

## BOARD OF MAYOR AND ALDERMEN

November 24, 2009

7:30 PM

Mayor Guinta called the meeting to order.

The Clerk called the roll.

Present: Aldermen M. Roy, Gatsas, Sullivan, J. Roy, Osborne, Pinard,  
O'Neil, Lopez, Shea, DeVries, Garrity, Smith, Ouellette, Arnold

Messrs.: C. Bean, B. Landry, D. Hudson, J. Minkarah, T. Clougherty,  
T. Clark, L. LaFreniere

3. Presentation by Christopher Bean, President of CLD Consulting Engineers, Incorporated, regarding the Manchester Millyard Exit 4 Bridge Rehabilitation Project.

**Mr. Chris Bean**, President of CLD Consulting Engineers, stated good evening members of the Board of Mayor and Aldermen. My name is Chris Bean and I am the Project Manager from CLD Engineers. To my left is Bob Landry. He is the NH DOT Project Manager and to my right is Dan Hudson who is the CLD Project Engineer. We have a Powerpoint presentation and you also have handouts in front of you. This project involves the reconstruction and the rehabilitation of five red listed bridges in the area of Exit 4 on 293. The treatments of each bridge will be different. What I would like to do is kind of run through the slideshow and give you an overview of what is being proposed and what the implications of the project are. After I go through my presentation you are welcome to ask questions and we can field them at that time. What we are looking at right here is a project overview. In the very center of the slide is the Queen City Bridge, Queen City

Avenue. This project involves the replacement of the northbound off ramp bridge. This is the northbound off ramp at Exit 4. On this slide here we have Queen City Avenue at this location. This is the Hands Across the Merrimack Bridge a little bit further up to the north and this is Exit 5 interchange at Granite Street. The five bridges that are addressed by this project include the northbound off ramp bridge over the turnpike and there is a northbound on ramp that goes underneath the turnpike here. That one is also red listed and that would be reconstructed as part of the project – a major rehabilitation. Then there are two river bridges – the Piscatquog River South Branch Bridge and the North Branch Bridge. Again, all of the bridges are red listed, which means they are in need of major repair. The fifth bridge is the northbound on ramp bridge over the South Branch of the river here. Next slide. The first area is the northbound off ramp bridge. This project is slated to be constructed first and it will be independent of the other bridges because it is a stand alone project. What is being proposed here is basically we will be constructing a new bridge alongside the existing bridge and maintaining traffic on the existing bridge until the new bridge is ready for traffic to be moved to it. The only issue with this construction, the only effect it will have in the area to traffic other than temporary delays would be a two week closure, most likely in 2013. Right now the project is scheduled to be advertised for construction in 2011. I know it seems like a long time but it takes a long time to order the steel and do the work out there and conservatively we are talking 2013 for that two week off ramp closure. The next section involved northbound and southbound on ramps. What you can see here is on the main line in order to maintain traffic during construction and that was one of the major issues we had to deal with here was maintaining traffic and that means maintaining two lanes of traffic in each direction at all times, especially during the peak periods of traffic flow. In order to maintain traffic the intent is to widen the existing bridges and create a temporary...initially we were thinking temporary widening on the west side and the more we looked at it we came up with a concept that would widen to the west side and we will actually use that width to improve some of the traffic capacity issues down here at

the interchange. So ultimately the intent in the southbound direction is to add a lane, a permanent lane through the Exit 4 interchange, which will improve the capacity of the weave conditions or the traffic that is getting on and getting off the highway up in that area. So we have the two river bridges that will be reconstructed, and when I say reconstructed what I mean basically is they are going to be torn up and there is going to be new steel, new decks, new guardrail and throughout this entire project length there would be the new concrete median rail similar to what has been constructed up towards Concord on 93. That is the new standard concrete median rail. Again, the project for these major river bridges would be constructed after the initial northbound off ramp bridge in 2014 and 2015. To maintain traffic this slide actually shows the temporary widening to the west and the shifting of the traffic. Basically we propose to widen the bridges on the western side as a first phase and then shift traffic over onto the widened structure and move the northbound traffic over to the southbound barrel and then do reconstruction of...there is actually a middle piece in there. It is a five phase detour plan but basically it will involve shifting traffic from the west and ultimately the whole easterly section will be reconstructed. Now one important item here is that this is a four phase construction, but the six month northbound on ramp closure, what is that about? Well, in order to construct this ramp we looked at maintaining traffic on a temporary basis and due to the proximity of the river and the other controls in the area it really isn't feasible so we looked at the implications of closing the ramp for a six month period to allow for its replacement and the construction of these bridges over the river. We believe there will be some issues, especially at the Second Street/Granite Street intersection; however, there are some measures that can be taken to improve the capacity during this period up there. Also, there are other improvements that can be done to the signal system on Granite Street to help mitigate the redirection of traffic caused by the closure. The next step after this hearing would be an informational hearing in early 2010, and then a formal public hearing in the summer of 2010, advertising of the northbound off ramp in February 2011, and the remaining

bridges the following year beginning in 2012. I guess I would like to throw it over to Bob quickly to see if he has anything to add from a DOT perspective.

**Mr. Bob Landry**, NH Department of Transportation stated I think Chris did a pretty good job summarizing it up. These are our thoughts at this time on traffic control, etcetera. That is why we are here tonight – to get your input and to see where to move forward. Are there any questions or comments?

**Alderman M. Roy** stated thank you gentlemen and it is more just the functionality of the on and off ramps at that exit. You have multiple on and multiple off ramps leading onto Second Street. Was any consideration given to bringing, especially that southbound off ramp that leads into Harvell Street, further north and connected into the other off ramps?

**Mr. Bean** asked the southbound off ramp, move it further north...

**Alderman M. Roy** interjected bringing it back up towards the Queen City Bridge where you have the northbound off ramp coming into Second Street.

**Mr. Bean** answered in the past I know a lot of concepts have been looked at but I have never actually seen that one before. I don't recall that being looked at.

**Mr. Landry** stated we can take a peek at that and get back to you.

**Alderman O'Neil** stated I have a couple of questions. What is the estimated cost... and I don't know today or if you projected out to the construction time in 2011-2015?

**Mr. Landry** answered \$37.5 million.

**Alderman O'Neil** asked is that today's number Bob or is that what you project?

**Mr. Landry** answered that is today's cost.

**Alderman O'Neil** asked I am just curious, and Chris may have said this, but why the two different contracts? If you said it I might have missed it.

**Mr. Landry** responded the second contract is going to be approximately...we have over \$30 million scheduled for that construction cost with a total project cost of about \$35 million. We like to break up contracts if possible to allow for a lot of the smaller contractors that we have in this state. Typically we don't want to get above \$25 million for our bonding. It has kind of grown over the last 20 years but still we try to break it up so we can get more of our in state contractors versus bigger out-of-state coming in.

**Alderman O'Neil** stated thank you and if you handle the traffic management on this project as you did with Granite Street I know that was very, very successful and both the NH DOT and CLD deserve credit for that because Granite Street moved very well during the process. Congratulations on that and I look forward to your work on this.

**Alderman Smith** stated everything you are doing happens to be in Ward 10 and I just want to say something to address the one on Harvell Street. You know that intersection doesn't line up, the off ramp traveling south. Everything backs up. Exit 4 backs up and the City is paying a considerable amount of money to have a turn around on the Queen City Bridge. Now we are going to have Elliot Hospital on the Queen City Bridge. Where is the traffic going to move? Second Street is going to be a disaster.

**Mr. Landry** replied we have taken into account the build out of River's Edge in our traffic numbers and we are reviewing those, understanding that more than likely that will be operational prior to us starting construction or before we get into the major part of the construction so we are working with those numbers and we are working to try to minimize those type of ideas without doing major improvements on Second Street that would take out very many homes for some of the original concepts that were done back in the 90's. We are trying to keep it pretty well focused to the bridges and limit our impact.

**Alderman Smith** stated just on Harvell Street you know what I am talking about. It doesn't line up. You come off the rotary and traffic is going to Bedford and the other one is going into Manchester or Goffstown, Route 114. Everybody uses that exit if they are traveling south. It doesn't line up properly so if you are coming out of Harvell Street and you come off the ramp it is a very dangerous intersection. I don't know if you can address it and move it a little bit south or what.

**Mr. Landry** stated we could take a look at it.

**Alderman Smith** replied there are no houses to the south. There is just a car wash.

**Mr. Bean** stated the intent was to try to stay on scope as much as possible but we could look at that.

**Alderman DeVries** stated the Queen City Bridge itself, which is not part of this discussion tonight, do you suspect that there will be extra impact from the traffic diversion or do you anticipate that the majority will go up to Granite Street?

**Mr. Bean** responded there is no question that there will be some additional traffic added at the Second Street/Queen City Avenue intersection. Is that what you are getting at?

**Alderman DeVries** replied I guess my concern or my understanding is that the Queen City Bridge itself is red listed. Maybe I am misunderstanding that but I thought there was an issue with that bridge as well, and I just wanted to make sure that that had been looked at if you are anticipating a temporary increase.

**Mr. Landry** stated I am not under the impression that it was red listed but I will check on it and get back to you.

**Alderman DeVries** responded it could easily be a misunderstanding and it may have been a discussion that was about these bridges and I interpreted it as the actual Queen City Bridge itself. You talked about measures for Granite Street that could be made to improve the traffic scenario there. Are you talking changing the signalization and those kind of measures to improve the flow of the added traffic?

**Mr. Bean** replied one of the strategies is to actually address the timing to make it match better with the actual change loadings at the different legs of the intersection but another strategy would be at the northbound off ramp. During the closure of the Exit 4 northbound off ramp there will be people diverted further up to the Exit 5 northbound off ramp and wanting to make a left and then circle back down Second Street. There happens to be some reserve capacity in the left-most lane. There is a double left turn at the end of that ramp and most of the vehicles line up in the right hand side because many of them cross under the bridge and then make a right hand turn onto Allard to get access to the hospital. So we could take a look at additional loading in the left hand lane and maybe adjust the timing in there to enhance that condition during that two week closure of the northbound off ramp.

**Alderman DeVries** asked so that limitation is not for six months; it is for two weeks?

**Mr. Bean** answered the northbound off ramp closure is only for a couple of weeks.

**Alderman DeVries** stated my final question is as we have seen in other places on the Merrimack River there have been some limits on the time of year for construction because of the Eagles that at least at one point in time were in the area. Is that something that is going to impact this project?

**Mr. Landry** replied we expect to deal with it just like we did on Granite Street for both the City project and also the State project in the amount of time we can do the work. That is part of the reason for our request to close that northbound on ramp is understanding the restraints of widening out into the river or along the river's edge.

**Alderman DeVries** asked is there a City match?

**Mr. Landry** answered no. This is 100% turnpike funds.

**Alderman DeVries** replied that is always good news.

**Alderman Arnold** stated Mr. Bean, it seems like we have some time before the traffic management measures get implemented. I presume that you and I guess the individuals who are planning this would welcome additional suggestions from individuals in Ward 10 or anyone else?

**Mr. Bean** answered most definitely.

**Alderman Arnold** asked and that would take the form of a public hearing? Is that right?

**Mr. Landry** stated we will have a public informational meeting first as the last slide showed in early 2010 and that is a great time to get those comments and even later into the summer when we have the public hearing they can have them at that time or right on our website. My name is right on the top and if they want to send it via e-mail they are more than welcome to at any time.

**Alderman Arnold** asked so no decision would be made before those events take place?

**Mr. Landry** answered we are always taking input right up until we are out there with the people doing the work.

**Alderman Shea** stated just to review the traffic control phasing on Granite and Second Street that will be done when?

**Mr. Landry** answered the greatest impact to the northbound off ramp will be during the two week closure of the Exit 4 northbound off ramp. All we need to do there is try to do the match paving between where the traffic is currently driving on the existing into the new section. So that would be the minor adjustment or looking at the Granite Street capacity of that northbound on ramp.

**Alderman Shea** asked so that is 2013, correct?

**Mr. Landry** answered yes, for about a two week period.

**Mayor Guinta** stated thank you for your presentation this evening.

## **CONSENT AGENDA**

**Mayor Guinta** advised 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.

### **Information to be Received and Filed**

- A.** Manchester Economic Development Office Quarterly Report for the period ending September 30, 2009.

### **Approve under supervision of the Department of Highways**

- B.** Pole petitions:

11-1255	Spruce Street
11-1253	172 Grant Street
11-1257	425 Hall Street

## **REFERRALS TO COMMITTEES**

### **COMMITTEE ON FINANCE**

- C.** Resolutions:

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Thousand Dollars (\$50,000) for the FY 2010 CIP 412510 Fire Rescue Equipment Acquisition Project.”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2010 CIP 511410 General Stark Statue Restoration Project.”

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Seven Hundred Fifty Thousand Eight Hundred Thirty One Dollars (\$750,831).”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Forty Nine Thousand Four Hundred Dollars (\$1,049,400) for the FY 2010 CIP 712910 Energy Efficiency and Block Grant Program.”

## **COMMITTEE ON LANDS AND BUILDINGS**

- D.** Communication from Dick Dunfey, MHRA, requesting that the City enter into a Subordination and Non-Disturbance agreement with Verizon Wireless related to a cellular antenna lease on the former Brown School.

## **REPORTS OF COMMITTEES**

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

- F.** Advising that it has accepted the following Finance Department reports:

- Department Legend
- Accounts Receivable summary
- Open Invoice report over 90 days
- Open Invoice report for interdepartmental billings
- Open Invoice report all invoices due from the School Department only
- Listing of invoices submitted to City Solicitor for Legal Determination

and is forwarding same to the Board for informational purposes.

*(Unanimous vote)*

- G.** Advising that it has approved the City’s Monthly Financial Report (unaudited) for the three months ended September 30, 2009 and is forwarding same to the Board for informational purposes.

*(Unanimous vote)*

- H.** Advising that the travel summary report from Jay Minkarah, Economic Development Director, has been approved.

*(Unanimous vote)*

- I.** Advising that the summary on collections submitted by Lisa Sorenson, Financial Analyst, has been approved.

*(Unanimous vote)*

- J.** Recommending that the request from Rockingham Ambulance, Inc. to increase patient charges be approved as recommended.

*(Unanimous vote with the exception of Alderman M. Roy who voted in opposition)*

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

- K.** Advising that the list of arbitration cases has been received and filed.

*(Unanimous vote)*

- L.** Recommending that the request from David Mara, Chief of Police, to change the title of Deputy Chief to Assistant Chief be approved.

The Committee further recommends that the Police Chief work with the Human Resources Director to create an Ordinance for the Assistant Chief position as well as an Ordinance and definition for the newly approved Crime Statistics Analyst position.

*(Unanimous vote)*

*Note: An Ordinance has been submitted by Jane Gile, Human Resources Director for the Assistant Chief position.*

- M.** Recommending that the attached revisions for guidelines of the Bright Ideas Evaluation Committee awards be approved.

*(Unanimous vote)*

### **COMMITTEE ON LANDS AND BUILDINGS**

- N.** Advising that the communication from Chuck DePrima, Acting Director of Parks, Recreation & Cemetery Department, regarding an analysis of the proposed Riverfront dog park site has been received and filed.

*(Unanimous vote)*

- O.** Recommending that the request from David Winslow, Engineering Division, for the acceptance of the drainage easement for Alpine Street be approved.

*(Unanimous vote)*

## COMMITTEE ON JOINT SCHOOL BUILDINGS

- P.** Advising that the MST scope change for \$23,000 on the dining facility has been approved as outlined.

The Committee further advises that the building commissioning for recent projects at Highland Goffs Falls for \$43,350 and MST for \$72,410 have been approved as outlined.

*(Unanimous vote conducted via phone poll on November 9, 2009, with the exception of Aldermen M. Roy and Sullivan who could not be reached.)*

*HAVING READ THE CONSENT AGENDA, ON MOTION OF ALDERMAN O'NEIL, DULY SECONDED BY ALDERMAN JIM ROY, IT WAS VOTED THAT THE CONSENT AGENDA BE APPROVED.*

**Alderman M. Roy** was recorded as opposed to Item J of the consent agenda.

### **Referral to Committee on Lands & Buildings**

- E.** Communication from Kevin Sheppard, Highway Department, regarding the Transit Center lease agreement and associated costs for the facility.

*Alderman DeVries moved to refer this item to CIP for discussion. Alderman Garrity duly seconded the motion. Mayor Guinta called for a vote. There being none opposed, the motion carried.*

**Alderman Gatsas** asked why is this being referred to CIP?

**Mayor Guinta** answered there is a financial request in the amount I think of \$10,000 so the vote is to send it to CIP for review.

**Alderman Gatsas** asked on Item E?

**Mayor Guinta** answered yes.

**Alderman Gatsas** asked does that mean we are not going to execute the lease?

**Mayor Guinta** answered I don't believe it means that. I think it is being referred to CIP for funding sources.

**Alderman O'Neil** stated the lease is the responsibility of Lands & Buildings, correct?

*Alderman Gatsas moved for reconsideration of the vote to refer Item E to CIP.*

**Alderman O'Neil** stated there are two different parts of this. There is the lease and there is the funding, correct? Two different Committees have jurisdiction.

**Mayor Guinta** answered correct.

**Alderman Gatsas** asked can we have discussion on this? I just want to see if it is time sensitive.

**Mayor Guinta** stated I don't mind. Without objection we can get a couple of...

**Alderman DeVries** interjected I am referencing the letter that came from Tim Clougherty discussing the building automation system.

**Mayor Guinta** asked is it time sensitive and can this go through CIP for review for identification of payment?

**Mr. Jay Minkarah**, Economic Development Director, stated there is some time sensitivity in that Boston Express is actually already in the facility operating it but we don't have a lease. I would agree that it is two separate issues. We have a funding source for ongoing maintenance of the property, which is a separate issue from the lease itself. The lease itself is actually not between the City and Boston Express. It is actually between MTA and Boston Express so I do believe that we could go ahead and execute that lease. The funding source is separate. It is a City facility so how we choose to fund our ongoing responsibilities for that is really a separate matter from the lease itself in my perception of the situation.

**Mayor Guinta** asked so we need to get the lease issue resolved, and is it fair to say we can send the funding question to CIP?

**Mr. Minkarah** answered I think so long as we are all on the same page that they are two separate issues, I think we can send the funding issue to CIP.

**Alderman Gatsas** asked Jay, the \$10,000 we are looking for is for the Facilities Division building automation system?

**Mr. Minkarah** answered I would probably defer to Tim Clougherty on that.

**Mr. Timothy Clougherty**, Deputy Public Works Director, answered no, sir. We are actually looking for a funding source to be identified for the ongoing operating costs, which would be recognized in the lease structure that is currently being contemplated. Page E-2 of the agenda contains representative estimates of those lease costs. I am saying 'representative' at this point in time because the lease is still currently being negotiated and we don't know exactly what the costs are going to be that we are going to pick up but currently contemplated would be things such as the utility expenses that are identified on that page.

**Alderman Gatsas** asked well where did the \$10,000 figure come from?

**Mr. Clougherty** answered there is a one time expenditure that is identified on there for connection to the Facilities Division building automation system. This is something that we would recommend because of the City's responsibility for the utility payments.

**Alderman Gatsas** asked so what we are looking for is utility payments and not the \$10,000 expenditure?

**Mr. Clougherty** answered both.

**Alderman Gatsas** stated okay fine. You answered my question.

5. Nomination(s) to be presented by Mayor Guinta, if available.

**Central Business Service District Board**

Justin Gamache to succeed George Bruno (term limit) as a District Member, term to expire May 1, 2012

**Highway Commission**

Raymond Hebert to succeed William Varkas (term limit), term to expire January 15, 2013

**Board of Trustees of Trust Funds**

William Infantine to succeed Kevin Howe (term limit), term to expire January 1, 2013

**Revolving Loan Fund Board**

Christopher M. Blais to fill a vacancy, term to expire June 1, 2011

**Alderman Lopez** stated I am objecting to the Central Business District nominee. I think everybody received a letter that the City Clerk passed out earlier. I am objecting on the basis that I believe you have lost your nominations for the Central Business District of three individuals, which were Peter Ramsey, George Bruno

and Paul Mansback. I think if you look at the City Charter, and I have checked with the City Solicitor, it has been over 90 days and you haven't brought anybody forward; therefore, in accordance with the City Charter the Board of Mayor and Aldermen have the right to select people for the Central Business District. Therefore, as I passed out the letter tonight, I am nominating Barbara J. Potvin, owner of the New England Sampler, to succeed Paul Mansback, term to expire December 1, 2012. So your nomination for the Central Business District does not apply.

**Alderman Ouellette** stated if that is the case, and I believe the Alderman's information is correct, then I will nominate Justin Gamache to succeed George Bruno on the Central Business Service District.

**Mayor Guinta** stated I haven't seen this memo from you.

**Alderman Lopez** asked did you get the Mayor a copy of the memo?

**Mayor Guinta** stated I would be happy to meet with you if you would like to discuss this. I apologize but I had not been notified of your memo.

**Alderman Lopez** asked do you want to take a recess, Your Honor.

**Mayor Guinta** answered no. We can deal with this between now and the next meeting

**Alderman Lopez** replied I would like to deal with this tonight.

**Mayor Guinta** asked the nomination?

**Alderman Lopez** answered yes. I am making a nomination for the Central Business Service District.

**Mayor Guinta** stated well you just made it and there has been a second one made and they layover and we can go over...

**Alderman Lopez** interjected your nomination that you brought in tonight does not apply and the City Solicitor can rule on it.

**Alderman DeVries** stated I think we just heard a second nomination heard by an Alderman and I second that.

**Mayor Guinta** stated right, so what I thought would be appropriate is we could leave both names on the table.

**Alderman Lopez** responded okay that is fine.

6. Confirmations to be presented by Mayor Guinta.

**Police Commission**

Woullard Lett as a member, term to expire September 15, 2012

**Revolving Loan Fund Board**

James M. Gallagher as a member, term to expire June 1, 2012

**Mayor Guinta** stated I am withdrawing Heather Whitfield's nomination because we have not received a resume as of yet so I am looking for a motion for the first two names.

*On motion of Alderman Ouellette, duly seconded by Alderman Pinard, it was voted to confirm the nominations as presented.*

*On motion of Alderman Arnold, duly seconded by Alderman Shea, it was voted to recess the meeting to allow the Committee on Finance to meet.*

**Mayor Guinta** called the meeting back to order.

**9. Report of the Committee on Finance**

A report of the Committee on Finance was presented respectfully recommending, after due and careful consideration, that Resolutions:

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Thousand Dollars (\$50,000) for the FY 2010 CIP 412510 Fire Rescue Equipment Acquisition Project.”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2010 CIP 511410 General Stark Statue Restoration Project.”

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Seven Hundred Fifty Thousand Eight Hundred Thirty One Dollars (\$750,831).”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Forty Nine Thousand Four Hundred Dollars (\$1,049,400) for the FY 2010 CIP 712910 Energy Efficiency and Block Grant Program.”

ought to pass and be Enrolled.

*On motion of Alderman Garrity, duly seconded by Alderman Shea, it was voted to accept this report and adopt its recommendations.*

**10. Reports of the Committee on Bills on Second Reading**

A report of the Committee on Bills on Second Reading was presented, respectfully recommending, after due and careful consideration, that Ordinance Amendment:

“Amending Section 70.78 Penalty of the Code of Ordinances of the City of Manchester by including a new penalty for parking in a permit parking space without displaying a permit and occupying more than one parking stall.”

ought to pass.

*On motion of Alderman Osborne, duly seconded by Alderman Jim Roy, it was voted to accept this report and adopt its recommendations.*

A report of the Committee on Bills on Second Reading was presented, respectfully recommending, after due and careful consideration, that Ordinance Amendment:

“Amending Chapter 70: Motor Vehicles and Traffic Code of the Ordinances of the City of Manchester Section 70.57 (B) Parking lot rates by removing metered parking at the Pine Street Lot”

ought to pass.

*On motion of Alderman Osborne, duly seconded by Alderman Pinard, it was voted to accept this report and adopt its recommendations.*

A report of the Committee on Bills on Second Reading was presented, respectfully recommending, after due and careful consideration, that Ordinance Amendment:

“Amending the Code of Ordinances of the City of Manchester by amending Section 118.33 (A) Rates for Fares Established, by increasing the current taxi rates from \$.25 per one-sixth of a mile to \$.40 per one-sixth of a mile.”

ought to pass.

***Alderman Osborne** moved to accept this report and adopt its recommendations.*

***Alderman Pinard** duly seconded the motion. Mayor Guinta called for a vote. The motion carried with Aldermen DeVries, Ouellette, M. Roy and J. Roy duly recorded in opposition.*

**11. Report of the Committee on Community Improvement**

There was no report of the Committee on Community Improvement.

- 12.** Communication from Philip Curtin of Curtain Law Offices, LLC, submitting a request for funds from the City in the amount of \$520.00 for the 50/50 sidewalk program.

***Alderman Smith** stated I would like to refer this to Kevin Sheppard to make sure everything is all set. I agree with the proposal. **Alderman Osborne** duly seconded the motion.*

**Alderman Lopez** asked are you referring it for reimbursement?

**Alderman Smith** answered that is correct. I inquired of the department and Highway has a 50/50 program and the fellow didn't know and he paid for the whole sidewalk and he would like to have the City pay for half.

**Alderman Lopez** asked so we are going to start a...just a question but would this be a precedent for people to go out and do their sidewalks and then ask us for reimbursement?

**Mayor Guinta** stated typically I thought the City would do the work and the payment would go to the City and the City would do the purchase and then the City would do the work. Is that correct?

**Alderman Lopez** replied I just need clarification on what we are doing.

**Mr. Clougherty** answered what we do annually is we put out a contract that gets unit prices for the different types of curb and sidewalk. So prices are then published and we receive applications and they are approved by the Board and we are then able to give the homeowner, business owner or property owner the estimate. We don't typically do it on our own. We do it through a contractor and it is all approved prior to it being done.

**Mayor Guinta** asked is there a waiting list? I mean does everybody who submits a request...

**Mr. Clougherty** interjected not necessarily. It is funding dependent. We did run out of money last year.

**Mayor Guinta** asked how about this year?

**Mr. Clougherty** answered we subsequently refunded that with money from the \$3.2 million bond that was started up last year. There is money available in the account but it is running extremely short right now.

**Alderman Lopez** asked are you saying that there is money in there to pay this individual even though he didn't coordinate it?

**Mr. Clougherty** answered no. I am saying that there is money available within the account. We would have some concern as to the precedent being set because

there are permits that have to be pulled and standards that have to be followed relative to these instances. I am not aware of what process took place in this particular situation and I would caution the Board that we could be setting a bad precedent by reimbursing this individual.

**Mayor Guinta** asked what about referring it to the Highway Department for review and they can come back and make a recommendation?

**Alderman Smith** answered that was my original intent.

**Alderman O'Neil** stated number one, I agree with Mr. Clougherty that this would set a bad precedent in the City if we are going to start reimbursing people after the fact. There is a process and it is first come first served every year. Whoever gets their application in allows Highway to come out and do an estimate and then gets their 50% payment in. That is how the process has worked. It has been one of our more successful programs in the City. As Tim indicated, we traditionally run out of funds no matter what amount we have but this is dangerous ground, reimbursing somebody after the fact. We could be opening up a door we do not want to open. I am okay with sending it to the department but I would hope that they might consider coming back with a recommendation of denying this request.

**Alderman Osborne** asked Tim, is there some sort of a...every year we get some constituents that write in and of course get turned down because there isn't enough money like you said. So if one was to spend this kind of money is there a cap on such a thing like this? Like you said, starting a precedent of someone wanting \$500,000 to do their sidewalks eats up the money for all of the other constituents in the City who live on the outskirts. I would think that we could look into something like that or keep in mind.

**Mr. Clougherty** replied I apologize but I am not sure that I understand what the question is.

**Alderman Osborne** asked how much money do you get every year basically to do the 50/50 program?

**Mr. Clougherty** answered this year I do not believe that there was any money allocated. We reallocated internally money from a bond that we had in place that was for street reconstruction and resurfacing. I believe it was between \$50,000 and \$75,000 toward this effort.

**Alderman Osborne** asked how can you accommodate these kind of requests coming through or this one right here if you don't have the money?

**Mayor Guinta** answered we haven't accommodated it yet. It is just a request.

**Alderman Osborne** replied well I am saying we should have something in place here to make it fit everybody. That's all.

**Mayor Guinta** responded which is why the motion is to send it to the Highway Department for a formal recommendation, which would come back to this Board and then the Board would make a determination.

**Alderman Osborne** asked it would go to Lands & Buildings?

**Mayor Guinta** answered it could go to Lands & Buildings and then back to the full Board but I would like something formal in writing from Highway first.

**Alderman Osborne** stated I think there should be some sort of a cap somewhere because it takes the money away from all of the small residences. We do a lot for the City downtown.

**Mayor Guinta** asked could you please do a one page summary to refresh everyone's memory of the program and if there are any caps if you could include that?

**Mr. Clougherty** answered yes, that is not a problem.

**Alderman Osborne** stated this is what I am getting at so if we could come up with a good recommendation of what we should do for residents as well as businesses so we could either separate them or have some sort of a cap or something like that so that one person doesn't eat up all of the money for the sidewalk program. It is not very fair to the people out there with small properties. It makes the infrastructure a lot nicer looking if small areas like that are taken care of and it gives them some sort of an incentive to at least apply for it.

**Mr. Clougherty** responded just so we are on the same page, this request is not extraordinary as far as the size of the sidewalk that was done. I would say on average they are anywhere between \$500 and \$1,000 so a residential sidewalk could fall within the scope that is currently contemplated here.

**Alderman Osborne** asked well, how much is this one again?

**Mayor Guinta** answered \$520.

**Alderman Osborne** asked it is only \$520? I don't know why I thought I read \$500,000.

**Mr. Clougherty** responded we have had instances where...

**Alderman Osborne** interjected this is no problem. I am sorry about that. You get where I am coming from anyway because it is going to happen one of these times when you are going to have someone wanting this type of money going into \$10,000 or large sidewalks or curbing that could run into a lot of money and if you eat up all of that money then the small homeowners have nothing.

**Mr. Clougherty** responded we have had those requests before. Just this year there was a property owner that was looking for us to fund a 50/50 sidewalk program and I think it was in excess of \$30,000. In our report back to the Board we will make sure that there are policy recommendations in there that currently exist. I believe it currently is at the discretion of the Director to approve or deny the request, and we would consider something like that more of a commercial venture than supporting the intent of the 50/50 sidewalk program.

**Alderman J. Roy** asked in the report can you make sure that this is comparable? I saw that it was concrete that they used and you talked about a unit price.

**Mr. Clougherty** replied we do support both asphalt and concrete curb in the 50/50 program.

**Alderman J. Roy** responded okay I just want to make sure it is in line.

**Alderman Gatsas** stated the document that is one Page 12-3 talks about \$4,150 and a bill was attached. Now, I don't know how big the walkway was.

**Mr. Clougherty** replied honestly Alderman, I don't understand what all the documentation is. On 12-2 there is a bill that recognizes \$1,040 and Item 12 looks

for a percent of that, which would be \$520. I don't know what to make of the back-up either, I guess is what I am saying.

**Alderman Gatsas** asked correct me if I am wrong but isn't this the application that most people use to submit to you and you come back with a price and agree that they will pay half? On Page 12-3 isn't that that document?

**Mr. Clougherty** answered that is correct.

**Alderman Gatsas** asked and if we are going to do this we don't know whether the standards that you put forward have been met. If there is a problem who is going to be responsible should it lift and somebody trips and gets hurt are we responsible if we agree to pay?

**Mr. Clougherty** replied I think that is a question for the City Solicitor but when the application is submitted, it is part of the 50/50 program and what we do is we contract annually with a company to do our sidewalks. So for this individual, we would have somebody go out and visit their property and tell them they have 100 feet of sidewalk that needs to be constructed along with curb. Concrete asphalt for the sidewalk, concrete or asphalt, and these are the unit prices and per ABC Contract that the City has contracted with this year your 50% of this cost is X.

**Alderman Gatsas** asked have we ever as a City paid a bill that comes forward like this? Have we ever done this before?

**Mr. Clougherty** answered to the best of my knowledge, no.

**Alderman M. Roy** stated Tim, I would just like to see what the City estimate would be compared to what the private contractor did in your report or summary, because it is not here.

**Alderman Garrity** asked can we just move this on to the Highway Department?

**Alderman Smith** stated all I want to do is refer it to the Highway Department. Everybody is bringing stuff up but I just want to tell you that in the residential 50/50 sidewalk program there is money. There is still a balance in that account. So if you want to do it fine and if you don't want to do it fine. He sent the picture in and I didn't mean to have a hassle on it but I think he is an attorney and that doesn't make any difference but the amount is \$520 and there is a balance of \$5,833 in the 50/50 sidewalk program. I addressed Mr. Clougherty this afternoon and he was going to go out and investigate it. That's all. If you don't want to do it fine.

**Mayor Guinta** stated so let's have the Highway Department look at it and give us a recommendation and then we can act on the request. Is that fair enough?

**Alderman Shea** stated I think we should ask if this was this done in FY09. Another problem is when constituents in my ward measure a curbing the man comes over and they know how much they are going to have to pay and it is a set price. Again, I have no objections in referring this to Highway but there are certain parameters we should follow because of the words 'unintended consequences'. You start opening the door and pretty soon there is a flood and then there is a deluge and after that who knows how to control the costs.

**Mayor Guinta** called for a vote on the motion to refer the communication to the Highway Department to view and come back to the Board of Mayor and Aldermen with a recommendation and a one page summary of the 50/50 Sidewalk Program. There being none opposed, the motion carried.

**13. Ordinance:**

“Amending Section 33.026 (Assistant Chief of Police) of the Code of Ordinances of the City of Manchester.”

*On motion of Alderman M. Roy, duly seconded by Alderman DeVries, it was voted to waive the reading of the Ordinance.*

*This Ordinance having had its final reading, on motion of Alderman M. Roy, duly seconded by Alderman O'Neil, was passed to be Ordained.*

**14. Resolutions:**

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Thousand Dollars (\$50,000) for the FY 2010 CIP 412510 Fire Rescue Equipment Acquisition Project.”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ten Thousand Dollars (\$10,000) for the FY 2010 CIP 511410 General Stark Statue Restoration Project.”

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Seven Hundred Fifty Thousand Eight Hundred Thirty One Dollars (\$750,831).”

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Forty Nine Thousand Four Hundred Dollars (\$1,049,400) for the FY 2010 CIP 712910 Energy Efficiency and Block Grant Program.”

*On motion of Alderman M. Roy, duly seconded by Alderman J. Roy, it was voted to waive the reading of the Resolutions.*

*On motion of Alderman O'Neil, duly seconded by Alderman Pinard, it was voted that the Resolutions ought to pass and be Enrolled.*

## **TABLED ITEMS**

- 15.** The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the attached proposal submitted by the Mayor regarding termination of the 2005 Cooperation Agreement for the administration of Northwest Business Park with MHRA and transference of specific responsibilities to the Economic Development Office be approved effective January 1, 2010.

The Committee also recommends that any further incidental costs associated with Northwest Business Park be reviewed by the Finance Officer, Economic Development Director, and receive prior Board approval prior to payment.

*(Unanimous vote)*

*On motion of Alderman Lopez, duly seconded by Alderman M. Roy, it was voted to remove this item from the table.*

**Alderman Lopez** stated I just want to know if we received letters from Manchester Housing Authority and if Jay can give us an update. Do we need to put this back on the table or do we need to take action or what?

**Mayor Guinta** stated I can have Jay come up. I know there was a request to lay this over for a couple of weeks. Are there still unanswered questions or can we move on a vote on this?

**Alderman O'Neil** stated it was me who asked to lay it over. I guess I am concerned and maybe this would be appropriate for Attorney Clark. Tom, have you seen the letter from the Housing Authority dated November 19, 2009?

**Mr. Thomas Clark**, City Solicitor, answered no I haven't.

**Alderman O'Neil** stated they have three conditions on here and I don't know if it is something that Attorney Clark needs to review. Out of fairness to him I don't know if we should be moving on this tonight.

**Alderman Gatsas** stated I have read the letter and I think they should send forward the funds. They can hold \$100,000 in advance for any expenses they think they may incur, but before anything is paid we should be advised of those costs. I certainly am not looking to pay twice for things we maybe should have done the first time. I would think that the \$1.2 million or the \$1.1 million should be forwarded to the City and they can hold \$100,000 and make sure that any bills that come forward before being paid are approved by this Board.

*Alderman Gatsas made a motion to move forward with the recommendation and send the assets to the City, minus \$100,000 MHRA is to hold for any expenses they may incur. Any bills paid by MHRA out of the \$100,000 would be subject to the approval of the Board of Mayor and Aldermen. Alderman Lopez duly seconded the motion.*

**Alderman Lopez** stated I would like a ruling from the Solicitor on the letter that Alderman O'Neil just gave him.

**Mr. Clark** stated I believe the motion made by Alderman Gatsas, which would leave \$100,000 with the Housing Authority to cover these costs should suffice. I would suggest that you may want to do a further amendment to that to state that in the event that money is exhausted for whatever reason, if they need more money they have to come back to this Board and you will give it due consideration.

**Alderman Gatsas** stated I will take that friendly amendment from a Board member.

**Alderman O'Neil** stated I have a question, Your Honor. It seems that you are just seeing this letter for the first time and Tom is just seeing it for the first time. Are the Aldermen the only ones who saw it?

**Mayor Guinta** stated no I saw this letter. I was just refreshing my memory and looking to see if there was a dollar amount identified.

**Alderman O'Neil** stated I thought it went to everyone.

**Mayor Guinta** stated let me just read it to everybody and then we can have copies made. It is dated November 19, 2009, and signed by Ken Edwards from Manchester Housing Authority. It states:

Subject to approval of the MHRA Board of Commissioners authority, staff is committed to expedite a full and smooth transition with regard to close out and/or transfer of the above-mentioned project to the City, which is the Northwest Business Park. We have reviewed the correspondence dated November 10 from Mayor Guinta to the Lands & Buildings Committee, which outlines the proposed action by the Board of Mayor and Aldermen and wish to make you aware of the following issues:

- 1) MHRA still has minor administrative responsibilities associated with the Manchester Air Park project and the French Hall project and these costs might preclude the transfer of all remaining proceeds.
- 2) MHRA is unable to incur costs and dedicate staff time without a guarantee of payment.
- 3) Title to the property remaining with the MHRA Corporation is a matter which will need to be discussed with the MHRA Board of Commissioners at their next meeting.

**Mayor Guinta** stated so it sounds like the motion made by Alderman Gatsas to allow them to hold \$100,000 would certainly be more than adequate to pay for any of their specific costs. I would add that maybe if we could have Jay get an itemized list of those specific costs that they would incur.

**Alderman Lopez** stated that is okay with me. Also I would like to have Jay present something since he is going to be responsible. What type of plan does he have to move forward with Hackett Hill?

**Mayor Guinta** responded I think once this vote is completed we could then have Jay come forward with a recommendation, whether it be issuing RFP's for purchase or additional marketing but I would support that request as well.

**Alderman Lopez** stated I have one other question in reading this last paragraph. I just want to make sure, Tom, if the Commission decides to just give us the land and the title to the property and everything cause it is an MHRA, are there any complications on the City side?

**Mr. Clark** responded currently the title is in MHRA and it was done that way to keep the City out of the chain of title for environmental issues. I don't think they are going to give the title back to the City or transfer the title back to the City until the City asks them to.

**Mayor Guinta** stated I would agree.

**Alderman Lopez** replied well I just want to make sure that if that is the case and they decide to give the title back to us what obligations or commitments or responsibilities do we have with that title. If you could look at that...

**Mr. Clark** interjected we can take a look at the issue but I don't think they are going to give it back to the City until the City asks for it.

**Alderman Arnold** asked what was the friendly amendment again?

**Mr. Clark** answered if MHRA feels that they are going to run short of funds they need to come back to the Board for justification.

**Alderman DeVries** stated I haven't heard from Mr. Minkarah if he has heard from MHRA and whether or not they believe the \$100,000...maybe you could come forward and answer for us on the record. In your opinion is the \$100,000 appropriate and a dollar amount that they would agree to?

**Mayor Guinta** stated it doesn't authorize them to spend \$100,000.

**Alderman Gatsas** responded correct.

**Alderman DeVries** stated you are leaving a retainage with MHRA.

**Mayor Guinta** replied they would have to come back and let us know what the dollar amounts are. I would want it identified, at least in writing to me, what their additional costs would be. So we do need that information but I don't know if they conveyed something different to you.

**Mr. Minkarah** stated in prior correspondence that I had from Ken Edwards at MHRA the estimated close out costs for the Air Park were about \$50,000. I do think that the \$100,000 amount would be adequate. There will be some other additional costs I think as was mentioned in that memo. I think with the friendly amendment that Solicitor Clark suggested I think the \$100,000 would be adequate.

**Mayor Guinta** asked and can you insure that there is an itemized list of expenses?

**Mr. Minkarah** answered yes.

*Mayor Guinta called for a vote on the motion to move forward with the recommendations from MHRA outlined in their letter of November 19, 2009, with the stipulation that MHRA has to come back to the Board of Mayor and Aldermen*

*if they exhaust the \$100,000 held in reserve and need more money. There being none opposed, the motion carried.*

**Mayor Guinta** stated we have a report of the Committee on Community Improvement that we need to consider.

A report of the Committee on Community Improvement was presented, respectfully recommending, after due and careful consideration, that plans to execute two purchase and sale agreements for properties discussed in non-public session as part of the Neighborhood Stabilization Program, be approved.

*On motion of Alderman Osborne, duly seconded by Alderman O'Neil, it was voted to accept this report and adopt its recommendation.*

**Alderman Gatsas** asked I think those properties should be read into the record.

**Mayor Guinta** asked are you okay with that, Solicitor Clark?

**Solicitor Clark** answered I believe that Mr. LaFreniere has asked that the properties not be read into the record until the purchase and sale agreements are executed.

**Alderman DeVries** asked can we move into non-public to discuss that? Some of us don't have any background on this.

**Mayor Guinta** asked can I recess to meet with legal?

**Mr. Clark** answered no, you would be going into non-public session.

**Mr. Leon LaFreniere**, Planning & Community Development Director, stated if it would be helpful to the Board I don't believe that there are time constraints that

would prohibit us from circulating that information under cover to the Board this week and acting on it at next week's meeting.

**Mayor Guinta** asked is that fine with everybody? Okay, so we will take this item for a vote at the next meeting.

*Alderman Osborne rescinded his motion. Alderman O'Neil withdrew his second.*

## **NEW BUSINESS**

**Alderman O'Neil** stated I have two items. One, two weeks ago I drove up Elm Street after our meeting and looked up and was looking for the American flags and in most cases they couldn't be found. I was so bothered by it I called Alderman Lopez right away. I went around the block to make sure I wasn't seeing things. Alderman Lopez drove down. I knew I heard back from Alderman Garrity. We have many veterans on this Board. Kevin Sheppard took the bullet for the flags coming down and the snowflakes going up and I am not sure it was Kevin's responsibility. He took the bullet. It was his guys who took them down. We need to get our priorities straight in this City where the American flag or the flags that are up on the poles with Veteran's Day coming upon us two or three days later. Flags were taken down for snowflakes. I am still bothered by it today. I guess I just bring it up as a point. We need to get our priorities together in this City and I can tell you that snowflakes aren't more important than the American flag up on the pole for Veteran's Day. I was very disappointed by that.

**Mayor Guinta** stated historically those flags are up through Veteran's Day.

**Alderman O'Neil** stated I apologize to our veterans on this Board and in the audience and at home. I was embarrassed by it. Embarrassed. Second, I haven't had a chance to talk to any of the members of the CIP Committee because I just

heard it during the meeting but I was just talking to Mrs. Thomas and Chief Mara and there is apparently some real confusion on this Weed 'n' Seed thing that didn't come out at the meeting. Anna explained to me that the position we talked about at the Health Department was the Coordinator's position and they will be out of funds at the end of March, but the Chief is out of funds now for the police officer position. Leon, they thought your staff was coming in with a recommendation and they both said it. That was their understanding. They were just directed to write letters of support. I don't know where that leaves it but the Chief apologized and said that both he and Anna looked like they were a little dazed with our questions because that is not what they thought they were here for. I apologize to Chairman Garrity but this was just pointed out to me during the meeting.

**Alderman Garrity** stated I will meet with CIP staff this week and we can hold a meeting on Tuesday.

**Alderman O'Neil** responded this is not how it was presented to us at the meeting, and again, both the Health Department and Police thought there was a recommendation coming from the CIP staff.

**Alderman Garrity** stated we can deal with it next Tuesday.

**Mayor Guinta** stated thank you for bringing it to the Board's attention.

**Alderman Gatsas** stated I would like to bring forward and send to the Committee on Administration an excavation permit fee proposal. I have been working with the Highway Department and looking at other communities in the state with regards to a fee for degradation of the streets of Manchester and those funds being put not into the general fund but a fund to repair and resurface streets in the City as we go forward. The City of Concord just passed one that charges \$200 for a permit and \$5 per square foot. If you just kind of run those numbers we might be

able to find \$400,000 or \$500,000 for resurfacing of streets, so I certainly would like to forward this to the Committee on Administration and have them come forward with a policy.

*Alderman Gatsas made a motion to forward to the Committee on Administration an excavation permit fee proposal. Alderman Shea duly seconded the motion. Mayor Guinta called for a vote. There being none opposed, the motion carried.*

**Alderman M. Roy** stated many of us have received many phone calls regarding the MCTV budget and I just wanted to let the public know who may not be privy to the letter we received that there will be a meeting Monday, November 30<sup>th</sup> for the MCTV/MCAM Task Force and they will be bringing a recommendation for both entities to the full Board on Tuesday, December 1<sup>st</sup> to settle some of those fears. We heard many speakers here tonight and have received many e-mails. I just want everyone to be aware of that.

**Alderman Pinard** stated I want to wish everyone a happy and safe Thanksgiving. The Christmas tree at the lake is about ready. Friday night at 6 PM bring your children because it is going to be a beautiful day, they claim. The other thing that I am very happy about and want to thank Parks & Recreation and Tom and Kevin Sheppard for is that the Highway Department and Parks were allowed to go on the railroad from Mammoth Road to Page Street and pull out all of the railroad ties. The trail will be ready for the people to work, not fully complete, but it will be passable and even the cross-country skiing can be done when we do have snow. Again, Happy Thanksgiving and I want to thank everybody for their support in the past few years as I am retiring.

**Alderman Shea** stated I want to thank all of the department heads and Alderman O'Neil for attending a very successful Neighborhood Watch meeting on November 18<sup>th</sup>. I think there were 70 plus people and the Chief of Police and his members

gave detailed explanations of what they were doing and also other people like Kevin Kincaid and Sam Maranto and Kevin Sheppard and Tim Soucy and others were there to assure the people in Ward 7 that they are working in conjunction with the Chief of Police for the quality of life for the people in Ward 7. I certainly want to thank them very much. Many, many constituents called me and were deeply grateful for the involvement of City officials and also the fact that Mayor-Elect Gatsas could not be there but they expressed their thanks to him for mentioning the fact that he was down at Harvard learning about whatever he has to learn about to be the new Mayor. Anyway, we thank you very much all City officials.

**Mayor Guinta** stated does Alderman Gatsas want to share with us what he learned at Harvard?

**Alderman Gatsas** responded I can only tell you that it was my only opportunity to enter into an Ivy League School and I certainly was thrilled and the ivy didn't fall off of the bricks as I was there. Certainly it was a very interesting three day course. I think you attended it, Your Honor, and we are not facing anything any different in Manchester other than we may be in a little better shape than some of the other communities throughout the country. I certainly applaud this Board and previous Boards for making sure that we kept the City of Manchester on a very good course because I can tell you that listening to some of the other communities that have 100,000 people their problems are much, much greater than what ours are. Again, I congratulate everybody on this Board, Your Honor and yourself for making sure that we kept a very steady ship.

**Alderman J. Roy** stated the MCTV/MCAM Task Force, can I ask that you have that meeting earlier than 5 because I have a meeting at 5:30?

**Mayor Guinta** replied yes. I was notified of that later meeting so we still have the date and we are working on an earlier time.

**Alderman Sullivan** stated very quickly because I know we are all ready to get out of here, I think most of us are going to be spending this coming Thursday celebrating Thanksgiving with our families and friends but not everybody is as fortunate as we are. That is why on December 18<sup>th</sup> there is going to be a fundraiser for New Horizons, the local homeless shelter. It is going to be at Milly's Tavern.; the charge is \$10 in advance and \$15 if you buy tickets at the door. We will also be accepting donations of food, clothing or any other supplies you come up with so that we can help out those folks in our community who are struggling right now. I will send an e-mail to everybody on the Board and make sure you know the details.

*There being no further business, on motion of **Alderman Smith**, duly seconded by **Alderman J. Roy**, it was voted to adjourn.*

A True Record. Attest.

City Clerk