

AGENDA

BOARD OF MAYOR AND ALDERMEN

May 18, 2010
Mayor and all Aldermen

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

1. Mayor Gatsas calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation by Workplace Benefits Solutions and the City's Finance Officer regarding selection of a financial institution for HSA Administration.

CONSENT AGENDA

4. Mayor Gatsas 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 October 6, 2009 (two meetings), October 20, 2009 (two meetings), November 10, 2009 (two meetings), November 24, 2009 (two meetings), December 1, 2009 (two meetings), and December 15, 2009 (three meetings).

Approve under supervision of the Department of Highways, subject to funding availability

- B. Sidewalk Petitions:

412 Holly Avenue

166 Myrtle Street

433 North Bay Street 260 Tufts Street
589 Spruce Street 823 Goffstown Road
185 Westwood Drive 25 Lamonte Street
76 Brae Burn Drive

Information to be Received and Filed

- C. Approved minutes from the MTA Commission meeting held March 23, 2010, March 2010 Financial Report, and March 2010 Ridership Report submitted by Michael Whitten, Executive Director MTA.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

- D. Resolutions:

“Amending the FY2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Six Thousand, Eight Hundred and Twenty-Six Dollars (\$96,826) for the FY2010 CIP project #412910 VAWA.”

“Amending the FY2010 Community Improvement Program, authorizing, transferring and appropriating funds in the amount of Five Hundred Thirteen Thousand Four Hundred and Thirty-Six Dollars (\$513,436) for the FY2010 CIP project #412010 SCBA Replacement Project.”

“Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2010.”

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- E. Proposed agreement between the Gold Star Mothers Memorial Association and the City regarding the Gold Star Mothers memorial statue to be placed in Stanton Plaza.

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

- F. Recommending that an Amending Resolution and Budget Authorization providing for the acceptance of funds totaling \$96,826 from the NH Department of Justice related to domestic violence programming for CIP #412910 VAWA be approved.
(Unanimous vote)
- G. Recommending that an Amending Resolution and Budget Authorization providing for the acceptance and transference of funds in the amount of \$513,436 in Federal grant and local match related to the Self-Contained Breathing Apparatus and associated mask retrofit for CIP #412010 SCBA Replacement be approved.
(Unanimous vote)
- H. Recommending that an amended Budget Authorization to receive additional grant funds totaling \$2,250 from the NH Department of Safety related to sobriety checkpoints for CIP #410910 - NH DWI Patrol Program be approved.
(Unanimous vote)
- I. Advising that a communication from NH Health and Human Services related to the Office of Youth Services grant proposal to provide substance abuse prevention services has been received and filed.
(Unanimous vote)
- J. Recommending that a request from the Highway Department to accept \$3,000 from Saint Mary's Bank to cover the cost of installing 143 linear feet of granite curb on Mammoth Road along the frontage of a subdivided lot be approved.
(Unanimous vote)

- K. Recommending that a request from the Parks, Recreation & Cemetery Division to accept funds in the amount of \$5,000 from the Ann De Nicola Trust and \$9,600 from the Friends of Stark Park for the restoration of the General John Stark Equestrian Statue be approved.

The Committee notes that it has directed the City Solicitor to draft an ordinance related to this restoration project and recommends suspending the rules of the procurement code to allow for use of a specialized contractor.

(Unanimous vote)

- L. Recommending that a request from the Planning and Community Development Department for an infusion of \$150,000 of Affordable Housing Trust Funds into the 2010 Housing Initiatives Program for CIP #610410 – Housing Initiatives be approved.

(Unanimous vote)

- M. Advising that the discussion relative to CIP bond projects has been received and filed.

(Unanimous vote)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

- N. Recommending that the following regulations governing standing, stopping, parking and operation of vehicles, be adopted pursuant to Chapter 70 of the Code of Ordinances of the City of Manchester and put into effect when duly advertised and the districts affected thereby duly posted as required by the provisions of that Chapter and Chapter 335 of the Sessions Laws of 1951.

Section 70.36 Stopping, Standing, or Parking Prohibited

RESCIND 10 MINUTE PARKING – NO TRUCK

DELIVERIES:

On Cypress Street, north side, from a point 25 feet west of Cypress Street to a point 50 feet west (Ord. 9885)

Alderman Osborne

10 MINUTE PARKING – NO TRUCK DELIVERIES:

On Massabesic Street, north side, from a point 25 feet west of
Cypress Street to a point 50 feet west
Alderman Osborne

NO PARKING ANYTIME:

On Elm Street, east side, from Hayward Street to a point 285 feet
south

Alderman Long

On Merrow Street, east side, from a point 70 feet south of Irwin
Drive to a point 40 feet south

Alderman Craig

NO PARKING ANYTIME – EMERGENCY ORDINANCE:

On Priscilla Circle, west side, from a point 215 feet north of
Hazelton Court to a point 55 feet north

Alderman DeVries

On Douglas Street, north side, from Putnam Street to a point 400
feet west

Alderman Ouellette

PERMIT PARKING ONLY:

Commercial Street, east side, from a point 26 feet north of Stark
Street to a point 330 feet north of Spring Street

Alderman Long

RESCIND PERMIT PARKING:

Commercial Street, east side, from a point 50 feet north of Stark
Street to a point 330 feet north of Spring Street

Alderman Long

ORD 9349

RESCIND 15 Minute Parking:

Commercial Street, east side, from a point 26 feet north of Stark
Street to a point 46 feet northerly

Alderman Long

ORD 9387

(Unanimous vote with the exception of Alderman Ouellette who was absent)

- O. Recommending that a communication from the Parking Division regarding Ordinance Section 70.54 providing clarification of parking districts 26 and 27 has been approved.
(Unanimous vote with the exception of Alderman Ouellette who was absent)
- P. Recommending that a request from the Parking Division for permission to stripe ordinance parking areas on the south side of Harrison Street between Elm and Chestnut Streets be approved.
(Unanimous vote with the exception of Alderman Ouellette who was absent)
- Q. Recommending that a request from the Parking Division to allow free parking on Lowell Street for seven staff members of St. Joseph's Cathedral, effective April 23, 2010 through the end of October be approved.
(Unanimous vote with the exception of Alderman Ouellette who was absent)
- R. Advising that a communication from Alderman Greazzo regarding high noise levels caused by modified exhaust of vehicles has been received and filed.
(Unanimous vote with the exception of Alderman Ouellette who was absent)
- S. Recommending that revisions to 70.06 and 70.36 for Overtime Parking submitted by the Parking Manager be approved.
(Unanimous vote with the exception of Alderman Ouellette who was absent)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

- T. Recommending that Ordinance amendment:

“Amending Section 33.081 (F) (Sick Leave) of the Code of Ordinances of the City of Manchester.”

ought to pass and be referred to the Committee on Bills on Second Reading for technical review.

(Unanimous vote)

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

5. Resignation letter from James Gallagher as a member of the Revolving Loan Fund.

Ladies and Gentlemen, what is your pleasure?

6. Resignation letter from Donna Daneke as a member of the Heritage Commission.

Ladies and Gentlemen, what is your pleasure?

7. Resignation letter from Derek Dufresne as a member of the Heritage Commission.

Ladies and Gentlemen, what is your pleasure?

8. Nomination(s) to be presented by Mayor Gatsas, if available.

Ladies and Gentlemen, what is your pleasure?

9. Confirmation(s) to be presented by Mayor Gatsas.

Airport Authority

Daniel O'Shaughnessy as a labor representative, term to expire March 1, 2012

Central Business Service District Board

Tom Puskarich as a member, term to expire May 1, 2013

Michael Farrington as a member, term to expire May 1, 2012

Conduct Board

Daniel A. Yianakopolos as a member (Aldermanic appointment), term to expire October 1, 2011

Manchester Development Corporation

Newton Kershaw III as a member, term to expire March 11, 2012

Planning Board

Brian Bernier as an alternate member, term to expire May 1, 2013

Revolving Loan Fund

Elliot Barry as a members, term to expire June 1, 2011

Ladies and Gentlemen, what is your pleasure?

10. FY 2010 Budget Forecast to be submitted by William Sanders, Finance Officer, if available.
Ladies and Gentlemen, what is your pleasure?

11. Communication from Jay Minkarah, Economic Development Director, requesting the Finance Officer be authorized to set up a separate fund to accept future contributions towards the Chili Cookoff and expend the funds associated with the event.
Ladies and Gentlemen, what is your pleasure?

12. Report(s) of the Committee on Joint School Buildings, if available.
Ladies and Gentlemen, what is your pleasure?

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

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

15. Report(s) of the Special Committee on Energy Contracts and Related Activities, if available.
Ladies and Gentlemen, what is your pleasure?

16. Report(s) of the Committee on Administration/Information Systems, if available.
Ladies and Gentlemen, what is your pleasure?

17. A motion is in order to recess the meeting to allow the Committee on Finance to meet.

18. Mayor Gatsas calls the meeting back to order.

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

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

“Amending Section 33.024 & 33.026 (Fire Training Instructor) of the Code of Ordinances of the City of Manchester.”

This Ordinance having had its final reading by title only, the question is on passing same to be Ordained.

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

“Amending the FY2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Six Thousand, Eight Hundred and Twenty-Six Dollars (\$96,826) for the FY2010 CIP project #412910 VAWA.”

“Amending the FY2010 Community Improvement Program, authorizing, transferring and appropriating funds in the amount of Five Hundred Thirteen Thousand Four Hundred and Thirty-Six Dollars (\$513,436) for the FY2010 CIP project #412010 SCBA Replacement Project.”

“Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2010.”

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

NEW BUSINESS

22. A. Communications
B. Aldermen

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



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

I/we, GREG GOEMAN
Name(s)

RECEIVED
CITY OF MANCHESTER
MAY 6 2010

owner(s) of the real estate abutting upon 412 Holley Ave
Street Address

Manchester, NH 0310

Description (including footage): Approx. 30 ft of House Frontage
Straight Grants Curbing

desire that:

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

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

Signed:

Owner

Owner

412 Holley Ave Apt 2
Mailing Address

Phone #: 603 530 2153

Date: 5-6-2010



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
CITY OF MANCHESTER

I/we, Paul Houghton TO: Mathes 0310
Name(s)

owner(s) of the real estate abutting upon 166 MYRTLE ST
Street Address

Manchester, NH 0310

Description (including footage): _____

INSTALL GRANITE CURBS ON
WALNUT ST FROM MYRTLE
IN A NORTHEASTLY DIRECTION
APPROX 100' MINUS ONE CURBS

desire that: CUT

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

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

Signed: Paul Houghton
Owner

Owner

Mailing Address

Phone #: 603-624-1588

Date: 5/5/2010



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
MAY 11 2010

I/we, Jaye Robbins Goodwin Name(s); the

owner(s) of the real estate abutting upon 433 North Bay St Street Address

Manchester, NH 03104

Description (including footage):

see attached deed

desire that:

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

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

Signed: Jaye R. Goodwin Owner

433 North Bay St. Manchester 03104 Mailing Address

Phone #: 622-2323 Date: 05.05.2010

Please return to:

Mr. & Mrs. Charles S. Goodwin
433 North Bay Street
Manchester, NH 03104

QUITCLAIM DEED

KNOW ALL MEN BY THESE PRESENTS, that We, CHARLES S. GOODWIN and JAYE R. GOODWIN, husband and wife, of 433 North Bay Street, Manchester, County of Hillsborough, State of New Hampshire, for consideration paid, grant to JAYE ROBBINS GOODWIN, TRUSTEE OF THE JAYE ROBBINS GOODWIN 1991 TRUST, under declaration of trust dated February 13, 1991, of 433 North Bay Street, Manchester, County of Hillsborough, State of New Hampshire, with QUITCLAIM COVENANTS: the following described premises:

COPY

Tract I:

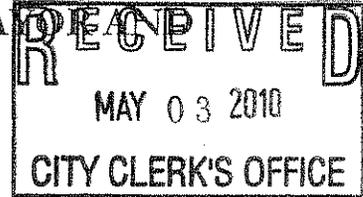
A certain tract of land, with the buildings thereon, situated in Manchester, Hillsborough County, New Hampshire, and more particularly bounded and described as follows, to wit:

Beginning at a stake in the easterly line of North Bay Street 173.96 feet south of the intersection of said line with Theodore Road; thence easterly at an outside angle of 88° 35' by land of David W. Parker and Esther J. Parker a distance of 102 feet to a stake in the westerly line of Lot No. 16 shown on "A Plan of the Lots in Maplehurst, Manchester, New Hampshire, owned by North End Realty Company, Inc., January 1946, George C. Benjamin, C.E.", recorded in Hillsborough County Registry of Deeds; thence south at an inside angle of 88° 35' by said Lot No. 16 a distance of 5 feet to the southerly line of Rowell Street extended; thence westerly at an inside angle of 91° 25' and by said southerly line a distance of 2 feet; thence southerly, by land now or formerly of Percy A. Shaw a distance of 100 feet to land now or formerly of Hendry F. Berry; thence westerly by said Berry land a distance of 100 feet to the easterly line of North Bay Street; thence northerly by said easterly line of North Bay Street, a distance of 105 feet to the point of beginning.

B-4



TO THE HONORABLE BOARD OF MANAGER
ALDERMEN:



I/we, Charles and Diane Dant, the
Name(s)

owner(s) of the real estate abutting upon 260 Tufts St.
Street Address

Manchester, NH 03104

Description (including footage): approx. 80 feet with 45° drive-
way corners.

desire that:

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

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

Signed:

Owner

Diane Dant

Owner

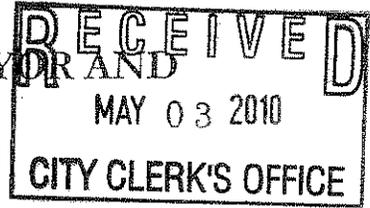
260 Tufts St. Manchester NH 03104
Mailing Address

Phone #: 603-493-0064

Date: 4-30-10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:



I/we, KIM HURLEY DAVID BAZIN, the
Name(s)

owner(s) of the real estate abutting upon 589 SPRUCE ST
Street Address

Manchester, NH 0310

Description (including footage): GRANITE CURBING TO BE
INSTALLED ON KENNEY ST. FROM CORNER OF
SPRUCE/KENNEY TO DRIVEWAY. APPROX. 63 FT.

desire that:

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

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

Signed: David A. Bazin
Owner

Kim Hurley
Owner

589 SPRUCE ST. MANCHESTER N.H.
Mailing Address 03103

Phone #: 627-6636

Date: 4/29/10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

10 MAY -3 P1

I/we, DENNIS CARON Name(s)

owner(s) of the real estate abutting upon 823 GOFFSTOWN Street Address

Manchester, NH 0310

Description (including footage):

CURBING ALONG GOFFSTOWN RD.
± 110 FT.

desire that:

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

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

Signed: Mark Yenna (Landscape) For Dennis Caron
FOR Owner

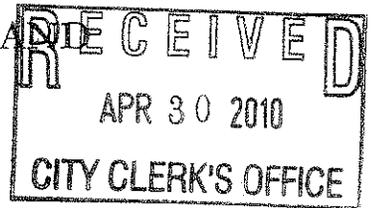
823 - GOFFSTOWN RD. MANCHESTER, NH
Owner
Mailing Address

Phone #: 668-8153

Date: 5-3-10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:



I/we, PHILIP AND WENDY CROASDALE, the
Name(s)

owner(s) of the real estate abutting upon 185 WESTWOOD DRIVE
Street Address

Manchester, NH 0310

Description (including footage): _____

Approx. ± 70 ft. of curbing.
Existing old curbing to be removed and
replaced.

desire that:

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

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

Signed: [Signature]
Owner

Wendy B. Croasdale
Owner

185 Westwood DR. MANCHESTER, NH 03103
Mailing Address

Phone #: 603-622-2127

Date: 4/26/10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
MAY 27 2010

I/we, Deborah Diemetric, the
Name(s)

TO APR 27 2010

owner(s) of the real estate abutting upon 25 Lamonte Street
Street Address

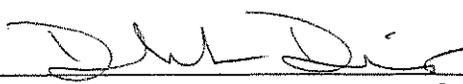
Manchester, NH 0310

Description (including footage): single-family residence
with 58.50 feet of frontage

desire that:

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

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

Signed: 
Owner

25 Lamonte Street, Manchester, NH 03104
Mailing Address

Phone #: 603-289-6962

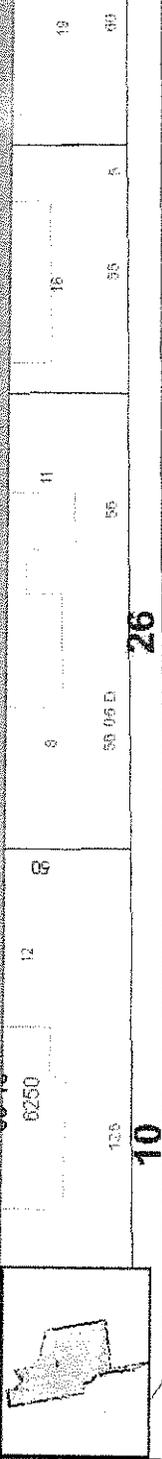
Date: April 27, 2010

Manchester, NH Public GIS Map Viewer

Choose a search mode

Quick Maps: **Default Map** | More Tools: **Selected** | **Print Scale**

SEARCH MORE

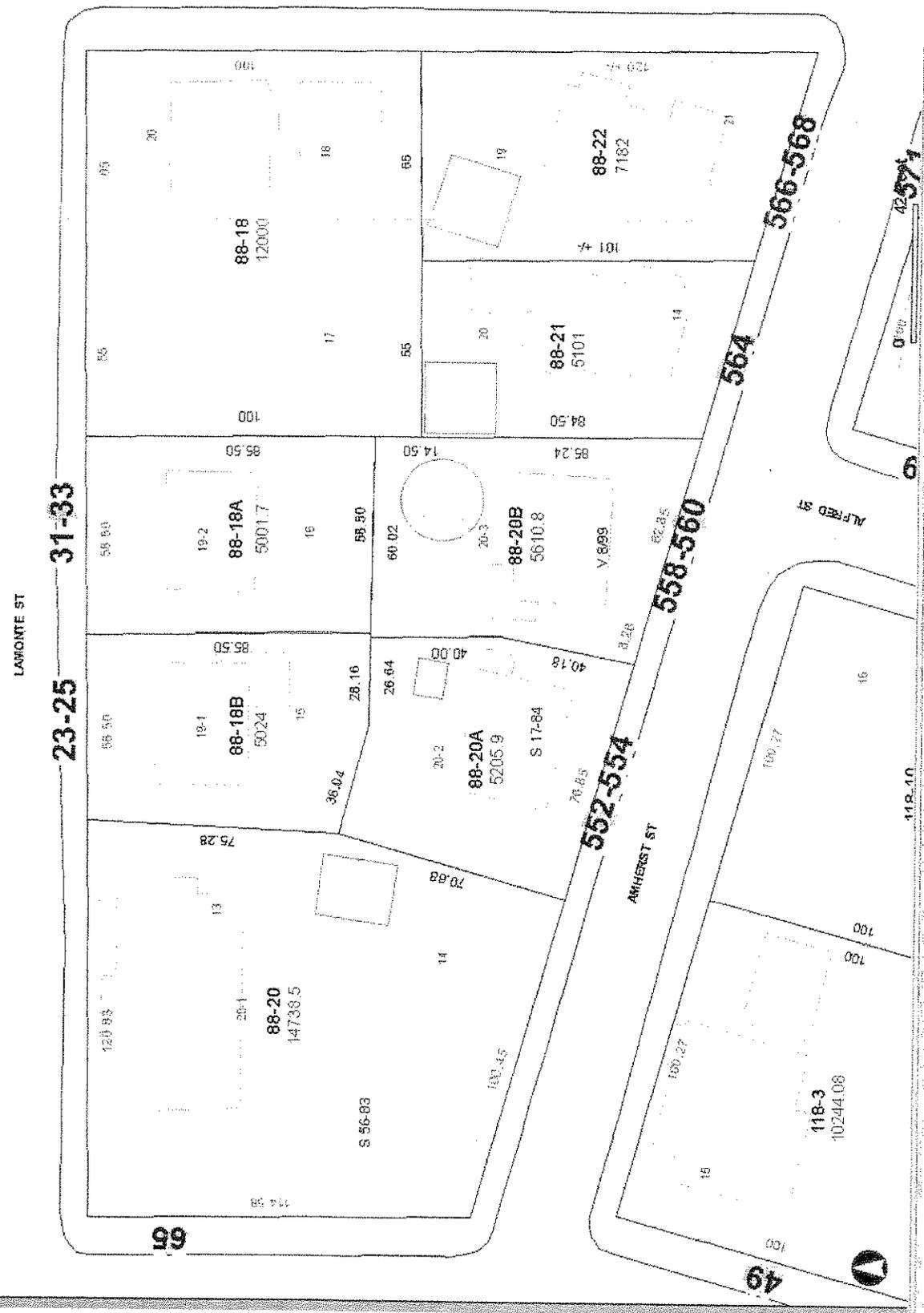


Layers

- All Layers
- Aerial Photography
- City Areas
- Geographical Features
- Parcels and Structures
- Roads and Streets
- Water and Sewer Systems
- Miscellaneous

Legend | Layers | Data

Auto Refresh | Layer Help



B-10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
MAYOR'S OFFICE

I/we, Ryan Schmidt + Phaedra Schmidt ^{28 09 09}, the
Name(s)

owner(s) of the real estate abutting upon 76 Brae Burn Drive
Street Address

Manchester, NH 0310

Description (including footage): _____

Curbing along the front edge of the property is cracked and crumbling.
This is an asphalt curb. We are interested in replacing this curb
with a granite curb through the 50/50 program.
~ 73 feet of curbing

desire that:

- A sidewalk be constructed along said frontage
- A sidewalk be reconstructed along said frontage
- Curbing be installed along said frontage
- Curbing be reset along said frontage (asphalt curb is in disrepair) ^{exists}

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

Signed:

Ryan Schmidt
Owner

Phaedra Schmidt
Owner

76 Brae Burn Drive Manchester NH 03104
Mailing Address

Phone #: 603-232-1763

Date: 4/15/2010

**MANCHESTER
TRANSIT AUTHORITY**

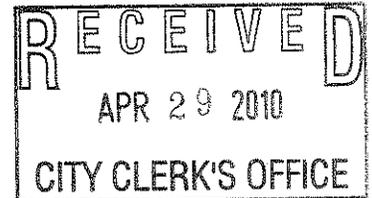
110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512



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

MICHAEL WHITTEN
EXECUTIVE DIRECTOR

April 28, 2010



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

Dear Matthew,

The MTA Commissioners held a monthly Commission Meeting on Tuesday, April 27, 2010. Enclosed are the approved Minutes of the March 23, 2010 Commission Meeting, March 2010 Financial Report, and March 2010 Ridership Report.

The next scheduled Commission Meeting will be Tuesday, May 25, 2010 at 5:00 PM.

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

Very truly yours,

Michael Whitten
Executive Director

MW:cr

Enclosures



Manchester Transit Authority

March 23, 2010 Commission Meeting

MEMBERS PRESENT:

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

PERSONNEL PRESENT:

Michael Whitten, Executive Director
Karen Holden, Operations Planning Manager
William J. Cantwell, Supt. of Administration
Paul Beauregard, Shop Manager
Mark McClanan, First Transit
Jaimee Bellissimo, First Transit

1. a. Chairman TRISCIANI called the meeting to order at 4:30 PM.
- b. TRISCIANI suspended the regular order of business to introduce Jaimee Bellissimo, MTA's new Assistant Executive Director. All Commissioners welcomed her and extended their congratulations.
- c. Minutes of February 23, 2010 Meeting. ESCALERA made a motion to approve the minutes as presented. Seconded by NAGLE. All Commissioners in favor.

MANAGEMENT REPORTS

2. a. Financial Report for February 2010. NAGLE made a motion to approve the February 2010 Financial Report. Seconded by DESELLE.

Transit Operation: CANTWELL reported transit revenues were \$84,990 (30.21%) less than budget. This is due to the City's prepayment of subsidy in December and the Town of Bedford severing our contract for transportation along

So. River Road. Farebox, ticket, and shuttle revenues were \$1,158 (2.53%) more than budget. Expenses were \$10,471 (3.18%) more than budget. Driver labor was closer to budget as light duty status for operators on workers compensation was reduced. The Maintenance Department incurred significant overtime due to coverage of absences and vacations. Transit administrative office wages were higher with the hiring of a part-time Street Supervisor/Dispatcher. Fringe benefits were higher due to timing of accruals and allocation of office staff.

School Operation: CANTWELL reported school revenues were \$4,501 (2.23%) less than budget. School charters were behind budget by \$4,500; primarily for athletics. Expenses were \$40,528 (17.28%) less than budget. Driver labor was under budget by \$15,000 and fuel was under budget by \$6,000. We've earned \$200,000 in surplus funds to replenish the fleet.

CANTWELL reported they rehired a retired mechanic because of long-term absences and vacations to help prepare the fleet for the State's school bus inspection and other responsibilities. WHITTEN reported overtime was much higher in February than he would like to see (7.79%) declaring attendance on the transit side has been atrocious. They have tried a number of different ways to get employees to come to work and will be negotiating attendance policy changes because the MTA can't afford 20% absenteeism. We also have to change how we reward perfect attendance days because employees who come to work everyday and earn attendance days can't use them because there is so much absenteeism. Our biggest challenge is FMLA. There are a number of people out on FMLA events and we are not allowed to penalize their perfect attendance days under the law.

The check register and accounts receivable were reviewed. CANTWELL reported the Accounting Clerk is working on collections for invoices over 120 days; McDonough School has an outstanding balance of \$1,500 since June 2009. TRISCIANI stated outstanding invoices should be handled by the School District Administration for collections.

All Commissioners in favor of approving February 2010 Financial Report.

b. **Operations Reports for February 2010:**

Ridership Statistics. WHITTEN reported ridership is down from February 2009 and will not change through this summer as we had record setting ridership in FY 2009 transporting over 500,000 passengers. Ridership decreases are at a plateau; average weekday and Saturday ridership in February was higher than January 2010. StepSaver continues to grow; 1,000 trips in February 2010 vs. 896 in February 2009 (+20%). We have 2 StepSaver vehicles on order, one will serve as a replacement vehicle, and the other is serving to expand the fleet to 6 StepSaver vehicles.

Transit Operating Statistics. WHITTEN reported revenue miles and hours were ideal this month. There were no missed trips (no red lines or trips that ran more than 5 minutes late.) There were 4 vehicle collisions, 4 complaints (3 operators and 1 service related), 59 out of 70 trips sampled ran on time, and overtime for the month was 109%.

School Operation Report. HOLDEN reported we started the month with 68 drivers; 1 voluntarily left, 1 was terminated, and 3 were licensed ending the month with 69 school bus operators. There are 8 currently in training and 4 employees out on medical leave. There were 59,744 school passenger boardings

Collective Bargaining Agreement (CBA) projected cost increases over 20% triggers opening that section of the CBA. The MTA and Union issued a joint letter to employees on March 15th breaking down 3 plans that generated the most interest during the March 9th meeting:

- Keep the current plan and move the contribution scale from 90/10% to 75/25%.
- Keeping the contribution scale at 90%/10% and move to the City's plan.
- Basing the benefits of a 2-person plan; cover 90% of the cost for single and 2-person plans; and on the family plan MTA would contribute 90% up to the cost of the 2-person plan.

The cost for an employee to stay with the existing plan paying 25% of the premium is \$112.00/week for family plan and to go with the City's plan with the employee paying 10% would be \$39.59. Prescription costs are higher for the employee on non-preferred brand name prescriptions, but that should not affect the majority of the employees. We did schedule the membership to vote on this and the Chair of the Union's Negotiating Committee cancelled the vote to negotiate this during the negotiations process. WHITTEN said if the Union is ready to make health insurance their first item of negotiations and move forward that is fine, but if we miss the City's deadline we would have to stay with our current provider.

- f. Vehicle/Liability Insurances. WHITTEN has spoken to Mr. Robert Allaire, Management Consultant with Albert Risk Management. Mr. Allaire is recommending we stay with Ferdinando Insurance for another year and go out to bid next year. ESCALERA made a motion to continue our vehicle/liability

insurances with Ferdinando Insurance for FY 2011. Seconded by NAGLE. All Commissioners in favor.

g. Organizational Structure. WHITTEN reported on 2 recommendations to the organizational structure.

1) Mr. David Laferriere, Street Supervisor, should be a salary-exempt employee. He is on the rotating on-call list, frequently stays beyond his 8-hour shift, and receives a 40-hour week straight pay. Since he is the only Department Head not on salary, we need to get him properly compensated. This position exists in the MTA salary schedule and with his current years of service he would be at \$43,595 annual salary. Since he is our direct FTA drug and alcohol oversight person he needs a direct reporting link to the Executive Director.

2) Eliminating the Dispatch Supervisor position created a year ago. This Supervisor has put all of the energy and enthusiasm we had hoped to see into this, but at the end of the day she is also responsible for being the morning dispatcher with an 8-hour shift. She tried to incorporate a lot of responsibilities, that prior to this were the Asst. Executive Director's, into a shift that just does not have the time for it. WHITTEN recommends we move those responsibilities back to the Asst. Executive Director. This will not have a financial impact since she was elevated to top dispatcher rate. Also the need is not there for one person to supervise two people. NAGLE made a motion to make the Street Supervisor position salaried and remove the position of Dispatch Supervisor. Seconded by WILLIAMS. All Commissioners in favor.

h. Agreement with City of Manchester and Gexa Energy. WHITTEN reported a telephone poll was taken on March 19th to enter into an agreement with the City

for the purchase of natural gas and electricity. The City switched their provider through the procurement process and invited the MTA to join them. The low bidder was Gexa Energy. This is a 12-month contract and will save us approximately 8% on our energy costs. WHITTEN is seeking ratification of the telephone poll. WILLIAMS made a motion to ratify the telephone poll to enter into an agreement with the City of Manchester and Gexa Energy. Seconded by NAGLE. All Commissioners in favor.

- i. Update on Windstorm. WHITTEN reported on February 26th the City activated the Emergency Operations Center. We were able to assist with the evacuation and relocation of 14 senior citizens from the Varney Street Apartments to the William B. Cashin Senior Center. David Laferriere, Safety/Street Supervisor, was on the scene coordinating the process with transit operator Matt Quinn and was able to transport these seniors who are not bus riders (2 made use of power wheelchairs and walkers) and both employees went above and beyond to assist these seniors. Transit operator Bob Reynolds brought the seniors back to the Varney Street Apartments and WHITTEN was proud to see how all employees interacted with the passengers and is placing a commendation letter into their files, but WHITTEN is also looking for a motion from the Board to recognize these employees for their excellence in service. NAGLE made a motion to commend these employees. Seconded by ESCALERA. All Commissioners in favor. ESCALERA recommended presenting them a certificate of recognition at the company picnic.

OLD BUSINESS

4. a. Award RFP 10-05 for Bike Racks. WHITTEN explained we did an RFP for 25 bike racks and received bids from Sportworks and Byk-Rak; Sportworks was the low bid. McCLANAN contacted Byk-Rak to get more specifics on what the cost would be for the different types of vehicles we own. MCLANAN's suggestion is to have Sportworks provide the bike racks for the full size transit vehicles because they have a quick release so during the winter the racks would come off. Sportworks did not have the quick release available for StepSaver vehicles and the Downtown Circulator buses because they are body-on chassis and would be a permanent fixture. WHITTEN recommended awarding Sportworks to supply bike racks for the full-size transit buses and Byk-Rak the quick release racks for the StepSaver vans and Downtown Circulator buses. The reason we will have bike racks on StepSaver vehicles is because we frequently use those buses for fixed route service. This raises the cost from \$18,892 to \$20,100; but is still under budget by \$5,000. NAGLE made a motion to purchase bike racks as recommended by WHITTEN. Seconded by DESELLE. All Commissioners in favor.
- b. Safe Operations Policy. HOLDEN, Chair of the Safety Committee, updated the Board on the Safe Operations Policy. They are working on policies to regulate cell phone usage for all employees while on-duty, the safe operation of MTA vehicles relating to eating, drinking, and other unsafe activities, and other procedures that will assist in maintaining a safe and professional environment for employees and passengers. She explained the 5 member Committee is comprised of Administrative and Union employees from each department. They are working on no cell phone usage while on duty and will designate usage areas while on

breaks. WILLIAMS has a problem with no cell phones in the event of an emergency. WHITTEN replied employees can give out the MTA's number in the event of an emergency and we would immediately contact the employee by radio.

ESCALERA asked about the discipline in regards to cell phone usage.

WHITTEN replied we will follow progressive discipline. NAGLE said the policy should dictate the different degrees of discipline. WHITTEN said they would make it very clear what the expectations and repercussions would be.

TRISCIANI said an employee using a cell phone while driving a bus should be terminated. ESCALERA agreed.

c. Ratify 4-Year Agreement with Manchester School District. WHITTEN stated the Board approved the 4-year contract with the Manchester School District via telephone on March 9th. NAGLE made a motion to ratify the telephone poll of March 9th, 2010 and approve the 4-year agreement with the Manchester School District. Seconded by DESELLE. All Commissioners in favor.

d. NHDOT – Manchester/Concord Connection – Update. WHITTEN said last month we talked about the NHDOT's Manchester/Concord intercity bus service. After that meeting he spoke to Kit Morgan and Shelly Winters at NHDOT and they announced there is no State funding for this project, the NHDOT will be serving as the go-between for the federal funds. It's a 50/50 operating assistance agreement which means 50% of the money would have to come from local sources which is unrealistic for MTA at this time. We still want to pursue regional transportation, but there is service between Manchester and Concord through Concord Coach. They charge \$8.00 for a round trip and it would be difficult to do it cheaper than \$4.00 each way. WHITTEN would like to focus on

providing service into Nashua since there is no intercity bus service there. He has had preliminary conversations with Raymond Blevin, General Manager of the Nashua Transit System, to see if we could meet somewhere on the Everett Turnpike, Exit 7, in the Kohl's Plaza. It wouldn't add cost to Nashua because they already service Kohl's, we would just need to coordinate our schedules to drop off passengers at the same time. Since there is no separate funding, we need to find a way to incorporate this into our current service. Once this is running and successful, we will start looking at an east/west bus service. He has talked to Brad Nichols, Executive Director of COAST, about the possibility of using the Park and Ride in Raymond on Exit 5 off of Route 101 as a midpoint to connect COAST and MTA's bus service. ESCALERA asked if there is demand between Nashua and Manchester. WHITTEN replied there is shopping in Nashua that has different retailers and the same is true in Manchester, and this opens up employment opportunities to Nashua and Manchester residents.

OTHER BUSINESS

5. a. **Date for Next Meeting.** Tuesday, April 27, 2010.

With no further business to come before the Board, NAGLE made a motion to adjourn the meeting at 5:45 PM. Seconded by ESCALERA. All Commissioners in favor.



Transit

March 2010

Manchester Transit Authority
Income Statement Transit
For the Nine Months Ending March 31, 2010

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Farebox Revenue					
Farebox Revenue	\$25,120.80	\$32,199.00	\$224,723.83	\$273,094.00	(\$48,370.17)
Adult Fares	5,026.00	4,600.00	45,971.20	41,400.00	4,571.20
Adult Monthly Fares	9,080.00	5,750.00	83,583.80	51,750.00	31,833.80
Senior Citizens Fares	1,239.00	1,150.00	11,339.50	10,350.00	989.50
Senior Citizen Monthly Fare	2,000.00	1,035.00	12,191.50	9,315.00	2,876.50
Disabled Rider Fare	4,111.76	2,415.00	28,843.75	21,735.00	7,108.75
Student Fares	429.00	1,150.00	9,063.00	10,350.00	(1,287.00)
Total Farebox and Tickets	47,006.56	48,299.00	415,716.58	417,994.00	(2,277.42)
Shuttle and Excursions					
Shopping Shuttle	1,050.00	1,000.00	8,100.00	9,000.00	(900.00)
Excursion Revenue	640.00		640.00		640.00
Total Shuttle and Excursions	1,690.00	1,000.00	8,740.00	9,000.00	(260.00)
Other Revenue					
Sale of Fuel to City Departments	26,072.33	25,625.00	252,534.03	230,625.00	21,909.03
Sale of Maintenance Service to City	10,713.00	1,800.00	28,285.15	16,200.00	12,085.15
Advertising Revenue-Bus	6,171.75	5,000.00	59,074.51	45,000.00	14,074.51
Sale of Scrap Materials	375.00		1,562.30		1,562.30
Interest Income	98.11	250.00	820.83	2,250.00	(1,429.17)
Photo Picture ID Revenue	12.00	20.00	116.00	180.00	(64.00)
Other Non-Transp. Revenue	7.00	25.00	280.91	225.00	55.91
Total Other Revenue	43,449.19	32,720.00	342,673.73	294,480.00	48,193.73
Total Operational Income	92,145.75	82,019.00	767,130.31	721,474.00	45,656.31
Operating Assistance					
City of Manchester		81,188.00	900,000.00	730,692.00	169,308.00
Town of Bedford		3,600.00	21,600.00	32,400.00	(10,800.00)
State of New Hampshire				9,100.00	(9,100.00)
Federal Operating Subsidy	111,929.00	118,115.00	1,123,824.00	1,063,035.00	60,789.00
Total Operating Assistance	111,929.00	202,903.00	2,045,424.00	1,835,227.00	210,197.00
Total Revenue	204,074.75	284,922.00	2,812,554.31	2,556,701.00	255,853.31
Expenses					
Labor					
Transit Operator Wages	55,836.70	59,610.00	566,229.98	498,924.00	67,305.98
Transit Operator Overtime Wages	9,762.85	6,664.00	63,182.37	55,808.00	7,374.37
StepSaver Operator Wages	14,557.01	14,173.00	118,073.58	118,951.00	(877.42)
StepSaver Operator Overtime Wages	2,967.71	1,666.00	18,798.87	13,952.00	4,846.87
Mechanic Wages	14,041.33	13,566.00	103,283.16	112,654.00	(9,370.84)
Mechanic Overtime Wages	2,740.74		11,650.33		11,650.33
Transp. Admin Wages	10,618.92	10,040.00	93,958.84	83,374.00	10,584.84
Transp. Admin Overtime Wages			583.52		583.52
Maint. Admin Wages	4,258.72	4,220.00	36,561.33	35,044.00	1,517.33
General Admin Wages	7,151.52	8,139.00	64,161.86	67,585.00	(3,423.14)
Gen. Admin Overtime Wages		57.00		513.00	(513.00)
Total Labor	121,935.50	118,135.00	1,076,483.84	986,805.00	89,678.84
Fringe Benefits					

Manchester Transit Authority
Income Statement Transit
For the Nine Months Ending March 31, 2010

	Current	Budget	YTD	YTD Budget	YTD Net Change
Health Insurance Expense	\$48,958.92	\$52,379.00	\$467,161.79	\$476,211.00	(\$9,049.21)
Dental Insurance Expense	1,290.22	1,563.00	13,781.84	14,067.00	(285.16)
Life Insurance Expense	880.05	857.00	7,434.00	7,713.00	(279.00)
Pension Expense	5,576.00	6,777.00	59,358.00	60,993.00	(1,635.00)
FICA Expense	7,562.13	11,396.00	97,499.54	97,012.00	487.54
Worker's Compensation	4,131.00	4,641.00	32,913.20	39,417.00	(6,503.80)
Unemployment Compensation	765.00	475.00	5,837.10	4,278.00	1,559.10
Transit Operator Vacation Wages	5,024.95	4,492.00	45,799.08	40,424.00	5,375.08
Transit Operator Holiday Wages	1,992.99	4,725.00	49,223.35	42,525.00	6,698.35
Transit Operator Sick Wages	4,258.84	2,835.00	42,917.77	25,515.00	17,402.77
Mechanic Vacation Wages	1,664.08	1,254.00	15,299.10	11,288.00	4,011.10
Mechanic Holiday Wages	459.52	1,479.00	14,296.63	13,308.00	988.63
Mechanic Sick Wages	2,018.72	296.00	12,249.65	2,664.00	9,585.65
Transp. Admin Vacation Wages	929.00	1,016.00	6,686.71	9,147.00	(2,460.29)
Transp. Admin Holiday Wages	761.04	1,120.00	8,855.65	10,080.00	(1,224.35)
Transp. Admin Sick Wages	670.74	240.00	4,039.79	2,160.00	1,879.79
Maint. Admin Vacation Wages	860.00	860.00	5,959.50	7,740.00	(1,780.50)
Maint. Admin Holiday Wages	412.06	482.00	5,083.56	4,333.00	750.56
Maint. Admin Sick Wages		103.00		927.00	(927.00)
Gen Admin. Vacation Wages	788.00	865.00	7,760.59	7,783.00	(22.41)
Gen. Admin Holiday Wages	591.20	728.00	5,894.35	6,556.00	(661.65)
Gen. Admin Sick Wages	69.47	156.00	13,758.17	1,404.00	12,354.17
Transit Uniform Allowance	475.36	733.00	5,559.62	6,601.00	(1,041.38)
Maintenance Uniform Allowance	477.67	560.00	4,584.62	5,436.00	(851.38)
Tool Allowance		100.00	471.50	900.00	(428.50)
License Reimbursement	165.00	42.00	862.10	374.00	488.10
Burden Adjustment	(10,641.03)	(16,474.00)	(113,930.38)	(147,518.00)	33,587.62
Total Fringe Benefits	80,140.93	83,700.00	819,356.83	751,338.00	68,018.83
Services					
Management Consultant	12,892.42	13,189.00	117,015.23	118,701.00	(1,685.77)
Commissioner Expense			1,000.00	1,000.00	
Auditing Expense			7,228.00	6,800.00	428.00
Legal Expense	469.23	667.00	6,103.05	5,999.00	104.05
Service Bureau	(7,077.47)	966.00	13,567.35	8,692.00	4,875.35
Security Service	99.61	83.00	1,039.26	751.00	288.26
Outside Advertising	177.00	667.00	1,354.97	5,999.00	(4,644.03)
Drug & Alcohol Testing	144.00	167.00	1,183.50	1,499.00	(315.50)
Pre-Employment Medical		125.00	902.70	1,125.00	(222.30)
Janitorial Service and Supplies	104.07	667.00	6,834.71	5,999.00	835.71
Bank Service Charges	854.14	500.00	4,626.68	4,500.00	126.68
Total Services	7,663.00	17,031.00	160,855.45	161,065.00	(209.55)
Materials and Supplies					
Fuel Operations	12,457.32	21,033.00	161,883.25	178,275.00	(16,391.75)
Sale of Fuel to City Departments	26,101.55	25,000.00	250,243.10	225,000.00	25,243.10
Maintenance Parts	11,602.46	8,457.00	39,775.11	71,678.00	(31,902.89)
Purchase Discounts	(30.49)	(250.00)	(200.35)	(2,250.00)	2,049.65
Tires Expense	977.93	1,433.00	11,801.84	12,144.00	(342.16)
Oil and Grease	567.75	642.00	4,180.39	5,441.00	(1,260.61)
Maintenance Supplies	309.86	863.00	7,669.32	7,766.00	(96.68)
Body Shop Supplies	681.11	467.00	6,389.92	4,199.00	2,190.92
Hazardous Materials		47.00		419.00	(419.00)
Outside Parts and Labor	50.00	83.00	450.00	751.00	(301.00)

C-13

Manchester Transit Authority
Income Statement Transit
For the Nine Months Ending March 31, 2010

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Repairs-Building and Grounds	\$1,147.27	\$1,100.00	\$14,258.46	\$9,900.00	\$4,358.46
Repairs-Shop Equipment		210.00	2,861.70	1,890.00	971.70
Repairs-Radio Equipment		42.00	50.00	374.00	(324.00)
Repairs-Office Equipment	353.11	298.00	3,025.27	2,681.00	344.27
Office Supplies	409.30	688.00	7,519.11	6,186.00	1,333.11
Transit Schedules and Tickets	877.80	833.00	9,946.90	7,501.00	2,445.90
Total Materials and Supplies	55,504.97	60,946.00	519,854.02	531,955.00	(12,100.98)
Utilities					
Electricity	1,865.05	2,166.00	17,560.55	19,490.00	(1,929.45)
Natural Gas	2,099.22	5,000.00	10,100.65	18,588.00	(8,487.35)
Telephone	2,015.14	770.00	6,923.81	6,930.00	(6.19)
Water	153.74	193.00	1,378.85	1,731.00	(352.15)
Total Utilities	6,133.15	8,129.00	35,963.86	46,739.00	(10,775.14)
Insurance					
Public Liability Insurance	11,196.00	10,625.00	100,764.00	95,625.00	5,139.00
Other Liability	861.00	944.00	7,738.12	8,498.00	(759.88)
Total Insurance	12,057.00	11,569.00	108,502.12	104,123.00	4,379.12
Other Expenses					
Dues and Memberships		125.00	713.00	1,125.00	(412.00)
Training and Meetings		250.00	(366.37)	2,250.00	(2,616.37)
Grievance Expense		75.00	300.00	675.00	(375.00)
Depreciation	50,000.00	50,000.00	450,000.00	450,000.00	
Total Other Expenses	50,000.00	50,450.00	450,646.63	454,050.00	(3,403.37)
Total Expenses	333,434.55	349,960.00	3,171,662.75	3,036,075.00	135,587.75
Net Income (Loss)	(129,359.80)	(65,038.00)	(359,108.44)	(479,374.00)	120,265.56



School

March 2010

C-15

**Manchester Transit Authority
Income Statement School
For the Nine Months Ending March 31, 2010**

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Contract	\$169,500.00	\$169,500.00	\$1,526,042.50	\$1,525,950.00	\$92.50
Manchester Skill Center	15,000.00	15,000.00	135,000.00	135,000.00	
Special Needs			24,000.00	16,000.00	8,000.00
Total Student Transportation	184,500.00	184,500.00	1,685,042.50	1,676,950.00	8,092.50
School Charter					
Student Athletics	7,551.25	3,000.00	77,622.15	74,500.00	3,122.15
Student Fieldtrips	9,247.50	10,000.00	46,158.88	43,000.00	3,158.88
Total School Charters	16,798.75	13,000.00	123,781.03	117,500.00	6,281.03
Other Revenue					
Sale of Vehicles and Equipment			10,866.00		10,866.00
Insurance Repair Reimbursement	1,217.79		1,217.79		1,217.79
Interest Income	4.11	100.00	46.66	900.00	(853.34)
Other Non-Transp. Revenue	620.00		2,252.71		2,252.71
Total Other Revenue	1,841.90	100.00	14,383.16	900.00	13,483.16
Total Operational Income	203,140.65	197,600.00	1,823,206.69	1,795,350.00	27,856.69
Expenses					
Labor					
School Operator Wages	98,139.96	102,190.00	632,424.31	690,094.00	(57,669.69)
School Operator Overtime Wages	650.46	4,143.00	5,347.54	28,043.00	(22,695.46)
Transit Operator Wages		531.00	396.39	3,464.00	(3,067.61)
Transit Operator Overtime Wages	89.89		1,130.11		1,130.11
Mechanic Wages	9,742.76	11,326.00	92,454.24	94,051.00	(1,596.76)
Transp. Admin Wages	7,779.94	9,903.00	55,264.06	82,239.00	(26,974.94)
Transp. Admin Overtime Wages	36.19		233.70		233.70
Maint. Admin Wages	4,029.72	3,898.00	32,800.74	32,368.00	432.74
General Admin Wages	4,460.30	4,609.00	34,171.63	38,276.00	(4,104.37)
Gen. Admin Overtime Wages		18.00		166.00	(166.00)
Total Labor	124,929.22	136,618.00	854,222.72	968,701.00	(114,478.28)
Fringe Benefits					
Health Insurance Expense	566.93		920.61		920.61
Dental Insurance Expense	6.67		768.54		768.54
FICA Expense	8,454.77	9,708.00	58,668.74	70,151.00	(11,482.26)
Worker's Compensation	2,664.00	3,940.00	21,736.80	27,758.00	(6,021.20)
School Operator Vacation Wages	(798.84)		11,044.20	10,800.00	244.20
School Operator Holiday Wages	111.84	1,080.00	19,282.06	28,078.00	(8,795.94)
School Uniform Allowance	276.99	250.00	1,152.42	2,250.00	(1,097.58)
Maintenance Uniform Allowance			89.55		89.55
Tool Allowance			571.48		571.48
License Reimbursement	390.00	209.00	1,626.00	1,873.00	(247.00)
Burden Adjustment	10,641.03	16,474.00	113,930.38	147,518.00	(33,587.62)
Total Fringe Benefits	22,313.39	31,661.00	229,790.78	288,428.00	(58,637.22)
Services					
Management Consultant	12,892.42	13,189.00	117,015.28	118,701.00	(1,685.72)

C-16

Manchester Transit Authority
Income Statement School
For the Nine Months Ending March 31, 2010

	Current	Budget	YTD	YTD Budget	YTD Net Change
Commissioner Expense			\$1,000.00	\$1,000.00	
Auditing Expense			10,842.00	10,200.00	642.00
Legal Expense	414.19	667.00	4,602.77	5,999.00	(1,396.23)
Service Bureau	315.66	793.00	10,865.38	7,134.00	3,731.38
Security Service	149.41	125.00	1,381.36	1,125.00	256.36
Outside Advertising		1,834.00	868.98	16,498.00	(15,629.02)
Driver and Criminal Record	55.25		1,712.75		1,712.75
Drug & Alcohol Testing	414.00	500.00	3,033.00	4,500.00	(1,467.00)
Pre-Employment Medical	159.30	416.00	2,745.90	3,752.00	(1,006.10)
Janitorial Service and Supplies	104.06	667.00	7,087.17	6,003.00	1,084.17
Bank Service Charges		8.00		72.00	(72.00)
Total Services	14,504.29	18,199.00	161,154.59	174,984.00	(13,829.41)
Materials and Supplies					
Fuel Operations	19,272.41	23,244.00	126,620.22	158,668.00	(32,047.78)
Maintenance Parts	6,496.48	7,709.00	69,281.56	52,623.00	16,658.56
Tires Expense	100.66	1,360.00	7,704.27	9,281.00	(1,576.73)
Oil and Grease	640.30	729.00	4,315.95	4,976.00	(660.05)
Maintenance Supplies	351.27	720.00	6,355.38	6,480.00	(124.62)
Body Shop Supplies	174.06	367.00	3,043.28	3,303.00	(259.72)
Hazardous Materials		37.00		333.00	(333.00)
Outside Parts and Labor		83.00	183.26	747.00	(563.74)
Repairs-Building and Grounds	1,109.22	900.00	13,758.96	8,100.00	5,658.96
Repairs-Shop Equipment		165.00	2,331.07	1,485.00	846.07
Repairs-Radio Equipment		83.00	50.00	747.00	(697.00)
Repairs-Office Equipment	235.40	244.00	2,517.75	2,196.00	321.75
Office Supplies	204.39	563.00	5,359.90	5,067.00	292.90
School Schedules and Tickets	585.20	167.00	5,777.10	1,503.00	4,274.10
Total Materials and Supplies	29,169.39	36,371.00	247,298.70	255,509.00	(8,210.30)
Utilities					
Electricity	1,721.59	1,772.00	16,017.90	15,948.00	69.90
Natural Gas	1,937.74	5,000.00	9,225.04	15,663.00	(6,437.96)
Telephone	1,860.11	630.00	6,258.87	5,670.00	588.87
Water	141.91	158.00	1,238.70	1,422.00	(183.30)
Total Utilities	5,661.35	7,560.00	32,740.51	38,703.00	(5,962.49)
Insurance					
Public Liability Insurance	10,645.00	11,325.00	95,799.00	101,925.00	(6,126.00)
Other Liability	716.00	807.00	6,445.92	7,263.00	(817.08)
Total Insurance	11,361.00	12,132.00	102,244.92	109,188.00	(6,943.08)
Other Expenses					
Dues and Memberships		167.00	462.00	1,503.00	(1,041.00)
Tolls and Parking			19.00		19.00
Training and Meetings		250.00	724.96	2,250.00	(1,525.04)
Grievance Expense		75.00	100.00	675.00	(575.00)
Depreciation	21,000.00	21,000.00	184,500.00	189,000.00	(4,500.00)
Total Other Expenses	21,000.00	21,492.00	185,805.96	193,428.00	(7,622.04)
Total Expenses	228,938.64	264,033.00	1,813,258.18	2,028,941.00	(215,682.82)

C-17

**Manchester Transit Authority
Income Statement School
For the Nine Months Ending March 31, 2010**

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Net Income (Loss)	<u><u>(\$25,797.99)</u></u>	<u><u>(\$66,433.00)</u></u>	<u><u>\$9,948.51</u></u>	<u><u>(\$233,591.00)</u></u>	<u><u>\$243,539.51</u></u>

Commissioners Memorandum



To: Commissioners
 From: Jaimee Bellissimo, Assistant Executive Director
 Date: April 19, 2010
 Re: Transit Ridership Report – Mar 2010

March

FYTD

Routes	FY 2009		FY 2010		% Change	FY 2009		FY 2010		% Change
	Weekdays	Saturdays	22	23		39	38	190	192	
Dartmouth Clinic-VA Hosp #1			3,927	2,464	-37%			32,087	23,754	-26%
Hanover-Massabesic Route #2			3,913	3,245	-17%			29,917	26,688	-11%
Brown Ave-Airport Route #3			2,347	1,908	-19%			23,602	15,274	-35%
Elliot-Industrial Park Route #4			2,599	2,372	-9%			24,387	20,169	-17%
SNHU-Northside Plaza #5			2,927	2,330	-20%			24,706	21,341	-14%
Bremer-Mast Rd Route #6			5,809	4,856	-16%			48,321	40,022	-17%
So. Willow Route #8			5,726	5,049	-12%			54,323	44,949	-17%
Valley-Weston Rd. Route #10			5,151	4,441	-14%			45,826	39,736	-13%
Front St. Route #11			2,259	1,651	-27%			19,521	16,344	-16%
So. Beech Route #12			4,823	4,205	-13%			43,023	38,774	-10%
Bedford Highlands Route #13			5,538	5,172	-7%			48,164	43,021	-11%
UPass Riders - MCC			868	839	-3%			7,090	7,563	7%
Hannaford Shuttle			441	382	-13%			4,409	3,668	-17%
Stop & Shop Shuttle			122	118	-3%			1,316	1,066	-19%
Weekday Fixed Route Totals			41,097	34,782	-15%			359,294	301,609	-16%
Saturday Fixed Route Totals			4,485	3,411	-24%			40,308	33,197	-18%
Fixed Route Weekday Average			1,868	1,512	-19%			1,891	1,571	-17%
Fixed Route Saturday Average			1,121	853	-24%			1,034	874	-15%
Total Transit Passengers Served			45,582	38,193	-16%			399,602	334,806	-16%
Total StepSaver Passengers Served			982	1,346	37%			8,346	9,787	17%

Saturday Changes

	Mar		Feb
	Total	Avg Sat	Avg
Front Street Ridership	158	40	44
Extended Evening Ridership	170	43	51
Brown Ave Demand Response Trips	22	6	7

Jaimee Bellissimo
 Jaimee Bellissimo

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

"Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Six Thousand Eight Hundred Twenty Six Dollars (\$96,826) for the FY 2010 CIP 412910 VAWA (Recovery Act Funding) Program."

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$96,826 from the State of New Hampshire Department of Justice for the implementation of the Stop Violence Against Women Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By adding:

FY 2010 CIP 412910 – VAWA (Recovery Act Funding) Program - \$96,826 State

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

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing, transferring and appropriating funds in the amount of Five Hundred Thirteen Thousand Four Hundred Thirty Six Dollars (\$513,436) for the FY 2010 CIP 412010 SCBA Replacement 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 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$504,972 for the replacement of the self contained breathing apparatus and face mask retrofit;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By revising:

FY 2010 CIP 412010 – SCBA Replacement Project - \$513,436 Federal & Local Funds
From \$749,090 Cash to \$513,436 Federal (\$471,120 Federal, \$33,852 Federal & \$8,484 Local
Match – Fire Department Operating Budget)

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

City of Manchester
New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

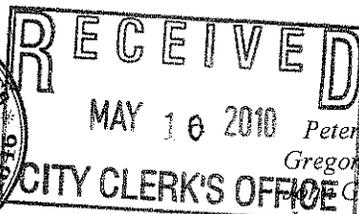
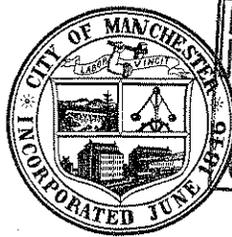
"Authorizing the Finance Officer to Make Certain Budgetary Closings
for the Fiscal Year 2010."

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

- I. That the Finance Officer be and he is hereby authorized to make all necessary transfers, carry-forwards and closings, to balance the departmental accounts and all other accounts for the year 2010 and to submit to the Board of Mayor and Aldermen for their approval, at a future date, all such transfers, carry-forwards and closings executed by his department.
- II. Resolved that this resolution shall take effect upon its passage.

Thomas R. Clark
City Solicitor

Thomas I. Arnold, III
Deputy City Solicitor



Peter R. Chiesa
Gregory T. Muller
W. C. Blanchard
Jeremy A. Harmon

CITY OF MANCHESTER
Office of the City Solicitor

May 10, 2010

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

Re: Gold Star Mothers Memorial Association.

Gentlemen:

At the Board of Mayor and Aldermen's request I have enclosed a proposed agreement between the Gold Star Mothers Memorial Association and the City regarding the gold star mother statue to be placed in Stanton Plaza. Thomas Clark or I will be in attendance as the Board's meeting on May 18th should the Board have any questions.

Very truly yours,

Thomas I. Arnold, III
Deputy City Solicitor

Encl.

AGREEMENT

This Agreement is entered into by and between New Hampshire Gold Star Mothers Memorial Association (hereinafter "Association") a New Hampshire non-profit corporation with an address of PO Box 241, Manchester, New Hampshire 03105 and the City of Manchester, New Hampshire (hereinafter "City") a body corporate and politic, with a principle address of One City Hall Plaza, Manchester, New Hampshire 03101.

WHEREAS the Association wishes to erect a Gold Star Mother memorial statue in Stanton Plaza, Manchester, New Hampshire.

WHEREAS the City wishes to have the Association erect a Gold Star Mother memorial statue in Stanton Plaza, Manchester, New Hampshire.

NOW THEREFORE the City and the Association agree as follows:

1. The Association shall at its sole expense acquire a Gold Star Mother statue constructed of bronze and being approximately six feet in height in the form and design attached hereto as Exhibit A.
2. The Association shall, at its sole expense, construct an area in which to display the Gold Star Mother statue (hereinafter "Display Area") in accordance with the design, plans and specifications attached hereto as Exhibit B. Said plans and specifications shall be approved by the Chief of Parks, Recreation and Cemetery, a division of the Highway Department, prior to construction.
3. All construction shall be monitored by and subject to the reasonable approval of the Chief of Parks, Recreation and Cemetery in order to ensure that the statue and Display Area are placed and constructed in accordance with Exhibits A and B. Should the Chief of Parks,

Recreation and Cemetery, at any time, not approve of placement or construction, construction shall cease until such time as the Chief of Parks, Recreation and Cemetery does approve.

4. The Association shall provide insurance, which meets the following requirements, from the commencement through completion of construction of the Display Area which shall include placement of the Gold Star Mother statue on the Display Area. The insurance shall be Comprehensive General Liability Insurance written on occurrence form, including products and completed operations coverage, personal injury liability coverage, broad form property damage liability coverage and contractual liability coverage insuring the agreements contained herein with the City as an additional named insured. The Association shall provide a Certificate of Insurance meeting the above requirements to the City's Risk Manager prior to the commencement of construction.

5. Upon completion of construction and dedication of the Gold Star Mother statue, the Association shall transfer title to the Gold Star Mother statue and the Display Area construction to the City which shall own the statue and Display Area construction.

6. The Association shall deliver or cause to be delivered to the City a non exclusive, non-sub licensable license to display the Gold Star Mother statue and to display, distribute, copy and reproduce pictures of the Gold Star Mother statue, either in digital or photographic form, for advertising, editorial and promotional purposes in connection with the City's governmental, business, marketing and or promotional activities including reproductions in the City's websites, publications, new articles, marketing, promotional and other advertising materials. This license shall include the right for the City to allow the pictorial copies of the work to be displayed by third parties for reporting upon or promoting City events and activities.

7. The City retains the right to have the Gold Star Mother statue and Display Area moved to another location should Stanton Plaza, or that portion of Stanton Plaza where the Gold Star Mother statue is displayed, be changed to a use other than a municipal park if the change in use makes continued display infeasible or inappropriate. The City shall use reasonable efforts to locate and prepare a suitable site, with a substantially similar Display Area, in a timely manner so that the Gold Star Mother statue shall not be placed in storage. The Association, or a successor designated by the Association, shall have the right to approve of the new location, such approval not to be unreasonably withheld. The City shall provide written notification to the Association of the City's intent to move the Gold Star Mother statue and the proposed location at the Association's above listed address or at such address as the Association may designate in a written notice to the City at the City's above listed address. Should the Association not respond to the City's notification within 30 days of the date on the City's notification the proposed location of the Gold Star Mother statue shall be deemed to have been approved.

8. Upon completion of the Display Area and placement and dedication of the Gold Star Mother statue, the City shall be responsible for all care and maintenance of the Gold Star Mother statue and Display Area, and the Association shall turn over to the City any funds remaining in its possession (excluding any funds reasonably necessary to wrap up the Association's business, such as, by way of example, filing dissolution fees to the New Hampshire Secretary of State). Said funds shall be used by the City for the care and maintenance of the Gold Star Mother Statue and the Display Area. The City may use said funds for moving the Gold Star Mother statue and Display area as provided for in paragraph 7. Should the Association receive or collect any funds following the foregoing disbursement to the City said funds shall likewise be turned over to the City for the same use.

9. Nothing in this Agreement shall be deemed or constructed to create the relationship of principal and agent or of partnership or of joint venture, it being expressly agreed that no provision of this agreement nor any act or acts of the parties here to shall be deemed to create any such relationship between the Association and the City.

10. Failure to require performance or to claim a breach of any term of this Agreement by either the Association or the City will not be constructed as a waiver of any right under this Agreement.

11. Neither the Association nor the City may assign or otherwise transfer this agreement in any manner without the express written consent of the other party.

12. This Agreement shall be governed under and constructed in accordance with the laws of the State of New Hampshire without regard to conflict of laws provisions. The State and Federal Courts located in New Hampshire shall have exclusive jurisdiction over all suits and proceedings arising out of or in conjunction with this Agreement. Both parties, upon proper service of process, hereby submit to the jurisdiction of said courts for the purpose of any such suits or proceedings.

13. This Agreement may not be amended or modified except in writing signed by both parties.

IN WITNESS WHEREOF, the parties have affixed their signatures below.

New Hampshire Gold Star
Mothers Memorial Association

By _____

its _____
Duly Authorized

Manchester, New Hampshire

Theodore Gatsas
Mayor

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that an Amending Resolution and Budget Authorization providing for the acceptance of funds totaling \$96,826 from the NH Department of Justice related to domestic violence programming for CIP #412910 VAWA be approved.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee



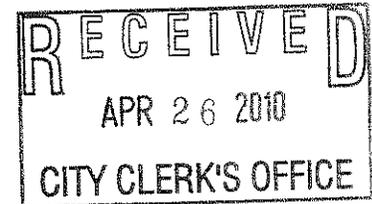
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program
From: Leon L. LaFreniere, AICP
Director of Planning and Community Development
Date: April 23, 2010
Subject: Police Department – CIP #412910 – VAWA (Recovery Act Funding)

The Police Department has notified us that they have been approved to receive grant funds totaling \$96,826 from the State of New Hampshire Department of Justice. These funds will be used for the implementation of domestic violence programming in Manchester.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Program Initiation	<input type="text" value="5/18/2010"/>
2	Program Completion	<input type="text" value="4/30/2011"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$60,660.00	\$0.00	\$0.00	\$60,660.00
Fringes	\$36,166.00	\$0.00	\$0.00	\$36,166.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$96,826.00	\$0.00	\$0.00	\$96,826.00

Revisions

COMMENTS

Funds received from the State of New Hampshire Department of Justice.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Six Thousand Eight Hundred Twenty Six Dollars (\$96,826) for the FY 2010 CIP 412910 VAWA (Recovery Act Funding) Program.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$96,826 from the State of New Hampshire Department of Justice for the implementation of the Stop Violence Against Women Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By adding:

FY 2010 CIP 412910 – VAWA (Recovery Act Funding) Program - \$96,826 State

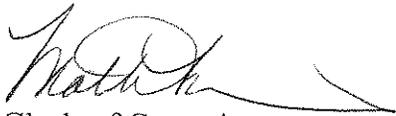
Resolved, that this Resolution shall take effect upon its passage.

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that an Amending Resolution and Budget Authorization providing for the acceptance and transference of funds in the amount of \$513,436 in Federal grant and local match related to the Self-Contained Breathing Apparatus and associated mask retrofit for CIP #412010 SCBA Replacement be approved.

(Unanimous vote)

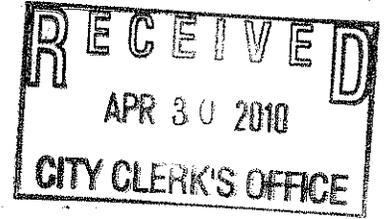
Respectfully submitted,


Clerk of Committee

James A. Burkush
Chief of Department



City of Manchester
Fire Department



*Electronic Copy of Packet
to agenda (5/3/10)*

TO: Alderman Daniel O'Neil
FROM: Chief James A. Burkush
DATE: April 26, 2010
RE: Grant Awards Acceptance

The following grant awards have been received by the Fire Department and require acceptance by the CIP Committee:

Assistance to Firefighters-Retroactive reimbursement of Self Contained Breathing Apparatus (SCBA)-\$471,120.00 (100% reimbursement, local match already met)

Assistance to Firefighters-SCBA face piece purchase-\$42,316.00 (80% or \$33,852.00 reimbursement, 20% or \$8,484.00 local match requirement)

Campasano, Nicholas

From: Parr, David (CTR) [David.Parr@associates.dhs.gov]
Sent: Sunday, March 21, 2010 8:40 PM
To: dawn.savo@bridgeportct.gov; paul@dsulic.com; jasonmginsberg@aol.com;
 Eddfirechief@roadrunner.com; axsankey@alumni.upenn.edu; firedepartment@trentonme.com;
 nottinghamc1@comcast.net; rcartier@candlavfd.org; Campasano, Nicholas; vtblizzards@aol.com
Subject: Assistance to Firefighters Grant Program

Dear Grantee,

Congratulations on receiving an FY2009 Assistance to Firefighters Grant (AFG) award! Bob Waters and Dave Parr are your Region I fire program specialists with the Federal Emergency Management Agency (FEMA). We will be your regional contacts for this grant. We want to work with you to ensure that your organization completes a successful grant within the 12 month period of performance. We have been directed to provide you with this document to make your experience managing this grant as successful as possible. The following information will assist you with proper administration. Please read this email in its entirety and share this information with any person who will be assisting you in managing this grant throughout the grant's life cycle.

By now you have received the AFG Award Package online. It is accessible on line (via the drop-down menu for your 2009 AFG grant). Please read the award package in its entirety. It provides the baseline requirements of the grant. Further explanation is provided in the FY2009 AFG Program Guidance under pages ii-iii and 57-64. You should read the entire Program Guidance, but these specific pages offer a good introduction of what is expected of you. The guidance can be found on our website at www.firegrantsupport.com. In addition you will find Frequently Asked Questions and a Grant Management Tutorial that will offer additional information for proper grant management. The Grants Management Tutorial can be found at <http://firegrantsupport.com/content/html/program/GrantsTutorial.aspx>. Finally, formal communications about the grant will be sent to your online mail center. Be sure to check this at least once a week for any updates.

Please read the following topics -- each of them are important in your understanding of your responsibilities for managing the grant:

Scope of work – the scope of work is defined by the information and data found in the Request Details section of the application and is further described and explained in the Narrative and Article 13 of the Award Package. If you are unable to purchase the exact number of units awarded for each line-item, you are not to use any of the funds allocated for the units awarded unless you receive authorization to do so. This authorization is obtained via the submission of an Amendment Request. Amendments may be submitted using the Manage Grant function within the drop-down menu for your grant.

Procurement actions – are to be conducted in a manner that provides, to the maximum extent possible, full and open competition. **All bids must be made post-award, i.e., during the period of performance.** You will use your own procurement procedures, provided the procurements conform to applicable Federal law and the standards identified in FEMA's regulations. You should review these regulations by going to the following link <http://ecfr.gpoaccess.gov/cgi/t/text/text-idx?c=ecfr&sid=ceeb820f596c5a7e67f0ca4f3f172bb0&rgn=div8&view=text&node=44:1.0.1.1.14.3.13.14&j> If you have no established procedures, you should follow the allowable procedures outlined in FEMA's

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Project Initiation	<input type="text" value="5/4/10"/>
2	Project Completion	<input type="text" value="6/30/10"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	FEDERAL	Local Match		TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$504,972.00"/>	<input type="text" value="\$8,484.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$513,456.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
TOTAL	<input type="text" value="\$504,972.00"/>	<input type="text" value="\$8,484.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$513,456.00"/>

Revisions

COMMENTS:

G-4

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing, transferring and appropriating funds in the amount of Five Hundred Thirteen Thousand Four Hundred Thirty Six Dollars (\$513,436) for the FY 2010 CIP 412010 SCBA Replacement 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 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$504,972 for the replacement of the self contained breathing apparatus and face mask retrofit;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By revising:

FY 2010 CIP 412010 – SCBA Replacement Project - \$513,436 Federal & Local Funds
From \$749,090 Cash to \$513,436 Federal (\$471,120 Federal, \$33,852 Federal & \$8,484 Local
Match – Fire Department Operating Budget)

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

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request from the Planning and Community Development Department that an amended budget authorization on behalf of the Police Department to receive additional grant funds totaling \$2,250 from the NH Department of Safety related to sobriety checkpoints for CIP #410910 - NH DWI Patrol Program be approved.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee



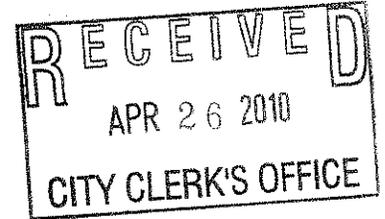
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program

From: Leon L. LaFreniere, AICP 
Director of Planning and Community Development

Date: April 23, 2010

Subject: Police Department – CIP #410910 – NH DWI Patrol Program

The Police Department has notified us that they have been approved to receive additional grant funds totaling \$2,250 from the State of New Hampshire Highway Safety Agency. These funds will be used to allow the Manchester Police Department to continue the operation of sobriety checkpoints in cooperation with the NH State Police.

In order to accept the increased funding we have prepared for the Committee's review, the appropriate budget authorization form necessary for project initiation.

Your review of this document and a recommendation for approval to the full Board is respectfully requested.

Attachments:

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Program Initiation	3/2/2010
2	Program Completion	9/15/2010
3		
4		
5		

Expected Completion Date:

Line Item Budget	STATE			TOTAL
Salaries and Wages	\$6,200.00	\$0.00	\$0.00	\$6,200.00
Fringes	\$1,550.00	\$0.00	\$0.00	\$1,550.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$7,750.00	\$0.00	\$0.00	\$7,750.00

Revisions

COMMENTS

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that a communication from NH Health and Human Services related to the Office of Youth Services grant proposal to provide substance abuse prevention services has been received and filed.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF DRUG AND ALCOHOL SERVICES

Nicholas A. Toumpas
Commissioner

Nancy L. Rollins
Associate
Commissioner

105 PLEASANT STREET, CONCORD, NH 03301
603-271-6100 1-800-804-0909
FAX: 603-271-6105 TDD Access: 1-800-735-2964

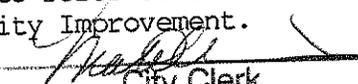
April 6, 2010

Mr. Marty Boldin
1045 Elm Street
Suite 204
Manchester, NH 03101

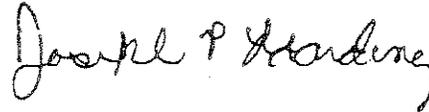
Dear Mr. Boldin :

The Bureau of Drug and Alcohol Services (BDAS) has selected your proposal to provide substance abuse prevention services. The two-year contract will be contingent on the availability of funds and approval by the Governor and Executive Council. The total amount of your award for SFY 2011 and 2012 will be \$90,000. The first six months of your contract will be directly managed by BDAS, afterwhich the contract for these services will be integrated into the regional network contract, which will subcontract with your agency for these services for the remaining eighteen months of the contract period. Contract documents will be forwarded in the near future.

BDAS also requires an electronic copy of your revised budget forms. Please forward these to Sinda Ullstrup at sullstrup@dhhs.state.nh.us for processing and approval.

In board of Mayor and Aldermen
Date: 4/20/10 On Motion of Ald. O'Neil
Second by Ald. Lopez
Voted to refer to the Committee on
Community Improvement.

City Clerk

Sincerely,



Joseph P. Harding, Director
Bureau of Drug and Alcohol Services

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request from the Highway Department to accept \$3,000 from Saint Mary's Bank to cover the cost of installing 143 linear feet of granite curb on Mammoth Road along the frontage of a subdivided lot be approved.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

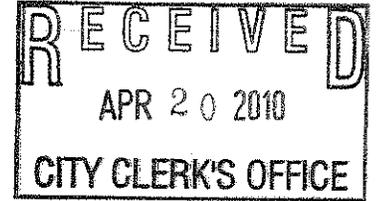
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



Commission
William F. Houghton Jr.
Robert R. Rivard
Joan Flurey
Henry R. Bourgeois
Raymond Hebert

CITY OF MANCHESTER
Highway Department



April 19, 2010

Committee on Community Improvement
C/O Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: Mammoth Road, Sunmeadow Realty, LLC

Dear Committee Members:

The Manchester Highway Department hereby requests the CIP Committee's approval to accept \$3,000 of funds from Saint Mary's Bank, to cover the cost of installing granite curb that was required as part of a subdivision. In 2003, Sunmeadow Realty, LLC posted a letter of credit with Saint Mary's Bank to insure that 143 linear feet of granite curb would be installed along the frontage a subdivided lot 17-7 on Mammoth Road (see enclosure). In December 2009, due to the developer's non-completion of work, Saint Mary's Bank issued a check to City of Manchester.

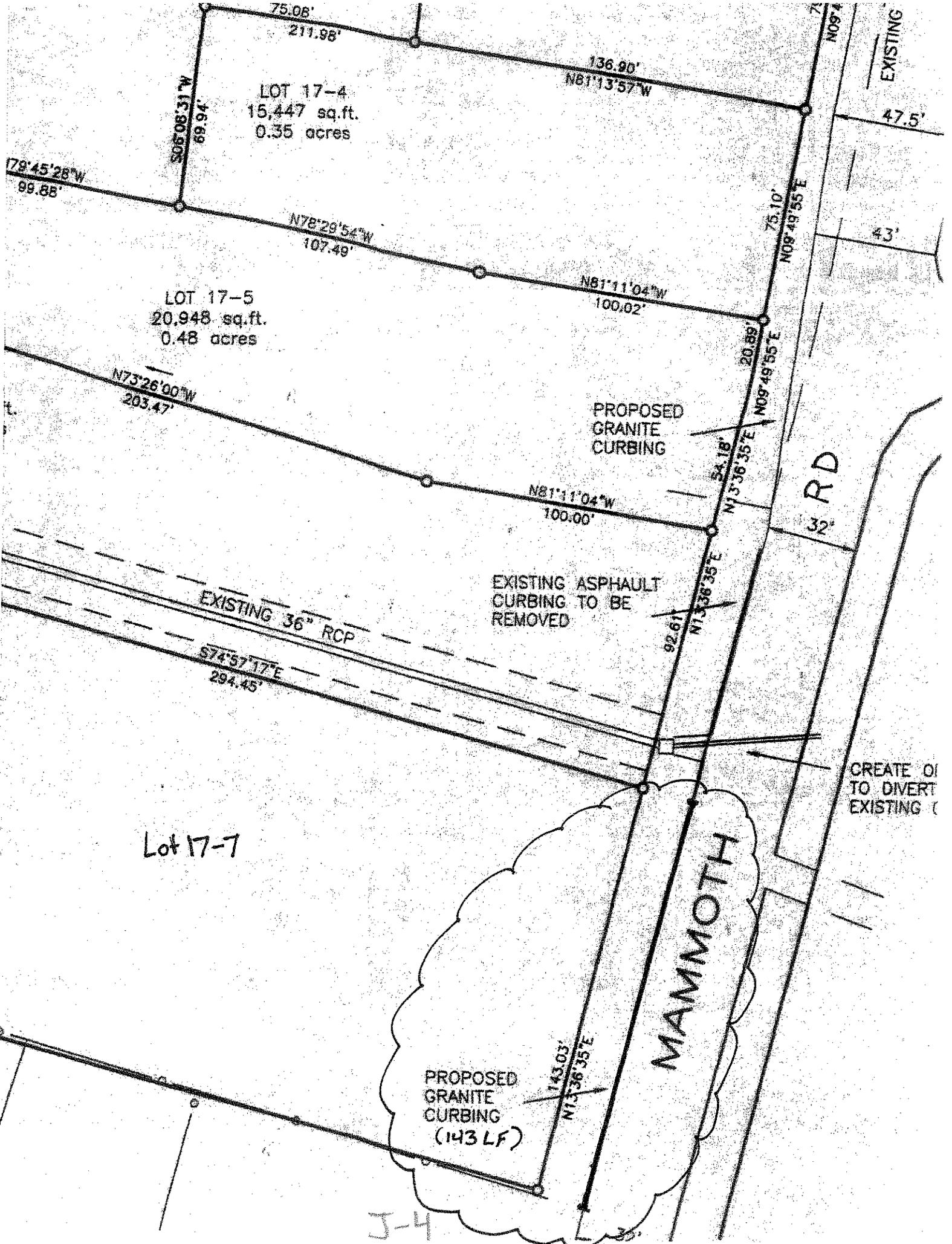
With the acceptance of the funds, we will have the curbing installed. We thank the committee for their time on this matter.

Sincerely,

David L. Winslow, PE
Project Engineer

Cc: Kevin A. Sheppard, PE
Bruce Thomas, PE
Sam Maranto
Jay Davini

Enclosures (5)





CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations

January 14, 2010

Kevin Sheppard, P.E, Director
Highway Department
227 Maple Street
Manchester, NH 03103

Re: 269 Kennard Road (S-12-2001)
Sunmeadow Realty, LLC

Kevin:

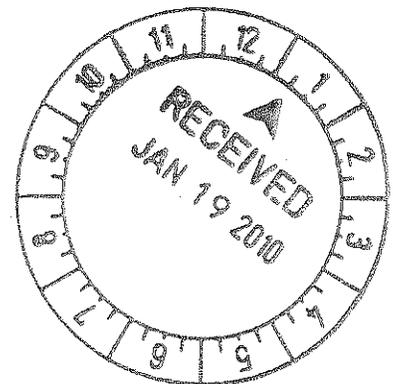
Enclosed is a check in the amount of \$3,000.00 made out to the City of Manchester that comes to us as result of letter of credit (LOC) that was issued as a performance guarantee for improvements never completed in relation to the above-referenced subdivision. The LOC stipulated that if not called by a date certain, that St. Mary's Bank would consider it 'called' and remit funds to the City for the originally designated use.

I attach copies of relevant documents. Should you have any questions or require additional documentation, please do not hesitate to call me at 624-6450.

Sincerely,

Louise Donington
Senior Planner

Enclosures

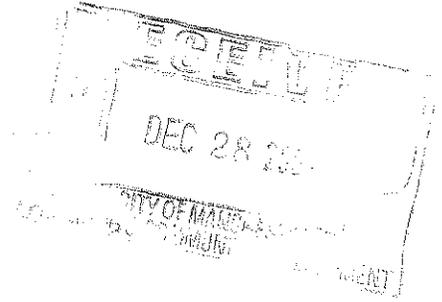


J-5



St. Mary's Bank

December 22, 2009



City of Manchester
Louise Donington, Senior Planner
Department of Planning & Community Development
1 City Hall Plaza
Manchester, NH 03101

RE: Lot 17-7 Kennard and Mammoth Roads, Manchester

Ms. Donington:

Enclosed you will find a check payable to the City of Manchester in the amount of \$3,000.00. This represents payment under Letter of Credit No. 1020 as a result of Sunmeadow Realty, LLC not completing the required curbing associated with improvements approved at Kennard Road and Mammoth Road.

Upon receipt of this correspondence, please return the original letter of credit marked "Satisfied" to my attention. Should you have any questions, I can be reached directly at 609-629-1571.

Sincerely,

Debra Davis Timberlake
SVP, Commercial Lending

CC: David Bulduc, Manager
Sunmeadow Realty, LLC
189 Ray Street
Manchester, NH 03104

J-6

PO Box 990
Manchester, NH 03105-0990
669-4600
1-888-786-2791

IRREVOCABLE LETTER OF CREDIT #1020



ST. MARY'S BANK
THE NATION'S FIRST CREDIT UNION

June 9, 2003

Beneficiary: City of Manchester
Planning and Community Development
One City Hall Plaza
Manchester, NH 03101

Re: Lot 17-7 Kennard Road/Mammoth Road
Manchester, NH

Dear Mr. Harlacher:

By this document, St. Mary's Bank (hereinafter "Issuer"), hereby issues this **Irrevocable Letter of Credit Number #1020 in the amount of \$3,000.00** to the City of Manchester on behalf of Sunmeadow Realty, LLC, 189 Ray Street, Manchester, NH 03104 (hereinafter "Developer"). This Irrevocable Letter of Credit is issued to guarantee completion of the curbing associated with improvements approved at Kennard Road and Mammoth Road as signed and approved by the Manchester Highway Department. This Irrevocable Letter of Credit is issued to the City of Manchester by St. Mary's Bank on June 9, 2003 and will expire on June 9, 2004.

It is agreed and understood by the Issuer of this Irrevocable Letter of Credit that it shall be issued for a period of 12 months. If all improvements for Kennard and Mammoth Roads relative to Lot 17-7, guaranteed by this Letter, are not completed to the satisfaction of the Manchester Planning Board by June 9, 2004, and if a letter indicating completion of all improvements is not issued and accepted by the Manchester Planning Board, then this Letter of Credit shall be automatically considered to have been called and without further action of the Manchester Planning Board for the City of Manchester, St. Mary's Bank shall forthwith forward a check in the amount of \$3,000.00 to the Treasurer of the City of Manchester. The funds so forwarded to the City Treasurer shall be used exclusively for the purpose of completing the improvements, which are guaranteed by this Letter of Credit. Any funds not needed by the City of Manchester to complete the improvements required for Kennard and Mammoth Roads relative to Lot 17-7 shall be returned to St. Mary's Bank. This Letter shall expire on June 9, 2004.

Dated:

June 9, 2003

Peter R. Madden
Vice President,
Business Lending Officer

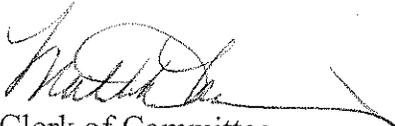
To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request from the Parks, Recreation & Cemetery Division to accept funds in the amount of \$5,000 from the Ann De Nicola Trust and \$9,600 from the Friends of Stark Park for the restoration of the General John Stark Equestrian Statue be approved.

The Committee notes that it has directed the City Solicitor to draft an ordinance related to this restoration project and recommends suspending the rules of the procurement code to allow for use of a specialized contractor.

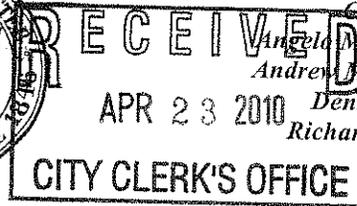
(Unanimous vote)

Respectfully submitted,


Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director



Commission
Angelo Menni, Chairman
Andrew Manning, Clerk
Dennis Smith
Richard E. Powers

CITY OF MANCHESTER
Highway Department
Parks, Recreation & Cemetery Division

April 7, 2010

Alderman O'Neil, Chairman
City of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

RE: Fund Acceptance Stark Park Statue Restoration

Dear Alderman O'Neil:

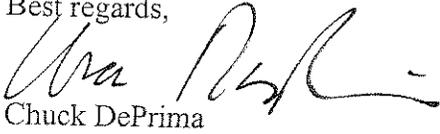
I am pleased to inform you that the Friends of Stark Park has been awarded another grant in the amount of \$5,000 from the Ann De Nicola Trust (see attached letter) and they have also raised funds in the amount of \$14,000 through their tireless fundraising efforts. Over time the statue has also succumbed to vandalism and weather. They are graciously donating \$9,600 these funds to the city so that they may continue their efforts towards restoring the General John Stark Equestrian Statue. The vandalism portion of restoration has been determined eligible for insurance reimbursement in the amount of \$5,000. The \$4,400 surplus in their account will be reserved should any cost overruns occur during the restoration.

We are extremely grateful for the continued assistance that the Friends of Stark Park has provided to the Parks Division to restore this statue of one of the most prominent general's from the Revolutionary War. We are also grateful for their overall contribution to restoring this Victorian park and improving the overall quality of life for their community. We would like to request that the committee accept these funds so they can be added to the \$10,000 Moose Plate Grant that was awarded. This brings the project total to \$29,600 and enables the City to enter into a contract with a company that specializes in the preservation of such significant historic monuments (see attached draft contract) subject to approval of the City Solicitor.

Since the company we will be entering into a contract with specializes in this type of work and was recommended by the state agency administering the grant funds I respectfully request permission to suspend Section

Please do not hesitate to contact me should you have any further questions.

Best regards,

A handwritten signature in black ink, appearing to read "Chuck DePrima". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chuck DePrima

Cc: Kevin Sheppard, Public Works Director
Sam Maranto, CIP
Bill Sanders, Finance Director
Kit Reno Co-Chair Friends of Stark Park
Alderman Joyce Craig, Alderman Ward 1

CIP BUDGET AUTHORIZATION

CIP #: 511410 Project Year: 2010 CIP Resolution: 5/26/2009
 Title: General Stark Statue Restoration Project Amending Resolution: 11/24/2009
 Administering Department: Parks, Recreation, and Cemetery Revision:

Project Description: To complete restorations on the statue of General John Stark that has fallen victim to weather, vandalism, and disrepair.

Federal Grants Federal Grant: No **Environmental** Review Required: No
 Grant Executed: Completed:

Critical Events In Board of Mayor and Aldermen
 1 Project Initiation Date: 11/24/09 11/25/09
 2 Project Completion On motion of Ald. Osborne 6/30/10
 3 Seconded by Ald. Pinard
 4 Voted to approve the budget authorizations
 5 subject to the final adoption of related resolutions.
 Expected Completion Date: 6/30/2010

City Clerk

Line Item Budget	STATE	<u>OTHER</u>		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$10,000.00	\$0.00	\$0.00	\$10,000.00
TOTAL	\$10,000.00	<u>\$19,600</u>	\$0.00	\$10,000.00 <u>29,600</u>

Revisions DONATION FRIENDS OF STARK PARK - \$9,600
ANN DE NICOLA TRUST - \$5,000
INSURANCE FOR VANDALISM - \$5,000

COMMENTS: Funds received from the State of NH Conservation Committee.

K-4



Citizens
Investment Management Services

NE4-06
875 Elm Street
Manchester, NH 03101

November 30, 2009

Ms. Kit Reno
Friends of Stark Park
PO Box 1485
Manchester, NH 03105

Re: Ann De Nicola Trust

Dear Ms. ^{Kit}~~Reno~~:

The Trustees of the Ann De Nicola Trust recently met to review your request for assistance and are pleased to enclose the following award:

Purpose: Restoration of the bronze statue of General John Stark in Stark Park
Award Amount: \$5,000

As acknowledgement of this award, please sign, date, and return the enclosed Receipt to us in the envelope provided.

We would be willing to participate in any publicity you may be arranging. In addition, feel free to acknowledge this gift from **Ann De Nicola Trust, RBS Citizens, N.A. Trustee** in your publications or newspapers.

We wish to point out that this grant is specifically for the purpose stated above; and we would therefore request that, within six months, you provide us with a status report on expenditure of these funds, and confirm the funds have been used for the stated purpose. Enclosed is an outline to complete and return by May 30, 2010.

Sincerely,
Bill

William N. Sirak
Vice President
Not for Profit Group

/brh
Enclosures



Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472

617 926-7590 • Fax 617 926-7591

Conservators of antiquities, sculpture, decorative arts, monuments, and architectural ornament

THIS AGREEMENT MADE this April 2, 2010, by and between **City of Manchester, NH** Party of the First Part, and **DAEDALUS, INC.**, a Massachusetts business corporation with offices at 205-3 Arlington Street, Watertown, Massachusetts 02472 (hereinafter referred to as the "Conservator") Party of the Second Part,

WITNESS:

1. Recitals.

The **City of Manchester, NH** has requested proposals for **Conservation Treatment of the General Stark Memorial**, and has chosen the Conservator to perform such work based on the proposal submitted under the terms and conditions of this Agreement.

Funds are available to pay the cost of the Agreement.

2. Scope of Services.

The Conservator shall provide the following described conservation and/or restoration work plus materials in accordance with the treatment method contained in the proposal submitted and attached hereto as ATTACHMENT A, and accepted by the **City of Manchester, NH**.

3. Payment Period.

The **City of Manchester, NH** shall pay the Conservator for satisfactory work actually completed upon submission to of invoices describing the nature of services and materials provided.

The cost to of this Agreement shall not exceed **\$29,600.00**.

4. Time Schedule.

The Conservator shall commence the work in 2010.

5. Insurance.

The Conservator shall provide certificates of insurance as follows:

- (a) General Liability Insurance
- (b) Workmen's Compensation

K-11

Daedalus, Inc.

205-3 Arlington Street, Watertown, MA 02472

617 926-7590 • Fax 617 926-7591

Conservators of antiquities, sculpture, decorative arts, monuments, and architectural ornament

6. Assignment.

The Conservator shall not assign, transfer or otherwise dispose of this Contract or its right title and interest therein to any firm, person or corporation without the prior written consent of **City of Manchester, NH**.

7. Changes.

This Agreement may not be amended, modified or changed in any respect except by writing executed by the parties hereto.

8. Notices.

Any notice given pursuant to or with respect to this Agreement, shall be deemed given if delivered in writing to the parties as hereafter described.

Joshua Craine, Conservator
Daedalus, Inc.
205-3 Arlington Street
Watertown, Massachusetts 02472

9. Payment Schedule.

Upon completion of the work per Schedule of Values.

IN WITNESS WHEREOF, the parties hereto by their duly authorized officers have executed this Agreement all as of the day first above written.

By: _____
City of Manchester, NH

By: _____
Joshua Craine
DAEDALUS, INC.

Date: _____

K-7

Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472
617 926-7590 Fax 617 926-7591
daedalusart@verizon.net

Condition Assessment and Recommendations for Treatment

Object: General Stark Memorial
Location: Stark Park
Artist/Date: Richard Recchia
Material: Cast Bronze, Granite Base
Foundry: Roman Bronze Works
Owner: City of Manchester NH

Overview:

The examination of this monument was done on 03.05.2009. There was snow on the ground and on the lower course of the base of the monument.

The monument consists of an equestrian figure of atop a granite base. The footprint of the granite measures approximately 20'x 10'. The granite is approximately 9' tall. The (bronze) sculpture is about 12' tall.

The granite base is inscribed on all sides.

Condition:

Bronze:

The exposed surfaces of the horse and rider are covered with a thin layer of light green powdery corrosion with islands of dark sulfide corrosion. This pattern of corrosion is typical of the copper corrosion found on outdoor monuments in an urban environment.

The more protected surfaces of the horse (belly, inside of legs) and rider (under hat, inside of cape) are covered with more of the black copper sulfide corrosion with streaks of light green corrosion running through it. It is possible that there are some areas of original (brown) patination in some of the most protected areas.

There are areas of bright green efflorescence on the underside of the horse, indicating that water may possibly getting (and sitting) inside the cast. This is a common occurrence on equestrian monuments.

• conservators of antiquities • sculpture • decorative arts • monuments • architectural ornament •

K-8

Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472
617 926-7590 Fax 617 926-7591
daedalusart@verizon.net

There is graffiti etched on the (bronze) self base, primarily on the opposite from the artists signature and foundry mark. There is red paint on the underside of the horse toward its rear.

The sword is a replacement and was last replaced three years ago (per Kit Reno 03.05.2009).

Granite:

The granite appears to have been cleaned in the past, possibly with abrasives, leaving the surface with an uneven (slightly splotchy appearance). There is some copper (green) staining on the upper edges of the stone

There are green (paint?) stains on the lower part of the proper right side of the base that may be part of old graffiti that wasn't completely removed.

The mortar joints have been filled with a synthetic caulk has begun to deteriorate. This has allowed water to become trapped in the voids where the caulking is missing, resulting in freeze-thaw cycle that has spalled and cracked the stone around the edges of the joints.

Recommended Treatment:

Bronze:

The sculpture should be cleaned of loose and powdery corrosion by abrasive blasting with crushed walnut shells (60-100 mesh, Agrishell AD9B) at a pressure of not more than 65 psi. and /or the sculpture should be pressure washed using water at about 3500 psi.

The sculpture should be washed with a solution of neutral or slightly alkaline detergent in water and rinsed thoroughly with running water.

An inspection should be done to determine if there is water getting into the belly of the horse. If a source for the water infiltration is found (most likely it is around the intersection between the horse and rider) the areas should be filled with epoxy bulked with bronze powder or possibly bronze threaded rod attached mechanically. A weep hole should be drilled in the belly (1/4") that will allow the water to drain from inside the cast. The hole should be threaded and fit with a bronze bolt and plans should be made to drain yearly.

• conservators of antiquities • sculpture • decorative arts • monuments • architectural ornament •

Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472
617 926-7590 Fax 617 926-7591
daedalusart@verizon.net

The red paint should be removed with organic solvents on cotton pads.

The sculpture should be chemically re-patinated to approximate an original patination. The color should be determined by art historical and documentary research and a sample should first be approved by a designated curator. The color was most likely originally patinated dark brown, however, consulting early photographs or newspaper articles from the time of installation will be helpful in determining an accurate coloration.

The sculpture should then be coated with at least three coats of Incralac, an acrylic resin lacquer containing benzotriazole as a corrosion inhibitor. The first coat should be brushed on a warmed surface and subsequent coats should be applied by spraying.

The sculpture should then be waxed with Butcher's Bowling Alley Wax or a similar microcrystalline based substitute. The wax is a sacrificial layer to protect the lacquer and should be renewed annually.

Granite:

The granite base should be washed with a solution of Volpex detergent in water and rinsed with water using a pressure washer at about 1200 psi.

Additional cleaning if necessary should be carried out with a chemical cleaner especially formulated for cleaning granite such as Safe and Easy Heavy Duty Restoration Cleaner (Ph 5.5, Dumond Chemical Co., New York, NY). The cleaner should be used at the lowest effective dilution, and rinsed according to manufactures recommendations.

Copper stains should be removed to the degree that this can be accomplished without damaging the stone. Stain removal may require the application of clay poultices containing ammonium chloride.

The green staining should be tested for solubility and removed with a paint removal system that is appropriate for use on granite.

The caulk in the mortar joints should be removed and the granite should be re-pointed with an appropriate mortar mix.

• conservators of antiquities • sculpture • decorative arts • monuments • architectural ornament •

Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472
617 926-7590 Fax 617 926-7591
daedalusart@verizon.net

Documentation:

A final treatment report, detailing treatments and archival research along with maintenance guidelines will be provided to the owner. The report will include before, mid and after treatment (digital) pictures of the memorial.

We will provide training to the owners of how to properly maintain the monument once the treatment is complete.

The conservators of Daedalus, Inc. are pledged to perform all work in accordance with The Code of Ethics and Standards of Practice of The American Institute for Conservation of Artistic and Historic Works.

Examined by:

Joshua Craine
March 2009

• conservators of antiquities • sculpture • decorative arts • monuments • architectural ornament •

Dædalus, Inc.

205-3 Arlington Street, Watertown, MA 02472
617 926-7590 Fax 617 926-7591
daedalusart@verizon.net

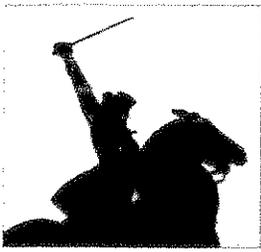
Treatment Costs

Cost of Treatment:

Treatment of Bronze (as described in treatment report).....	\$19,700.00
Treatment of Stone (as described in treatment report).....	\$5,400.00
Documentation (photos and final report).....	\$500.00
Scaffolding.....	\$4,000.00

• conservators of antiquities • sculpture • decorative arts • monuments • architectural ornament •

K-12



FRIENDS OF STARK PARK

RECEIVED
APR 23 2010
CITY CLERK'S OFFICE

Board of Directors

April 22, 2010

CO-PRESIDENTS

Pat Howard

Kit Reno

Alderman Dan O'Neill
City of Manchester
Community Improvement Program
One City Hall
Manchester, NH 03101

VICE-PRESIDENT

Richard Duckoff

Dear Alderman O'Neill,

On behalf of the board of the Friends of Stark Park, we would like to take this opportunity to bring to you and the CIP members up to date on the work we are anticipating in Stark Park this summer.

SECRETARY

Kristin Wenger

Our next project, which we hope to do in July, is the restoration of the bronze equestrian statue of John Stark, the focal point of the park. Corrosion, leakage, graffiti and degradation of the granite base have taken their toll and these must be addressed.

TREASURER

Robert Chase

Joan Camann

Oral Foster

Andrea Hecker

Suzi Parker

Robert Steiner

The Committee and Board recently voted to accept the \$10,000 Moose Plate Grant funds. These funds became the first step to move forward on the cleaning of the statue and we began a dialogue with the NH Division of Historic Resources. They clearly expressed in earlier conversations the importance (as stipulated in the Moose plate Grant) that any work performed in the park including the statue restoration must be performed by an organization with the certification of *Conservator of Fine Art and Restoration*.

Locating a Conservator was not an easy task. The NHDHR was unable to recommend a qualified contractor within the state so we contacted Martha Lyon who authored the Master Plan on 2005. Since Martha specializes in historic landscape preservation she was able to provide us with the names of contractors capable of this type of highly specialized and unique service. Upon review of qualifications/ references and consulting with City staff at the Parks Division we agreed that Daedalus Fine Arts Conservators in Watertown, MA was the most qualified.

We will hold the surplus funds mentioned in the letter from the Parks Division should any unforeseen cost overruns occur during the restoration. Should these additional funds not be utilized for the statue restoration, these funds will be directed towards our next project identified in the master plan; the restoration of the Stark Family gravesite.

P.O. Box 1485
Manchester, NH 03105

K-13

We hope this information proves useful to the committee members and if you have any questions or concerns, do not hesitate to contact me

Sincerely,



Pat Howard



Kit Reno

Co-Presidents, Friends of Stark Park

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that a request from the Planning and Community Development Department for an infusion of \$150,000 of Affordable Housing Trust Funds into the 2010 Housing Initiatives Program for CIP #610410 – Housing Initiatives be approved.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee



CITY OF MANCHESTER

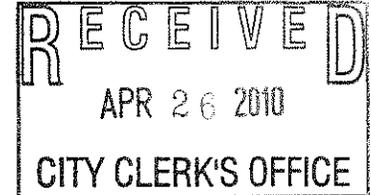
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use Management
Building Regulations
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director - Planning & Zoning

Matthew M. Sink
Deputy Director - Building Regulations



To: Daniel P. O'Neil, Chair &
CIP Aldermanic Committee

From: Sam Maranto *SM*

Date: April 23, 2010

Subject: Affordable Housing Trust Fund- CIP 610410 Housing Initiatives

As the Committee members may know, the City maintains a housing trust fund to further the availability of housing affordable to our lower income residents. The trust fund is capitalized with funds from the repayment of loans provided through the various housing programs administered by this office and the funds are allocated upon need. Due to the source of the repayments coming from CDBG & HOME funded housing projects no other uses of these funds are allowed.

Presently, there is a considerable amount of interest in our Housing Rehabilitation Program operated through our Housing Initiatives Program and additional funds are required to address this demand. As such, we are respectfully requesting that the Committee consider an infusion of \$150,000 of Affordable Housing Trust Funds into our 2010 Housing Initiatives Program. Should the Committee concur with this request I will prepare the necessary amending resolution and revised budget authorization for review by the full Board at the May 18th meeting.

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

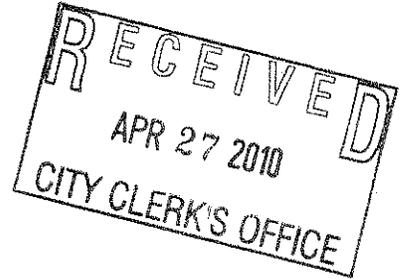
Timothy J. Clougherty
Deputy Public Works Director



Commission
William F. Houghton Jr.
Robert R. Rivard
Joan S. Flurey
Henry R. Bourgeois
Raymond Hebert

CITY OF MANCHESTER
Highway Department

Board of Mayor and Aldermen
CIP Committee
c/o Alderman Dan O'Neil-Chairman
One City Hall Plaza
Manchester, NH 03101



Re: MER

Dear Committee Members:

I am writing to update you on the current FY 10 MER bond and cash accounts. There exists a balance of approximately \$24,000 in the bond monies and a projected balance of approximately \$11,400 in the MER general fund budget account.

I am hereby requesting that the Department be authorized to utilize these balances to purchase vehicles for Departments not currently recognized in the MER Bond program.

Mr. Clougherty, or myself, will be available for questions regarding this matter. Thank you.

Sincerely,

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

Cc: Timothy J. Clougherty

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

The Committee on Community Improvement respectfully advises, after due and careful consideration, that the discussion relative to CIP bond projects have been received and filed.

(Unanimous vote)

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Matt B.", with a long horizontal flourish extending to the right.

Clerk of Committee



*William E. Sanders
Finance Officer*

CITY OF MANCHESTER
Finance Department

February 11, 2009

Committee on Community Improvement
C/O Matthew Normand
One City Hall Plaza
Manchester, NH 03101

Re: Summary of CIP Bond Balances

Dear Honorable Committee Members:

As requested, attached is a summary of open CIP bond balances as of February 10, 2009. The first two pages summarize the unencumbered bond balance for each project and the Department's assessment of amounts available for reallocation. The remaining schedules comprise the input received from Department Heads.

Also attached as the last schedule is a summary of amounts due and received for federal (FEMA) and state portions for rain events in 2006 and 2007. Not included in the attached material is the fiscal 2010 \$6 million unissued bond for vehicle replacement.

Respectfully Submitted,

William E. Sanders
Finance Officer

Attachment

cc: Pam Goucher
Samuel Maranto

CIP Projects - Bonds

Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Facilities	341898	1998	City Hall Security/Audio/Visual	77.04	77.04	
Facilities	712107	2007	Municipal Facilities Improvements	35,852.83	-	Funds to be used 2/09-11/09
Facilities	810209**	2009	Strategic Planning for Facilities	1,000,000.00	-	\$400,000 - Police vehicles, \$500,000 - Toters, \$100,000 - Strategic Plan
Facilities	811203	2003	City Space Improvements	1,700.00	1,700.00	
Facilities	8112B3	2003	City Space Improvements	1,066.19	1,066.19	
Facilities	811405	2005	Building Improvements	41,015.96	-	Funds to be used 2/09-11/09
Fire	411304	2004	Facility/Equipment Improvements	8,022.04	-	Requested BMA to purchase 2 Breathing Apparatus'
Fire	411609**	2009	Police Portable Radio Replacement	9.57	9.57	
Fire	411709**	2009	SCBA Update & Replacement	197,225.00	-	80/20 match for AFG Grant
Highway	370795	1995	Sanitary Landfill Closure	88,376.02	-	Ongoing groundwater monitoring
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	Funding to be matched with residents share
Highway	710205	2005	Public Works Infrastructure	-	-	Candia Road reconstruction local match
Highway	710905	2005	Parking & Traffic Improvements	1,019.37	1,019.37	
Highway	711109**	2009	Annual Bridge Rehab Prog - Biron St	29,220.00	-	Preliminary & final design of Biron Bridge
Highway	711209**	2009	Annual ROW Reconstruction Program	1,585,206.67	-	Resurfacing projects including S. Porter/S. Willow & Sundial Ave.
Highway	711507	2007	Annual Bridge Rehab Program	59,887.07	-	Queen City Bridge Joint repair & construction
Highway	711509**	2009	Sidewalk Discretionary Fund	100,000.00	-	Valley Street, Queen City Avenue, Theodore Street & Brook Street
Highway	711607	2007	Annual ROW Reconstruction	590,525.09	-	Gold Street Relocation (\$590,525)
Highway	711609**	2009	Storm Drain Infrastructure	280,622.97	-	Local match for various roads - BMA accepted state portion
Highway	711805	2005	Snow Emergency Strobe Lighting	394.00	394.00	
Highway	711807	2007	PW/Fleet Maintenance Admin	1,972,732.40	-	RFP for design services underway
Highway	711809**	2009	Street Light Safety & Rehab	1,405.00	-	Funds intended for additional downtown electrical receptacles
Highway	711907	2007	Residential 50/50 Sidewalk	5,833.96	5,833.96	
Highway	712009**	2009	Elm Street Mast Arm Replacement	149,961.84	-	Funds to replace mast arms at Merrimack, Hanover & Bridge Streets
Highway	712109**	2009	Traffic Signal Reconstruction	100,000.00	-	Funds to update traffic signals at S. Main and Varney Streets
Highway	713107**	2007	Granite Street Reconstruction - 3	145,623.93	-	Contingency until project closeout later this year
Highway	713206	2006	Street Reconstruction - So. Willow St	35,109.68	-	Funds proposed to be transferred to Candia Road
Highway	810309**	2009	Motorized & Electronic Equip Replacement	16,549.00	-	Funds for equipment replacement
Info Systems	411907	2007	Police/Fire CAD/RMS	2.73	2.73	
Info Systems	820899	1999	Land Management/Mapping/GIS	1,025.89	1,025.89	
Info Systems	810309**	2009	Motorized & Electronic Equip Replacement	37,687.44	-	Network access controls to protect City data
Info Systems	811505	2005	Information/Public Safety Upgrade	3,781.62	-	Project not yet complete, remaining funds for contingency (e.g. fire alarms)
MEDO	613402	2002	Bridge & Elm Development	5,276.62	5,276.62	
Parks	510005	2005	Park Facilities Improvement	32,500.39	-	Funds for completion of Piscataquog Trailway
Parks	510509**	2009	Rockingham Recreational Trail	100,000.00	-	Funds for completion of Rockingham Trailway
Parks	510807	2007	Park Improvement Program	1,227.18	1,227.18	
Parks	510907	2007	Park Improvement Program	79,848.06	-	Funds for completion of Rockingham Trailway
Parks	511603	2003	Recreation Facility Improvements	39,606.94	-	Funds for completion of Piscataquog Trailway
Parks	511605	2005	Veteran Park Memorial	2,115.76	2,115.76	
Parks	511607	2007	Bass Island Stabilization	38,881.97	-	Funds for completion of Bass Island
Parks	511707	2007	Piscataquog River Park Flood Damage	-	-	
Parks	511407	2007	Black Brook Dam Removal	40,000.00	-	Funds for demolition of Black Brook Dam

CIP Projects - Bonds						
Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Planning	612309**	2009	Neighborhood Revitalization	200,000.00	-	\$100,000 for completion of Kelly Street, \$100,000 for nearby streets
Planning	612407	2007	Neighborhood Revitalization	89,059.20	-	
Planning	612503	2003	Visitor's Signage Package	77,573.39	77,573.39	Kelly Street reconstruction
Planning	811103	2003	Senior Center	883.91	883.91	Project on hold due to staffing capacity
Planning	811502	2002	Municipal Fac Building Acquisition	285.31	285.31	
Planning	830101	2001	City Space Improvements	1,543.32	1,543.32	
			Totals	7,498,735.36	100,034.24	
**Unissued Bond						

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

MUNICIPAL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Revised or Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?	Timeline
6/4/2002	811203	Bond	City Space Improvements	\$285,000.00	\$283,300.00	\$0.00	\$1,700.00	Yes	
6/4/2002	8112B3	Bond	City Space Improvements	\$30,000.00	\$28,933.81	\$0.00	\$1,066.19	Yes	
6/1/1998	341898	Bond	City Hall Security/Audio/Visual	\$867,500.56	\$847,423.52	\$0.00	\$77.04	Yes	
6/1/2004	811405	Bond	City Building Improvements	\$4,440,000.00	\$4,398,984.04	\$0.00	\$41,015.96	No	2/09 - 11/09
6/12/2006	712107	Bond	Municipal Facilities Improvements	\$838,173.72	\$580,883.89	\$221,437.00	\$35,852.83	No	2/09 - 11/09
5/20/2008	810209	Bond	Strategic Planning for Facilities, Police, Fire, Highway	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	No	
TOTALS				\$7,460,674.28	\$6,139,525.26	\$221,437.00	\$1,079,712.02		

25

SCHOOL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?
5/1/2001	811202	Bond	Architecture/Engineer Facilities Capital Planning	\$336,071.33	\$334,224.90	\$0.00	\$1,846.43	Yes/HGF
6/12/2006	310207	Bond	School Facility Improvements - <i>Redacted</i>	\$1,500,000.00	\$1,478,696.30	\$0.00	\$21,303.70	Yes/HGF
TOTALS				\$1,836,071.33	\$1,812,921.20	\$0.00	\$23,150.13	

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

CIP Project #	Project Name	Project Intention	Intended Purpose for Balance
811203	City Space Improvements	Improvements to various City facilities. Library Fire Alarm Installation City Security Measures	Not earmarked
8112B3	City Space Improvements	Library HVAC Design & Engineering	Not earmarked
341898	City Hall Security/Audio/Visual	Security Improvements City Hall	Not earmarked
811405	City Building Improvements	Various improvements to City facilities. Roof Replacements City Security Measures Library HVAC/Facility Improvements Elderly Services Furnishings	Ursula Roofing under construction- \$11,808.34 For Security Improvements - \$156.99 R.Robidas Library Safety Lighting Ready to Bid - \$29,050.63
712107	Municipal Facilities Improvements	Various improvements to City Buildings	Approved for Ursula Roofing Contingency under construction
810209	Strategic Planning for Facilities, Police, Fire, Highway	Feasibility analysis & potential design/ construction of combined Police/Fire facility & Highway Recycling Program	Police vehicles (\$400k), single stream recycling toters (\$500k) and Fire/Police/Highway master planning study (\$100K)

M-6

CIP Project #	Project Name	Project Intention	Intended Purpose for Balance
811202	Architecture/Engineer Facilities Capital Planning	School Capital Planning & Engineering	School has not earmarked
310207	School Facility Improvements	Improvements to various school facilities	JSBC approved for Highland GF Open Concept Elimination CIP Committee to approve transfer.

James A. Burkush
Chief of Department



City of Manchester
Fire Department

TO: William Sanders, Finance Director

FROM: Chief James A. Burkush

DATE: February 2, 2009

RE: Fire Bond Projects

411304 FACILITY/EQUIPMENT IMPROVEMENT-BOND-\$8,022.04

- The current balance is \$8,022.04 and the project is complete. Request to BMA to purchase 2 Self-Contained Breathing Apparatus.

411609 POLICE PORTABLE RADIO REPLACEMENT

- The current balance is \$9.57 and the project is complete.

411709 SCBA UPDATE & REPLACEMENT

- The current balance is \$197,225.00 and there is no activity in this project. The Department has applied for an AFG grant to replace our SCBA's, which has not been awarded at this date and time. The AFG grant is an 80/20 match and the estimated match for the City is \$197,225.00.

HIGHWAY

CIP Projects - Bonds
As of 01/29/2009

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Highway	370795	1995	Sanitary Landfill Closure	13,059,932.36	12,969,956.34	1,600.00	88,376.02
Remaining funding to be used for ongoing groundwater monitoring and closure related activities.							
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	-	300,000.00
Funding to be matched with Residents share for Spring contract for various locations.							
Highway	710205	2005	Public Works Infrastructure	1,700,000.00	1,662,158.80	37,841.20	-
Highway	710905	2005	Parking & Traffic Improvements	280,000.00	278,980.63	-	1,019.37 Available
Highway	711109	2009	Annual Bridge Rehab Program - Biron St	150,000.00	-	120,780.00	29,220.00
Remaining funding to be used on final design of Nazaire Biron Bridge.							
Highway	711209	2009	Annual Row Reconstruction Program	3,211,500.00	1,246,982.73	379,310.60	1,585,206.67
Balance to be used for Highway Dept. projects.							
Highway	711507	2007	Annual Bridge Rehab Program	300,000.00	223,890.93	16,222.00	59,887.07
Remaining funding to be used on construction repair of Queen City Bridge Joint.							
Highway	711509	2009	Sidewalk Discretionary Fund	100,000.00	-	-	100,000.00
Potential projects include several sections of Valley Street, Queen City Avenue (Brown Ave easterly), Theodore Street, and Brook Street (Elm to Chestnut)							

Highway	711607	2007 Annual Row Reconstruction	1,725,000.00	798,070.18	336,404.72	590,525.10
Remaining balance allocated to Gold Street Relocation						
Highway	711609	2009 Storm Drain Infrastructure	500,000.00	219,377.03	-	280,622.97
Projects include local match for South Cypress Street, and Bodwell Road and other drainage projects including North Beech Street (DW Highway to D.E.).						
Highway	711805	2005 Snow Emergency Strobe Lighting	22,000.00	21,606.00	-	394.00
Available						
Highway	711807	2007 PW/Fleet Maintenance Admin	2,000,000.00	27,267.60	-	1,972,732.40
RFP for design services underway. Total design costs anticipated to approach \$2,000,000.						
Highway	711809	2009 Street Light Safety & Rehab	150,000.00	43,240.89	105,354.11	1,405.00
Balance of funds intended for contingency in the downtown electrical receptacles contracts.						
Highway	711907	2007 Residential 50/50 Sidewalk/Curb Program	400,000.00	394,166.04	-	5,833.96
Available						
Highway	712009	2009 Elm Street Mast Arm Replacement	150,000.00	38.16	-	149,961.84
Project to replace mast arms at Merrimack, Hanover and Bridge street currently being bid.						
Highway	712109	2009 Traffic Signal Reconstruction	100,000.00	-	-	100,000.00
Project to update traffic signals at S. Main and Varney and at Elm and Brook currently being bid.						
Highway	713007	2007 Flood Damaged Infrastructure Remed	20,579.00	20,579.34	-	(0.34)
Highway	713107	2007 Granite Street Reconstruction - 3	5,300,000.00	4,793,784.80	360,591.27	145,623.93
Balance of funds should be considered as contingency until Project Closeout later this year.						

Highway	713206	2006 Street Reconstruction - So. Willow St.	80,000.00	44,890.32	-	35,109.68
Remaining funding to be used as part of Candia Road reconstruction Local match (Request to CIP Committee to transfer funds is forthcoming).						
Highway	810309	2009 Motorized & Electronic Equip Replacement	652,650.00	358,211.50	277,889.50	16,549.00
Balance of funds to be used as for FY09 MER program and ongoing purchases.						
						Available

Jennie Angell
Director, Information Services



CITY OF MANCHESTER
Information Systems Department

January 15, 2009

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

Re: Bond Balances

Here is the information on the CIP projects that you have requested.

Number	Name	Funding Source	Fund Status
811505	Public Safety Upgrade	Bond	\$213,207 – under contract \$3,781 – Contingency

The \$213,207 is contracted and must be paid to the vendor as soon as the last milestone is reached.

The \$3,781 is the last of the contingency money on this project. The project is not yet complete. We could still have unexpected expenses to complete this project.

411907	Police Fire CAD	Bond	\$49,466 – under contract \$2.73 – available
--------	-----------------	------	-------------------------------------------------

The \$49,466 is contracted and must be paid to the vendor as soon as the last milestone is reached.

820899	GIS	Bond	\$1,025 – available
--------	-----	------	---------------------

This money can be taken back.

810309	MEER	Bond	\$37,687.44 – Required for Current projects
--------	------	------	---------------------------------------------

This money will be used to purchase Network Access Control (NAC) which is equipment that is required to protect the city's data from unauthorized access. Failure to purchase this equipment puts the city at significant risk of being hacked which could result in identity theft and unauthorized access to non-public information.

If you have any questions, I will be at the BMA meeting on January 20th.

Sincerely,

Jennie Angell

Sanders,William

From: Minkarah, Jay
Sent: Tuesday, February 03, 2009 1:11 PM
To: Sanders, William
Cc: Palmer, Lisa
Subject: FW: MEDO Bond Projects
Attachments: MEDO Bond Projects.xls

Bill:

Based on a review of our files, this project is complete and there are no encumbrances or outstanding bills. The funds could be rededicated to other purposes.

Jay

Jay Minkarah, Director
Manchester Economic Development Office
One City Hall Plaza
Manchester, NH 03101
www.YourManchesterNH.com
Phone: (603) 624-6505
Fax: (603) 624-6308
Email: jminkarah@ManchesterNH.gov

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

February 10, 2009

Committee on Community Improvement
1 City Hall Plaza
Manchester, NH 03101

RE: CIP bond project update

511603 – Recreation Facility Improvements - \$39,606.94

- Funding required to complete construction of the Piscataquog Trailway
- This project is currently under contract.
- Scheduled completion date of July 2009

511605 – Veteran's Park Memorial - \$2,115.76

- This project is complete.

510005 – Park Facilities Improvement Program - \$32,500.39

- Funding required for project expenditures relating to the Piscataquog Trailway.
- This project is currently under contract.
- Scheduled completion date of July 2009

511607 – Bass Island - \$38,881.97

- This project is currently under contract.
- Project construction to commence in Spring 2009
- Scheduled completion date of August 2009

M-13

510907 – Park Improvement Program - \$79,848.06

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009

511407 – Black Brook Dam Removal – \$40,000

- Funding required for the Black Brook Dam demolition, and associated bank stabilization and wetland restoration
- This project is currently under contract.
- This project is under construction.
- Scheduled completion date of July 2009
- Ongoing project monitoring to continue through 2011

510509 - Rockingham Recreational Trailway – \$100,000

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Pamela H. Goucher
Interim Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

Planning & Community Development
CIP Bond Balances

✓ **CIP Project #830101 – City Space Improvements** – This money is left over from one of the accounts for the renovation of City Hall. The remaining balance of \$1,543.32 from the original \$350,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811502 – Municipal Facility Building Acquisition** – This money is left over from the renovation of the Rines Center. The remaining balance of \$285.31 from the original \$2,750,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811103 – Senior Center** – This money is left over from the account for the site acquisition and construction of the new Senior Center. The remaining balance of \$883.91 from the original \$2,400,000 bond money is surplus, as the project has been completed.

(Note: In April, 2004, the administrative responsibility for this project was transferred from Planning to Highway-Building Maintenance)

CIP Project #612503 – Visitor's Signage Package – This money was set aside for the acquisition and installation of wayfinding signs throughout the downtown and at other significant intersections throughout the City. Of the original \$84,028.49, \$77,573.39 remains. This project was under the purview of the former Planning Director and is on hold pending staff capacity to complete.

CIP Project #612407 – Neighborhood Revitalization – This money was set aside to support infrastructure improvements, with the major focus on the City's targeted neighborhoods. Of the original \$200,000 bond money, a balance of \$89,059.20 remains and is required to continue the Kelly Street reconstruction. This project is ongoing with the Highway Department and should be wrapped up in late spring.

✓ **CIP Project #612309 – Neighborhood Revitalization** – This money was set aside as a continuation of the infrastructure and other neighborhood improvements in targeted areas across the City. Of the original \$200,000 bond money, and based upon information from the Highway Department, \$100,000 is necessary for the completion of the Kelly Street reconstruction that the Highway Department will be completing in late spring. The plan was to use the remaining balance of \$100,000 to target infrastructure improvements on other nearby targeted streets.

February 3, 2009

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

14-15

FEMA Status Report - Open Projects as of February 5, 2009

Project#	Dept	Project	Total Project Cost	FEDERAL			STATE				
				Originally Approved (75%)	Received	Balance	Amount Expected (12.5%)	Received	Balance		
		Parks & Recreation									
510807	650	Park Improvement Program	92,545.82	20,859.94	20,859.94	-	3,342.94	-	3,342.94		
511607	650	Bass Island Flood Damage Stabilization (2006)	83,293.41	62,470.00	32,067.96	30,402.04	10,411.00	-	10,411.00		
511707	650	Piscataquog River Park Flood Damage (2006)	741,232.00	555,924.00	293,042.50	262,881.50	92,654.00	-	92,654.00		
511708	650	Piscataquog River Park Flood Damage - 2 (2007)	342,000.00	256,500.00	342,000.00	(85,500.00)	85,000.00	-	85,000.00		
		Highway									
713007	500	Flood Damaged Infrastructure Remediation	164,634.00	123,476.00	72,898.48	50,777.52	20,579.00	-	20,579.00		
		TOTAL	1,423,705.23	1,019,229.94	760,668.88	258,561.06	211,986.94	-	211,986.94		

H-me

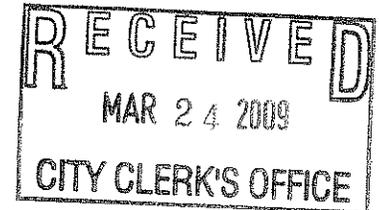


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



MEMORANDUM

To: Michael Garrity, Chair
CIP Aldermanic Committee 

From: Leon L. LaFreniere, AICP
Director of Planning & Community Development

Date: March 19, 2009

Subject: CIP 650300 Hackett Hill

As directed, Staff from Planning, Finance and City Solicitor's Office met in an effort to identify the source of funds used for the Hackett Hill Development Project referenced above. It was determined that the funds were derived from the proceeds of the sale of land owned by the City on Hackett Hill which was the site of the planned UNH Campus that never materialized. As such, any unencumbered funds in this account may be used for whatever purposes the BMA deems to be in the best interest of the City. Jay Minkarah informs us that he has commitments of \$167,592.65 to be paid out leaving an unencumbered balance of \$250,671.69.

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

The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the request for project funds to be transferred from the Parker Varney project to the Highland Goffs Falls project, be referred to the Committee on Community Improvement.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P.A.

**Manchester Schools Open Concept Classroom Conversion
Highland Goffe's Falls Elementary School
Joint School Building Committee, January 22, 2009**

Highland Goffe's Falls is the third of five schools scheduled for conversion of Open Concept to traditional, enclosed classroom schools. Parker Varney, a design-duplicate to Highland Goffe's Falls was converted in the summer of 2006, The Green Acres Library was enclosed in the summer of 2007. Highland Goffe's Falls is scheduled for construction in the summer of 2009. Webster School and Beech Street Schools remain to be scheduled.

Project Scope: As with Parker Varney, the scope of work at Highland Goffe's Falls includes the erection of walls to convert the open concept classrooms to standard classroom with new doors and hardware. Other updates include white marker boards and tack boards in the classrooms, along with coat hooks and cubbies in the classrooms. New stair towers will be constructed at each end of the building, fire suppression systems, or sprinklers, will be installed. Other upgrades to the school include new mechanical ventilation systems, and energy-efficient, bright lighting. Several pricing alternates will be considered, including:

1. Operable Panel Partitions, allowing two classrooms to be opened into one.
2. Removal of existing rubber roof, and replacing it with a new PVC roof.
3. Re-finishing of the first floor corridor glazed block with a liquid applied, hard finish
4. Refinish the Parent Center rooms.
5. Addition of Controls for corridor lighting, operated by a programmable lighting control system with off-site monitoring and control.

Schedule: The design is underway at this time. Contractor prequalification packages have been received and have been reviewed. Nine General Contractors have been identified as qualified to bid on this project. General Contractor bidding of this project will take place in the winter of 2009, commencing January 26 through February 17. With successful receipt of bids, and prompt contract award, construction is scheduled to start in the spring of 2009.

Financial: \$2,775,742 is budgeted overall.

JOINT SCHOOL BUILDING COMMITTEE

HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT

20-Jan-09

OPEN CONCEPT SCHOOL ELIMINATION -HIGHLAND GOFFES FALLS

\$2,775,742.50

FUNDING	SOURCE:	
FY09 Bond	310209	\$2,750,000.00
FY02 Bond	310402	\$25,742.50

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architect - Highland Goffes Falls Design, Bidding, Construction & Completion	\$25,742.50	\$25,742.50	0%	\$0.00	
Sub-Total Architect Contract	\$25,742.50	\$25,742.50	0%	\$0.00	
FY09 Bond Contractor - Highland Goffes Falls					
Sub-Total HGF Contract	\$0.00	\$0.00		\$0.00	\$0.00
Contingency - Highway Union Leader Corp- News ad RFQ Contractors	\$164.69	\$0.00	100%	\$164.69	
Contingency to Date	\$164.69	\$0.00		\$164.69	

CONSTRUCTION UNCOMMITTED	\$2,749,835.31		
ENCUMBERED/EXPENDED TOTAL	\$25,907.19	\$25,742.50	\$164.69
TOTAL	\$2,775,742.50		

M-20

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P. A.

**Report to the Joint School Building Committee
City of Manchester, Manchester School District
January 22, 2009**

Manchester School of Technology
Additions and Renovations
530 South Porter Street
Manchester, NH 03103

Karen White, Principal

1. Receipt of Bids, Award of Contract:
 - a. On Thursday, May 15, Bid Proposals were received and the contract for construction awarded to Eckman Construction. Work began immediately, and continues on to date. Eckman Construction will remain on site, continuously until the entire project is completed, mid-August, 2009.
2. Project Scope and Schedule:
 - a. Project scope remains as outlined in the presentation to the Building & Sites Committee and the City of Manchester 1 ½ years ago.
 - b. Phase 1, work to commenced immediately, and was completed by August, 2008. Work includes:
 - i. Site work, including relocation of utilities, storm drainage, etc. to allow the expanded Auto Tech has been constructed. The parking lots have been almost doubled in size from 172 spaces to 324 spaces. Driveways have been re-constructed. A portion of the east parking lot is currently being used by Eckman as a staging area.
 - ii. Wing A- The existing PASS classrooms have been converted to Graphics. The existing Print Shop in Wing B has been converted to PASS classrooms.
 - iii. Wing A- Renovation to the Landscape/Horticulture area has taken place.
 - c. Phase 2, work commenced immediately upon awards, and is Substantially Complete. The Auto Tech and Collision programs, and the Administration have moved to their new facilities before the Holiday break. This work includes:
 - i. Wing E- Auto Tech and Collision Expansion...new construction.
 - ii. Wing D-1 – New Administrative Offices...new construction.
 - d. Over the holiday break, some areas of B Wing have been re-carpeted, and re-painted.

- e. Beginning in January, and continuing through February, renovations will continue on the existing Auto Tech lab, readying it for occupancy for early spring.
- f. Phase 3, commencing in January 2009, completed in May 2009:
 - i. Wing E- Convert existing Shop areas to Cosmetology. Underway is the demolition of the old Machine Shop, and Sheet Metal and Welding Shops, to convert them to Cosmetology classrooms and salon. This work is expected to reach completion in the spring. Presently, a Cosmetology classroom has relocated to the Administration wing.
- g. Phase 4 and 5, commencing in June 2009, completed August 2009:
 - i. Wing B- Convert existing Administration to Marketing.
 - ii. Wing D- Convert existing Marketing to Intro. to Culinary Arts
 - iii. Wing A- Expand Design Communications
 - iv. Wing C- New Vestibule at Early Childhood; Convert PASS offices and Cosmetology to Public Safety and Health Science
 - v. Wing F- Convert Plumbing, Carpentry to new Lecture Quad and Plumbing Labs.
 - vi. Site work- Complete site work with final paving and work at existing modular classrooms.
- h. 18,750 sq. ft. has been added to the existing 107,558 sq. ft., resulting in a new facility of 126,308 sq. ft. The entire building will be renovated- some areas will receive nominal renovations, Fire Alarm, painting, etc.; some areas, as noted above will receive substantial renovations.
- i. Equipment- A limited scope of equipment was included in the Contractor's Bid Documents. Karen White has assembled equipment lists, and bidding and contracts have been awarded for equipment to Video Production, Horticulture/Landscaping, Graphics. The equipment lists and bidding continues, and is scheduled for completion within the next few months.

3. Financial:

- a. The project is approximately 68% complete through its contract value.

JOINT SCHOOL BUILDING COMMITTEE

HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT

MANCHESTER SCHOOL OF TECHNOLOGY
RENOVATIONS AND EXPANSION PROJECT

20-Jan-09

\$10,010,120.00

FUNDING SOURCE:		
FY02 Bond	Proj.# 310402	\$110,120
FY08 State	Proj.# 310308	\$7,426,000
FY08 Bond	Proj.#310308	\$2,475,000

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	COMMITTED	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architects	\$550,800.00					
Schematic Design Phase(FY02 Bond)	\$110,120.00		\$0.00	100%	\$110,120.00	
Design through Completion Phases	\$440,680.00		\$132,144.00	70%	\$308,336.00	
Architect Sub-Total	\$550,800.00	\$0.00	\$132,144.00	76%	\$418,466.00	
Construction Administration - Cit:	\$110,000.00					
FY08 City Administration	\$48,086.38		\$0.00	100%	\$48,086.38	
FY09 City Administration	\$61,913.62	\$61,913.62		0%		
Construction Administration Sub-Total	\$110,000.00	\$61,913.62	\$0.00		\$48,086.38	
Construction	\$6,973,110.00				\$622,900.37	
Eckman Construction Contract						
Base Contract + Alternates 1,3,4,6,7,8,9, & 11	\$6,973,110.00		\$2,581,191.02	63%	\$4,391,918.98	\$439,191.90
CO#1 Credit, Roofing Insulation Reuse	(\$102,086.00)		(\$102,086.00)	0%		\$0.00
CO#2 Unsuitable Building Foundation Soil, Repair Wiring, Modify Baseboard & Construct Drywall	\$3,893.00		\$0.00	100%	\$3,893.00	\$399.30
CO#3 Replace Unsuitable Materials @ So. Drive	\$4,000.00		\$0.00	100%	\$4,000.00	\$400.00
CO#4 Complete Work @ Revised CB	\$3,247.00		\$0.00	100%	\$3,247.00	\$324.70
CO#5 Remove Transite Pipe @ Automotive & Rim	\$2,736.00		\$0.00	100%	\$2,736.00	\$273.60
CO#6 Replace Unsuitables East Parking Lot	\$22,690.00		\$0.00	100%	\$22,690.00	\$2,269.00
CO#7 Abate Vinyl Tile in Rm 113	\$3,468.00		\$0.00	100%	\$3,468.00	\$346.80
CO#8 Relocate Heaters & Add Flag Pole Light	\$4,190.00		\$578.00	86%	\$3,612.00	\$361.20
CO#9 Paint Rms, Ballvalves & Data Pass	\$3,464.00		\$0.00	100%	\$3,464.00	\$346.40
CO#10 Rm B104 Two Telepoles w/Outlets	\$4,726.00		\$0.00	100%	\$4,726.00	\$472.60
CO #11 Reset Granite, Yeaton Controls	\$4,751.00		\$0.00	100%	\$4,751.00	\$475.10
CO#12 Fire Alarm Additions, Yeaton Controls	\$3,874.00		\$1,372.00	65%	\$2,502.00	\$250.20
CO#13 Communications, Trees & ACT in Rm A113	\$4,661.00		\$0.00	100%	\$4,661.00	\$466.10
CO#14 Revised Breaker at MDP, Paint Frames	\$4,806.00		\$0.00	100%	\$4,806.00	\$480.60
CO#15 Additional work in Rm A121	\$3,927.00		\$0.00	100%	\$3,927.00	\$392.70
CO#16 Additional work in Rm A107	\$4,941.00		\$3,445.00	30%	\$1,496.00	\$149.60
CO#17 Roof at Parapet, Relocate Telephone Panels	\$3,941.00		\$0.00	100%	\$3,941.00	\$394.10
CO#18 Trap Primers, Add Phone Lines, Vest Cig	\$4,367.00		\$2,779.00	36%	\$1,588.00	\$158.80
CO#19 Accent Walls, Flashing, Sills, Trap Covers	\$4,997.00		\$3,570.00	29%	\$1,427.00	\$142.70
CO#20 Corr, G135, Light Shelf, Grab Bars, G107	\$4,505.00		\$1,184.00	74%	\$3,321.00	\$332.10
CO#21 Roof at Parapet, Relocate Telephone Panels	\$4,902.00		\$4,902.00	0%	\$0.00	\$0.00
Construction Subtotal	\$6,973,207.00	\$0.00	\$2,496,932.02		\$4,476,274.98	\$447,627.60
Equipment	\$750,000.00	\$557,081.38				
Access A/V, LLC -Audio Visual Equipment	\$159,959.00		\$53,208.00	67%	\$106,751.00	
Patriot Welding - Lab Desks	\$12,600.00		\$0.00	100%	\$12,600.00	
Aubin Woodworking - Desks & Countertops	\$4,685.00		\$0.00	100%	\$4,685.00	
Aubin Woodworking - Bookcases	\$3,386.00		\$0.00	100%	\$3,386.00	
Sears - 22 Cu.Ft. Refrigerator	\$1,349.99		\$0.00	100%	\$1,349.99	
Gov Connection - Network Adapters	\$7,707.00		\$0.00	100%	\$7,707.00	
WB Mason, Admin Furniture	\$3,034.00		\$295.00	90%	\$2,739.00	
Union Leader- RFP Manufacturing Equipment	\$197.63		\$0.00	100%	\$197.63	
Equipment Sub-Total	\$192,818.62	\$557,081.38	\$53,603.00		\$139,416.62	
Testing and Miscellaneous Per Joint Mtg 6/01	\$76,000.00	\$43,662.50				
Miller Engineering - Testing & Inspection Services	\$30,000.00		\$4,303.58	86%	\$25,696.42	
Scott Lawson - Materials Testing	\$1,337.50		\$400.00	70%	\$937.50	
Testing & Misc. Sub-Total	\$31,337.50	\$43,662.50	\$4,703.58		\$26,633.92	
Contingency > \$5,000 needs Joint Approvz	\$1,225,000.00	\$1,205,739.85				
Union Leader-Newsad Prequalification Contractors	\$154.15		\$0.00	100%	\$154.15	
Bob's Locksmith - Rekey 3 Doors for Computer Rms	\$187.00		\$0.00	100%	\$187.00	
Bob's Locksmith - Replace 3 cylinders in Cosmotology	\$100.00		\$0.00	100%	\$100.00	
Union Leader-Newsad Video Equipment	\$177.86		\$0.00	100%	\$177.86	
Robt Half Int'l - Temp labor to Move Computers	\$2,688.00		\$636.00	76%	\$2,052.00	
TNT Install Communications Cable	\$2,014.00		\$0.00	100%	\$2,014.00	
TNT Portable Comm Work	\$85.00		\$0.00	100%	\$85.00	
Fast Signs - 14 signs	\$363.50		\$0.00	100%	\$363.50	
United Oil Recovery - Dispose Oil Auto Lit Pits	\$368.34		\$0.00	100%	\$368.34	
Home Depot - Containers to Remove Photo Chemicals	\$38.74		\$0.00	100%	\$38.74	
College Bound Movers - Move Rooms	\$1,675.00		\$0.00	100%	\$1,675.00	
G.A. Lafamme - Wire Temp Power for Automotive	\$780.36		\$0.00	100%	\$780.36	
G.A. Lafamme - Install circuit for drill press/grinder	\$1,449.18		\$0.00	100%	\$1,449.18	
Delta Mechanical - Condensing Unit for Horticulture	\$4,780.00		\$0.00	100%	\$4,780.00	
Leblancs Hardware - Keys for Project	\$15.60		\$0.00	100%	\$15.60	
G.A. Lafamme - Wire RTU and Controls	\$425.36		\$0.00	100%	\$425.36	
G.A. Lafamme - Bypass Dimmers in Video Production	\$167.50		\$0.00	100%	\$167.50	
Safety Kleen - Photo Shop Fuel Removal	\$451.79		\$0.00	100%	\$451.79	
PSNH - Emergency Repairs to Light Poles	\$1,103.77		\$0.00	100%	\$1,103.77	
TNT Move Phonelines during School Break	\$2,235.00		\$2,235.00	0%		
Contingency Sub-Total	\$19,260.15	\$1,205,739.85	\$2,871.00		\$16,389.15	

TOTAL UNCOMMITTED	\$326,313.00					
ENCUMBERED/EXPENDED TOTAL	\$9,683,807.00	\$1,868,397.35	\$2,690,153.60		\$5,125,256.05	
TOTAL	\$10,010,120.00					

M-23



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

April 10, 2009

Alderman Michael Garrity, Chair
Committee on Community Improvement
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: CIP Cash & Bond Balances

Dear Chairman Garrity:

We have reviewed the open bond balances and cash balances of CIP projects, provided to us today by the Finance Department, and concur with the numbers that are shown.

Additionally, in reviewing the CIP tabled items on the most recent Finance Committee Meeting Agenda (4/7/09), we observed that CIP Project #510807 (a cash project) is not shown. While this project was on our original list of requested extensions, it appears to have been omitted when the list was transcribed to the Board's agenda. We are enclosing a copy of the extension list with updated balances. This particular project was one of three CIP cash projects that were *not* on the list of cash projects to be transferred to the contingency fund.

Should the Committee have additional questions, CIP staff will be available at the next CIP meeting.

Respectfully submitted,

Pamela H. Goucher
Deputy Director, Planning & Zoning

copy: Leon L. LaFreniere, AICP

enclosure

M-24



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

April 10, 2009

Alderman Michael Garrity, Chair
Committee on Community Improvement
City of Manchester
One City Hall Plaza
Manchester, NH 03101

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Respectfully submitted,

Pamela H. Goucher
Deputy Director, Planning & Zoning

copy: Leon L. LaFreniere, AICP

enclosure

MEMORANDUM

To: Committee on Community Improvement Program

From: Leon LaFreniere, AICP
Planning and Community Development Director

Date: April 10, 2009

Subject: Project Extensions

The following projects are requested to be extended until June 30, 2009:

<u>Year</u>	<u>Fund Type</u>	<u>Project #</u>	<u>Project Name/Department</u>	<u>As of April 6, 2009 Balance/Encumbrance</u>
2008	CDBG	212708	New Citizen Assimilation Initiatives-Planning	\$ 13,418.00
2008	State	214008	Cities Readiness Initiative-State	\$ 3,740.65
2008	State	214108	Naccho Accreditation Improvement-Health	\$ 2,499.26
2008	Federal	410008	Homeland Security Grant-Fire	\$ 6,661.99
2008	CDBG	511008	Martineau Park-Parks	\$ 37,603.04
2008	CDBG	610408	Concentrated Code Enforcement-Building*	\$ 29,341.63
2008	CDBG	611408	Manchester Micro Enterprise Program-MicroCredit	\$ 2,000.00
2008	CDBG	611608	Neighborhood Pride-Business Incentive-MEDO	\$ 125,000
2008	CDBG	710508	School Sidewalk Program-Highway	\$ 12,044.45
2008	CDBG	810008	ADA Compliance-Planning	\$ 75,000
2008	CDBG	810108	Community Development Initiative-Planning	\$ 4,370.06
2008	State	810808	Vista Initiative Program-Health	\$ 132,249.91
2007	State	210607	School Based Dental Services-Health	\$ 6,902.17
2007	State	412407	Public Safety Interoperability-Fire/Police	\$ 3,409.25
2007	State	412607	Security Fiber Connections Project-Fire	\$ 87,613.24
2007	Cash	510807	Park Improvement Program-Parks	\$ 1,860.00
2007	NH DOT	510907	Parks improvement Project	\$ 390,359.21
2007	ST/FED	511407	Black Brook Dam Removal (Watershed Rest.)	\$ 96,135.13
2007	ST/FEMA	511607	Bass Island Flood Damage	\$ 683.82
2007	CDBG	611507	Revolving Loan Fund-MEDO	\$ 19,351.26
2007	CDBG	710807	School Sidewalk Program-Highway	\$ 81,896.52
2007	Cash	710907	Annual Bridge Maintenance-Highway	\$ 18,326.64
2007	CDBG	810807	Master Plan Support-Planning	\$ 31,213.74
2007	CDBG	810907	Neighborhood Revitalization/CBD Impr.-Planning	\$ 160,327.69
2006	Federal	410006	Mobile Data Terminal/AVL'S-Fire	\$ 1,726.47
2006	CDBG	612406	Neighborhood Revitalization Program-MEDO	\$ 32,457.67
2006	CDBG	810306	Economic Development/Master Plan-MEDO/Planning	\$ 1,578.44
2006	CDBG	810606	ADA Compliance-Planning	\$ 14,117.90
2000	Cash	650300	Hacket Hill Development-MEDO	\$ 418,264.34

* Budget authorization to be revised from Building Department Administration to Planning and Community Development Department.

M-26

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

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that the following regulations governing standing, stopping, parking and operation of vehicles, be adopted pursuant to Chapter 70 of the Code of Ordinances of the City of Manchester and put into effect when duly advertised and the districts affected thereby duly posted as required by the provisions of that Chapter and Chapter 335 of the Sessions Laws of 1951.

Section 70.36 Stopping, Standing, or Parking Prohibited

RESCIND 10 MINUTE PARKING – NO TRUCK DELIVERIES:

On Cypress Street, north side, from a point 25 feet west of Cypress Street to a point 50 feet west (Ord. 9885)

Alderman Osborne

10 MINUTE PARKING – NO TRUCK DELIVERIES:

On Massabesic Street, north side, from a point 25 feet west of Cypress Street to a point 50 feet west

Alderman Osborne

NO PARKING ANYTIME:

On Elm Street, east side, from Hayward Street to a point 285 feet south
Alderman Long

On Merrow Street, east side, from a point 70 feet south of Irwin Drive to a point 40 feet south

Alderman Craig

NO PARKING ANYTIME – EMERGENCY ORDINANCE:

On Priscilla Circle, west side, from a point 215 feet north of Hazelton Court to a point 55 feet north

Alderman DeVries

On Douglas Street, north side, from Putnam Street to a point 400 feet west
Alderman Ouellette

PERMIT PARKING ONLY:

Commercial Street, east side, from a point 26 feet north of Stark Street to a point 330 feet north of Spring Street

Alderman Long

RESCIND PERMIT PARKING:

Commercial Street, east side, from a point 50 feet north of Stark Street to a point 330 feet north of Spring Street

Alderman Long

ORD 9349

RESCIND 15 Minute Parking:

Commercial Street, east side, from a point 26 feet north of Stark Street to a point 46 feet northerly

Alderman Long

ORD 9387

(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,



Clerk of Committee

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

The Committee on Public Safety, Health and Traffic respectfully advises, after due and careful consideration, that a communication from the Parking Division regarding Ordinance Section 70.54 providing clarification of parking districts 26 and 27 has been approved.

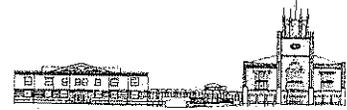
(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,

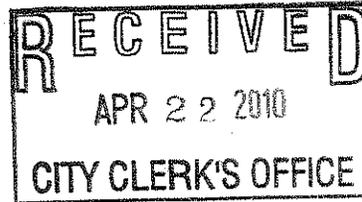


Clerk of Committee

CITY OF MANCHESTER
PARKING DIVISION



Brandy Stanley
Parking Manager
bstanley@manchesternh.gov



April 22, 2010

Chairman Jim Roy
Committee on Public Safety & Traffic
1 City Hall Plaza
Manchester, NH 03101

Re: Section 70.54 – Clarification of Parking Districts 26 and 27

Dear Chairman Roy:

At the request of the Committee on Bills on Second Reading, attached please find a revision to section 70.54 of the city's Code of Ordinances. While the committee was reviewing an unrelated change to this section, it was pointed out that Parking District 26 did not specify a rate, nor did it specify which days of the week it is valid for.

I have corrected that district and made an addition to Parking District 27 that is consistent with the change to Parking District 26.

Please note that these changes are for clarification only and do not contain any operational changes in rates or days and hours of enforcement to any meters or streets in the city.

Please let me know if you have any questions.

Sincerely,

Brandy Stanley
Parking Manager
City of Manchester

CC: William Sanders

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 1 of 7

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

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

§ 70.54 PERMIT PARKING IN LIEU OF COIN DEPOSIT AND PARKING DISTRICTS.

(A) The other provisions of §§ 70.76 through 70.82 of this chapter notwithstanding, vehicles may be lawfully parked in compliance with the requirements of this section, provided that the permit issued pursuant to this section is displayed by being hung from the rear view mirror or fully visible on the passenger side of the dashboard of said vehicle.

(B) In accordance with policies and procedures as are approved by the Committee on Traffic and Public Safety, the Parking Manager or his/her designee is hereby authorized to issue parking permits at monthly fees, or school semester fees under contractual arrangement, as prescribed herein. Such permits shall allow parking in lieu of the deposit of the required coin in any metered parking space unless otherwise posted or in any parking space designated by posting "Permit Parking Only" located in any of the following districts during the times prescribed:

Parking District	Monthly Permit Rate Established
8:00 a.m. to 5:30 p.m. Monday through Friday Downtown On-Street - area to include 10 hour metered spaces east of Canal Street, excluding Elm Street	\$45.00
5:30 p.m. to 10:00 p.m. Monday through Friday, and Saturday 8:00 a.m. to 10:00 p.m. Civic Center Event decal - any 10-hour meter in all districts not otherwise posted	\$35.00

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 2 of 7

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

8:00 a.m. to 5:30 p.m. Monday through Friday Other Parking Lots - Hartnett Lot Middle Street Lot Pearl Street Lot Pine Street Lot Canal Street Lot	\$50.00
8:00 a.m. to 8:00p.m. Monday through Friday 1155 Elm Street Garage	\$75.00
<u>24 hours, 7 days per week</u> Only Rines Center (1528 Elm Street) area to include the Rines Center parking lot and garage. Parking restricted to Rines Center employees and visitors only.	Rines Center Parking
<u>24 Hours, Monday through Sunday</u> Transit Station Parking Lot 2 Spaces for Transit Employee Parking Only	30 Minute Parking For Transit Station Only
<u>8:00am-6:00pm Monday through Friday</u> City Hall Parking Lot Only Area to include lot off Stark Street and 3 spaces off Hampshire Lane	1 Hour on City Business
8:00 a.m. to 5:30 p.m. Monday through Friday District 20	\$45.00
Area: Commercial Street both sides, bounded on the north by Canal Street and on the south by Arms Street. Dow Street both sides easterly from Commercial Street to the railroad tracks. Bedford Street east side from Kidder Street to a point 272 feet southerly.	

City of Manchester New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 3 of 7

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

District 21	\$45.00
UHN Student rate by semester	\$ 25.00

Area: Bedford Street both sides, bounded on the north by a point 272 feet south of Kidder Street and on the south by a point 855 north of Pleasant Street; Spring Street both sides bounded on the east by Bedford Street and on the west by Commercial Street; Commercial Street both sides bounded on the north by Arms Street and on the south by Waumbec Street; Arms Street, both sides bounded by Commercial Street on the east and Stark Street on the south; Stark Street both sides, bounded by Commercial Street to the east, and Mungalls Street to the west; Arms Lot, Arms extension Lot, Arms Outer Lot and Bedford Lot.

District 22	\$45.00
-------------	---------

Area: Bedford Street both sides bounded by a point 855 feet north of Pleasant Street and Granite Street to the south; Commercial Street, both sides bounded by Waumbec Street to the north and Granite Street to the south; Phillippe Cote Street both sides bounded by Commercial Street at each end; Textile Court south side from Commercial Street to the dead end; Pleasant Street, both sides bounded by Bedford Street to the east, Commercial Street to the west; (to be added) North State Street, Mulsey Street and Payson Street.

District 23	\$45.00
-------------	---------

Area: South Bedford Street west side bounded on the north by Depot Street and on the south to the dead-end; South Commercial Street both sides bounded on the north by Granite Street and on the south by South Bedford Street

City of Manchester New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 4 of 7

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

District 24			\$45.00
Area: Myrna lot	Per-Hour	Rate	
	0-1	\$.75	
	1-2	\$1.50	
	2-3	\$2.25	
	3-4	\$5.25	
	4-5	\$8.25	
	5-6	\$11.25	
	6-7	\$14.25	
	7-8	\$17.00	Daily Maximum

District 26 ~~(8am-8pm Zone)~~ **(\$.50 per Hour Zone)**

~~Elm Street from West Auburn Street to Bridge Street; Kosciuszko Street; Lowell Street from Elm Street to Chestnut Street; Concord Street from Elm Street to Chestnut Street; Amherst Street from Elm Street to Chestnut Street; Hanover Street from Elm Street to Chestnut Street; Manchester Street from Elm Street to Chestnut Street; Merrimack Street from Elm Street to Chestnut Street; Central Street from Elm Street to Chestnut Street; West Auburn Street from Canal Street to Elm Street; Depot Street from Canal Street to Elm Street; Old Granite Street from Canal Street to Elm Street; West Central Street; West Merrimack Street from Canal Street to Elm Street; Franklin Street from Pleasant Street to Market Street; Middle Street from Canal Street to Franklin Street; Market Street from Canal Street to Franklin Street.~~

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 5 of 7

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

8:00 a.m. to 5:30 p.m. Monday through Friday:

Commercial Street; South Commercial Street; South Bedford Street; Bedford Street from Granite Street to Kidder Street; Pleasant Street from Bedford Street to Commercial Street; Textile Court; Stark Street from Canal Street to Mungalls Street; Elm Street from Langdon Street to Bridge Street; Dow Street from Elm Street to Canal Street; Myrtle Street from Chestnut to Elm Street; Fir Street from Elm Street to North Hampshire Lane; Orange Street from Chestnut Street to Elm Street; Hollis Street; Kidder Street; Bridge Street from Union Street to Elm Street; Chestnut Street from Myrtle Street to Auburn Street; East High Street from Union Street to Pine Street; Pine Street from Bridge Street to Lake Avenue; Lowell Street from Union Street to Chestnut Street; Concord Street from Union Street to Chestnut Street; Amherst Street from Union Street to Chestnut Street; Hanover Street from Union Street to Chestnut Street; Central Street from Pine Street to Chestnut Street; Lake Avenue from Union Street to Elm Street; Spruce Street from Pine Street to Chestnut Street; Cedar Street from Pine Street to Chestnut Street; Auburn Street from Pine Street to Elm Street; Willow Street from Cedar Street to Valley Street; Elm Street from Auburn Street to Valley Street.

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 6 of 7

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

District 27 (\$.75 per Hour Zone)

8:00 a.m. to 8:00 p.m. Monday through Friday:

Elm Street from West Auburn Street to Bridge Street; Kosciuszko Street; Lowell Street from Elm St. to Chestnut Street; Concord Street from Elm Street to Chestnut Street; Amherst Street from Elm Street to Chestnut Street; Hanover Street from Elm Street to Chestnut Street; Manchester Street from Elm Street to Chestnut Street; Merrimack Street from Elm Street to Chestnut Street; Central Street from Elm Street to Chestnut Street; West Auburn Street from Canal Street to Elm Street; Depot Street from Canal Street to Elm Street; Old Granite Street from Canal Street to Elm Street; West Central Street; Pleasant Street from Canal Street to Elm Street; West Merrimack Street from Canal Street to Elm Street; Franklin Street from Pleasant Street to Market Street; Middle Street from Canal Street to Franklin Street; Market Street from Canal Street to Franklin Street;

8:00 a.m. to 5:30 p.m. Monday through Friday:

Stark Street from Canal Street to Elm Street; Mechanic Street from Canal Street to Elm Street; Spring Street from Canal Street to Elm Street; Pleasant Street from Canal Street to Elm Street; Plaza Drive from Spring Street to Mechanic Street.

10:00 a.m. to 8:00 p.m. Saturday:

Elm Street from Granite Street to Bridge Street

District 28 (Arena Event Zone)

Elm Street from West Auburn Street to Valley Street; Willow Street from Cedar Street to Lake Avenue; West Auburn Street from Elm Street to Pine Street; Lake Avenue from Elm Street to Pine Street; Chestnut Street from West Auburn Street to Merrimack Street; Cedar Street from Chestnut Street to Pine Street; Spruce Street from Chestnut Street to Pine Street; Central Street from Chestnut Street to Pine Street; Pine Street from Lake Avenue to Merrimack Street.

City of Manchester New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Section 70.54 of the Code of Ordinances of the City of Manchester to Clarify Districts 26 and 27.”

Page 7 of 7

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

District 29 (Stadium Event Zone)

South Bedford Street; Bedford Street from Granite Street to Middle Street; South Commercial Street; Commercial Street from Granite Street to Stark Street; Phillippe Cote Street; Pleasant Street from Commercial Street to Bedford Street; Textile Court.

II. This ordinance shall take effect upon passage.

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

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that a request from the Parking Division for permission to stripe ordinance parking areas on the south side of Harrison Street between Elm and Chestnut Streets be approved.

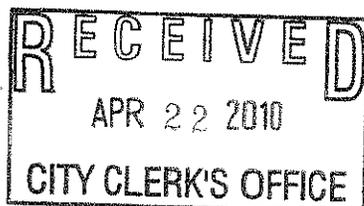
(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,


Clerk of Committee

CITY OF MANCHESTER

PARKING DIVISION



Brandy Stanley
Parking Manager
bstanley@manchesternh.gov

April 22, 2010

Chairman Jim Roy
Committee on Public Safety & Traffic
1 City Hall Plaza
Manchester, NH 03101

Re: Harrison Street Striping

Dear Chairman Roy:

At a request from the Granite State Credit Union, we are seeking permission to stripe ordinance parking areas on the south side of Harrison Street between Elm and Chestnut Streets. These spaces are currently not striped.

This request was prompted by the recent change in parking rules to the street, in which we relocated parking from the north side of the street to the south side of the street. The change has been well-received, however the Credit Union has had some problems with vehicles parking too close to their drive-up facility entrance.

Rather than installing signage, we would like to stripe the spaces in order to keep vehicles from parking too close to the entrance.

Please let me know if you have any questions.

Sincerely,

Brandy Stanley

Brandy Stanley
Parking Manager
City of Manchester

CC: William Sanders

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

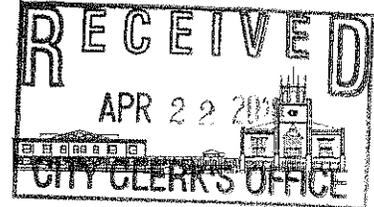
The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that a request from the Parking Division to allow free parking on Lowell Street for seven staff members of St. Joseph's Cathedral, effective April 23, 2010 through the end of October be approved
(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,



Clerk of Committee

CITY OF MANCHESTER
PARKING DIVISION



Brandy Stanley
Parking Manager
bstanley@manchesternh.gov

April 22, 2010

Chairman Jim Roy
Committee on Public Safety & Traffic
1 City Hall Plaza
Manchester, NH 03101

Re: Request for Free Parking

Dear Chairman Roy:

I received a request from St. Joe's Cathedral for free parking on Lowell Street for staff, effective April 23rd through the end of October. The church is having some major repairs done and the contractor is using the parking lot to stage equipment and supplies.

The staff at St. Joe's would very much appreciate accommodation for 7 vehicles on Lowell Street for the duration of the construction project. Attached is their request.

Please let me know if you have any questions.

Sincerely,

Brandy Stanley
Parking Manager
City of Manchester

CC: William Sanders

Stanley, Brandy

From: Louise Welsch [LWelsch@stjosephcathedralnh.org]
Sent: Thursday, April 22, 2010 1:04 PM
To: Stanley, Brandy
Subject: Parking on Lowell Street

Brandy,

Thank you for all of your help in this matter.

Saint Joseph Cathedral is undergoing some major construction that has started now and will continue until the end of October 2010. We are having a new roof put on chimney pointing etc.

We are requesting permission to have the Cathedral staff park on Lowell street during that time. We have 7 employees that would require permission.

Thank You

Louise Welsch
Secretary
St. Joseph Cathedral
145 Lowell Street
Manchester, NH 03104
603-622-6404

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

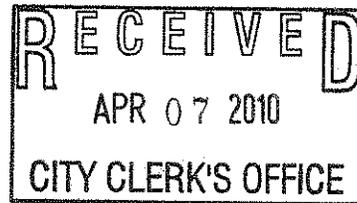
The Committee on Public Safety, Health and Traffic respectfully advises, after due and careful consideration, that a communication from Alderman Greazzo regarding high noise levels caused by modified exhaust of vehicles has been received and filed.

(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,


Clerk of Committee

From: Greazzo, Phil
To: Roy, James
Cc: Normand, Matthew; Mara, David
Sent: Wed Apr 07 21:21:18 2010
Subject: Motorcycle Noise



Chairman Roy,

Now that spring is here, so is the noise associated with it. The noise to which I am speaking of is caused by the modified exhaust of not only loud motorcycles but certain cars as well. In addition to the loud exhaust, there is also the matter of over amplified music that can not only be heard from a great distance, it can also be felt if one pulls along side one of these vehicles, or is unfortunate enough to live next door to someone who owns one. Having to endure someone else's irresponsibility and disregard for those around them, detracts from the quality of life of our great City.

I have ridden Harley Davidson motorcycles all my life and understand the need to be heard and create an auditory presence when out on the road to offset the lack of a visual one. However, the volume of that noise need only be enough to alert other drivers to one's presence, not to be heard from a mile away.

The issue of modified cars is a separate matter entirely. There is no need for loud exhaust, yet, there has been an increase in modifications to certain foreign models to include a high whining exhaust combined with a loud music system pumping deep bass far-beyond the interior of the passenger compartment.

I am strong believer in personal liberty and the responsibility that goes along with it. Therefore, I respectfully request your committee take a look at the matter along with the Police Department and see if something can be done in order to address this matter.

Thank you,

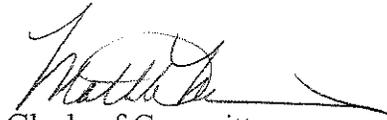
Phil Greazzo
Alderman Ward 10

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

The Committee on Public Safety, Health and Traffic respectfully recommends, after due and careful consideration, that revisions to 70.06 and 70.36 for Overtime Parking submitted by the Parking Manager be approved.

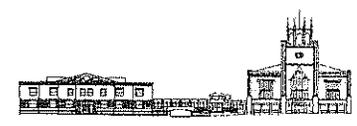
(Unanimous vote with the exception of Alderman Ouellette who was absent)

Respectfully submitted,


Clerk of Committee

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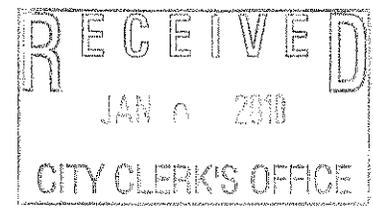
CITY OF MANCHESTER PARKING DIVISION



Brandy Stanley
Parking Manager
bstanley@manchesternh.gov

January 6, 2010

Chairman Jim Roy
Committee on Public Safety, Health & Traffic
One City Hall Plaza
Manchester, NH 03101



Re: Revisions to 70.06 and 70.36 for Overtime Parking

Dear Chairman Roy:

There has been a growing number of complaints from local business owners about vehicles that are parking in front of businesses all day. In response to these complaints, we looked at the effectiveness of our 2 hour limit ordinance and would like to change sections 70.07 and 70.36.

When we installed the Pay & Display meters, we eliminated the spaces in between parallel spaces. The current ordinance states that a vehicle must move from the space after the time limit has been reached. Since the spaces are not striped, the question becomes how far does someone need to move their vehicle in order to avoid an overtime ticket.

People have figured this out and are moving their vehicles back and forth by inches throughout the day, successfully circumventing the intent of the ordinance. This has been a growing problem and a source of frustration for my staff and many of the local business owners.

The proposed changes to the ordinances, if passed, require that a vehicle has to be moved from that side of the block until the next calendar day. This will allow our staff to effectively enforce the time limits and encourage all day parkers to explore alternate parking arrangements.

8-2

I thank you in advance for your consideration.

Sincerely,

Brandy Stanley

**Brandy Stanley
Parking Manager
City of Manchester**

CC: Bill Sanders

City of Manchester
New Hampshire

In the year Two Thousand and

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester by amending Section 70.06 DEFINITIONS to add the definition of OVERTIME PARKING.”

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

I. Deletions to existing ordinance language are ~~struck through~~. New language appears in **bold**. Sections of the following chapter that remain unchanged appear in regular type.

§ 70.06 DEFINITIONS

OVERTIME PARKING. The parking of a vehicle for longer than the posted limit as prescribed by city Ordinance during the hours of enforcement per calendar day.

II. This Ordinance shall take effect upon this passage.

City of Manchester
New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Chapter 70 Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester by amending Section 70.36 Stopping, Standing and Parking by adding Section (E) Overtime Parking and Section (F) Penalty.”

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

- I. Amend the Code of Ordinances by inserting new language as bolded (**bold**) and deleting existing language as ~~struckthrough~~. Portions of the following sections that remain unchanged appear in regular type.

§ 70.36 STOPPING, STANDING, OR PARKING PROHIBITED.

(E) The driver of a vehicle shall not park such vehicle for longer than the designated time limit, as prescribed by Ordinance during the hours of enforcement, per calendar day.

1. Enforcement: Any vehicle parked on one side of a block between two intersections for longer than the designated time limit shall be in violation.

(F) Any violation under this section shall be considered a “No Parking Zone” and the fine will be as prescribed in Section 70.78 PENALTY, unless otherwise prescribed by Ordinance.”

- II. These ordinances shall take effect upon their passage.

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

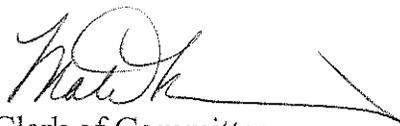
The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that Ordinance amendment:

“Amending Section 33.081 (F) (Sick Leave) of the Code of Ordinances of the City of Manchester.”

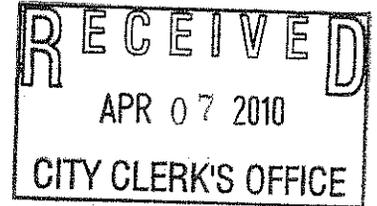
ought to pass and be referred to the Committee on Bills on Second Reading for technical review.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

Jane Gile
Human Resources Director



CITY OF MANCHESTER Human Resources Department

April 5, 2010

Alderman William Shea, Chair
Human Resources and Insurance Committee
One City Hall Plaza
Manchester, NH 03104

Request to Revise Ordinance

Dear Chair Shea:

The City of Manchester Code of Ordinances currently contains language that pre-dates the collective bargaining agreement (CBA) approved between the City of Manchester and Manchester Professional Firefighters Association, Local 856, IAFF and needs to be updated.

CBA - Article 11 Workweek and Extra Duty Days changed the work schedule for Firefighters, Fire Lieutenants and Fire Captains to a 24 hour system (24 hours on 72 hours off). Each 24 hour work period is called a shift. Each shift is divided into one 10 hour day work period and one 14 hour night work period. Each work period is called a "unit" and it takes two (2) units to make up one 24 hours shift.

The labor contract specifically addresses the accrual of paid sick leave (1.25 days/month) in Article 15 Sick Leave and further addresses that sick leave is taken in units.

O-33.081 SICK LEAVE reads in part: "(F) Any Fire Department personnel on the platoon system schedule shall accumulate sick leave on the basis of one and one quarter days for each month of service, **provided that sick leave shall be charged at the rate of one day for each shift missed.** If only part of a shift is missed, the employee shall be charged in proportion to the time missed in amounts not smaller than one-half day of sick leave. "

Recommendation: That Section F of O-33.081 is deleted in its entirety, since the CBA covers sick leave accrual and charges. In addition, as Section F of O-33.081 pre-dates the fire department's 24 hour shifts, it is not designed for the department's current shift schedule.

Respectfully submitted,

Jane E. Gile
Human Resources Director

1 City Hall Plaza • Human Resources Department • Manchester, New Hampshire 03101 • (603) 624-6543 •

FAX: (603) 628-6065

E-mail: HumanResources@ManchesterNH.gov • Website: www.manchesternh.gov

T-2

City of Manchester New Hampshire

In the year Two Thousand and ten

AN ORDINANCE

“Amending Section 33.081 (Sick Leave) 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:

I. Amend Section 33.081 (Sick Leave) of the Code of Ordinances by deleting language stricken (--) and inserting new language as bolded (**bold**). Language of Section 33.011 not struck through or bolded remains unchanged.

§ 33.081 Sick Leave

- (A) All permanent employees in the city service, except temporary, seasonal, and part-time employees who work less than one-half of the regular work week, shall be entitled to sick leave with pay after satisfactory completion of the probationary period following initial employment. Sick leave credit shall accrue at the rate of one and one-quarter work days with pay for each completed month of service.
- (B) Any unused sick leave credit may be accumulated up to a maximum of 120 work days.
- (C) Any employee absent from work on legal holidays, during sick leave, vacation, for disability arising from injuries sustained in the course of his employment, for all authorized leaves of absence with pay and for authorized leaves without pay for not over ten days in any one calendar year shall continue to accumulate sick leave at the regularly prescribed rate during such absence as though they were on duty, subject to the maximum limitation herein provided.
- (D) Any employee eligible for sick leave with pay may use such sick leave, upon approval of his/her department or office head, for absence due to his or her illness, injury, the illness or injury of a spouse, child or other blood relative or ward residing in the same household when FMLA leave is approved, or for the exposure to contagious disease. An employee on sick leave shall inform his immediate supervisor of the fact and the reason therefore as soon as possible and failure to do so within a reasonable time may be cause for denial of pay for the period of absence. The department head shall require a doctor's certificate before approving sick leave with pay for a period or periods of more than three work days.
- (E) Absences for a fraction or part of a day that are chargeable to sick leave in accordance with these provisions shall be charged proportionally in an amount not smaller than one hour.

City of Manchester
New Hampshire

In the year Two Thousand and

AN ORDINANCE

“Amending Section 33.081 (Sick Leave) of the Code of Ordinance of the City of Manchester.”

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

~~(F)~~ Any Fire Department personnel on the platoon system schedule shall accumulate sick leave on the basis of one and one quarter days for each month of service, provided that sick leave shall be charged a the rate of one day for each shift missed. If only part of a shift is missed. If only part of a shift is missed, the employee shall be charged in proportion to the time missed in amounts not smaller than one half day of sick leave.

~~(G)~~ (F) During periods of absence for approved paid sick leave the employee shall be entitled to full pay for such period at the regular rate of compensation, provided however, that hourly employees shall be compensated on the basis of straight time pay not to exceed eight hours per day and not to exceed 40 hours per week. No sick leave benefits shall be paid on the basis of time and one-half.

~~(H)~~ (G) (1) On separation from city service, all sick leave credits shall be cancelled, except in case of retirement, duty disability retirement or death while in active service. All accrued sick leave shall be paid to the employee or his beneficiary under such conditions of separation from service as prescribed by the Board of Mayor and Aldermen.

(2) Any employee who becomes a member of the contributory retirement system pursuant to Laws 1973, 218:3 II shall, on separation from service be entitled to be paid the same accrued sick leave credits to which he would have been entitled had he remained under the prior pension plan.

(3) On separation from service other than by retirement, duty disability retirement, death, or circumstances provided above, any employee with 15 consecutive years of city service, provided separation is other than by discharge or resignation in lieu of discharge, shall be paid all accrued sick leave credits.

(4) Payment for accrued sick leave credits shall be paid as follows:

(a) Upon death (while employed by the city) or paid retirement, all accrued sick leave up to a maximum of 80 days, plus ¼ of the balance of the days accrued over 80 but not more than 120 days, shall be payable to the employee or the designated beneficiary.

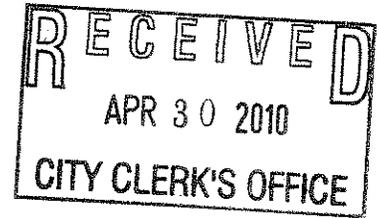
(b) On separation from service under satisfactory conditions and 15 years of continuous service, employees may be paid up to 60 days of accrued sick leave.

~~(I)~~ (H) Individuals who are hired to work as Reserve Officers (compensated as Patrolmen) shall not be entitled to accrue any sick time whatsoever.

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



Citizens Bank™



April 29, 2010

Jay Minkarah, Director
Manchester Economic Development Office
One City Hall Plaza
Manchester, NH 03101

RE: Revolving Loan Fund Committee

Dear Jay:

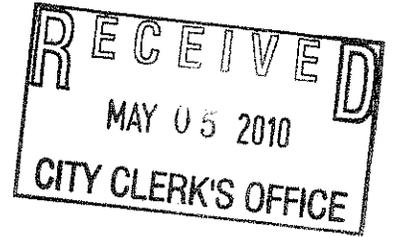
While I have greatly appreciated the opportunity to serve as a committee member on the City of Manchester's Revolving Loan Fund Committee during the past few months I am writing to inform you that as of April 23, 2010 I am no longer a resident of the City of Manchester as I have moved further south to Windham NH.

Although I will still be working in commercial real estate finance for Citizens Bank from my office in Manchester, I understand that as a resident from another Town/City I am no longer eligible to participate in the credit decision making process within the City's RLF Committee.

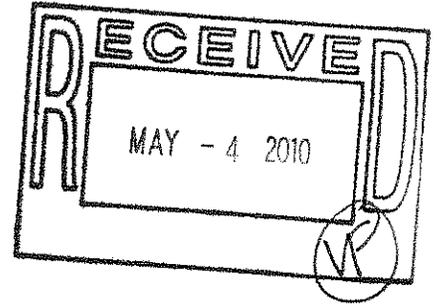
If there is anything that I can do in the future to help benefit the City's economic development by serving on any committees or boards, I would be more than happy to help. Feel free to contact me anytime.

Regards,

James Gallagher, Assistant Vice President
Commercial Real Estate Finance
James.M.Gallagher@Citizensbank.com
PH: (603)-634-7330
FX: (603)-634-7392



April 30, 2010



Mayor Ted Gatsas
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: Withdrawal as Millyard Design Review Committee Designee

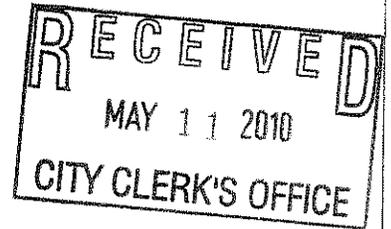
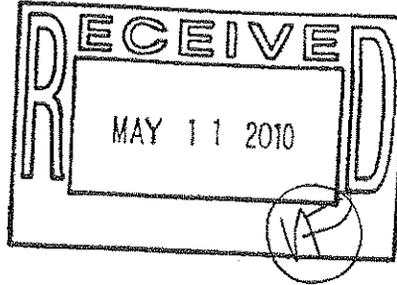
Dear Mayor Gatsas:

I am a member of the Heritage Commission. Since last year, I have been sitting on the Millyard Design Review Committee as the Heritage Commission designee. At this time it is necessary for me to withdraw from my designee position as the meeting times often conflict with my law practice. I appreciate the opportunity to have acted as the designee and look forward to my continued service on the Heritage Commission.

Very truly yours,

Donna M. Daneke

cc: David Beauchesne
Stephanie McLaughlin



May 8, 2010

Honorable Theodore Gatsas
Office of the Mayor
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Mayor Gatsas:

I regret to inform you of my decision to resign as a member of the Manchester Heritage Commission effective immediately. Due to professional obligations, I find it difficult to fulfill my duties as a Commissioner. I thank the City of Manchester for the opportunity to serve in this capacity and would be glad to serve again should the occasion arise.

Sincerely,

Derek M. Dufresne

May 4, 2010 Nominated



CITY OF MANCHESTER

Theodore L. Gatsas
Mayor

May 4, 2010

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.) Elliott Barry to succeed James M. Gallagher (ineligible to serve due to relocation) as a member of the Revolving Loan Fund term to expire June 1, 2011;
- (2.) Tom Puskarich to succeed Diane Mercier as a member of the Central Business Service District Board term to expire May 1, 2013;
- (3.) Michael Farrington to fulfill a vacancy as a member of the Central Business Service District Board term to expire May 1, 2012;
- (4.) Daniel P. O'Shaughnessy to succeed Michael O'Shaughnessy (resignation) as a Labor Representative as a member of the Airport Authority term to expire March 1, 2012;
- (5.) Brian Bernier to succeed Donald Pomeroy (term expired) as an Alternate Member of the of the Planning Board term to expire May 1, 2013;
- (6.) Newton Kershaw III to succeed Nick Soggu (disqualified due to move outside of the city) as a member of the Manchester Development Corporation Board of Directors term to expire March 11, 2012;

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

Regards,


Theodore L. Gatsas
Mayor

cc: Matthew Normand, City Clerk
TLG/swp

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6500
www.manchesternh.gov

9-1

Daniel P. O'Shaughnessy

50 Martel Drive, Manchester, NH 03103
603-533-5350

PERSONAL SUMMARY AND INTERESTS

Manchester resident for 45 years. Graduated from Manchester High School. Married for 25 years to Pam Ciechon, also Manchester resident for 48 years. Father of 2 daughters. Julie is a graduate of Governor's Academy and University of New Hampshire. Meghan is a graduate of Manchester-Trinity High School and graduating in 2010 from New England College.

Personal interests including watching sporting events, traveling, and spending time with his family on the beach in York.

WORK EXPERIENCE

Anheuser-Busch, Merrimack Brewery

01/80 - Present

- Skilled production operator
- Alternate member of safety committee
- Organize plant wide cookouts

UNION EXPERIENCE

Teamsters Local 633

1980-Present

- Chief Shop Steward 1999-Present
- Alternative Shop Steward 1988-1990
- Served on bargaining committee for 3 contract negotiations

VOLUNTEER EXPERIENCE

Fundraiser for Melanoma Research, Lebanon Hospital

2005 - Present

- Organized 5 benefit auctions, raising over \$100,000
- Coordinated 5 golf tournaments, raising over \$125,000

ELLIOTT E. BARRY

15 Chad Road • Manchester, NH 03104 • 603.623.0394 • 603.724.5531 (mobile) • eebarry@gmail.com

Experience

- June 04-Present **CITIZENS FINANCIAL GROUP** **NASHUA, NH**
Vice President, Relationship Manager
- Manage portfolio of commercial relationships with aggregate outstanding loan balance in excess of \$32,000,000. Existing customer base includes companies across a wide range of industries.
 - Responsible for development of new business across the full spectrum of bank products, including loans, cash management, international trade and interest rate derivatives. Craft and present proposals to prospective bank customers. Prepare and present analysis of transactions for credit approval.
 - Structure loans to provide necessary security to bank while meeting customers' needs. Ensure loan documents are properly executed, and loans are closed as agreed.
 - Promoted from Credit Analyst in December of 2005. While a Credit Analyst assisted in the underwriting of complex transactions, including syndicated lines of credit and investment real estate. Participated in customer calls and bank group meetings. Prepared credit proposal for the bank's participation in a \$750 million senior secured credit facility, and reviewed the corresponding loan documentation
 - Completed Citizens' Loan Officer Development Program, which focused on credit analysis, loan documentation, and relationship management. The program mixed classroom education, including an intensive advanced accounting course, field-based study, and on-the-job training.
- Jan. 02-May 04 **SAINT-GOBAIN ABRASIVES** **WORCESTER, MA**
Divisional Financial Analyst
- Developed, communicated, and initiated the Sales and Marketing budget. Responsible for the consolidation and presentation of the resulting \$100 million budget.
 - Provided Engineered Market with profitability, market share, and opportunity analysis, in collaboration with market managers. Prepared P&L projections as part of the National Account negotiation process.
 - Constructed and modeled payout scenarios for restructuring of enterprise incentive program. Primary resource for implementation, payments, and reporting for the new structure.
 - Introduced new target account tracking system to the field sales force and company management, with emphasis on the creation of a broad-based reporting solution.
- Feb. 01-Oct. 01 **FIDELITY CAPITAL, FIDELITY INVESTMENTS** **BOSTON, MA**
Project Associate-World Trade Center Boston -A Fidelity Capital Portfolio Company
- Supported development and implementation of the strategic-growth plan for Sebastians, a restaurant and catering business owned by the World Trade Center Boston.
 - Analyzed expansion opportunities and performed a market study, including benchmarking of competitors.
- Sep. 99- May 00 **KEY GLOBAL FINANCE** **BOSTON, MA**
New Market Consultant
- Analyzed trends and structured finance opportunities in the telecommunications industry, as part of academically sponsored consulting project. Presented findings to the senior management of the firm.
 - Researched potential customers based on asset intensity, operating cash flow, and credit worthiness.
- Jan. 96-Sep. 99 **THE PORTLAND SEA DOGS (Minor League Baseball Team)** **PORTLAND, ME**
Director of Business Development
- Identified innovative marketing opportunities and recruited over ten new advertiser accounts. Managed and cultivated relationships with two tier-one multinational sponsors.
 - Conceived and initiated membership driven promotional program, identified corporate sponsor, and launched program. Results generated a 5% increase in revenue for specifically targeted game days.

Education

- 1999-2001 **F.W. OLIN GRADUATE SCHOOL OF BUSINESS** **WELLESLEY, MA**
AT BABSON COLLEGE
Master of Business Administration, Magna Cum Laude, May 2001
- *Who's Who of American Colleges and Universities*
 - Co-Captain, Hockey Club and President of MBAID, a club that works with non-profit organizations
- 1990-1994 **COLBY COLLEGE** **WATERVILLE, ME**
Bachelor of Arts, Economics Major, May 1994

Community & Professional Development

- Present **Board of Directors of My Turn, Inc.**
- Leading development of a New Hampshire-focused advisory board. Help make strategic decisions for this growing non-profit.
- Fall 2002 **Spread Sheet Models for Managers, Harvard Extension School**
- Advanced-level Business Modeling class



860 Elm Street, Manchester, NH 03101 (603) 629-9383

[Home](#) [Menu](#) [Catering](#) [News](#) [About](#) [Contact](#)

food & drink

Chef/Owner Tom Puskarich

A California native, Tom Puskarich moved to New England in the early 1990s, bringing the flavors of the West Coast with him. After nearly a decade of working in Southern New Hampshire restaurants, he took a position with renowned Boston caterer The Catered Affair before a brief relocation to California.

Excited by the revitalization of downtown Manchester, he returned in 2007 and opened Z food & drink. Puskarich's concept of Seriously Fun Food—classic dishes, newly inspired—celebrates the belief that food is for sharing and that every time we share a meal together it's a special occasion.

His commitment to quality and dedication to using as many local and organic products as possible quickly earned him top honors among the media.

After three years of crafting and serving his Seriously Fun Food to Southern New Hampshireites, Puskarich has expanded his offerings to include drop-off and full-service catering and event planning for weddings, corporate events, benefits and private entertaining.



You Really Like Us

Best Chef, Manchester

Hippo Press Reader's Choice Awards, 2010

Best New Eatery, Manchester

Hippo Press Reader's Choice Awards, 2008

Platinum Plate

NECN's TV Diner, 2008

Best Cuisine with a Twist

New Hampshire Magazine, Editor's Choice, 2008

[e-mail](#) [facebook](#) [newsletter](#) [signup](#)

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Michael Farrington
1320 Goffstown Road
mike@amoskeagdesign.com
Manchester, NH 03102

Office: 603.624.2400
Mobile: 603.860.9191
www.amoskeagdesign.com
www.dumbassgifts.com

Biography Summary:

Michael Farrington, a graphic designer, entrepreneur and creator of the DumBass® brand of humorous t-shirts and gifts. A senior graphic designer and engineer experienced in corporate branding, website design, print & electronic advertising as well as all design phases of user-interface software development. In 2006, after 7 years of high tech software development, his career path formally forked as he prepared the DumBass® brand for market and entered the retail industry. With a successful term in Concord-New Hampshire's Steeple Gate Mall a larger space, and a larger time commitment was going to be needed. At this point Michael chose Manchester-New Hampshire, his home-city of 16 years, to open a street-level brick and mortar storefront. Since March, 2007 Amoskeag Design/DumBass® Gifts has operated out of the same storefront in the heart of the Downtown District.

An active participant among downtown merchant's he co-founded The Shoppes of Historic Downtown Manchester (www.DowntownsGotIt.com), a volunteer association of merchant's committed to pooling resources and knowledge to better market and serve the residents, shoppers and visitors of the Downtown District.

Amoskeag Design/DumBass® Gifts can be visited at:
1 Stark Street
Manchester, NH 03101

Or, viewed at:
www.amoskeagdesign.com
www.dumbassgifts.com

Experience:

Amoskeag Design / Manchester, NH | 03/2006 – Present

Amoskeag Design is a commercial graphic design studio. The focus is on small start-ups with needs for corporate identity, web presence and marketing collateral.

Designer/Owner

- Designer/engineer of HTML web sites for small businesses in a variety of industries.
 - Design all graphics, Flash animation and CSS (Cascading Style Sheets).
- Designer of corporate identity kits for small businesses in a variety of industries.
 - Design corporate logo, stationary and marketing collateral.

DumBass Gifts / Manchester, NH | 03/2006 – Present

Dumbass® is a clothing and gift company dedicated to bringing smiles and humor to everyday life.

Creator/Owner

- Business Manager.
 - Soup to nuts.
- Marketing Director.
 - Soup to nuts.
- Retail.
 - Soup to nuts.
- Wholesale.
 - Soup to nuts.
- Custom Printing
 - Sales
 - Designer.

Symantec Corporation/VERITAS Software, Inc., Newton, MA | 11/2002 – 12/2005

Symantec is a global leader in providing software, appliances, and services to help individuals, small and mid-sized businesses, and large enterprises assure the security, availability, and integrity of their most important asset — information.

Software Engineer

- Member of CommandCentral Service Engineering team.
 - Designer/engineer of HTML layouts, graphics and CSS styles for various product specific, general user interface (GUI) components.
 - Corporate GUI standards quality assurance auditor.
 - Manager/designer/engineer of the CommandCentral Service knowledgebase intranet GUI.
- Member of CommandCentral Storage Engineering team.
 - Designer/engineer of layout, graphics and CSS styles for main GUI and various product specific GUI components.
 - Designer of 600+ icon library.
- Member of GUI Alignment Shared Tiles Initiative.
 - Visual designer/engineer of the corporate standard for web GUIs.
 - Visual designer/engineer of the CommandCentral Suite's shared web GUI during 4.0, 4.1 and 4.2 Releases.
 - Lead visual designer/engineer of all HTML based prototypes.
- Contributor of graphical aids to the Technical Publications group.

CriticalSites, Inc., Nashua, NH | 1/2002 - 11/2002

CriticalSites has over 35 years of experience in the Information Technology industry focusing on network security and consulting.

Software Engineer and Art Director

- Member of web-based engineering group.
 - Lead visual designer/engineer for client projects utilizing web GUIs.
- Member of Marketing group.
 - Designer of all electronic/print advertisements and promotions.
 - Managed corporate website, web-banners, print ads, direct mail pieces, product packaging and tradeshow materials.

NTP Software, Manchester, NH | 12/1998 - 1/2002

NTP Software is the worldwide leader in user-focused, policy based storage management.

Graphic Designer & Software Engineer

- Co-visual designer of the StorageReporter GUI.
- Member of Marketing group.
 - Designer/Manager of all electronic/ print advertisements and promotions, Flash-based product demos, corporate website, web-banners, print ads, direct mail pieces, product packaging and tradeshow materials.

Nanco/Nancy Sales Company, Chelsea, MA | 10/1987 - 12/1998

Nancy Sales/Nanco's Amusement Division is the leading supplier of licensed plush products to the amusement industry.

Creative Director of Amusement Division

- Designed and managed all submissions of artwork for national licenses such as MLB, NFL, NBA, Looney Tunes, and Cartoon Network through all phases of approval process.
- Manager and designer of annual 112 page product catalog.
- Manager and designer of national tradeshow exhibits and related signage.
- Designer of all trade ads.

Education:

Butera School of Art, Boston, MA | 09/1984 - 05/1987
Graphic Arts

Plymouth State University, Plymouth, NH | 02/1982 - 05/1983
Business Administration

Pinkerton Academy, Derry, NH | 09/1978 - 06/1981

Bryan Bernier

Objective

To obtain a position in an organization that will allow me to fully utilize my broad skill set in a challenging, yet rewarding work environment. Have the ability to dedicate myself to a company that will allow me to grow both professionally as well as personally.

Experience

2008-current Chittenden Insurance Group Manchester NH

Commercial Lines Sales Manager

- Worked with local businesses, municipalities, as well as non-profit groups to ensure proper risk management and insurance coverage.
- Developed and marketed many different products to a large territory while increasing market share within said territory.
- Ensured business was done in a compliant and legal manner within guidelines of company, state as well as companies which I represented.
- Produced over \$500,000 worth of billable premium in first 6 months with company.

2007-Current Liberty Mutual Insurance Bedford NH

Sales Representative

- Responsible for all aspects of marketing in defined territory to expand current market share in a very challenging market place.
- Worked with many different clients to establish working relationships to have the ability to market our product line to large groups. This included presenting to various levels of management as well as employees.
- Responsible for all aspects of compliance with all contracts as well as responsible for state and company audits
- Achieved many accolades including Pursuit of Excellence, The Lamplighter Award as well as numerous pacesetter awards, all given for being one of top performers in company. Was one of the regions top producers within the New England Region.

2005-2007 Northeast Community Mtg North Hampton NH

Senior Marketing/ Compliance Manager

- Consulted with President of company to expand territory, requiring me to work with local municipalities to obtain contracts, licenses and other permits to conduct business.
- Restructured marketing department to be more streamlined by hiring new employees and retraining current employees. This included adding new distribution channels to ensure maximum opportunities were achieved.
- Improved production for company by over 50% in less than year and helped manage acquisition process of two other companies.

1999–2005 Citigroup Manchester NH

Branch Manager

- Managed all facets of a 27.5 million dollar consumer branch.
- Increased sales over 142% by implementing new strategies and hiring and developing numerous employees.
- Achieved 126% of profit goal in one of thirty largest offices in the Country (3300 offices).
- Responsible for compliance for total operation, including federal, state and company audits. This included assurance all contracts were in order, as well as all licenses were processed correctly through many different organizations.
- Showed proven ability to lead by hiring and promoting more managers than any other office in the country.
- Achieved many accolades including Chairman's Forum (top 1% of managers in country.)
- Named to Chairman's Inner Circle (group that worked with upper management to help solve problems in the field).

1998-1999 Scudder Investments Salem NH

Account Service Representative

- Advised and counseled clients on different investment vehicles pertaining to retirement plans, pension plans as well as 401k and 403b plans.
- Worked with numerous large accounts to ensure compliance and satisfaction was present including but not limited to Mohawk Carpet, Farmers Insurance, as well as Longaberger Baskets.

Education

2003-2007 Southern NH University Manchester NH

- B.A. Business Administration
- Graduated *with honors*.

Affiliations

March of Dimes

Rotary International

Manchester Young Professionals

Manchester Chamber of Commerce

CHAD (Children's Hospital at Dartmouth)

NEWTON H. KERSHAW III

241 BARTLETT STREET • MANCHESTER, NH • 03102
CELL (603) 315-0214 • E-MAIL NKERSHAW@1PRNH.COM

WORK EXPERIENCE

1st Phoenix Resolution, LLC

New Hampshire

Managing Director – Distressed Real Estate Acquisitions, 2009-Present

- Oversee all aspects of a real estate company focused on acquisitions and sales of single family, multi-family and commercial property. Emphasis on foreclosures and bank owned properties.
- Strategic focus on growth of a proprietary portfolio of multifamily properties consisting of over 250 rental units.
- Oversee property rehabs statewide, to include Hillsborough, Merrimack, Rockingham, Cheshire, Belknap and Strafford counties.

Stebbins Commercial Properties, Inc.

Manchester, NH

Commercial Real Estate Advisor 2007-Present

- Licensed NH commercial real estate salesperson (2005 – present).
- Focus on sales, leasing and management of commercial real estate, including office, industrial, and retail and investment properties.
- Advise developers through design, permitting, build-out and project marketing phases.
- Act as consultant and valuation advisor.

BAE Systems, Inc.

Merrimack, NH

Defense Contracting – Business Management, 2004-2007

- Acted under a secret US government clearance as Business Manager for a \$50M portfolio of Advanced Systems & Technologies defense contracts.
- Assured successful execution of programs through establishment, application, and maintenance of program plans.
- Conducted earned value performance measurement tasks to include work authorization, progress measurement on cost, schedule, manpower, and material plans, analysis of variances from plan, and recommended and implemented corrective action.
- Prepared program reviews and status reports for program executives and company management.
- Analyzed, forecasted, and reported on cost, sales, income, orders, manpower, material, and other related financial data in support of operating plan and long range plan.
- Supported new business proposals through management review and negotiation.

Lehman Brothers

New York, NY

Associate – Fixed Income CFO Division, Mortgages Trading, 2002-2004

- Managed revenue recognition and reserve processes.
- Implemented capital optimization policies through analyses of balance sheet targets, inventory aging, and asset liquidity.
- Calculated asset pricing and collateral adequacy backing Lehman Brothers credit lines to sub-prime mortgage lenders.

- Implemented database used to track historical and forecasted securitizations and whole loan sales.
- Managed relationships with internal and external auditors.

FINANCIAL MANAGEMENT TRAINING PROGRAM – 3 Rotations

Analyst – Global Equities Consolidations, 2002

- Consolidated the Global Equities Division balance sheet and associated cash capital.
- Worked with the Equities trading desks to determine appropriate balance sheet and cash capital budgets and projection levels.
- Worked with Treasury to determine long-term debt charges associated with the cost of carry.

Analyst – Budgeting and Business Performance Measurement, 2001

- Prepared firm-wide mid-year business reviews and year-end budget packages for the Lehman Brothers Executive Committee.
- Prepared presentations and analyses for the CFO and Global Controller.
- Prepared monthly reporting of the risk associated with capital usage (Risk Equity).

Analyst/ Controller – AAA Rated Fixed Income Legal Entity (LBDF), 2000

- Acted as controller of “Lehman Brothers Derivatives Products.”
- Prepared daily analysis of mark-to-market, tenor, collateral, capital and liquidity requirements.
- Reviewed new trades, trade changes, trade terminations and trade confirmations for accuracy and logic between multiple reporting systems.
- Prepared weekly reporting packages and compiled market data analyses to be reviewed by Ernst & Young and sent to rating agencies (S&P, Moody’s).
- Reviewed reports to ensure adherence to legal entity operating guidelines.

AFFILIATIONS & COMMUNITY INVOLVEMENT

Manchester Young Professionals Network (MYPN)

- Board Member (2010 – Present)

Moore Center Services, Inc.

- Member, Finance Committee (2008 – Present)
- Member, Pension Committee (2009 – Present)

Council for Retirement Plan Professionals – 501(c)(3)

- Founding Member (2007 – Present)

CIBOR [Commercial Investment Board of REALTORS]

- Member (2007 – Present)

CCIM [Certified Commercial Investment Member]

- Candidate (2007 – Present)

Greater Manchester Chamber of Commerce

- Past Chairman (2007-2010) – Green Buildings Subcommittee

Leadership Greater Manchester

- Graduate – Class of 2009

EDUCATION

Syracuse University, BS 2000 Syracuse, New York

Double Major: Finance, Entrepreneurship Minor: Economics

- Magna Cum Laude

Oxford University - 1999 (Hilary Term) Oxford, England

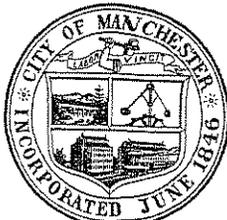
Concentrations: Int'l Finance & Banking; Economics and the European Union

- Academic Honors

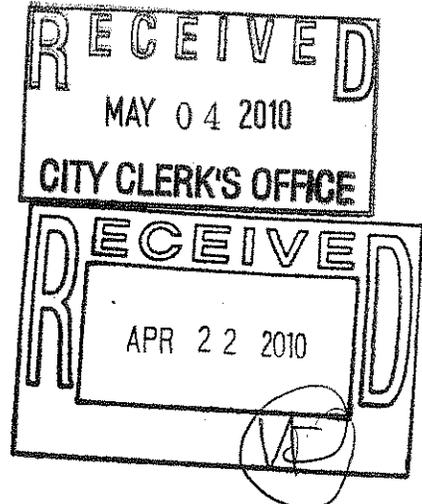
PERSONAL

Owner / Operator of over 100 market rate multi-family rental units.

5/4/10 Nominated



CITY OF MANCHESTER
Board of Aldermen



MEMORANDUM

TO: Board of Mayor and Aldermen
FROM: Alderman At-Large Lopez
Chairman of the Board *[Signature]*
DATE: April 22, 2010
RE: Aldermanic Appointment to the Conduct Board

It is with great pleasure that I am able to announce that Daniel A. Yianakopolos has accepted my invitation to complete the term of the current vacancy on the Conduct Board (Aldermanic Appointment). Mr. Yianakopolos' term will expire on October 1, 2011.

A copy of his information has been attached. Thank you.

Daniel A. Yiannakopoulos
73 Meadow Lane
Manchester, NH 03109
Home: 603-669-7744
Cell: 603-759-1009.
Email: dyank@comcast.net

Oct. 31, 2006 – Retired after 37 years with the US Postal Service as a letter carrier.

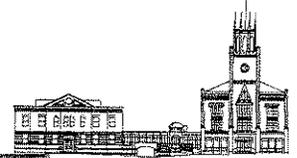
**Jan. 1989 –Present- President of the National Association of Letter Carriers Branch
44.**

**Education – St. Marie High School
Manchester, NH Graduated 1967**

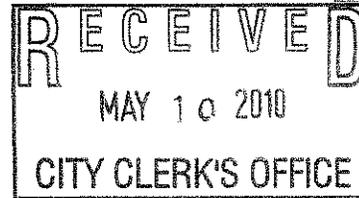


CITY OF MANCHESTER

Economic Development Office



May 10, 2010



Theodore L. Gatsas, Mayor
Board of Mayor & Aldermen
One City Hall Plaza
Manchester, NH 03101

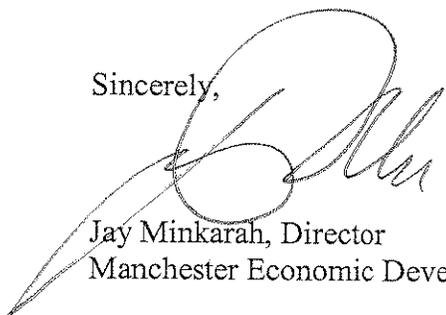
RE: World's Championship Chili Cookoff Fund

Dear Mayor Gatsas and Members of the Board:

In order to cover the costs associated with the World's Chili Championship Cookoff, the steering committee, staff and other volunteers plan to raise funds through private sponsorships, ticket sales, vendor space leases and other sources. To facilitate these transactions, I respectfully request that the Board authorize the Finance Officer to establish a separate fund to accept future contributions toward the Chili Cookoff and to expend those funds for costs associated with the event. Our goal is to raise \$150,000 for the Cookoff.

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

Sincerely,



Jay Minkarah, Director
Manchester Economic Development Office

cc: William Sanders
Samantha Piatt
Chris Wellington

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Sections 33.024, & 33.026 (Fire Training Instructor) 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:

Title change for Fire Training Officer, Class Code 9095

SECTION 33.026 CLASS SPECIFICATIONS be amended as follows

Change Class Specification for Fire Training Officer, Class Code 9095
non-exempt (spec. attached)

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 Ten

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Six Thousand Eight Hundred Twenty Six Dollars (\$96,826) for the FY 2010 CIP 412910 VAWA (Recovery Act Funding) Program.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$96,826 from the State of New Hampshire Department of Justice for the implementation of the Stop Violence Against Women Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By adding:

FY 2010 CIP 412910 – VAWA (Recovery Act Funding) Program - \$96,826 State

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

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing, transferring and appropriating funds in the amount of Five Hundred Thirteen Thousand Four Hundred Thirty Six Dollars (\$513,436) for the FY 2010 CIP 412010 SCBA Replacement 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 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$504,972 for the replacement of the self contained breathing apparatus and face mask retrofit;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

By revising:

FY 2010 CIP 412010 – SCBA Replacement Project - \$513,436 Federal & Local Funds
From \$749,090 Cash to \$513,436 Federal (\$471,120 Federal, \$33,852 Federal & \$8,484 Local Match – Fire Department Operating Budget)

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

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

"Authorizing the Finance Officer to Make Certain Budgetary Closings
for the Fiscal Year 2010."

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

- I. That the Finance Officer be and he is hereby authorized to make all necessary transfers, carry-forwards and closings, to balance the departmental accounts and all other accounts for the year 2010 and to submit to the Board of Mayor and Aldermen for their approval, at a future date, all such transfers, carry-forwards and closings executed by his department.
- II. Resolved that this resolution shall take effect upon its passage.