price meal program (in House Education Committee)

BOARD OF MAYOR AND ALDERMEN TRACKING

HB149 (LSR124) – relative to benefit eligibility of certain members of the city of Manchester employees' contributory retirement system (in House Executive Departments and Administration committee) S: Rep. Benjamin Barody; C: Rep. Leo Pepino, Rep. Jeffrey Goley

DEPARTMENTS SUPPORT

Building Department

HB574 (LSR465) – authorizing liens for unpaid building code violations and requiring landlord agents for restricted rental property (in House Judiciary committee) S: Rep. Pat Long; C: Rep. Richard Komi, Rep. William Infantine

Health Department

HB81 (LSR60) – prohibiting smoking within 25 feet of playgrounds (in House Health, Human Services and Elderly Affairs committee)

HB120 (LSR151) – relative to the installation of carbon monoxide detectors in single and multi-family dwellings (in House Commerce and Consumer Affairs committee)

HB126 (LSR178) – relative to the voluntary certification of health officers by a health officer credentialing board (in House Health, Human Services and Elderly Affairs committee)

Library

HB157 (LSR276) – relative to library patron records (in House Judiciary committee) **S: Rep. Joel Winters**

Public Works

HB283 (LSR442) – establishing a solid waste management fund and assessing a beverage container fee (in House Environment and Agriculture committee)

Youth Services

HB166 (LSR436) – increasing the beer tax (in House Ways and Means committee)

HB332 (LSR737) – establishing a commission to study school discipline (in House Education committee) **S: Rep. Barbara Shaw**

HB410 (LSR564) – relative to the licensing of alcohol and drug counselors (in House Executive Departments and Administration committee)

SB103 (LSR898) – relative to prohibited sales of alcoholic beverages (in Senate Judiciary committee)

SB125 (LSR974) – relative to proof of age for an underage drug or alcohol house party (in Senate Judiciary committee)

SB146 (LSR980) – relative to liquor profits deposited into the alcohol abuse prevention and treatment fund (in Senate Ways and Means committee)

SB161 (LSR858) – relative to responsibility for school attendance (in Senate Education committee) **S: Sen. Lou D'Allesandro; C: Rep. Irene Messier, Rep. James Craig, Rep. Daniel Sullivan**

DEPARTMENTS OPPOSE

City Solicitor

HB197 (LSR351) – relative to apportionment of damages in civil actions (in House Judiciary committee) **C: David Nixon** *also opposed by Mayor's Office*

Human Resources

HB103 (LSR365) – relative to paying discharged and laid off employees in full at the time of discharge (in House Labor, Industrial and Rehabilitative Services committee) **C: Rep. Pat Long** *also opposed by Mayor's Office*

HB305 (LSR409) – relative to public employees' right to strike (in House Labor, Industrial and Rehabilitative Services committee) *also opposed by Public Works, and Water Works; tracked by Mayor's Office*

Public Works

HB273 (LSR846) – relative to submission of electronic data by municipal and county inspection stations (in House Transportation committee)

HB305 (LSR409) – relative to public employees' right to strike (in House Labor, Industrial and Rehabilitative Services committee) *also opposed by Human Resources and Water Works; tracked by Mayor's Office*

Water Works

*^**HB60 (LSR153)** – relative to large groundwater withdrawals (in House Municipal and County Government committee)

HB305 (LSR409) – relative to public employees' right to strike (in House Labor, Industrial and Rehabilitative Services committee) *also opposed by Human Resources and Public Works; tracked by Mayor's Office*

Youth Services

HB287 (LSR27) – relative to the sale of liquor by grocery and drug stores (in House Local and Regulated Revenues committee)

HB588 (LSR142) – relative to lowering the legal drinking age (in House Local and Regulated Revenues committee)

DEPARTMENTS TRACKING

Airport

HB61 (LSR155) – relative to a definition of “sustainable energy” (in House Science, Technology and Energy committee)

HB76 (LSR327) – establishing a permanent commission to study recommendations of the National Transportation Safety Board (in House Transportation committee)

HB124 (LSR94) – relative to the rate of the gas tax (in House Public Works and Highways committee)

HB187 (LSR249) – relative to manufactured housing (in House Executive Departments and Administration committee) **C: Rep. Jeff Goley**

HCR3 (LSR406) – recommending a statement of principles on international trade (in House State-Federal Relations and Veterans Affairs committee)

SB11 (LSR89) – relative to procedures in certain landlord tenant actions (in Senate Judiciary committee)

Building Department

HB44 (LSR58) – relative to the use of alternates by local land use boards (in House Municipal and County Government committee) *also tracked by Planning Department*

HB86 (LSR107) – imposition of administrative fines in lieu of court prosecution (in House Municipal and County Government committee)

HB120 (LSR151) – mandating carbon monoxide detectors in all dwellings (in House Commerce and Consumer Affairs committee)

HB121 (LSR198) – regulating residential contractors and sub-contractors (in House Executive Departments and Administration committee)

HB206 (LSR91) – retention of records in electronic form (in House Judiciary committee)

HB210 (LSR539) – relative to public access to minutes of local land use boards (in House Municipal and County Government committee) *also tracked by Planning Department*
HB236 (LSR702) – allowing access to a homeowner's property from an adjoining property to make necessary repairs (in House Judiciary committee)
HB339 (LSR785) – ratifying the 2008 National Electrical Code as part of the State Building Code (in House Judiciary committee)

Health Department

HB31 (LSR2) – requiring insurance coverage for certain preventative testing (in House Commerce and Consumer Affairs committee)
HB40 (LSR35) – requiring sanctions against hospitals for failing to report infection rates (in House Executive Departments and Administration committee) **C: Rep. Leo Pepino**
HB69 (LSR227) – relative to submission of health care data (in House Health, Human Services and Elderly Affairs committee) **S: Rep. Maurice Pilotte; C: Sen. Betsi DeVries**
HB172 (LSR515) – allowing naturopathic doctors to dispense prescription drugs (in House Executive Departments and Administration committee) **S: Rep. Maurice Pilotte**
HB213 (LSR589) – requiring the bureau of emergency communications to develop and maintain a statewide emergency notification system (in House Science, Technology and Energy committee)
HB226 (LSR122) – relative to the lead paint poisoning law (in House Health, Human Services and Elderly Affairs committee) **C: Sen. Betsi DeVries**
HB233 (LSR586) – relative to the membership of the board of medicine (in House Executive Departments and Administration committee) **C: Sen. Lou D'Allesandro**
HB234 (LSR601) – establishing a committee to study the certificate of need process (in House Health, Human Services and Elderly Affairs committee)
SB23 (LSR851) – relative to food allergy awareness in restaurants and other food service establishments (in Senate Health and Human Services committee) **S: Sen. Lou D'Allesandro**

Human Resources

HB223 (LSR326) – establishing a moratorium on the implementation of the retirement system employer assessments for excess benefits (in House Executive Departments and Administration committee) *also supported by Mayor's Office*
HB231 (LSR431) – relative to resolution of collective bargaining disputes (in House Labor, Industrial and Rehabilitative Services committee) *also tracked by Water Works*

Manchester Economic Development Office (MEDO)

HB320 (LSR397) – relative to agreements between central business service districts and municipalities for infrastructure improvements (in House Municipal and County Government committee) *also tracked by Public Works*

Manchester Transportation Authority

HB68 (LSR214) – relative to commercial driver licenses when the license holder fails a drug or alcohol test (in House Transportation committee) *also tracked by Water Works*
HB76 (LSR327) – establishing a permanent commission to study recommendations of the National Transportation Safety Board (in House Transportation committee)

Parking

HB564 (LSR437) – relative to wheelchair van accessible parking spaces (in House Commerce and Consumer Affairs)

Planning

HB43 (LSR57) – relative to subdivision and site plan regulation waivers (in House Municipal and County Government committee)

HB44 (LSR58) – relative to the use of alternates by local land use boards (in House Municipal and County Government committee) *also tracked by Building Department*

HB96 (LSR245) – correcting certain references relating to municipal growth management (in House Municipal and County Government committee)

HB106 (LSR441) – relative to penalties for land use violations (in House Municipal and County Government committee)

HB210 (LSR539) – relative to public access to minutes of local land use boards (in House Municipal and County Government committee) *also tracked by Building Department*

HB212 (LSR552) – relative to the assessment of certain impact fees by municipalities

SB29 (LSR879) – relative to review of developments of regional impact

Police Department

HB86 (LSR107) – allowing municipalities to impose administrative fines for violations of ordinances (in House Municipal and County Government committee) *also tracked by Mayor's Office*

Public Works

HB46 (LSR62) – relative to dispute resolution within the context of public employee dispute resolution (in House Labor, Industrial and Rehabilitative Services committee)

HB68 (LSR214) – relative to commercial driver licenses when the license holder fails a drug or alcohol test (in House Transportation committee) *also tracked by Manchester Transportation Authority and Water Works*

HB86 (LSR107) – allowing municipalities to impose administrative fines for violations of ordinances (in House Municipal and County Government committee)

HB152 (LSR206) – relative to storage of architectural blueprints by municipalities (in House Municipal and County Government committee)

HB305 (LSR409) – relative to public employees' right to strike (in House Labor, Industrial and Rehabilitative Services committee)

HB320 (LSR397) – relative to agreements between central business service districts and municipalities for infrastructure improvements (in House Municipal and County Government committee) *also tracked by MEDO*

HB354 (LSR271) – establishing a committee to study local government eligibility for certain funding for energy efficiency improvements (in House Science, Technology and Energy committee)

Water Works

HB45 (LSR59) – relative to the water supply land conservation program (in House Resources, Recreation and Development committee)

HB68 (LSR214) – relative to commercial driver licenses when the license holder fails a drug or alcohol test (in House Transportation committee) *also tracked by Manchester Transportation Authority and Water Works*

HB102 (LSR340) – relative to the Rivers Management Protection Program (in House Resources, Recreation and Development committee)

HB141 (LSR583) – authorizing towns and cities to accept any form of electronic payment (in House Municipal and County Government committee)

HB231 (LSR431) – relative to resolution of collective bargaining disputes (in House Labor, Industrial and Rehabilitative Services committee) *also tracked by Human Resources*

SB28 (LSR877) – relative to dam registration fees for non-menace dams (in Senate Energy, Environment and Economic Development committee)

Youth Services

HB154 (LSR222) – relative to truancy (in House Education committee) **C: Rep. Barbara Shaw**

MANCHESTER DELEGATION

Senate District 16 (Wards 01, 02 and 12)

Sen. Theodore Gatsas (R); PO Box 6655; Manchester, NH 03104-6052
ted.gatsas@leg.state.nh.us

Senate District 18 (Wards 05, 06, 07, 08 and 09)

Sen. Betsi DeVries (D); 14 Old Orchard Way; Manchester, NH 03103-2347
betsi.devries@leg.state.nh.us

Senate District 20 (Wards 03, 04, 10 and 11)

Sen. Lou D'Allesandro (D); 332 St. James Ave.; Manchester, NH 03102-4950
dalas@leg.state.nh.us

Hillsborough District 08 (Ward 01)

Hon. Jeffrey Goley (D); 1683 River Road; Manchester, NH 03104-1645
jgoley03104@yahoo.com

Hon. Peter Ramsey (D); 418 North Gate Road; Manchester, NH 03104-1847
peterramsey@palacetheatre.org

Hon. Daniel Sullivan (D); 172 Arah St.; Manchester, NH 03104-2119
dan.sullivan@leg.state.nh.us

Hillsborough District 09 (Ward 02)

Hon. James Craig (D); 84 Bay St.; Manchester, NH 03104-3306
jcraig48@aol.com

Hon. Saghir Tahir (R); 1315 Old Mammoth Road; Manchester, NH 03104-4047
saghir-tahir@comcast.net

Hon. Robert Thompson (D); 748 Beech St.; Manchester, NH 03104-3630
nasu6769@verizon.net

Hillsborough District 10 (Ward 03)

Hon. Alexis Chininis (D); 1015 Elm St.; No. 303; Manchester, NH 03101-1827
alexis.chininis@gmail.com

Hon. Jean Jeudy (D); 134 Calef Road; Manchester, NH 03103-6324
jean.jeudy@gmail.com

Hon. Patrick Long (D); 555 Canal St.; No. 1506; Manchester, NH 03101-1522
long55@comcast.net

Hillsborough District 11 (Ward 04)

Hon. Nickolas Levasseur (D); 202 Concord St.; No. 3; Manchester, NH 03104-4833
nickolas.levasseur@gmail.com

Hon. Leo Pepino (R); 73 Walnut St.; Manchester, NH 03104-4848

Hon. Robert Walsh (D); 114 Weston St.; Manchester, NH 03104-5326
bob.walsh@leg.state.nh.us

Hillsborough District 12 (Ward 05)

Hon. Roger Hebert (D); 373 Lake Ave.; Manchester, NH 03103-4898

Hon. Richard Komi (D); 356 Spruce St.; Manchester, NH 03103-4222
vichleki@msn.com

Hon. Theodoros Rokas (D); 393 Wilson St.; Manchester, NH 03103-4913
ted.rokas@leg.state.nh.us

Hillsborough District 13 (Ward 06)

Hon. Benjamin Baroody (D); 1175 Bridge St.; Manchester, NH 03104-5703

Hon. Larry Gagne (R); 126 Lakeside Drive; Manchester, NH 03104-5801

Hon. William Infantine (R); 89 Windward Lane; Manchester, NH 03104-4743
winfantine@aspen-ins.com

Hillsborough District 14 (Ward 07)

Hon. Patrick Garrity (D); 82 Norris St.; Manchester, NH 03103-3726
pgmff@comcast.net

Hon. Robert Haley (D); 147 Beech St.; Manchester, NH 03103-5546

Hon. Carol Williams (D); 127 Prout Ave.; No. 1; Manchester, NH 03103-2840
chrusir@comcast.net

Hillsborough District 15 (Ward 08)

Hon. Michael Farley (D); 83 Constant St.; Manchester, NH 03103-3810
yelrafekim@aol.com

Hon. Thomas Katsiantonis (D); 45 Glen Bloom Drive; Manchester, NH 03109-5062

Hon. Steve Vaillancourt (R); 161 Faith Lane; Manchester, NH 03103-7156
steve.vaillancourt@leg.state.nh.us

Hillsborough District 16 (Ward 09)

Hon. Joan Flurey (D); 234 Holly Ave.; Manchester, NH 03103-4610
joan.flurey@leg.state.nh.us

Hon. Maurice Pilotte (D); 98 Lancaster Ave.; Manchester, NH 03103-6421
maurice.pilotte@leg.state.nh.us

Hon. Barbara Shaw (D); 45 Randall St.; Manchester, NH 03103-6434
beshaw3@aol.com

Hillsborough District 17 (Wards 10, 11 and 12)

Hon. Roger Beauchamp (D); 25 Legacy Drive; Manchester, NH 03102-2136
roger.beauchamp@leg.state.nh.us

Hon. Jane Beaulieu (D); 609 South Main St.; Manchester, NH 03102-5134
jane.beaulieu@leg.state.nh.us

Hon. Ronald Boisvert (D); 278 Greeley St.; Manchester, NH 03102-2316
ron.boisvert@leg.state.nh.us

Hon. George Katsiantonis (D); 128 McNeil St.; Manchester, NH 03102-4815

Hon. Irene Messier (R); 40 New Gate Circle; Manchester, NH 03102-5147

Hon. David Nixon (D); 77 Central St.; Manchester, NH 03101-2423
nixonraichelaw@yahoo.com

Hon. Connie Soucy (R); 496 Coolidge Ave.; Manchester, NH 03102-2705
acsoucy@yahoo.com

Hon. Joel Winters (D); PO Box 135, Nashua, NH 03061-0135
joel@joelwinters.org

Possible Legislation that effects the Manchester Police Department

HB37
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to the penalty for using a gun in commission of a felony.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: 01/21/2009 at 11:30 AM LOB 204

HB47 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: establishing a board to evaluate a sexual offender's likelihood of reoffending.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: 01/27/2009 at 10:00 AM LOB 204

HB53
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to the definition of "public body" under the right-to-know law.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE JUDICIARY
Next/Last
Hearing: 01/14/2009 at 01:00 PM LOB 208

HB54
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: requiring vehicle impoundment for driving after revocation or suspension.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last
Hearing: 01/21/2009 at 10:00 AM LOB 203

HB65
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: establishing a commission to study the application of criminal law in landlord-tenant matters.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE JUDICIARY
Next/Last
Hearing: 01/13/2009 at 02:00 PM LOB 208

HB81
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: prohibiting smoking within 25 feet of playgrounds.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE HEALTH, HUMAN SERVICES & ELDERLY AFFAIRS
Next/Last
Hearing: 01/29/2009 at 01:00 PM LOB 205

HB86
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: allowing municipalities to impose administrative fines for violations of ordinances.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE MUNICIPAL AND COUNTY GOVERNMENT
Next/Last
Hearing: 01/15/2009 at 01:30 PM LOB 301

HB92
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: requiring municipalities to establish volunteer civilian police review boards.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE MUNICIPAL AND COUNTY GOVERNMENT
Next/Last
Hearing: 01/21/2009 at 10:30 AM LOB 301

HB93
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to the minimum age for fighting sports competitions.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION
Next/Last
Hearing: 01/29/2009 at 09:30 AM LOB 306

HB95
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to motorcycle equipment and noise levels.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last
Hearing: 01/21/2009 at 11:30 AM LOB 203

HB110
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to annulments for certain sexual assault convictions.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last 01/27/2009 at 11:00 AM LOB 204
Hearing:

HB111
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: exempting tier I offenders from inclusion in the department of safety's public list of registered offenders.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last 01/27/2009 at 01:30 PM LOB 204
Hearing:

HB112
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to addresses on motor vehicle registrations.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last 01/27/2009 at 10:00 AM LOB 203
Hearing:

HB149
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to benefit eligibility of certain members of the city of Manchester employees' contributory retirement system.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION
Next/Last 01/15/2009 at 01:00 PM LOB 306
Hearing:

HB154
Session Year 2009
 Bill Docket
 Bill Status
 Bill Text

Title: relative to truancy.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE EDUCATION
Next/Last 02/03/2009 at 10:00 AM LOB 207
Hearing:

<p>HB160 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to physical force in defense of a person. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY <i>Next/Last</i> <i>Hearing:</i> 01/29/2009 at 01:30 PM LOB 204</p>
<p>HB163 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: allowing firefighters, police officers, emergency medical technicians, and other public safety officers to recover damages or benefits for negligently-caused injuries. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE JUDICIARY <i>Next/Last</i> <i>Hearing:</i> 01/27/2009 at 10:00 AM LOB 208</p>
<p>HB179 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: requiring automobile insurance to register a vehicle. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE TRANSPORTATION <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 203 LOB</p>
<p>HB193 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: establishing a fee for certification of reduced ignition propensity cigarettes. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE WAYS AND MEANS <i>Next/Last</i> <i>Hearing:</i> 01/27/2009 at 10:30 AM LOB 202</p>
<p>HB204 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to discovery in driving while intoxicated cases. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY <i>Next/Last</i> <i>Hearing:</i> 01/29/2009 at 10:00 AM LOB 204</p>

<p>HB206 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to retention of governmental records under the right-to-know law. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE JUDICIARY <i>Next/Last</i> <i>Hearing:</i> 01/21/2009 at 01:30 PM LOB 208</p>
<p>HB225 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to room and board scholarships for children of firefighters and police officers. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE EDUCATION <i>Next/Last</i> <i>Hearing:</i> 01/27/2009 at 01:00 PM LOB 207</p>
<p>HB230 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to the burden of proof for a finding of abuse in domestic violence cases. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY <i>Next/Last</i> <i>Hearing:</i> 01/29/2009 at 10:30 AM LOB 204</p>
<p>HB231 Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to resolution of collective bargaining disputes. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE LABOR, INDUSTRIAL AND REHABILITATIVE SERVICES <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 307 LOB</p>
<p>HB277 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to the minimum age for purchasing, possessing, or using tobacco products. <i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE COMMERCE AND CONSUMER AFFAIRS <i>Next/Last</i> <i>Hearing:</i> 01/27/2009 at 10:30 AM LOB 302</p>

HB294
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: prohibiting writing a text message while driving.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last
Hearing: 02/03/2009 at 11:30 AM LOB 203

HB305
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to public employees' right to strike.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE LABOR, INDUSTRIAL AND REHABILITATIVE SERVICES
Next/Last
Hearing: Time not specified RM 307 LOB

HB312
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: permitting a person to record a law enforcement officer in the course of such officer's official duties.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB363
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: eliminating requirements for additional breath tests for blood alcohol content.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB383
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to passenger restraints.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last
Hearing: 02/03/2009 at 01:00 PM LOB 203

HB392 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: establishing a cigar bar liquor license.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE COMMERCE AND CONSUMER AFFAIRS
Next/Last
Hearing: 02/05/2009 at 11:00 AM LOB 302

HB398
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to the unauthorized use of firearms in the compact part of a city or town.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB401 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to the membership of the retirement system board of trustees.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION
Next/Last
Hearing: 02/03/2009 at 11:00 AM LOB 306

HB449 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: increasing the penalty for unlawful possession or release of criminal records.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB474 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: prohibiting the trafficking in persons for the purposes of sexual or labor exploitation.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB491
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to consumption of alcohol following a motor vehicle accident.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB523 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: requiring DNA testing of all persons convicted of a felony.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB571 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to limited driving privileges for certain persons whose licenses have been revoked or suspended and relative to DWI convictions.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE TRANSPORTATION
Next/Last
Hearing: Time not specified RM 203 LOB

HB575 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: prohibiting driving with any amount of certain controlled drugs or metabolites in the blood or urine.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

HB582 -FN
Session Year 2009
Bill Docket
Bill Status
Bill Text

Title: relative to DNA testing of sexual offenders.
G-Status: HOUSE
House Status: IN COMMITTEE
Senate Status:
Next/Last Comm: HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
Next/Last
Hearing: Time not specified RM 204 LOB

<p>HB584 -FN-A Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: establishing an income tax for the purpose of paying college tuition for emergency first responders, law enforcement officers, and dependents of emergency first responders and law enforcement officers.</p> <p><i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE WAYS AND MEANS <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 202 LOB</p>
<p>HB586 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to the presence of a law enforcement officer at an administrative license suspension hearing.</p> <p><i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 204 LOB</p>
<p>HB588 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to lowering the legal drinking age.</p> <p><i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE LOCAL AND REGULATED REVENUES <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 303 LOB</p>
<p>HB590 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to the retirement age for group II members.</p> <p><i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 306 LOB</p>
<p>HB591 -FN Session Year 2009 Bill Docket Bill Status Bill Text</p>	<p>Title: relative to the maximum initial retirement benefit for retirees in the New Hampshire retirement system.</p> <p><i>G-Status:</i> HOUSE <i>House Status:</i> IN COMMITTEE <i>Senate Status:</i> <i>Next/Last Comm:</i> HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION <i>Next/Last</i> <i>Hearing:</i> Time not specified RM 306 LOB</p>

HB632 -FN	Title: relative to including fully certified police officers of the New Hampshire hospital campus force in group II of the retirement system.
Session Year 2009	<i>G-Status:</i> HOUSE
Bill Docket	<i>House Status:</i> IN COMMITTEE
Bill Status	<i>Senate Status:</i>
Bill Text	<i>Next/Last Comm:</i> HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION
	<i>Next/Last</i>
	<i>Hearing:</i> Time not specified RM 306 LOB
HB637 -FN	Title: relative to bail agents and recovery agents.
Session Year 2009	<i>G-Status:</i> HOUSE
Bill Docket	<i>House Status:</i> IN COMMITTEE
Bill Status	<i>Senate Status:</i>
Bill Text	<i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
	<i>Next/Last</i>
	<i>Hearing:</i> Time not specified RM 204 LOB
HB645 -FN	Title: requiring police officers to complete certain mental health training and requiring the police standards and training council to develop and implement an advanced training curriculum for specialized crisis intervention teams.
Session Year 2009	<i>G-Status:</i> HOUSE
Bill Docket	<i>House Status:</i> IN COMMITTEE
Bill Status	<i>Senate Status:</i>
Bill Text	<i>Next/Last Comm:</i> HOUSE CRIMINAL JUSTICE AND PUBLIC SAFETY
	<i>Next/Last</i>
	<i>Hearing:</i> Time not specified RM 204 LOB
HB673 -FN	Title: relative to withdrawal of political subdivisions from the New Hampshire retirement system.
Session Year 2009	<i>G-Status:</i> HOUSE
Bill Docket	<i>House Status:</i> IN COMMITTEE
Bill Status	<i>Senate Status:</i>
Bill Text	<i>Next/Last Comm:</i> HOUSE EXECUTIVE DEPARTMENTS AND ADMINISTRATION
	<i>Next/Last</i>
	<i>Hearing:</i> Time not specified RM 306 LOB
SB113	Title: authorizing the electronic enforcement of traffic signal violations.
Session Year 2009	<i>G-Status:</i> SENATE
Bill Docket	<i>House Status:</i>
Bill Status	<i>Senate Status:</i> IN COMMITTEE
Bill Text	<i>Next/Last Comm:</i> SENATE JUDICIARY
	<i>Next/Last</i>
	<i>Hearing:</i> Time not specified SH 103

SB125 **Title: relative to proof of age for an underage drug or alcohol house party.**
Session Year 2009 *G-Status:* SENATE
Bill Docket *House Status:*
Bill Status *Senate Status:* IN COMMITTEE
Bill Text *Next/Last Comm:* SENATE JUDICIARY
 Next/Last
 Hearing: *Time not specified* SH 103

SB126 **Title: relative to the use of audio and video recording devices by law enforcement**
Session Year 2009 **officers.**
Bill Docket *G-Status:* SENATE
Bill Status *House Status:*
Bill Text *Senate Status:* IN COMMITTEE
 Next/Last Comm: SENATE JUDICIARY
 Next/Last
 Hearing: *Time not specified* SH 103

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Sections 33.024, 33.025, & 33.026 (Consolidation of Building and Planning Departments to Planning and Community Development Department) of the Code of Ordinances of the City of Manchester.”

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

SECTION 33.024 CLASSIFICATION OF POSITIONS be amended as follows:

Change Assistant Building Regulations Director, to Deputy Director, Building Regulations

Change Deputy Planning Director, to Deputy Director-Planning and Zoning

Change Zoning Inspector to Zoning Review Officer

Change Housing Inspector Supervisor to Code Enforcement Supervisor

Change Housing Inspector to Code Enforcement Inspector

Establish Community Development Support Specialist

SECTION 33.025 COMPENSATION OF POSITIONS be amended as follows:

Change Assistant Building Regulations Director, Class Code 5180, Grade 22 to Deputy Director-Building Regulations, Class Code 5180, Grade 23

Change Deputy Planning Director, Class Code 1365, Grade 25 to Deputy Director – Planning and Zoning, Class Code 1365, Grade 26

Change Housing Inspector Supervisor to Code Enforcement Supervisor Class Code 5160, Grade 19

Change Housing Inspector to Code Enforcement Inspector, Class Code 5170, Grade 17

Establish Community Development Support Specialist Class Code 1130, Grade 16

SECTION 33.026 CLASS SPECIFICATIONS be amended as follows

Change Class Specification of Planning Director, Grade 29 exempt

Change Class Specification of Assistant Building Regulations Director, Grade 22 to Deputy Director, Building Regulations, Grade 23 (spec. attached) exempt

City of Manchester
New Hampshire

Nine

In the year Two Thousand and

AN ORDINANCE

“Amending Sections 33.024, 33.025, & 33.026 (Consolidation of Building and Planning Departments to Planning and Community Development Department) of the Code of Ordinances of the City of Manchester.”

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

Change Class Specification of Deputy Planning Director, Grade 25 to Deputy Director – Planning and Zoning, Grade 26 (spec. attached) exempt

Change Class Specification of Zoning Inspector to Zoning Review Officer, Grade 18 (spec attached) non-exempt

Establish Class Specification of Community Development Support Specialist, Grade 16 (spec attached) non-exempt

Change Class Specification of Housing Inspectors Supervisor, to Code Enforcement Supervisor Grade 19 (spec attached) exempt

Change Class Specification of Housing Inspector, to Code Enforcement Inspector, Grade 18 (spec attached) non-exempt

Change Class Specification of Plans Examiner, Grade 21 (spec attached) exempt

Change Class Specification of Building Inspector, Grade 18 (spec attached) non-exempt

Change Class Specification of Plumbing Inspector, Grade 18 (spec attached) non-exempt

Change Class Specification of Electrical Inspector, Grade 18 (spec attached) non-exempt

Change Class Specification of Mechanical Inspector, Grade 18 (spec attached) non-exempt

Change Class Specification of Planner IV, Grade 23 (spec attached) exempt

Change Class Specification of Planner III, Grade 21 (spec attached) exempt

Change Class Specification of Planner II, Grade 19 (spec attached) exempt

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 Nine

A RESOLUTION

“Amending the FY2009 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the FY2009 CIP 610809 Manchester Emergency Housing Capital Improvements Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP 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 add \$20,000 of un-programmed CDBG derived program revenue; and to assist Manchester Emergency Housing in the removal of lead based paint hazards found within the shelter; and

WHEREAS, funds in at least that amount from un-programmed CDBG derived program revenue are available;

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

By increasing:

CIP 610809 Manchester Emergency Housing Capital Improvements – \$20,000 CDBG
From \$20,000 to \$40,000 CDBG

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

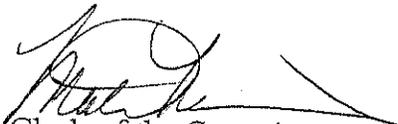
*Other business for
September 16th /08 mtg.*

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