

AGENDA

BOARD OF MAYOR AND ALDERMEN

August 3, 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. Update from Susan Howland, Director of Homeless Services for Granite United Way regarding the Homeless Service Center.

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 February 2, 2010 (two meetings), February 3, 2010 (one meeting), February 10, 2010 (one meeting), February 16, 2010 (three meetings), February 17, 2010 (one meeting), March 2, 2010 (two meetings), March 3, 2010 (two meetings), March 10, 2010 (one meeting), March 16, 2010 (two meetings), March 24, 2010 (one meeting), and March 29, 2010 (one meeting).

Approve under supervision of the Department of Highways

- B. Pole Petitions:

11-1273	(1) Pole Kelly Avenue
11-1276	(1) Pole 55 South Commercial Street
11-1275	282 Belmont Street

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

C. Sidewalk Petitions:

20 Abbott Street
71 Cody Street
419 Bridge Street
344 Seames Drive
188 Westwood Drive
155 Westwood Drive
Worthley Road
246 North Gate Road
106 Skyview Road
89 Ray Street
134 Applecrest Road

Accept and Remand funds for the purpose intended

- D. Accept and remand funds in the amount of \$250.00 from US First to be used for the care of the accelerant detection canine.

Ratify and Confirm Phone Poll

- E. The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that a request from Rimmon Heights Neighborhood Watch Group for permission to hang a banner on Kelley Street and on Hanover Street for their National Night Out event scheduled for August 7, 2010. be approved.
(Unanimous vote with the exception of Alderman O'Neil who could not be reached, conducted via phone poll on July 16, 2010)

Information to be Received and Filed

- F. Monthly Bulletin from the City of Manchester Health Department for June/July 2010.
- G. Approved minutes from the MTA Commission meeting held May 25, 2010, May 2010 Financial Report, and May 2010 Ridership Report submitted by Michael Whitten, Executive Director MTA.

REFERRAL TO COMMITTEE

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- H. Communication from Alderman Arnold regarding tax exemptions for individuals.

REPORTS OF COMMITTEES

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

- I. Recommending that the request from the Economic Development Director for permission to hang a banner across Hanover Street to promote the Chili Cook-off event from September 1st to October 4th be approved.

The Committee further notes that a request has been previously approved for a banner to be hung across Hanover Street from September 17, 2010 to September 19, 2010 for Glendi. The Chili Cook-off banner will need to be taken down for that period.

(Unanimous vote conducted via phone poll on July 26, 2010)

- J. Recommending that the request from the Economic Development Director, on behalf of Newbury Development, for permission to hang banners on three light poles along Riverwalk Way to promote the Riverwalk Place Project be approved.

(Unanimous vote conducted via phone poll on July 26, 2010)

COMMITTEE ON COMMUNITY IMPROVEMENT

- K. Recommending that a request for sewer abatement for 34-36 Mason Street be denied as recommended by EPD.

(Unanimous vote)

- L. Recommending that a request for sewer abatement for 22 Lovering Street be granted and approved in the amount of \$382.32 as recommended by EPD.

(Unanimous vote)

- M. Recommending that a request for sewer abatement for 1509 Elm Street be granted and approved in the amount of \$7,055.50 as recommended by EPD.
(Unanimous vote)

- N. Recommending that a request for sewer abatement for 25 Claremont Avenue be granted and approved in the amount of \$4,289.50 as recommended by EPD.
(Unanimous vote)

- O. Recommending that a request for sewer abatement for 598 Corning Road be granted and approved in the amount of \$406.57 as recommended by EPD.
(Unanimous vote with the exception of Alderman Craig who abstained.)

- P. Recommending that a request for sewer abatement for 618-620 Prescott Street be granted and approved in the amount of \$193.96 as recommended by EPD.
(Unanimous vote)

- Q. Advising that the communication from the Highway Department regarding vehicle purchases has been received and filed.
(Unanimous vote)

- R. Recommending that the Public Health Director be authorized to register their 2011 Car Mate trailer.
(Unanimous vote)

- S. Recommending that the portion of Francis Street described within be released and discharged from public servitude.
(Unanimous vote)

- T. Recommending that the attached request for a \$20,000 loan to Neighborworks Greater Manchester be approved.
(Unanimous vote)

**SPECIAL COMMITTEE ON PARKING
(In the Vicinity of High Schools)**

U. Recommending that Ordinance Amendment:

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by adding a new Residential Parking Permit Zone #8 in Section 70.55(D) (8) Residential Parking Permit Zone #8 (Central High School area) and (G) (5) special restrictions for zone eight.”

be approved.

The Committee further notes that the Ordinance Amendment has been sent to the Committee on Public Safety, Health and Traffic for review and approval.

(Unanimous vote)

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

5. Nomination(s) to be presented by Mayor Gatsas, if available.
6. Communication from Matthew Normand, City Clerk, requesting the Board set the polling hours from 6:00 a.m. - 7:00 p.m. for the State Primary Election to be held on Tuesday, September 14, 2010 and the State General Election to be held on Tuesday, November 2, 2010.
Ladies and Gentlemen, what is your pleasure?
7. Communication from William Sanders, Finance Officer, requesting approval to establish a special account for payment of the MCAM building and equipment leases which became City obligations effective July 1, 2010, and authorization to expend the funds required to pay the leases when they are due.
Ladies and Gentlemen, what is your pleasure?

8. Report(s) of the Committee on Public Safety, Health and Traffic, if available.
Ladies and Gentlemen, what is your pleasure?

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

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

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

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

“Amending Section 33.024, 33.025, 33.026 (Crime Analyst) 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.

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

“Designation of Recovery Zone and Allocation of Recovery Zone Economic Development Bond and Recovery Zone Facility Bond Volume Cap.”

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

14. Bond Resolutions: **(A motion is in order to read by title only.)**

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred Thousand Dollars (\$1,700,000) for the 2008 CIP 710908 – Construction Cohas Brook Phase II, Contract 3.”

“Authorizing Bonds, Notes and Lease Purchases in the amount of Six Million Dollars (\$6,000,000) for the 2008 CIP 711008 – Design & Construction of Incinerator Upgrade of WWTF.”

“Authorizing Bonds, Notes and Lease Purchases in the amount of Four Million Dollars (\$4,000,000) for the 2008 CIP 711208 Grit Chamber Upgrade.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Million Dollars (\$7,000,000) for the 2009 CIP 712209 Cohas Brook Phase III Contract I.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2009 CIP 712309 Construction of Cohas Brook Phase II.”

“Authorizing Bonds, Notes or Lease Purchases in the amount of Forty Three Million Five Hundred Thousand Dollars (\$43,500,000) for the 2011 CIP 810411 Public Safety Complex.”

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

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

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

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

June 22, 2010

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

**PUBLIC SERVICE OF NEW HAMPSHIRE
&
Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE**

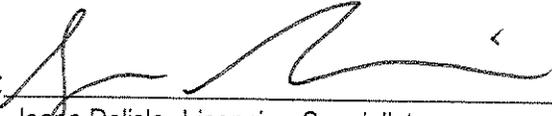
request a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary, along, across, and under the following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

License one (1) pole(s), 146/21PB located on Kelly Avenue in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE".

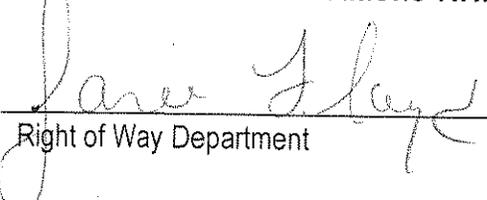
Plan No. 11-1273
Dated: 6/11/2010

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 

Jeanne Delisle, Licensing Specialist

**Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE**

BY: 

Right of Way Department

B-1

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

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

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

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

POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 2

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

ORDERED

That PUBLIC SERVICE OF NEW HAMPSHIRE AND Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE be and hereby are granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary in the public way, or ways, hereinafter referred to as requested in the petition of said Companies dated the 22nd day of June, 2010.

All construction under this order shall be in conformity with the Laws of the State of New Hampshire and the Ordinances of the City of Manchester, NH, and this license is granted, subject to its approval by the Surveyor of Highways and to certain conditions which are printed on the reverse side of this order, also the following designations and definitions, before this license shall be in full force and effect;

The maximum and minimum length of said poles shall be 60 feet and 25 feet; height of structures 52 feet and 20 feet. The approximate locations of poles and structures, including where applicable the approximate distance thereof from the edge of the traveled roadway, or of the side-walk, and of underground conduits and cables are designated or defined as shown upon a plan marked "POLE LOCATION PLAN - PUBLIC SERVICE OF NEW HAMPSHIRE AND Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE" No. 11-1273, dated 6/11/2010 attached to and made a part of this order. All of said wires and cables except such as are vertically attached to poles and structures shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

Underground conduits, wires and cables shall be not less than current minimum requirements of the National Electrical Safety Code below the surface of the roadway.

This license is granted as to the following public ways or parts of ways in Manchester, New Hampshire.

License one (1) pole(s), 146/21PB located on Kelly Avenue in the City of Manchester.

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

Approved
Dept. of Highways

BY: _____
_____, Surveyor

ATTEST _____
Matthew Normand, City Clerk

Received _____ at **Manchester** and recorded in Records of Pole Location Licenses.
Vol., _____, Page _____, filed and an attested copy delivered to the said Public Service of New
Hampshire and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

ATTEST _____
Matthew Normand, City Clerk

POLE LOCATION PLAN

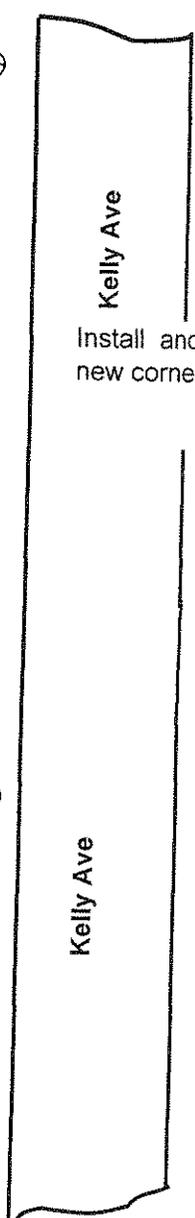
PUBLIC SERVICE OF NEW HAMPSHIRE and
Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

DATE 06/11/2010
MUNICIPALITY: Manchester
STREET / ROAD: Kelly Avenue
PSNH OFFICE: Hooksett
PSNH ENGINEER: John Amato
TELCO ENGINEER: Jeff Walz

LICENSE NO. 11-1273
STATE HWY. DIV. NO. 5
STATE LICENSE NO. _____
WORK REQUEST# 1360824
WORK FINANCIAL # 9Y020302
TELCO PROJECT # _____

INDICATE NORTH WITH AN ARROW

Pole Numbers		Pole Sz-Cl	Eq BH	INSTALL		REMOVE	REF	100% LTS	J/O	100% TEL	Span	DIST. FROM	Remarks	DOC REQ
LTS	TEL			POI F	PB									
<u>146</u> 25Y	<u>4304</u> 19.5												Reference Pole	
<u>146</u> 25	<u>4304</u> 19												Lt to set new Jt anchor	
<u>146</u> 22	<u>4304</u> 16	45cl3											Lt to set new 45 cl 3 Jt pole	
<u>146</u> 21PB	<u>4304</u> 17												install new 40' class 3 pushbrace	
<u>146</u> 20	<u>4304</u> 16												Reference Pole	
<u>146</u> 19	<u>4304</u> 15												Reference Pole	



B-4

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

July 6, 2010

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

PUBLIC SERVICE OF NEW HAMPSHIRE

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

License one (1) pole(s), 1307/2 located on 55 South Commercial Street in the City of Manchester.

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

Plan No. 11-1276
Dated: 6/8/2010

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 
Jeanne Delisle, Licensing Specialist

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

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

"In accordance with the requirements of RSA 72:23, 1(b) the licensee(s) and any other entity now or hereafter using or occupying municipal property pursuant to the is license shall be responsible for the payment of, and shall pay, all properly assessed personal and real property taxes no later than the due date. Failure to pay duly assessed personal and real property taxes when due shall be cause to provide a written notice to said licensee to show cause by a date certain specified in the notice to said license should not be terminated for nonpayment of the sums due.

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

POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 2

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

ORDERED

That PUBLIC SERVICE OF NEW HAMPSHIRE be and hereby are granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary in the public way, or ways, hereinafter referred to as requested in the petition of said Companies dated the 6th day of July, 2010.

All construction under this order shall be in conformity with the Laws of the State of New Hampshire and the Ordinances of the City of Manchester, NH, and this license is granted, subject to its approval by the Surveyor of Highways and to certain conditions which are printed on the reverse side of this order, also the following designations and definitions, before this license shall be in full force and effect;

The maximum and minimum length of said poles shall be 60 feet and 25 feet; height of structures 52 feet and 20 feet. The approximate locations of poles and structures, including where applicable the approximate distance thereof from the edge of the traveled roadway, or of the side-walk, and of underground conduits and cables are designated or defined as shown upon a plan marked "POLE LOCATION PLAN - PUBLIC SERVICE OF NEW HAMPSHIRE" No. 11-1276, dated 6/8/2010 attached to and made a part of this order. All of said wires and cables except such as are vertically attached to poles and structures shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

Underground conduits, wires and cables shall be not less than current minimum requirements of the National Electrical Safety Code below the surface of the roadway.

This license is granted as to the following public ways or parts of ways in Manchester, New Hampshire.

License one (1) pole(s), 1307/2 located on 55 South Commercial Street in the City of Manchester.

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

Approved
Dept. of Highways

BY: _____
_____, Surveyor

ATTEST _____
Matthew Normand, City Clerk

Received _____ at **Manchester** and recorded in Records of Pole Location Licenses.
Vol., _____, Page _____, filed and an attested copy delivered to the said Public Service of New Hampshire.

ATTEST _____
Matthew Normand, City Clerk

6-7

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

July 6, 2010

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

**PUBLIC SERVICE OF NEW HAMPSHIRE
&
Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE**

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

License two (2) pole(s), 27/28-1A, 27/28-1 located on 282 Belmont Street in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE".

Plan No. 11-1275
Dated: 6/30/2010

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: 
Jeanne Delisle, Licensing Specialist

**Northern New England Telephone Operations LLC
d/b/a FairPoint Communications-NNE**

BY: 
Right of Way Department

POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 2

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

ORDERED

That PUBLIC SERVICE OF NEW HAMPSHIRE AND Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE be and hereby are granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary in the public way, or ways, hereinafter referred to as requested in the petition of said Companies dated the 6th day of July, 2010.

All construction under this order shall be in conformity with the Laws of the State of New Hampshire and the Ordinances of the City of Manchester, NH, and this license is granted, subject to its approval by the Surveyor of Highways and to certain conditions which are printed on the reverse side of this order, also the following designations and definitions, before this license shall be in full force and effect;

The maximum and minimum length of said poles shall be 60 feet and 25 feet; height of structures 52 feet and 20 feet. The approximate locations of poles and structures, including where applicable the approximate distance thereof from the edge of the traveled roadway, or of the side-walk, and of underground conduits and cables are designated or defined as shown upon a plan marked "POLE LOCATION PLAN - PUBLIC SERVICE OF NEW HAMPSHIRE AND Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE" No. 11-1275, dated 6/30/2010 attached to and made a part of this order. All of said wires and cables except such as are vertically attached to poles and structures shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

Underground conduits, wires and cables shall be not less than current minimum requirements of the National Electrical Safety Code below the surface of the roadway.

This license is granted as to the following public ways or parts of ways in Manchester, New Hampshire.

License two (2) pole(s), 27/28-1A, 27/28-1 located on 282 Belmont Street in the City of Manchester.

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

Approved
Dept. of Highways

BY: _____
_____, Surveyor

ATTEST _____
Matthew Normand, City Clerk

Received 7/20/10 at Manchester and recorded in Records of Pole Location Licenses.
Vol., T, Page 14, filed and an attested copy delivered to the said Public Service of New
Hampshire and Northern New England Telephone Operations LLC d/b/a FairPoint Communications-NNE

ATTEST _____
Matthew Normand, City Clerk

B-10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
JUL 07 2010
CITY CLERK'S OFFICE

I/we, Russell HARDACRE, the
Name(s)

owner(s) of the real estate abutting upon 20 Abbott St
Street Address
Manchester, NH 03102

Description (including footage):
looking for AN ESTIMATE ON
40' of curbing in front of
my house

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: Russell Hardacre
Owner

20 Abbott St Manchester NH
Owner
Mailing Address
03102

Phone #: 603 315 8190 Date: 7/2/10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
JUL 09 2010
CITY CLERK'S OFFICE

I/we, Nick + Kristin Ruston, the

owner(s) of the real estate abutting upon 419 Bridge St.

Manchester, NH 0310

Description (including footage): 46 feet needed on Beacon St. Property line. About 10 feet already exist, but then stop.

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: *Kristin Ruston* Owner

Kristin G. Ruston Owner

419 Bridge St. Manchester NH 03104 Mailing Address

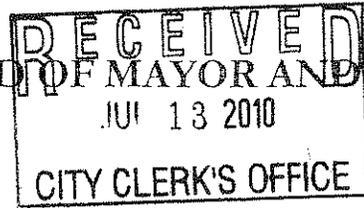
Phone #: 603-930-0180 Date: July 07, 2010

C-3

Ue



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:



I/we, John + Michelle Gagnon, the
Name(s)

owner(s) of the real estate abutting upon 344 Seames Drive
Street Address

Manchester, NH 03103

Description (including footage): We wish to have a curbstone installed from the right side of driveway (when facing house) to the left side of neighbors driveway at 354 Seames Dr.

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: John Gagnon
Owner

Michelle Gagnon
Owner

344 Seames Dr. Manchester, NH 03103
Mailing Address

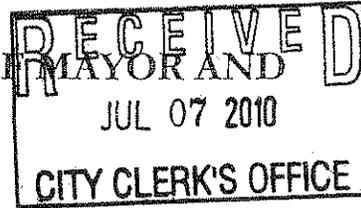
Phone #: 644-7086-H
860-6537-C

Date: 6/22/10

C-4



TO THE HONORABLE BOARD OF
MAYOR AND
ALDERMEN:



I/we, ERNEST M. SULLIVAN, the
Name(s)

owner(s) of the real estate abutting upon 199 WESTWOOD DRIVE
Street Address

Manchester, NH 0310

Description (including footage): LOT NO. 22
TOTAL FRONTAGE: 40 FT
CUT-OUT FOR SINGLE WIDTH DRIVEWAY = 11 FT
NO WALKWAYS EXTEND FROM HOUSE TO CURB.
NO SIDEWALKS ON EITHER SIDE OF STREET

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:

Ernest M. Sullivan
Owner

Owner

199 WESTWOOD DR.
Mailing Address

Phone #:

603-668-5457

Date:

JULY 5, 2010



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
JUL 07 2010
CITY CLERK'S OFFICE

I/we, Manuel C. Phillips ; Susie E. Phillips, the
Name(s)

owner(s) of the real estate abutting upon 155 Westwood Dr.
Street Address

Manchester, NH 03103

Description (including footage): APPROXIMATE Curbing Length : Seventy (70) Feet.

155 Westwood Dr. MANCHESTER, NH 03103

Parcel Identification : 688/107.

Property Type Code : 1010

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: Manuel C. Phillips
Owner

Susie E. Phillips
Owner

155 WESTWOOD DR. MANCHESTER, NH 03103
Mailing Address

Phone #: (603) 627-1629

Date: 07-05-2010



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
MANCHESTER CITY CLERK

I/we, Howard E. & Roseann M. Helwig, the
Name(s) (Helwig)

70 JUL 15 08:18

owner(s) of the real estate abutting upon Worthley Road (see Attached pm)
Street Address

Manchester, NH 0310

Description (including footage): 33' Frontage with 14' opening

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

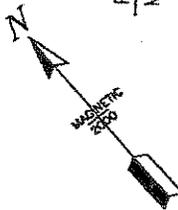
hereby agreeing that if said improvement is made, I/we will pay one-half (1/2) the cost of same. I/we the undersigned request your Honorable Board to grant this petition and to direct the Public Works Director to prepare and execute the necessary agreement between said petitioner(s) and the City of Manchester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

Signed: Howard E. Helwig
Owner

224 Sylvester Street Manchester NH.
Mailing Address

Phone #: 641-3912

Date: 7-15-2010



WORTHLEY ROAD

PROPERTY IS ZONED R-1B
 MINIMUM SETBACKS
 FRONT 20'
 SIDE 10'
 REAR 30'
 MINIMUM FRONTAGE 75'
 MAXIMUM HEIGHT 35'
 MAXIMUM STORIES 2.5

PROPOSED CURB CUT

S 44°49'44" W
 33.09'

N 49°21'30" E
 136.17'

N 49°21'30" W
 133.76'

N 49°21'30" E
 75.00'

N 49°21'30" W
 75.00'

N 40°38'30" E
 33.00'

N 49°21'30" E
 30'

N 41°08'41" E
 273.81'

S 74°05'51" E
 82.91'

S 41°08'41" W
 308.51'

S 75°02'24" E
 77.20'

S 74°05'51" E
 82.91'

S 75°02'24" E
 77.20'

TAX MAP 595
 LOT 10A
 0.102 AC.

TAX MAP 595
 LOT 10

TAX MAP 595
 LOT 20

TAX MAP 595
 LOT 24

TAX MAP 595
 LOT 25

TAX MAP 595
 LOT 19

TAX MAP 595
 LOT 22

TAX MAP 595
 LOT 20

TAX MAP 595
 LOT 24

TAX MAP 595
 LOT 25

TAX MAP 595
 LOT 22

TAX MAP 595
 LOT 24

TAX MAP 595
 LOT 25

TAX MAP 595
 LOT 19

TAX MAP 595
 LOT 22

TAX MAP 595
 LOT 20

TAX MAP 595
 LOT 24

TAX MAP 595
 LOT 25

TAX MAP 595
 LOT 19

TAX MAP 595
 LOT 22

TAX MAP 595
 LOT 20

TAX MAP 595
 LOT 24

FOUND BOUND STONE (TYP.)

BOARD FENCE

STONE AND MORTAR WALL

2' WOOD FENCE WITH STONE POSTS

5/8" REBAR SET W/CAP UP 0.1'

EXISTING CURB CUT (40' OPNG.)

GRAVEL DRIVE

STONE RET. WALL

5/8" REBAR SET W/CAP - UP 0.1'

1" SQUARE WOODEN STK.

1" IRON PIPE FOUND - UP 2.1'

EXISTING CURB CUT (20' OPNG.)

EXISTING CURB CUT (TIE COURSE)

FOUND BOUND STONE (TYP.)

BOARD FENCE

STONE AND MORTAR WALL

2' WOOD FENCE WITH STONE POSTS

5/8" REBAR SET W/CAP UP 0.1'

EXISTING CURB CUT (40' OPNG.)

GRAVEL DRIVE

STONE RET. WALL

5/8" REBAR SET W/CAP - UP 0.1'

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EXISTING CURB CUT (20' OPNG.)

EXISTING CURB CUT (TIE COURSE)

FOUND BOUND STONE (TYP.)

BOARD FENCE

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EXISTING CURB CUT (40' OPNG.)

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STONE RET. WALL

5/8" REBAR SET W/CAP - UP 0.1'

1" SQUARE WOODEN STK.

1" IRON PIPE FOUND - UP 2.1'

EXISTING CURB CUT (20' OPNG.)

EXISTING CURB CUT (TIE COURSE)

FOUND BOUND STONE (TYP.)

BOARD FENCE

STONE AND MORTAR WALL

2' WOOD FENCE WITH STONE POSTS

5/8" REBAR SET W/CAP UP 0.1'

EXISTING CURB CUT (40' OPNG.)

GRAVEL DRIVE

STONE RET. WALL

5/8" REBAR SET W/CAP - UP 0.1'

1" SQUARE WOODEN STK.

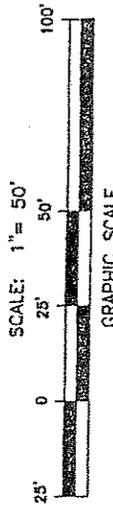
1" IRON PIPE FOUND - UP 2.1'

EXISTING CURB CUT (20' OPNG.)

EXISTING CURB CUT (TIE COURSE)

This plan is the result of measurements made and monumentation existing on 9-10-01 and 1-17-02.

THIS PLAN REPRESENTS A SURVEY OF THE FOUNDATION FOOTING AND OFFSETS FROM THE PROPERTY LINES TO SAID FOOTING. THE FOUNDATION WALL IS PROPOSED TO BE OFFSET AN ADDITIONAL 7" (0.58') INWARD AWAY FROM THE LOT LINES.



TAX MAP 595 LOTS 20 & 10A
 AS-BUILT FOOTING PLAN

PREPARED FOR
 HOWARD HELWIG
 224 SYLVESTER STREET
 MANCHESTER, N.H.

DATE: SEPTEMBER 10, 2001

SCALE: 1" = 50'

Bedford Design Consultants

ENGINEERS AND SURVEYORS
 Harvey Road, Hilltop Center, Unit 4, Londonderry, New Hampshire 03053-7439
 telephone: (603) 622-5533 Fax: (603) 622-4740 Website: www.bedforddesign.com

UPDATED: 1-17-02 ADDED FRONT LOT CORNERS
 BOUNDARY TIE & STONE RET. WALL





TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
JUL 19 2010
CITY CLERK'S OFFICE

I/we, MARJORIE S. HAGGARD AKA MARJORIE R. SHERWIN, the
Name(s)

owner(s) of the real estate abutting upon 246 N GATE RD
Street Address

Manchester, NH 03104

Description (including footage): LEVEL FRONTAGE APPROX 135 FT.
ONLY PROPERTY ON THE BACK W/OUT A CURB.
THE RESIDENCE ACROSS THE STREET JUST HAD GRANITE
CURBING INSTALLED (JULY 15, 2010)
REQUEST INSTALLATION OF CURBING FOR UNIFORMITY

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: Marjorie S. Haggard - AKA Marjorie R. Sherwin
Owner

246 N. GATE RD, MANCHESTER, NH 03104
Owner
Mailing Address

Phone #: 603-669-1537

Date: July 15, 2010



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

RECEIVED
MANCHESTER N.H.

I/we, LESLIE JOHN MAKERS the 10 JUL 21 2010 at 7:50
Name(s)

owner(s) of the real estate abutting upon 106 SKYVIEW RD
Street Address

Manchester, NH 0310

Description (including footage): INSTALL 77.97 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

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: Leslie J. Makers
Owner

106 SKYVIEW RD
Mailing Address

Phone #: 603-622-3659

Date: 7-20-10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

REC
MANCHESTER

David W. Follansbee and Donna S. Follansbee, TTEE for
I/we, The Follansbee Family Revocable Trust of 2008, the
Name(s)

70 JUL

owner(s) of the real estate abutting upon 89 Ray St.
Street Address

Manchester, NH 03104

Description (including footage): 43 feet of granite curbing
(55 foot lot width less 12 feet for drive way)
Radius curbing to be used at drive way opening.

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 W Follansbee TTEE, Follansbee Family Revocable Trust
Owner

Donna S. Follansbee TTEE, Follansbee Family Rev. Trust
Owner

89 Ray St. Manchester, NH 03104-2538
Mailing Address

Phone #: (603) 623-7757

Date: 20 July 10



TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN:

I/we, MICHAEL LANDIC ^{RECEIVED} _{MANCHESTER}, the
Name(s)

owner(s) of the real estate abutting upon 134 Applecrest rd
Street Address

Manchester, NH 03104

Description (including footage):
2000 sq ft + 2 story colonial

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: Michael Landic
Owner

134 Applecrest rd
Mailing Address

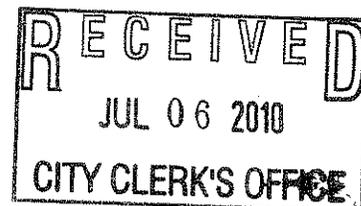
Phone #: 644-3292

Date: 7-12-10

James A. Burkush
Chief of Department



City of Manchester
Fire Department



TO: Board of Mayor and Aldermen

FROM: Chief James A. Burkush

JAB

DATE: July 1, 2010

RE: US *First* Donation

I am seeking approval from the Board of Mayor and Aldermen to accept a donation from US *First* in the amount of \$250.00. The donation would be used for the care of the accelerant detection canine. Please see attached letter from US *First*.



RECEIVED

JUN 23 2010

MANCHESTER FIRE DEPT

June 25, 2010

Manchester Fire Department
Manchester, New Hampshire 03101

To Whom It May Concern:

Enclosed please find an unrestricted donation from our organization, US *FIRST*, in the amount of \$250.00. Please utilize it with our thanks for your continuous support. It is sincerely recognized and appreciated and we are pleased to be able to send a donation. Thank you very much.

For *FIRST*,

Terry Durkin
VP-Finance

D-2

JUN 23 2010

MANCHESTER FIRE DEPT

6/22/10 40190 CITY OF MANCHESTER, NH \$250.00

FIRST
200 BEDFORD STREET
MANCHESTER, NH 03101-1103
(603) 666-3906

CITIZENS BANK
New Hampshire
54-153-1114

40190

Security Features. Details on back.

Memo: ANNUAL DONATION 40190 DATE Jun 22, 2010 AMOUNT *****\$250.00

PAY TO THE ORDER OF

Two Hundred Fifty and 00/100 Dollars
CITY OF MANCHESTER, NH
FIRE DEPARTMENT
100 MERRIMACK ST
MANCHESTER, NH 03101
USA

[Handwritten Signature]
AUTHORIZED SIGNATURE

⑆040190⑆ ⑆011401533⑆ 3300281484⑆

23

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that a request from the Rimmon Heights Neighborhood Watch Group for permission to hang a banner on Kelley Street and on Hanover Street for their National Night Out event scheduled for August 7, 2010 be approved.

(Unanimous vote with the exception of Alderman O'Neil who could not be reached, conducted via phone poll on July 16, 2010)

Respectfully submitted,

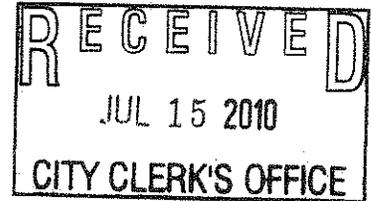
Kathleen J Gardner
Deputy
Clerk of Committee

On a vote conducted via phone poll on July 16, 2010 of the Board of Mayor and Aldermen, the report of the Committee was accepted and its recommendations adopted.

Kathleen J Gardner
Deputy City Clerk



OFFICE OF THE CITY CLERK
Business Licensing & Enforcement Div.
One City Hall Plaza
Manchester, NH 03101
Tel: (603) 624-6348 Fax: (603) 624-6481



July 15, 2010

To: Board of Mayor and Alderman

From: Kevin M. Kincaid
Business Licensing & Compliance

Date: 15 July, 2010

Re: National Night Out Event 2010
Rimmon Heights Group Banner Request

The Rimmon Heights Neighborhood Watch Group is seeking permission to hang a banner on Kelley St and On Hanover St for their National Night Out event scheduled to take place on 7 August, 2010. They would like to hang the banners as soon as permissible up to August 7th, 2010.

97.42 BANNERS OVER STREETS PROHIBITED.

No person shall erect or maintain a temporary or permanent banner over and above any street of the city for any purpose whatsoever, except by special license of the Board of Mayor and Aldermen.

Kevin M. Kincaid
Licensing & Compliance Coordinator
Business Licensing & Enforcement Div.
Office of the City Clerk

Board of Aldermen

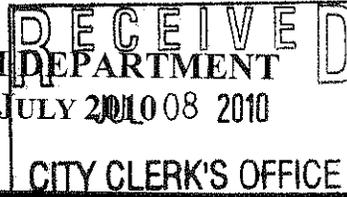
Yeas and Nays

Meeting: Phone Poll of the BUA

Date: 7/16/2010

Action: Accept the report of
the Committee on Admin.
Re: Banners on Kelley
and Hanover Streets

Alderman	Yea	Nay	Absent	Pass
Ward 1 - Craig	✓			
Ward 2 - Ludwig	✓			
Ward 3 - Long	✓			
Ward 4 - Roy	✓			
Ward 5 - Osborne	✓			
Ward 6 - Corriveau	✓			
At Large - O'Neil				
At Large - Lopez	✓			
Ward 7 - Shea	✓			
Ward 8 - DeVries	✓			
Ward 9 - Shaw	✓			
Ward 10 - Greazzo	✓			
Ward 11 - Ouellette	✓			
Ward 12 - Arnold				
TOTAL:	11			

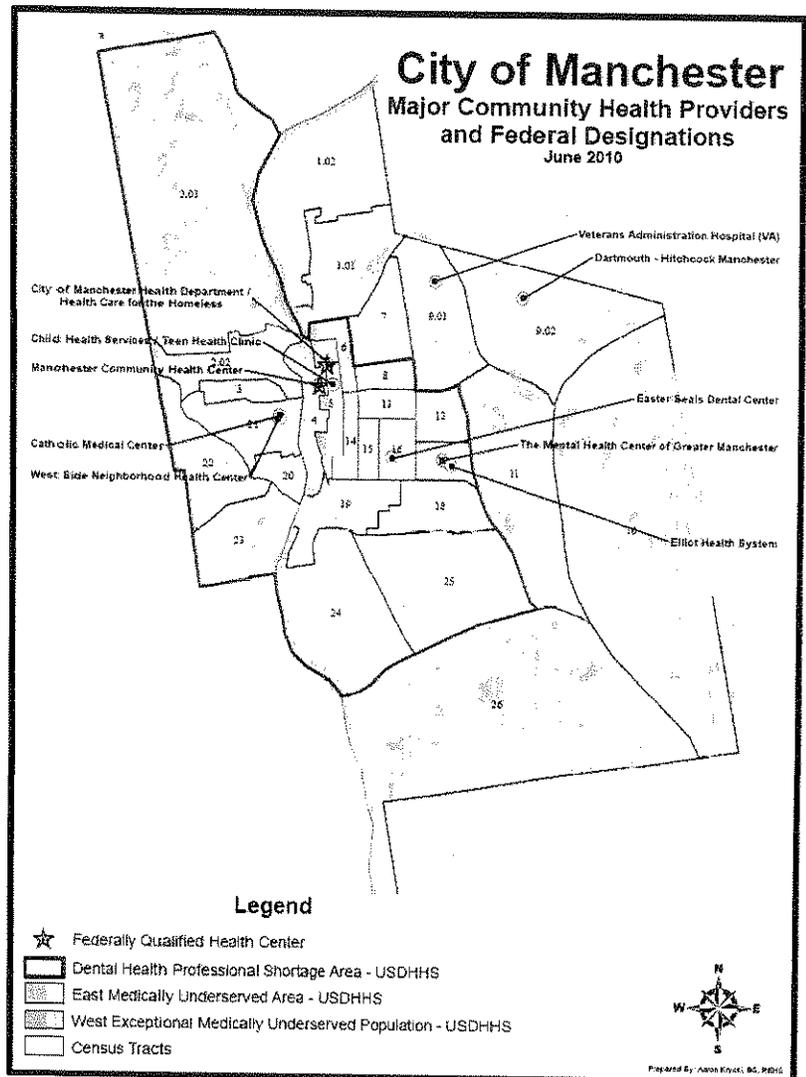


Chronic Disease Prevention & Neighborhood Health Division

Manchester's West Side Center City Neighborhoods Receive Exceptional Medically Underserved Population (E-MUP) Designation

Health Professional Shortage Areas (HPSA) and Medically Underserved Areas (MUA) are federal designations established under the US Public Health Service Act (Sections 330 and 332) designed to improve access to and availability of care for qualifying geographic areas (defined by population groups or facilities). By identifying health care shortage areas, communities become eligible for state and federal assistance to recruit and retain health professionals and potentially access additional reimbursement dollars through federally qualified health centers, with the overall intent of reducing the shortage. HPSA or MUA designations are determined using demographic indicators as well as measures of the availability of health professional resources within a contiguous area and the presence of unusually high needs, such as a high infant mortality rate or poverty rate.

The City of Manchester historically maintained a Medically Underserved Area designation in Census Tract 5 until the area was expanded in 2008 to include Census Tracts 6, 13, 14, 15 and 16, all situated on the East Side. Recent changes to local conditions, access barriers and availability indicators called for another expansion of the MUA to the West Side Center City, encompassing Census Tracts 2.02, 3, 20 and 21 (please see map). This "Exceptional Medically Underserved Population" designation must include a written recommendation from the Governor and the local public health official. In addition, twenty-one Census Tracts in Manchester have been designated as Dental Health Professional Shortage Areas (DPSA) due to the low provider (dentist) ratio to resident population.



To learn more about these shortage designations, please visit <http://bhpr.hrsa.gov/shortage/index.htm>

MISSION STATEMENT

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

Community Health Division

The Month of June is "Adolescent Immunization Month"

The Manchester Health Department is declaring the month of June as **Adolescent Immunization Month**. The Advisory Committee on Immunization Practices (ACIP) recommends that adolescents routinely receive meningococcal conjugate vaccine, as well as tetanus, diphtheria and acellular pertussis (Tdap) vaccine. The meningococcal vaccine protects youngsters from meningitis, while Tdap vaccine provides additional protection against pertussis (whooping cough). ACIP has also recommended routine vaccination with three doses of human papillomavirus (HPV) vaccine for young females. Human papillomavirus is the leading cause of cervical cancer in women. In addition, the flu vaccine is now recommended for everyone 6 months of age and older.

Although adolescent immunization coverage rates are increasing for routinely recommended vaccines, many teens still do not have all of the recommended immunizations. The need for immunization does not stop at childhood. Vaccines must be considered throughout one's life. Receiving the recommended adolescent immunizations will enable teens to achieve a healthier life and will also protect others within the community who may be vulnerable to vaccine-preventable disease.

For more information on adolescent immunizations or immunization clinic schedules, please call 624-6466 or visit www.manchesternh.gov.

Environmental Health & Public Health Preparedness Division

Mosquito and Tick-Borne Disease Prevention

With a significant increase in cases of Lyme disease in New Hampshire and the ongoing threat of mosquito-borne illnesses such as West Nile Virus (WNV) and Eastern Equine Encephalitis (EEE), the Manchester Health Department would like to remind residents to protect themselves from outdoor pests this summer while enjoying the outdoors. Please consider the follow tips to protect you and your family:

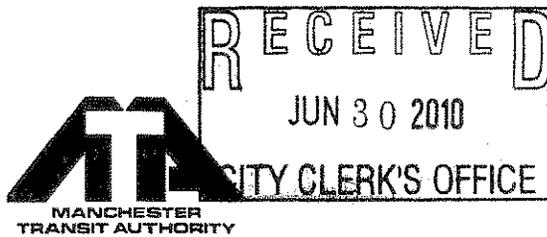
- Use insect repellent containing DEET, Picaridin, Oil of Lemon Eucalyptus or IR3535. Always follow the manufacturer's directions.
- Wear protective clothing such as light colored long-sleeved shirts and long pants.
- Avoid outdoor activity when mosquitoes are most active (dawn and dusk).
- Stay away from tick-infested areas such as overgrown grass and brush in your yard and the woods.
- Perform tick checks regularly and promptly remove any ticks, paying special attention to remove the mouthparts.

FOR MORE INFORMATION

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

F-2

**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
CAROL WILLIAMS
DANIEL H. BERGERON

MICHAEL WHITTEN
EXECUTIVE DIRECTOR

June 30, 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, June 29, 2010. Enclosed are the approved Minutes of the May 25, 2010 Commission Meeting, May 2010 Financial Report, and May 2010 Ridership Report.

The next scheduled Commission Meeting will be Tuesday, July 27, 2010 at 5:00 PM.

If you should have any questions, please feel free to contact me at extension 632.

Very truly yours,

A handwritten signature in black ink, appearing to read 'Michael Whitten', is written over a faint, larger version of the signature.

Michael Whitten
Executive Director

Enclosures

**MANCHESTER
TRANSIT AUTHORITY**

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



JOHN H. TRISCIANI, CHAIR
PETER ESCALERA, VICE CHAIR
JOSEPH DESELLE
CAROL WILLIAMS
DANIEL BERGERON

MICHAEL WHITTEN
EXECUTIVE DIRECTOR

Manchester Transit Authority

May 25, 2010 Commission Meeting

MEMBERS PRESENT:

Chairman John H. Trisciani
Vice Chairman Peter Escalera
Commissioner Joseph Deselle
Commissioner Carol Williams
Commissioner Daniel Bergeron

PERSONNEL PRESENT:

Jaimee Bellissimo, Asst. Executive Director
William J. Cantwell, Supt. of Administration
Karen Holden, Operations Planning Manager

PERSONNEL ABSENT:

Michael Whitten, Executive Director
Paul Beauregard, Shop Manager

1. a. Chairman TRISCIANI called the meeting to order at 5:30 PM.
- b. Minutes of April 27, 2010 Meeting. WILLIAMS made a motion to approve the minutes as presented. Seconded by DESELLE. All Commissioners in favor.

MANAGEMENT REPORTS

2. a. Financial Report for April 2010. DESELLE made a motion to approve the April 2010 Financial Report. Seconded by ESCALERA.

Transit Operation: CANTWELL reported transit revenues were \$82,881 (29.21%) less than budget due to loss of local subsidies from City of Manchester for the remainder of fiscal year and Town of Bedford cancelling their contract. Farebox, tickets, and shuttle revenues were \$6,497 (13.51%) less than budget; NH Unemployment Office is purchasing fewer tickets. Expenses were \$2,674 (0.78%) less than budget. Operator absences for the month resulted in an increase

in overtime wages for both Transit and StepSaver divisions. Installation of bicycle racks resulted in mechanics wages exceeding the budget for this month.

School Operation: CANTWELL reported school revenues were \$1,552 (2.80%) less than budget. School charters performed well for the month and are \$6,000 ahead of budget for the year. Expenses were \$34,008 (14.54%) less than budget; savings were in driver labor and mechanic labor (installation of bike racks). All other expenditures were reasonable as compared to the budget.

ESCALERA commented that the transit operation incurs a lot of overtime every month. CANTWELL replied we have an absenteeism problem; out of 26 transit operators 5 are steadily absent. There was discussion about absenteeism with CANTWELL stating this is currently being addressed in contract negotiations. BERGERON asked if the absenteeism is tracked to look at trends. CANTWELL replied they are tracking. ESCALERA questioned April's late electrical invoice and asked if this was part of the savings program we contracted through the City. CANTWELL affirmed.

The check register and accounts receivable were reviewed; no questions from the Board.

All Commissioners in favor of approving April 2010 Financial Report.

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

Ridership Statistics. BELLISSIMO reported ridership is down from last year except for StepSaver service which is continually increasing. BERGERON asked if the decrease in ridership is a seasonal trend or economy related. CANTWELL replied FY 2009 was the highest ridership in years because gasoline prices were at their highest. When gas prices went down under \$3.00/gallon and the

unemployment rate began to rise, we hit bottom and are working our way back up this fiscal period. Ridership comparisons to last year will never be favorable.

Transit Operating Statistics. BELLISSIMO reported there were 2 vehicle collisions and 1 missed tripped during the month. There were 8 complaints and 75 out of 78 trips sampled ran on time.

School Operating Report. HOLDEN reported we started the month with 70 drivers; licensed 4 and ended the month with 74 drivers. There were 3 drivers actively training and 5 drivers out on leave of absences. There were 70,904 school passenger boardings (down due to April vacation), 373 school bus charters, 3 complaints (driver behavior), 3 vehicle collisions (1 non preventable), no passenger accidents, and 1 on-the-job injury with no lost time.

Maintenance Report for April 2010. TRISCIANI reported there were 2 transit and 2 school bus road calls. There were 15 transit inspections scheduled with 17 completed and 20 school bus inspections scheduled with 15 completed. During the month they did 3 City repair orders. CANTWELL noted there were 22 days of on-the-job injury with lost time; 1 mechanic has been out of work for 2 months.

NEW BUSINESS

3. a. **Union Contract Negotiations - Update.** BELLISSIMO explained First Transit Negotiator Howard Ende and ATU Negotiator Richard Murphy were on site May 12th and 13th for contract negotiations and will return on June 21st and 22nd. These 2 days of negotiations were very productive.
- b. **Biron Bridge Proposal.** BELLISSIMO explained construction to replace the deck on the Biron Bridge should begin this summer. Pedestrians will not be allowed to cross the bridge and the Highway Department is requesting proposals

to shuttle pedestrians across the Biron Bridge. We submitted our proposal to travel back and forth every fifteen minutes between 6:00 AM to 10:00 PM, seven days a week, at a cost of \$52.50 per hour. We received a call late Friday, May 21st, that we were not awarded this work.

- c. **City Year Passes.** BELLISSIMO explained City Year is a volunteer program similar to the Peace Corps. Individuals pledge 11 months of service to a City where they will work on core issues. BELLISSIMO is requesting approval to give City Year volunteers serving the City of Manchester a free bus pass for the 11 month period they are volunteering services to the City of Manchester (August 1, 2010 - June 30, 2011). ESCALERA made a motion to provide free passes to the 55 City Year volunteers. Seconded by DESELLE. All Commissioners present in favor.
- d. **Stonyfield Farm Pilot Program.** BELLISSIMO said on June 1st we are adding an extension to the Airport route heading to Stonyfield Farms. She explained it adds .08 miles to the route and will not impact the schedule, but will be running 1 hour later. The owner of Stonyfield has requested bus service for employees that get out of work at 6:30 PM and the owner will be paying our costs to extend this service an extra hour.
- e. **National Arts Program.** BELLISSIMO announced that MTA employees have been given a pamphlet regarding the 5th Annual Exhibit of the National Arts Program for City of Manchester employees and family members to share their artistic abilities and compete for cash prizes. Registrations must be in by May 28th and will update the Board at the June meeting on the number of MTA employees participating.

- f. **Mayor's Senior Luncheon.** BELLISSIMO announced the Mayor has requested senior citizens attending the Mayor's Spring luncheon on June 18th be allowed free transportation to and from this event on our fixed route system. ESCALERA made a motion to allow senior citizens free transportation to attend this luncheon. Seconded by DESELLE. All Commissioners in favor.

OLD BUSINESS

4. a. **Safe Operations Policy.** HOLDEN updated the Board on the progress of the Safe Operations Policy. She explained last month the Safety Committee overhauled the cell phone policy and are now working on the second phase of the policy, "distracted driving", to regulate activities such as eating, drinking, and reading.
- b. **Bike Week.** BELLISSIMO explained we have two winners; Wendy Motamores and Kevin MacDonald. Both have been informed they have each won a bike and the award will be made public when WHITTEN returns from vacation.

OTHER BUSINESS

5. a. **Date for Next Meeting.** Tuesday, June 29, 2010.

With no further business to come before the Board, WILLIAMS made a motion to adjourn the meeting at 6:15 PM. Seconded by DESELLE. All Commissioners in favor.



Transit

May 2010

Manchester Transit Authority
Income Statement Transit
For the Eleven Months Ending May 31, 2010

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Farebox Revenue					
Farebox Revenue	\$24,264.92	\$29,814.00	\$277,548.44	\$333,914.00	(\$56,365.56)
Adult Fares	5,124.00	4,600.00	55,824.95	50,600.00	5,224.95
Adult Monthly Fares	8,930.00	5,750.00	93,093.80	63,250.00	29,843.80
Senior Citizens Fares	1,568.00	1,150.00	14,294.50	12,650.00	1,644.50
Senior Citizen Monthly Fare	1,025.00	1,035.00	14,716.50	11,385.00	3,331.50
Disabled Rider Fare	4,229.35	2,415.00	36,521.84	26,565.00	9,956.84
Student Fares	429.00	1,150.00	9,921.00	12,650.00	(2,729.00)
Total Farebox and Tickets	45,570.27	45,914.00	501,921.03	511,014.00	(9,092.97)
Shuttle and Excursions					
Shopping Shuttle	900.00	1,000.00	9,975.00	11,000.00	(1,025.00)
Excursion Revenue			640.00		640.00
Total Shuttle and Excursions	900.00	1,000.00	10,615.00	11,000.00	(385.00)
Other Revenue					
Sale of Fuel to City Departments	23,950.49	25,625.00	301,188.82	281,875.00	19,313.82
Sale of Maintenance Service to City	865.47	1,800.00	29,451.44	19,800.00	9,651.44
Advertising Revenue-Bus	5,668.00	5,000.00	66,864.76	55,000.00	11,864.76
Sale of Scrap Materials			1,686.75		1,686.75
Insurance Repair Reimbursement	5,000.00		15,413.58		15,413.58
Interest Income	87.97	250.00	989.80	2,750.00	(1,760.20)
Photo Picture ID Revenue	14.00	20.00	154.00	220.00	(66.00)
Other Non-Transp. Revenue		25.00	280.91	275.00	5.91
Total Other Revenue	35,585.93	32,720.00	416,030.06	359,920.00	56,110.06
Total Operational Income	82,056.20	79,634.00	928,566.09	881,934.00	46,632.09
Operating Assistance					
City of Manchester		81,188.00	900,000.00	893,068.00	6,932.00
Town of Bedford		3,600.00	21,600.00	39,600.00	(18,000.00)
State of New Hampshire				9,100.00	(9,100.00)
Federal Operating Subsidy	126,722.00	118,115.00	1,372,014.00	1,299,265.00	72,749.00
Total Operating Assistance	126,722.00	202,903.00	2,293,614.00	2,241,033.00	52,581.00
Total Revenue	208,778.20	282,537.00	3,222,180.09	3,122,967.00	99,213.09
Expenses					
Labor					
Transit Operator Wages	55,792.08	53,773.00	677,817.59	609,191.00	68,626.59
Transit Operator Overtime Wages	12,433.40	6,006.00	86,599.07	68,145.00	18,454.07
StepSaver Operator Wages	14,589.54	12,726.00	146,333.27	145,280.00	1,053.27
StepSaver Operator Overtime Wages	2,546.70	1,502.00	23,647.16	17,037.00	6,610.16
Mechanic Wages	18,246.71	11,797.00	137,788.01	137,427.00	361.01
Mechanic Overtime Wages	243.80		11,984.45		11,984.45
Transp. Admin Wages	12,334.21	8,730.00	117,030.68	101,707.00	15,323.68
Transp. Admin Overtime Wages	31.49		615.01		615.01
Maint. Admin Wages	4,278.19	3,669.00	45,479.78	42,749.00	2,730.78
General Admin Wages	6,424.69	7,077.00	77,250.27	82,446.00	(5,195.73)
Gen. Admin Overtime Wages		57.00		627.00	(627.00)
Total Labor	126,920.81	105,337.00	1,324,545.29	1,204,609.00	119,936.29

Manchester Transit Authority
Income Statement Transit
For the Eleven Months Ending May 31, 2010

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Fringe Benefits					
Health Insurance Expense	\$47,154.27	\$52,379.00	\$558,704.77	\$580,969.00	(\$22,264.23)
Dental Insurance Expense	1,277.21	1,563.00	16,268.28	17,193.00	(924.72)
Life Insurance Expense	872.85	857.00	9,178.25	9,427.00	(248.75)
Pension Expense	6,797.95	6,777.00	72,377.95	74,547.00	(2,169.05)
FICA Expense	12,575.47	10,380.00	120,069.13	118,351.00	1,718.13
Worker's Compensation	4,131.00	4,223.00	41,175.20	48,091.00	(6,915.80)
Unemployment Compensation	765.00	475.00	7,367.10	5,229.00	2,138.10
Transit Operator Vacation Wages	4,325.02	4,492.00	55,049.09	49,408.00	5,641.09
Transit Operator Holiday Wages	2,893.03	4,725.00	56,809.35	51,975.00	4,834.35
Transit Operator Sick Wages	3,119.20	2,835.00	50,068.81	31,185.00	18,883.81
Mechanic Vacation Wages	1,518.03	1,254.00	17,641.49	13,796.00	3,845.49
Mechanic Holiday Wages	507.58	1,479.00	16,432.91	16,266.00	166.91
Mechanic Sick Wages	108.00	296.00	12,277.13	3,256.00	9,021.13
Transp. Admin Vacation Wages	(841.89)	1,016.00	8,565.28	11,179.00	(2,613.72)
Transp. Admin Holiday Wages	778.24	1,120.00	9,980.85	12,320.00	(2,339.15)
Transp. Admin Sick Wages	194.10	240.00	4,371.93	2,640.00	1,731.93
Maint. Admin Vacation Wages	1,729.61	860.00	7,679.51	9,460.00	(1,780.49)
Maint. Admin Holiday Wages	511.45	482.00	5,807.48	5,297.00	510.48
Maint. Admin Sick Wages		103.00		1,133.00	(1,133.00)
Gen Admin. Vacation Wages	(4.62)	865.00	9,896.06	9,513.00	383.06
Gen. Admin Holiday Wages	526.98	728.00	6,731.60	8,012.00	(1,280.40)
Gen. Admin Sick Wages		156.00	14,128.25	1,716.00	12,412.25
Transit Uniform Allowance	580.65	733.00	6,200.24	8,067.00	(1,866.76)
Maintenance Uniform Allowance	606.75	448.00	5,731.89	6,332.00	(600.11)
Tool Allowance		100.00	471.50	1,100.00	(628.50)
License Reimbursement		42.00	862.10	458.00	404.10
Burden Adjustment	(8,936.97)	(16,474.00)	(132,417.07)	(180,466.00)	48,048.93
Total Fringe Benefits	81,188.91	82,154.00	981,429.08	916,454.00	64,975.08
Services					
Management Consultant	15,132.50	13,189.00	144,820.93	145,079.00	(258.07)
Commissioner Expense			1,000.00	1,000.00	
Auditing Expense			7,228.00	6,800.00	428.00
Legal Expense	3,098.65	667.00	9,254.50	7,333.00	1,921.50
Service Bureau	1,938.80	966.00	15,803.79	10,624.00	5,179.79
Security Service	61.00	83.00	1,100.26	917.00	183.26
Outside Advertising	162.40	667.00	1,517.37	7,333.00	(5,815.63)
Drug & Alcohol Testing	279.00	167.00	1,462.50	1,833.00	(370.50)
Pre-Employment Medical	212.40	125.00	1,115.10	1,375.00	(259.90)
Janitorial Service and Supplies	55.92	667.00	7,917.12	7,333.00	584.12
Bank Service Charges	502.01	500.00	5,791.95	5,500.00	291.95
Marketing Expense	50.00		50.00		50.00
Total Services	21,492.68	17,031.00	197,061.52	195,127.00	1,934.52
Materials and Supplies					
Fuel Operations	20,559.38	19,283.00	200,058.28	217,838.00	(17,779.72)
Sale of Fuel to City Departments	29,985.25	25,000.00	304,679.63	275,000.00	29,679.63
Maintenance Parts	4,787.08	7,752.00	56,964.61	87,583.00	(30,618.39)
Purchase Discounts		(250.00)	(200.35)	(2,750.00)	2,549.65
Tires Expense		1,313.00	11,801.84	14,838.00	(3,036.16)
Oil and Grease	265.20	588.00	5,311.13	6,647.00	(1,335.87)
Maintenance Supplies	422.72	863.00	8,638.38	9,492.00	(853.62)
Body Shop Supplies	772.73	467.00	7,946.14	5,133.00	2,813.14

Manchester Transit Authority
Income Statement Transit
For the Eleven Months Ending May 31, 2010

	<u>Current</u>	<u>Budget</u>	<u>YTD</u>	<u>YTD Budget</u>	<u>YTD Net Change</u>
Hazardous Materials		\$47.00		\$513.00	(\$513.00)
Outside Parts and Labor	50.00	83.00	560.00	917.00	(357.00)
Repairs-Building and Grounds	451.55	1,100.00	15,671.53	12,100.00	3,571.53
Repairs-Shop Equipment	(342.35)	210.00	2,519.35	2,310.00	209.35
Repairs-Radio Equipment		42.00	50.00	458.00	(408.00)
Repairs-Office Equipment	341.24	298.00	3,695.12	3,277.00	418.12
Office Supplies	407.78	688.00	8,786.72	7,562.00	1,224.72
Transit Schedules and Tickets	45.00	833.00	10,036.90	9,167.00	869.90
Total Materials and Supplies	57,745.58	58,317.00	636,519.28	650,085.00	(13,565.72)
Utilities					
Electricity	1,593.89	2,166.00	19,154.44	23,822.00	(4,667.56)
Natural Gas	257.22	2,000.00	11,217.24	25,588.00	(14,370.76)
Telephone	794.87	770.00	8,507.05	8,470.00	37.05
Water	146.95	193.00	1,711.31	2,117.00	(405.69)
Total Utilities	2,792.93	5,129.00	40,590.04	59,997.00	(19,406.96)
Insurance					
Public Liability Insurance	11,196.00	10,625.00	123,156.00	116,875.00	6,281.00
Other Liability	861.00	944.00	9,460.12	10,386.00	(925.88)
Total Insurance	12,057.00	11,569.00	132,616.12	127,261.00	5,355.12
Other Expenses					
Dues and Memberships	105.00	125.00	818.00	1,375.00	(557.00)
Training and Meetings	627.50	250.00	261.13	2,750.00	(2,488.87)
Grievance Expense		75.00	500.00	825.00	(325.00)
Depreciation	50,000.00	50,000.00	550,000.00	550,000.00	
Total Other Expenses	50,732.50	50,450.00	551,579.13	554,950.00	(3,370.87)
Total Expenses	352,930.41	329,987.00	3,864,340.46	3,708,483.00	155,857.46
Net Income (Loss)	(144,152.21)	(47,450.00)	(642,160.37)	(585,516.00)	(56,644.37)

G-10



School

May 2010

G-11

**Manchester Transit Authority
Income Statement School
For the Eleven Months Ending May 31, 2010**

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Contract	\$169,500.00	\$169,500.00	\$1,865,042.50	\$1,864,950.00	\$92.50
Manchester Skill Center	15,000.00	15,000.00	165,000.00	165,000.00	
Special Needs			24,000.00	16,000.00	8,000.00
Total Student Transportation	184,500.00	184,500.00	2,054,042.50	2,045,950.00	8,092.50
School Charter					
Student Athletics	24,151.75	20,000.00	107,465.90	97,500.00	9,965.90
Student Fieldtrips	22,824.50	23,000.00	76,040.38	76,000.00	40.38
Total School Charters	46,976.25	43,000.00	183,506.28	173,500.00	10,006.28
Other Revenue					
Sale of Vehicles and Equipment	2,700.00		13,566.00		13,566.00
Insurance Repair Reimbursement			1,425.79		1,425.79
Interest Income	4.11	100.00	54.75	1,100.00	(1,045.25)
Other Non-Transp. Revenue			840.08		840.08
Total Other Revenue	2,704.11	100.00	15,886.62	1,100.00	14,786.62
Total Operational Income	234,180.36	227,600.00	2,253,435.40	2,220,550.00	32,885.40
Expenses					
Labor					
School Operator Wages	106,941.95	112,111.00	822,534.24	884,554.00	(62,019.76)
School Operator Overtime Wages	5,671.49	4,543.00	12,300.72	35,931.00	(23,630.28)
Transit Operator Wages	309.90	582.00	1,032.85	4,475.00	(3,442.15)
Transit Operator Overtime Wages	611.62		1,879.54		1,879.54
Mechanic Wages	5,774.81	9,848.00	104,977.13	114,732.00	(9,754.87)
Transp. Admin Wages	6,449.04	8,611.00	67,836.56	100,322.00	(32,485.44)
Transp. Admin Overtime Wages			233.70		233.70
Maint. Admin Wages	3,352.94	3,389.00	39,830.14	39,485.00	345.14
General Admin Wages	3,748.65	4,008.00	41,214.19	46,693.00	(5,478.81)
Gen. Admin Overtime Wages		18.00		202.00	(202.00)
Total Labor	132,860.40	143,110.00	1,091,839.07	1,226,394.00	(134,554.93)
Fringe Benefits					
Health Insurance Expense	(515.83)		352.20		352.20
Dental Insurance Expense	(196.67)		603.09		603.09
FICA Expense	9,728.99	10,652.00	76,386.34	88,987.00	(12,600.66)
Worker's Compensation	2,664.00	4,476.00	27,064.80	35,480.00	(8,415.20)
School Operator Vacation Wages	279.65		13,001.40	12,528.00	473.40
School Operator Holiday Wages	1,115.36	5,400.00	20,453.34	34,558.00	(14,104.66)
School Uniform Allowance	77.98	250.00	1,342.39	2,750.00	(1,407.61)
Maintenance Uniform Allowance	214.00		303.55		303.55
Tool Allowance			571.48		571.48
License Reimbursement		209.00	1,626.00	2,291.00	(665.00)
Burden Adjustment	8,936.97	16,474.00	132,417.07	180,466.00	(48,048.93)
Total Fringe Benefits	22,304.45	37,461.00	274,121.66	357,060.00	(82,938.34)
Services					
Management Consultant	15,132.50	13,189.00	144,820.97	145,079.00	(258.03)

Manchester Transit Authority
Income Statement School
For the Eleven Months Ending May 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	3,491.48	667.00	8,173.45	7,333.00	840.45
Service Bureau	2,908.20	793.00	14,220.04	8,720.00	5,500.04
Security Service	91.49	125.00	1,472.85	1,375.00	97.85
Outside Advertising	59.96	1,834.00	928.94	20,166.00	(19,237.06)
Driver and Criminal Record	331.50		2,154.75		2,154.75
Drug & Alcohol Testing	900.00	500.00	3,933.00	5,500.00	(1,567.00)
Pre-Employment Medical	584.10	416.00	3,330.00	4,584.00	(1,254.00)
Janitorial Service and Supplies	55.92	667.00	8,169.57	7,337.00	832.57
Bank Service Charges		8.00		88.00	(88.00)
Total Services	23,555.15	18,199.00	199,045.57	211,382.00	(12,336.43)
Materials and Supplies					
Fuel Operations	22,257.80	25,203.00	164,211.33	203,196.00	(38,984.67)
Maintenance Parts	4,949.25	8,359.00	79,844.31	67,391.00	12,453.31
Tires Expense	1,249.14	1,474.00	9,309.53	11,885.00	(2,575.47)
Oil and Grease	314.17	790.00	5,419.58	6,372.00	(952.42)
Maintenance Supplies	439.13	720.00	7,214.89	7,920.00	(705.11)
Body Shop Supplies	334.68	367.00	3,796.02	4,037.00	(240.98)
Hazardous Materials		37.00		407.00	(407.00)
Outside Parts and Labor		83.00	183.26	913.00	(729.74)
Repairs-Building and Grounds	110.40	900.00	14,805.31	9,900.00	4,905.31
Repairs-Shop Equipment	23.23	165.00	2,354.30	1,815.00	539.30
Repairs-Radio Equipment		83.00	50.00	913.00	(863.00)
Repairs-Office Equipment	227.49	244.00	2,964.32	2,684.00	280.32
Office Supplies	280.04	560.00	6,250.59	6,190.00	60.59
School Schedules and Tickets	30.00	167.00	5,837.10	1,837.00	4,000.10
Total Materials and Supplies	30,215.33	39,152.00	302,240.54	325,460.00	(23,219.46)
Utilities					
Electricity	1,471.29	1,772.00	17,489.19	19,492.00	(2,002.81)
Natural Gas	237.43	2,500.00	10,255.73	21,163.00	(10,907.27)
Telephone	733.72	630.00	7,720.31	6,930.00	790.31
Water	135.65	158.00	1,545.59	1,738.00	(192.41)
Total Utilities	2,578.09	5,060.00	37,010.82	49,323.00	(12,312.18)
Insurance					
Public Liability Insurance	10,645.00	11,325.00	117,089.00	124,575.00	(7,486.00)
Other Liability	716.00	805.00	7,877.92	8,875.00	(997.08)
Total Insurance	11,361.00	12,130.00	124,966.92	133,450.00	(8,483.08)
Other Expenses					
Dues and Memberships	157.50	167.00	619.50	1,837.00	(1,217.50)
Tolls and Parking			49.20		49.20
Training and Meetings	537.50	250.00	1,262.46	2,750.00	(1,487.54)
Grievance Expense		75.00	100.00	825.00	(725.00)
Depreciation	21,000.00	21,000.00	226,500.00	231,000.00	(4,500.00)
Total Other Expenses	21,695.00	21,492.00	228,531.16	236,412.00	(7,880.84)
Total Expenses	244,569.42	276,604.00	2,257,755.74	2,539,481.00	(281,725.26)

Commissioners Memorandum

To: Commissioners
 From: Jaimee Bellissimo, Assistant Executive Director
 Date: June 30, 2010
 Re: Transit Ridership Report – May 2010

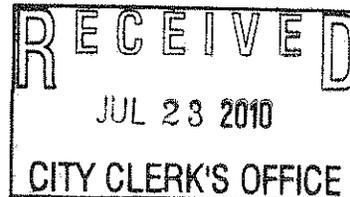
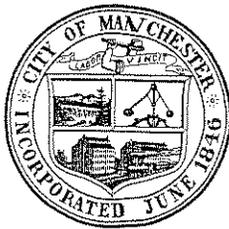


Routes	May			FYTD		
	Weekdays	FY 2009	FY 2010	FY 2009	FY 2010	% Change
	Saturdays	20	20	232	234	
		5	5	48	47	
Dartmouth Clinic-VA Hosp #1		3,803	2,267	39,750	28,267	-29%
Hanover-Massabesic Route #2		3,434	3,001	37,323	32,697	-12%
Brown Ave-Airport Route #3		2,179	1,731	28,075	18,889	-33%
Elliot-Industrial Park Route #4		2,873	2,541	30,198	25,187	-17%
SNHU-Northside Plaza #5		2,528	1,974	30,713	25,591	-17%
Bremer-Mast Rd Route #6		4,925	4,118	58,815	48,672	-17%
So. Willow Route #8		5,072	4,671	65,451	54,867	-16%
Valley-Weston Rd. Route #10		5,180	4,301	55,938	48,513	-13%
Front St. Route #11		1,807	1,577	23,845	19,874	-17%
So. Beech Route #12		4,661	4,241	52,836	47,342	-10%
Bedford Highlands Route #13		5,220	4,913	59,015	53,275	-10%
UPass Riders - MCC		575	610	8,536	9,167	7%
Hannaford Shuttle		506	388	5,412	4,480	-17%
Stop & Shop Shuttle		127	102	1,592	1,262	-21%
Weekday Fixed Route Totals		36,926	31,173	439,222	367,133	-16%
Saturday Fixed Route Totals		5,389	4,652	49,741	41,756	-16%
Fixed Route Weekday Average		1,846	1,559	1,893	1,569	-17%
Fixed Route Saturday Average		1,078	930	1,036	888	-14%
Total Transit Passengers Served		42,315	35,825	488,963	408,889	-16%
Total StepSaver Passengers Served		1,069	1,310	10,577	12,444	18%

Saturday Changes

	May		April
	Total	Avg Sat	Avg
Front Street Ridership	248	50	57
Extended Evening Ridership	228	46	48
Brown Ave Demand Response Trips	19	4	4

Jaimee Bellissimo



CITY OF MANCHESTER

Board of Aldermen

MEMORANDUM

TO: Committee on Administration/Information Systems
Aldermen Lopez, Corriveau, DeVries, O'Neil and Osborne

FROM: Alderman Patrick Arnold 

DATE: July 23, 2010

RE: City Tax Exemptions for Individuals

The City provides various tax exemptions to individual resident property owners pursuant to RSA 72. These exemptions allow certain amounts of money to be deducted from a property owner's assessed valuation of real property. In Manchester, the authority to modify such exemptions, including the amount of such exemptions and the manner of their determination, is vested in the Board of Mayor and Aldermen.

Partial modification of these exemptions could provide much-needed relief to our community's senior citizens. Modification could ease the general tax burden on average-income earners in Manchester as well.

Because I believe this issue deserves a healthy debate, I respectfully request that the Committee initiate discussions about reforming the present structure of individual tax exemptions to investigate how this mechanism can better serve our city residents and taxpayers.

Thank you in advance for your consideration.

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that the request from the Economic Development Director for permission to hang a banner across Hanover Street to promote the Chili Cookoff event from September 1st to October 4th be approved.

The Committee further notes that a request has been previously approved for a banner to be hung across Hanover Street from September 17, 2010 to September 19, 2010 for Glendi. The Chili Cookoff banner will need to be taken down for that period.

(Unanimous vote conducted via phone poll on July 26, 2010)

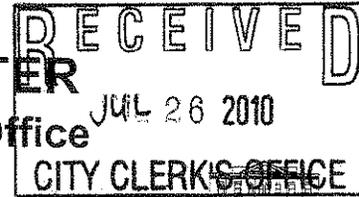
Respectfully submitted,



Clerk of Committee



CITY OF MANCHESTER
Economic Development Office



July 26, 2010

Michael J. Lopez, Chairman
Committee on Administration & Information Systems
Board of Mayor & Aldermen
One City Hall Plaza
Manchester, NH 03101

RE: Chili Cookoff Banner

Dear Chairman Lopez and Members of the Committee:

Approval from the Committee on Public Safety, Health & Traffic is requested for a banner to be placed across Hanover Street to promote the upcoming World's Champion Chili Cookoff between the dates of September 1 and October 4. This will ensure that the banner is up during the Cruising Downtown event to be held on September 3rd, 4th and 5th which has a large draw. Because of timing, I respectfully request that the committee approve the request so that it can be reported out to the full Board on August 3rd. Thank you for your consideration. 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

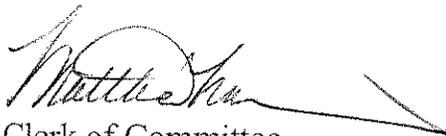
cc: Theodore L. Gatsas, Mayor

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that the request from the Economic Development Director, on behalf of Newbury Development, for permission to hang banners on three light poles along Riverwalk Way to promote the Riverwalk Place Project be approved.

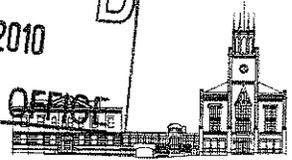
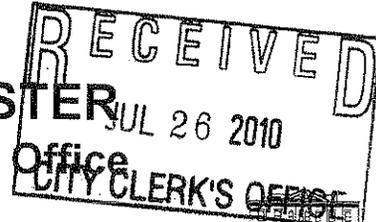
(Unanimous vote conducted via phone poll on July 26, 2010)

Respectfully submitted,


Clerk of Committee



CITY OF MANCHESTER
Economic Development Office



July 26, 2010

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

RE: Riverwalk Way Banners

Dear Alderman Roy and Members of the Committee:

As you may know, the Riverwalk Place project has been sold and the new ownership plans to restart the development. To assist in promoting the project, Joe Falzone of Newbury Development is requesting permission to erect banners on three light poles along Riverwalk Way, the street giving access to the project. The banners would be similar to those currently found throughout the downtown area.

Attached is an aerial showing the proposed banner locations, a photograph of the poles and copies of the proposed banners. Because the owners are anxious to begin promoting the project as soon as possible, it is requested that the Committee approve the request to be reported out to the full Board on August 3. Thank you for your consideration. If you have any questions or need additional information, please feel free to contact me at your convenience.

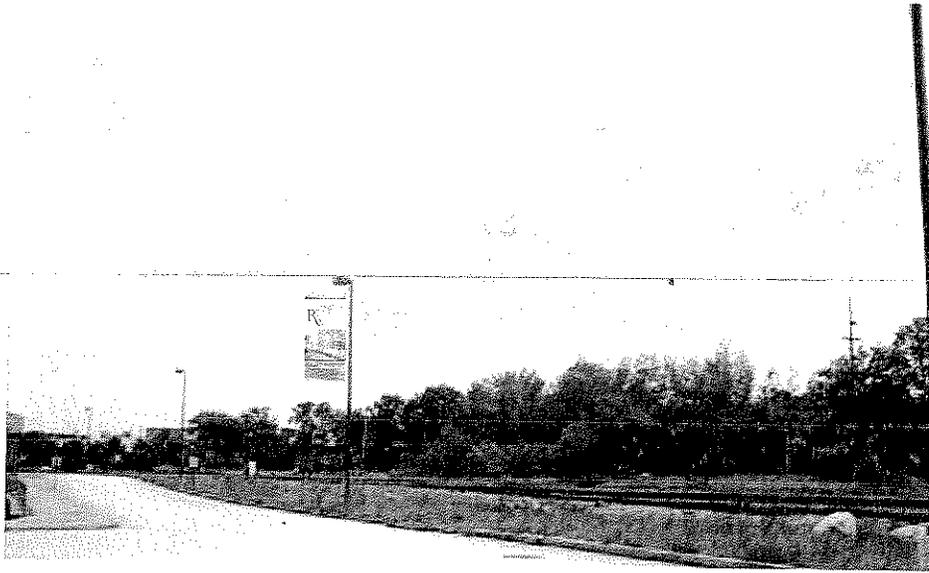
Sincerely,

Jay Minkarah, Director
Manchester Economic Development Office

BANNER LOCATIONS

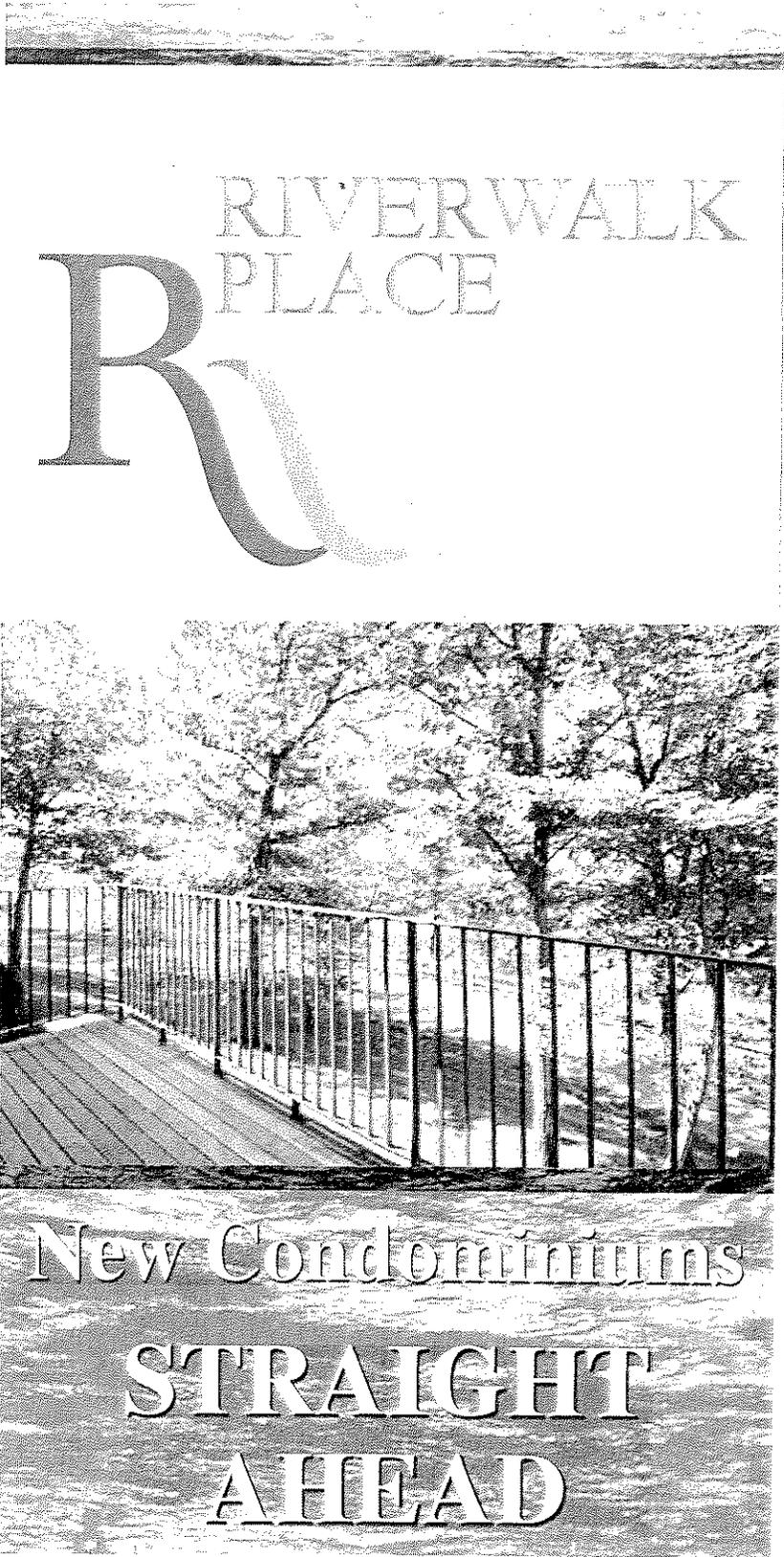


BANNER LOCATIONS



J-4

#19 - Street Banner 1
30" x 60"



RIVERWALK
PLACE

R

New Condominiums
STRAIGHT
AHEAD

J-5

#17- Street Banner 2
30" x 60"

RIVERWALK
PLACE

R

New Condominiums
STRAIGHT
AHEAD

J-6

#15- Street Banner 3
30" x 60"



RIVERWALK
PLACE
R



New Condominiums
STRAIGHT
AHEAD

5-7

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 for sewer abatement for 34-36 Mason Street be denied as recommended by EPD.

(Unanimous vote)

Respectfully submitted,

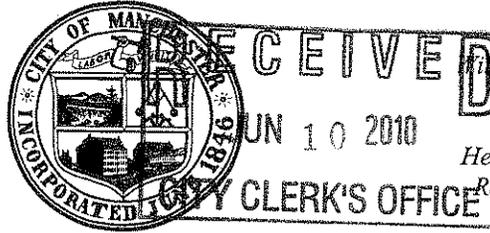


Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division

Memo

To: CIP Committee,
c/o City Clerks Office

#10-050

From: Frederick J. McNeill, P.E.

CC: Lisa Hynes – EPD
June George – EPD

Date: June 8, 2010

Re: Sewer Abatement Recommendation
Edward J. Kissell
36-46 Mason St. / Account #10463-20310

Because there was no backup, no police report and it was winter, where use of an outdoor faucet would create icing problems that people could report, I recommend that this abatement be denied.

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

/djv

Attach

K-2

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

Functions Options Help

HTE 4/27/2010 11:59:00 AM

Customer ID 104363 Name KISSELL, EDWARD J
 Location ID 20310 Address 36-46 MASON ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 11 / 06 Amount due \$856.16
 Initiation date 10/18/99 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reg Type	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Commt Code
SU	REG 2/04/10	214.00		.00	86 50709743S	C	
SU	REG 11/10/09	116.00		.00	96 50709743S	C	
SU	REG 8/06/09	78.00		.00	82 50709743S	C	
SU	REG 5/16/09	129.00		.00	92 50709743S	C	
SU	REG 2/13/09	113.00		.00	98 50709743S	C	
SU	REG 11/07/08	91.00		.00	88 50709743S	C	
SU	REG 8/11/08	67.00		.00	97 50709743S	C	
SU	REG 5/06/08	53.00		.00	81 50709743S	C	

OK Exit Cancel Change view Graph History

Fred 6/2/10
 For your recommendation
 Lisa
 6/3
 With no backup,
 no police report,
 and winter time
 usage where use
 of outdoor Facut
 would create icing
 problems that people
 could report, deny
 the abatement.

3yr average consumption for
 this time period (Nov-Feb)

67 ccf Fjm

Consumption this period

214 ccf

147 ccf diff

3yr average consumption for
 the time period (Feb-May)

74 ccf

Consumption this period
 (see mww consumption print screen)

183 ccf

109 ccf diff

Customer ID 104363 Name KISSELL, EDWARD J
 Location ID 20310 Address 36-46 MASON ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 11 / 06 Amount due \$656.18
 Initiation date 10/18/99 Pending \$.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	2/15/08	46.00	.00	94	50709743S	C	
SU	REG	11/13/07	34.00	.00	92	50709743S	C	
SU	REG	8/13/07	41.00	.00	94	50709743S	C	
SU	REG	5/11/07	39.00	.00	88	50709743S	C	
SU	REG	2/12/07	42.00	.00	91	50709743S	C	
SU	REG	11/13/06	37.00	.00	89	50709743S	C	
SU	REG	8/16/06	58.00	.00	99	50709743S	C	
SU	REG	5/09/06	39.00	.00	83	50709743S	C	

OK | Exit | Cancel | Change view | Graph History

12 #1

Customer ID 104197 Name KISSELL, ED
 Location ID 20310 Address 36-46 MASON ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 11 / 06 Amount due \$266.94
 Initiation date 10/14/99 Pending \$0.00
 Termination date 000000 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
WA	REG	5/06/10	183.00	.00	91	50709697W		
WA	REG	2/04/10	214.00	.00	86	50709697W		
WA	REG	11/10/09	116.00	.00	96	50709697W		02
WA	REG	8/06/09	78.00	.00	82	50709697W		04
WA	REG	5/16/09	129.00	.00	92	50709697W		
WA	REG	2/13/09	113.00	.00	98	50709697W		
WA	REG	11/07/08	91.00	.00	88	50709697W		
WA	REG	8/11/08	67.00	.00	97	50709697W		

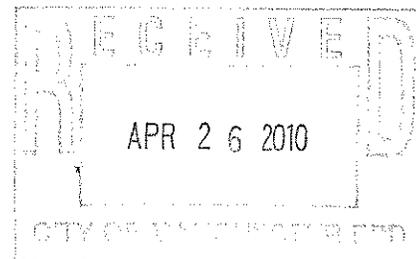
OK | Exit | Cancel | Change view | Graph History

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

From: Heather Freeman *[Signature]*
Vital & Legislative Records Supervisor

Date: April 23, 2010

Re: Sewer Abatement Request
Edward Kissell
36 Mason Street
Account Number: 104363-20310

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

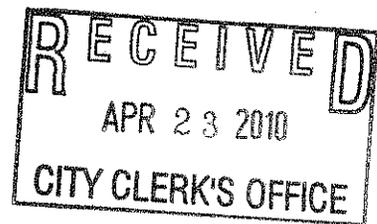
Enclosure

4/26

Lisa,

Please review the water consumption @ 36 Mason St. For the past ten years. With no backup, it will be difficult to quantify any abatement.

Thanks.



Edward Kissell
230 Pleasant St.
Concord, NH 03301
Account Number 104363-20310 36 Mason St.
4/22/2010

Environmental Protection Division
PO Box 4600
Manchester, NH 03108 - 4600

To Whom It May Concern:

I have been the owner of 36 Mason St. in Manchester NH for over a decade. During this time I have always paid my bills on time and have been very impressed with the water and sewer services I have received. It is understandable that no one thinks of what you do until it goes wrong but that is not correct in this case. As a city employee I am impressed by your department's management of your division.

For example, about a year ago the water department contacted me about a possible leak in Mason St. My handyman and I went through the building and found the leaks and were able to drop our consumption of water from 129 to about 78 units.

The last two bills our consumption started to rise again. It went back up to 116 and then to 214. I called the water department, asked my tenants and looked around the property. We did find a toilet that did occasionally run but this was not the main culprit of the problem. I found out that local kids from the neighborhood were using my water to conduct water fights. After finding this out we shut off the outside faucet. However, it is my fear that this was running for days at a time which lead to the increase. I have owned this building for over ten years and have never had this type of issue. My tenants and I have taken steps to ensure that this doesn't happen again.

I am looking to find a fair and reasonable solution, for both parties, to this problem. In this letter I am enclosing a check for \$300 and would like the rest of the amount waved. When the inspector came to my property he told me that the consumption was high for the next cycle as well. I was hoping to have a \$400 cap on the next bill as well. After that I will be responsible for any and all bills and will not petition you again on this matter.

Please see the enclosed paper work for support of my case. If you need any additional information, please feel free to contact me at 603-228-9232 home or 858-2240 cell. I can also be reached by email at avatarone@comcast.net. Thank you for your attention to this matter and look forward to a positive outcome for both parties.

Sincerely,

A handwritten signature in black ink that reads "Edward J. Kissell". The signature is written in a cursive style with a large, sweeping initial "E".

Edward J Kissell

Billing Statement

EPD-Manchester NH

Account number : 104363-20310
 Location address: 36-46 MASON ST
 MANCHESTER NH
 Customer name : KISSELL, EDWARD J
 Mailing address : 230 PLEASANT ST
 :
 City /State /Zip: CONCORD NH 033012501

Bill date: 3/30/10 Due date: * 4/29/10

Balance forward : .00
 Payments / adj: : .00
 Current charges : 856.18
 Bill amount : 856.18

Reading Information

<u>Service</u>	<u>Read Date</u>	<u>Type</u>	<u>Meter number</u>	<u>Days</u>	<u>Actual</u>	<u>Demand</u>
					<u>Consumption</u>	
SU	2/04/10	Regular	50709743S	86	214.00	.00

Current Charge Detail

<u>Code</u>	<u>Description</u>	<u>Amount</u>
SS	SEWER SVC CHARGE	57.96
SU	SEWER USAGE	798.22
	Total Actual Charges	856.18

Balance: 856.18 as of 4/20/10

K-8

Customer/Location Consumption History Inquiry - EPD-Manchest

SUNGARD PUBLIC SECTOR
NavLine

Customer/Location Consumption History Inquiry

Customer ID: 104363 KISSELL, EDWARD J

Location ID: 20310 36-46 MASON ST

Cycle/route:	11 06	Amount due:	856.18
Initiation date :	10/18/99	Pending:	.00
Termination date:	0/00/00	Customer/location status:	A
Customer status:	Active <input type="checkbox"/>		

- OK
- Exit
- Cancel
- Print hist...
- Meter in...
- Meter se...
- Pending ...
- Budget t...
- Change ...
- Graph hi...
- Custome...
- Reading ...

Service Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Estimate Code	Comment Code
SU	REG	2/04/10	214.00	.00	86	507097435	C	
SU	REG	11/10/09	116.00	.00	96	507097435	C	
SU	REG	8/06/09	78.00	.00	82	507097435	C	
SU	REG	5/16/09	129.00	.00	92	507097435	C	
SU	REG	2/13/09	113.00	.00	98	507097435	C	
SU	REG	11/07/08	91.00	.00	88	507097435	C	
SU	REG	8/11/08	67.00	.00	97	507097435	C	
SU	REG	5/06/08	53.00	.00	81	507097435	C	

10/18/99

12-9

MTE MWW-Manchester NH - Customer/Location Consumption History Inquiry

Functions Help



4/26/2010 7:41:06 AM

Customer ID: 10049 Name: NEW BEDF
 Location ID: 20010 Address: 5640 MASON ST

Data: Actual Consumption Demand CCF Reading

Circle/Rate: 17.05 Amount due: \$00
 Inclusion date: 10/1/09 Pending: \$00
 Termination date: 0000/00 Customer status: A Customer/Location status: A

Select View detail

SV	Reading Type	Date*	Actual Consumption*	Actual Demand	CCF Reading
WA	REG	2/04/10	214.00	.00	4093.00
WA	REG	11/10/09	116.00	.00	3879.00
WA	REG	8/06/09	78.00	.00	3763.00
WA	REG	5/16/09	129.00	.00	3685.00
WA	REG	2/13/09	113.00	.00	3556.00
WA	REG	11/07/08	91.00	.00	3443.00
WA	REG	8/11/08	67.00	.00	3352.00
WA	REG	5/06/08	53.00	.00	3285.00

OK Exit Cancel Change view Graph History

Customer ID: 04197 Name: KISSELL ED
 Location ID: 20810 Address: 98-45 MADDEN ST
 Cycle/Route: 11/205 Amount due: 00
 Inactivation date: 10/1/99 Pending: 00
 Termination date: Customer/Location status: A

Display

Bill Type	Bill Date	Due Date	Previous Balance	Payments/ Adjustments	Current Charges	Total Amount
BL	2/24/10	3/26/10	.00	.00	307.39	307.39
BL	11/25/09	12/25/09	.00	.00	179.50	179.50
BL	8/26/09	9/25/09	.00	.00	129.91	129.91
BL	5/27/09	6/26/09	.00	.00	196.47	196.47
BL	2/25/09	3/27/09	.00	.00	175.59	175.59
BL	11/26/08	12/26/08	.00	.00	146.88	146.88
BL	8/27/08	9/26/08	.00	.00	115.56	115.56
BL	5/28/08	6/27/08	.00	.00	97.29	97.29
BL	2/27/08	3/28/08	.00	.00	88.15	88.15

Request WFO218949

CHECK FOR LEAK

UCP code

Service WA M / 1 / 00

Request Status Cancelled Completed Close

Completion date 41210

Close date 41210

Action taken OA OWNER ADVISED

Related request [redacted]

UCP quantity [redacted] 3 decimals Job UOP

Actual start date [redacted]

Bill Work Request To be billed Non billable

Charge code [redacted]

Amount [redacted]

More charges

X Result Comments
4257-JR 1-TOILET LEAK 2-DK 3A-BAD DOG, NO ACCESS
3B-DK

OK Exit Cancel Expenditures Facilities Job orders

4/12/10 - Jeff Robinson

K-12

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 for sewer abatement for 22 Lovering Street be granted and approved in the amount of \$382.32 as recommended by EPD.

(Unanimous vote)

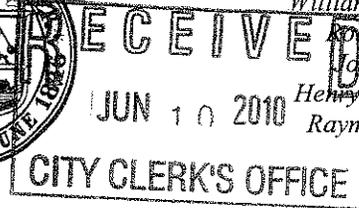
Respectfully submitted,


Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commissioners
William F. Houghton, Jr.
Robert R. Rivard
John S. Flurey
Henry R. Bourgeois
Raymond Hebert

CITY OF MANCHESTER
Highway Department
Environmental Protection Division

Memo

To: CIP Committee
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: June 8, 2010

Re: Sewer Abatement Recommendation
Mark S Frechette
22 Lovering St. / Account #40839-28836

#10-049

Based on the backup from Paquette Pools and the large increase in usage, I recommend that Mr. Frechette be granted an abatement in the amount of \$382.32.

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

/djv

Attach

EPD-Manchester NH - Customer/Location Consumption History Inquiry

Functions Options Help

HTE 4/05/2010 9:25:05 AM

Customer ID 40839 Name FRECHETTE, MARK S
 Location ID 28836 Address 22 LOVERING ST

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 06 / 01 Amount due \$645.29
 Initiation date 1/01/42 Pending \$00
 Termination date 01/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	12/28/09	28.00	.00	91	27743726S	C	
SU	REG	9/28/09	163.00	.00	90	27743726S	C	
SU	REG	6/30/09	47.00	.00	91	27743726S	C	
SU	REG	3/31/09	28.00	.00	85	27743726S	C	
SU	REG	1/05/09	28.00	.00	97	27743726S	C	
SU	REG	9/30/08	35.00	.00	95	27743726S	C	
SU	REG	6/27/08	35.00	.00	86	27743726S	C	
SU	REG	4/02/08	27.00	.00	85	27743726S	C	

OK Exit Cancel Change view Graph History

Fred
 For your recommendation

6/2/10
 Lisa

6/3

Please provide the abatement based on backup from Paquette Pools and large increase in usage.

3 yr average consumption for this time period

45 ccf

Thank,
 Tjm

Consumption this period

163 ccf

118 ccf difference

@ \$ 3.24/ccf

\$ 382.32

Functions Options Help



4/05/2010 9:25:10 AM

Customer ID 40839 Name FRECHETTE, MARK S
 Location ID 28636 Address 22 LOVERING ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 06 / 01 Amount due \$645.29
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	1/08/08	34.00	.00	99	27743726S	C	
SU	REG	10/01/07	51.00	.00	91	27743726S	C	
SU	REG	7/02/07	47.00	.00	91	27743726S	C	
SU	REG	4/02/07	26.00	.00	90	27743726S	C	
SU	REG	1/02/07	27.00	.00	95	27743726S	C	
SU	REG	9/29/06	49.00	.00	91	27743726S	C	
SU	REG	6/30/06	33.00	.00	88	27743726S	C	
SU	REG	4/03/06	38.00	.00	84	27743726S	C	

OK | Exit | Cancel | Change view | Graph History

Functions Options Help

HTE

4/05/2010 9:25:14 AM

Customer ID 40839 Name FRECHETTE, MARK S
 Location ID 28836 Address 22 LOVERING ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 06 / 01 Amount due \$645.29
 Initiation date 1/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	1/09/06	34.00		.00	101 27743726S	C	
SU	REG	9/30/05	59.00		.00	91 27743726S	C	
SU	REG	7/01/05	50.00		.00	93 27743726S	C	
SU	REG	3/30/05	45.00		.00	91 27743726S	C	
SU	REG	12/29/04	48.00		.00	91 27743726S	C	
SU	REG	9/29/04	75.00		.00	91 27743726S	C	
SU	REG	6/30/04	86.00		.00	92 27743726S	C	
SU	REG	3/30/04	47.00		.00	91 27743726S	C	

OK Exit Cancel Change view Graph History

*Matthew Normand
City Clerk*



*Kathleen Gardner
Deputy City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

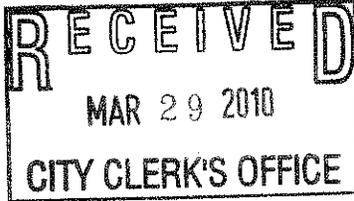
From: Heather Freeman 
Vital & Legislative Records Supervisor

Date: March 29, 2010

Re: Sewer Abatement Request
Mark Frechette
22 Lovering Street
Account #40839-28836

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

Enclosure



Second Request

Mark S. Frechette
22 Lovering Street
Manchester, NH 03109
(603) 622-1219 (home)
(603) 493-9737 (cell)

December 8, 2009

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

Re: Abatement of Environmental Protection Division's Bill
Account No. 40839-28836

Dear Mayor and Alderman:

I respectfully request an abatement of my November 24, 2009 sewer bill from the Environmental Protection Division. In August of 2009, we discovered a tear in our in-ground pool liner and was forced to run the hose in the pool for approximately three weeks before we could get someone to replace the liner as it was the height of pool season. The water from the pool was seeping into the ground and did not go into the sewer. I have enclosed a copy of my water bill, a copy of the sewer bill, a letter from Paquette Pools indicating the cost to replace the liner, and an invoice from Paquette Pools. I have never requested an abatement before.

Thank you for your attention to this matter. Please feel free to contact me should you have any questions or need further information.

Very truly yours,

Mark S. Frechette



We Build Pools For Fun

1204 HOOKSETT ROAD • HOOKSETT, NEW HAMPSHIRE 03106

603.622.4941 • FAX 603.669.4373

WWW.PAQUETTEPOOLS.COM

PROPOSAL

Mark Frechette
22 Lovering Street
Manchester, NH 03103

Phone: 494-9136

We hereby submit specifications and estimates for:

Replacement Liner \$ 3,200.00
All 28 mil

Drain Pool
Remove and dispose of old liner
¼" Wall foam glued to walls
Smooth pool floor
New face plates and gaskets on Drain - Skimmer
And Wall Fittings
Install new Liner

Subtotal \$ 3,200.00

Not Included:

Water to Fill Pool

We Propose hereby to furnish material and labor - complete and in accordance with above specifications, for the sum of:

Three Thousand Two Hundred Dollars and No Cents (\$3,200.00)

Payments to be made as follows: Two Thousand Down (\$2,000.00)
Balance upon Completion

Acceptance of Proposal:

Signature

Bud Pequette

Signature _____

28



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

Account Number: 40839-28836
 The dash is part of your account number,
 please use it on all references.

Service Address: 22 LOVERING ST
 Bill Date: 11/24/09
 Cycle-Route: 06-01
 Current Charges: 547.92
 Balance Forward: .00
Total Amount Due 547.92

THIS IS YOUR SEWER SERVICE BILL

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

Amount Paid:

MARK S FRECHETTE
 22 LOVERING ST
 MANCHESTER NH 03109-4722

NOTE: These amounts do not include any delinquent amounts due at the Tax Office (please see back of bill).

000040839000028836000000547927

Service Address: 22 LOVERING ST

Account Number **	Cycle-Route	Bill Date	Due Date
40839-28836	06-01	11/24/09	12/24/09

Payment Mailing Address:
 ENVIRONMENTAL PROTECTION DIVISION
 CITY OF MANCHESTER, NH
 P.O. BOX 4600
 MANCHESTER NH 03108-4600
 Phone: (603) 624-6522, 8 am - 5 pm, Monday-Friday
 Lobby hours: 8 am - 4:30 pm, Monday-Friday
 Web Site: www.ManchesterNH.Gov/EPD

Last Billed Amount: 172.08
 Payments: 172.08-
 Adjustments/Transfers to Tax Office: .00
 Balance Forward: .00

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU	6/30/09 9/28/09	90 E	277437265	1.000	CCF	6000	5837	163
						USAGE FOR 11/08		35.00
SU	SEWER USAGE CHG					528.12		528.12
SS	SEWER SVC CHARGE	6/30/09	9/28/09			19.80		19.80
						Total Current Charges		547.92
						Past Due		.00
						Total Amount Due		547.92

L-9

↑ DETACH HERE ↓

↑ DETACH HERE ↓

CUSTOMER MARK FRECHETTE

ACCOUNT NUMBER 40837-28836

CYCLE-ROUTE 06-01

SERVICE ADDRESS 22 LOVERING ST

BUSINESS OFFICE

MANCHESTER WATER WORKS
281 LINCOLN ST
MANCHESTER NH 03103-5093
(603)624-6494 8am-4:30pm
www.ManchesterNH.Gov/water

Service	Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
WA	6/30/09	9/28/09	25363517W	1.000	CCF	4038	3875	163
WA	WATER		Consumption			Charge		Total
						212.72		212.72
WM	METER SVC CHG 5/8"		6/30/09	9/28/09		21.87		21.87

Total Current Charges		234.59
Past Due		.00
Total Amount Due		234.59
Pay	246.32	After 11/20/09

**See a live bald eagle - call 603-668-2045 to register for Massabesic Audubon Center's Live Birds of Prey Show, to be held on Saturday, November 14. There will be two shows: 11:00-Noon and 1:00-2:00 PM.
Direct Payment Service is now available - pays your water bill automatically from your checking account on the due date. Download an application from www.ManchesterNH.gov/water or call 603-624-6494.

57
KEEP BOTTOM HALF FOR YOUR RECORDS

ADDITIONAL INFORMATION ON THE REVERSE SIDE

L70

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 for sewer abatement for 1509 Elm Street be granted and approved in the amount of \$7,055.50 as recommended by EPD.

(Unanimous vote)

Respectfully submitted,

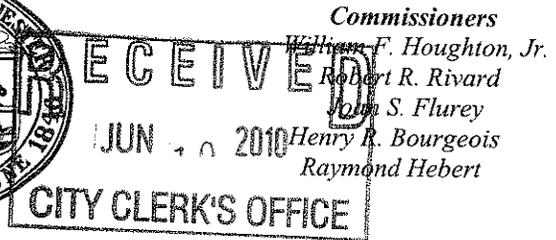
A handwritten signature in cursive script, appearing to read "Matthew M.", followed by a long horizontal flourish line extending to the right.

Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER
Highway Department
Environmental Protection Division

Memo

To: CIP Committee,
c/o City Clerks Office

#10-048

From: Frederick J. McNeill, P.E.

CC: Lisa Hynes – EPD
June George – EPD

Date: June 8, 2010

Re: Sewer Abatement Recommendation
Manchester Masonic Temple Association
1509 Elm St. / Account #85669-64542

Based on backup and the large increase of consumption, I recommend that the Manchester Masonic Temple Association be granted an abatement in the amount of \$7,055.50.

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

/djv

Attach

EPD Manchester NH - Customer/Location Consumption History Inquiry

Functions Options Help

HTE 6/02/2010 3:24:35 PM

Customer ID 85669 Name MANCHESTER MASONIC TEMPLE ASSO
 Location ID 64542 Address 1509 ELM ST

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 01 / 05 Amount due \$2,007.95
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	2/23/10	3.73 530.00	.00	96	30047140S	C	
SU	REG	11/19/09	3.73 410.00	.00	91	30047140S	C	
SU	REG	8/20/09	3.24 300.00	.00	86	30047140S	C	
SU	REG	5/26/09	" 210.00	.00	89	30047140S	C	
SU	REG	2/26/09	" 150.00	.00	93	30047140S	C	
SU	REG	11/25/08	" 100.00	.00	95	30047140S	C	
SU	REG	8/22/08	2.70 140.00	.00	85	30047140S	C	
SU	REG	5/29/08	" 310.00	.00	91	30047140S	C	

OK Exit Cancel Change view Graph History

Fred 6/2/10
 For your recommendation

hisa
 6/3

Based on backup and large increase of consumption, please proceed w/ abatement.

TJm

3 year average quarterly consumption 15ccf x 8quarters

120ccf

Consumption for past 8 quarters

2230 ccf

2110.ccf diff

~~910 ccf @ \$3.73~~

910 ccf @ \$ 3.73/ccf = 3394.30
 780 ccf @ \$ 3.24/ccf = 2527.20
 420 ccf @ \$ 2.70/ccf = 1134.00
 2110 ccf \$ 7,055.50

Functions Options Help

6/02/2010 3:24:41 PM

Customer ID 85669 **Name** MANCHESTER MASONIC TEMPLE ASSO
Location ID 64542 **Address** 1509 ELM ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 01 / 05 **Amount due** \$2,007.95
Initiation date 1/01/42 **Pending** \$00
Termination date 0/00/00 **Customer status** A **Customer/Location status** A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	2/28/08	10.00	.00	93	30047140S	C	
SU	REG	11/27/07	10.00	.00	92	30047140S	C	
SU	REG	8/27/07	10.00	.00	77	30047140S	C	
SU	REG	6/11/07	20.00	.00	104	30047140S	C	
SU	REG	2/27/07	10.00	.00	83	30047140S	C	
SU	REG	12/06/06	30.00	.00	104	30047140S	C	
SU	REG	8/24/06	.00	.00	86	30047140S	C	
SU	REG	5/30/06	10.00	.00	91	30047140S	C	

Customer ID 85669 Name MANCHESTER MASONIC TEMPLE ASSO
 Location ID 64542 Address 1509 ELM ST

Date Actual Consumption Graph Demand Consumption Graph

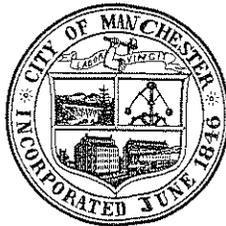
Cycle/Route 01 / 05 Amount due \$2,007.95
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	2/26/06	20.00	.00	82	30047140S	C	
SU	REG	12/08/05	20.00	.00	104	30047140S	C	
SU	REG	8/26/05	10.00	.00	94	30047140S	C	
SU	REG	5/24/05	30.00	.00	89	30047140S	C	
SU	REG	2/24/05	120.00	.00	92	30047140S	C	
SU	REG	11/24/04	10.00	.00	89	30047140S	C	
SU	REG	8/27/04	10.00	.00	93	30047140S	C	
SU	REG	5/26/04	10.00	.00	93	30047140S	C	

OK Exit Cancel Change view Graph History

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

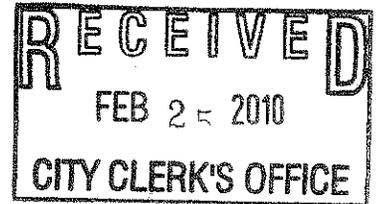
From: Maura Leahy 
Administrative Assistant

Date: February 25, 2010

Re: Sewer Abatement Request
R. Bradley Alderfer
1505 Elm Street
Account Number: 85669-64542

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

Enclosure



February 15, 2010

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

Re: Sewer Abatement Request – Manchester Masonic Temple, 1505 Elm St

To whom it may concern:

This is an Abatement request on behalf of the Manchester Masonic Temple Association, account number 85669-64542, located at 1505 Elm St, Manchester, NH 03101. We respectfully request an Abatement to waive future sewer bills above our usual ordinary amount, and place a credit on our account for the excess amounts paid from 7/7/2008 to the present, which totals \$5,283.29.

It is apparent that a water leak appeared in March 2008. We have determined that the water leak is probably under the building slab downstream of the meter. We hired Lachance Plumbing and Hager-Richter to locate the leak in April 2008. We have attached copies of the bills/invoices for these companies. Although the leak itself has not been found, we have narrowed down the possible locations, and we are still actively investigating remedies.

We have determined, however, that the excess flow since 2008 is leaking to groundwater and is not entering the building waste system. That is why we seek this equitable abatement in our sewer assessment.

Please let us know if more documentation is needed to support this abatement request.

Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to be "R. Bradley Alderfer".

R. Bradley Alderfer
Treasurer

RBA/mjh

Enc: Account history
Figure calculation page
Invoice 20799 Lachance Plumbing & Heating, Inc.
Invoice 20600 Lachance Plumbing & Heating, Inc.
Invoice 08SG19 Hager-Richter Geoscience, Inc.

M-7

Manchester Masonic Temple Water Abatement Calculations

2/28/2006	20	2/27/2007	10	2/28/2008	10
5/30/2006	10	6/11/2007	20	5/29/2008	310
8/24/2006	0	8/27/2007	10	8/22/2008	140
12/6/2006	30	11/27/2007	10	11/25/2008	180

Avg consumption 15 Avg Consumption 12.5 Avg Consumption 160

1/8/2007	\$69.00
4/9/2007	\$41.25
7/10/2007	\$63.75
10/5/2007	\$41.25
1/7/2008	\$49.50
4/7/2008	\$49.50

Average Cycle Bill \$52.38

7/7/2008	\$859.50
10/6/2008	\$400.50
1/12/2009	\$610.20
4/13/2009	\$513.00
7/20/2009	\$707.40
10/20/2009	\$999.00
1/20/2010	\$1,560.35

Amount paid \$5,649.95 **\$366.66 is \$53.28 X 7**

Amount we request as credit is \$5,649.95-\$366.66= \$5,283.29

M-8

Lachance Plumbing & Heating., Inc.

1035 Candia Road
 Manchester, NH 03109
 603-623-9849

Invoice

Date	Invoice #
6/13/2008	20799

Bill To
MASONIC TEMPLE 1505 ELM STREET MANCHESTER, NH 03103



Quantity	Description	Terms	Technician
		Due on receipt	DAVE
		Rate	Amount
	DATE OF SERVICE: 6/6/2008 INSTALLED SHUT-OFF ON BACK FLOW PREVENTOR		
1	2" GATE VALVE	62.00	62.00
1	3/4" COPPER BALL VALVE	11.56	11.56
3	3/4" COPPER 90	1.45	4.35
7	FEET 3/4" COPPER TUBE	3.23	22.61
2	2" COPPER M ADAPTER	16.87	33.74
1	FOOT 2" COPPER L TUBING	13.40	13.40
1	2" x 3/4" COPPER TEE	19.86	19.86
3.5	SERVICE HOURS	85.00	297.50
Thank you for your business.		Total	\$465.02
A charge of 2% per month will be assessed on any unpaid balance with a \$10 minimum.		Balance Due	\$0.00

M-9

Lachance Plumbing & Heating, Inc.

1035 Candia Road
 Manchester, NH 03109
 603-623-9849

Invoice

Date	Invoice #
5/14/2008	20600

Bill To
MASONIC TEMPLE 1505 ELM STREET MANCHESTER, NH 03103



Quantity	Description	Terms	Technician
		Due on receipt	JIM-
		Rate	Amount
	DATE OF SERVICE: 5/6/2008		
	RUN NEW 2" COPPER LINE FROM STREET TO METER.		
30	FEET 2" COPPER K PIPE	19.69	590.70
2	2" COPPER 90	12.89	25.78
1	2" COPPER BALL VALVE	58.00	58.00
8	SERVICE HOURS - JIM	80.00	640.00
2.5	SERVICE HOURS - MARLYIN	80.00	200.00
	EXCAVATOR CHARGE	4,100.00	4,100.00
	EXTRA: SAW CUT AND EXCAVATE STREET BEYOND PROPOSED EXCAVATION POINT. PROVIDE AND REAM EXISTING 4" CAST PIPE TO PUSH COPPER LINE THRU	450.00	450.00
Thank you for your business.		Total	\$6,064.48
A charge of 2% per month will be assessed on any unpaid balance with a \$10 minimum.		Balance Due	\$0.00

M-10

HAGER-RICHTER GEOSCIENCE, INC.

CONSULTANTS IN GEOLOGY AND GEOPHYSICS
8 INDUSTRIAL WAY - D10
SALEM, NEW HAMPSHIRE 03079
TELEPHONE (603) 893-9944
FAX (603) 893-8313

INVOICE

INVOICE DATE: June 30, 2008		INVOICE NO.: 08SG19
TO:	Manchester Masonic Temple Assoc. 1505 Elm Street Manchester, NH 03101	ATTN: Mr. Frank Kenney
PROJECT:	Water Line Location Survey Manchester Masonic Temple Manchester, New Hampshire	
PERIOD:	June 25, 2008	
1. SERVICES		
	GPR/PUL Survey 1 Day @ \$1950/day Sketch Plan @ \$100	\$1,950.00 \$100.00
TOTAL DUE THIS INVOICE		\$2,050.00

Terms Net 30 Days
Please make check payable to
HAGER-RICHTER GEOSCIENCE, INC.
We appreciate your business
and look forward to working with you again!

Account History - Combined Inquiry - EPD-Manchester NH

SUNGARD PUBLIC SECTOR
NavLine



Account History - Combined Inquiry

Customer ID: 85669 MANCHESTER MASONIC TEMPLE ASSO

Location ID: 64542 1509 ELM ST

Cycle/route: 01 05 Amount due: 999.00 Actual amount due: 999.00
 Initiation date: 1/01/42 Pending: .00 Budget deferred: .00
 Termination date: Customer/location status: A

Calculated Charges | 3-Month History |
 Combined Inquiry | Charges | Payments | Adjustments | Pending

Transaction Type	Date	Description	Transaction Amount	Reference Date	Running Balance
BL BILL	10/05/07	CYCLE BILL	41.25	10/09/07	41.25
LB PMT	7/16/07	LOCKBOX27007160799	63.75-		.00
BL BILL	7/10/07	CYCLE BILL	63.75	7/11/07	63.75
LB PMT	4/23/07	LOCKBOX27004230799	41.25-		.00
BL BILL	4/09/07	CYCLE BILL	41.25	4/10/07	41.25
LB PMT	2/21/07	LOCKBOX27002210799	69.00-		.00
BL BILL	1/08/07	CYCLE BILL	69.00	1/09/07	69.00
LB PMT	10/27/06	LOCKBOX27010270699	15.00-		.00

- OK
- Exit
- Cancel
- Print hist...
- Account...
- Custom...
- Custom...
- Budget h...

Account History - Combined Inquiry - EPD-Manchester NH

SUNGARD PUBLIC SECTOR
NavLine

Account History - Combined Inquiry

Customer ID: 85669 MANCHESTER MASONIC TEMPLE ASSO

Location ID: 64542 1509 ELM ST

Cycle/route: 01 05 Amount due: 999.00 Actual amount due: 999.00

Initiation date: 1/01/42 Pending: .00 Budget deferred: .00

Termination date: Customer/location status: A

Calculated Charges | 3-Month History

Combined Inquiry | Charges | Payments | Adjustments | Pending

Transaction Type	Date	Transaction Reference	Amount	Reference Date	Running Balance
BL BILL	10/06/08	CYCLE BILL	400.50	10/07/08	400.50
LB PMT	7/17/08	LOCKBOX27007170899	859.50-		.00
BL BILL	7/07/08	CYCLE BILL	859.50	7/08/08	859.50
LB PMT	4/15/08	LOCKBOX27004150899	49.50-		.00
BL BILL	4/07/08	CYCLE BILL	49.50	4/08/08	49.50
LB PMT	1/18/08	LOCKBOX27001160899	49.50-		.00
BL BILL	1/07/08	CYCLE BILL	49.50	1/08/08	49.50
LB PMT	10/16/07	LOCKBOX27010160799	41.25-		.00

- OK
- Exit
- Cancel
- Print hist...
- Account...
- Custom...
- Custom...
- Budget h...

Account History - Combined Inquiry - EPD-Manchester NH

SUNGARD PUBLIC SECTOR
NaviLine



Account History - Combined Inquiry

Customer ID: 85669 MANCHESTER MASONIC TEMPLE ASSO

Location ID: 64542 1508 ELM ST

Cycle/route: 01 05 Amount due: 999.00 Actual amount due: 999.00

Initiation date: 1/01/42 Pending: .00 Budget deferred: .00

Termination date: Customer/location status: A

Calculated Charges | 3-Month History

Combined Inquiry | Charges | Payments | Adjustments | Pending

Transaction Type	Date	Description	Transaction Amount	Reference Date	Running Balance	
BL BILL	10/20/09	CYCLE BILL	999.00	10/21/09	999.00	11
LB PMT	8/03/09	LOCKBOX27008030999	707.40-		.00	
BL BILL	7/20/09	CYCLE BILL	707.40	7/21/09	707.40	8
LB PMT	6/22/09	LOCKBOX27006220999	513.00-		.00	
BL BILL	4/13/09	CYCLE BILL	513.00	4/14/09	513.00	9
LB PMT	3/03/09	LOCKBOX27003020999	610.20-		.00	
BL BILL	1/12/09	CYCLE BILL	610.20	1/13/09	610.20	2
LB PMT	1/12/09	LOCKBOX27001120999	400.50-		.00	

- OK
- Exit
- Cancel
- Print hist...
- Account...
- Custome...
- Custome...
- Budget h...

NOV

M-14

Customer/Location Consumption History Inquiry - EPD-Manchest

SUNGARD PUBLIC SECTOR
NavLine



Customer/Location Consumption History Inquiry

Customer ID: 85669 MANCHESTER MASONIC TEMPLE ASSO

Location ID: 64542 1509 ELM ST

Cycle/route:	01 05	Amount due:	999.00
Initiation date :	1/01/42	Pending:	.00
Termination date:	0/00/00	Customer/location status:	A
Customer status:	Active <input type="checkbox"/>		

- OK
- Exit
- Cancel
- Print hist...
- Meter in...
- Meter se...
- Pending ...
- Budget t...
- Change ...
- Graph hi...
- Custome...
- Reading ...

Services Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Estimate Code	Comment Code
SU	REG	8/20/09	300.00	.00	86	30047140S	C	
SU	REG	5/26/09	210.00	.00	89	30047140S	C	
SU	REG	2/26/09	150.00	.00	93	30047140S	C	
SU	REG	11/25/08	180.00	.00	95	30047140S	C	
SU	REG	8/22/08	140.00	.00	85	30047140S	C	
SU	REG	5/29/08	310.00	.00	91	30047140S	C	
SU	REG	2/28/08	10.00	.00	93	30047140S	C	
SU	REG	11/27/07	10.00	.00	92	30047140S	C	

M-15

Customer/Location Consumption History Inquiry - EPD-Manchest

SUNGARD PUBLIC SECTOR
NavLine

Customer/Location Consumption History Inquiry

Customer ID: 85869 MANCHESTER MASONIC TEMPLE ASSO

Location ID: 64542 1509 ELM ST

Cycle/route:	01 05	Amount due:	999.00
Initiation date:	1/01/42	Pending:	.00
Termination date:	0/00/00	Customer/location status:	A
Customer status:	<input type="checkbox"/> Active <input checked="" type="checkbox"/>		

OK

Exit

Cancel

Print hist...

Meter in...

Meter se...

Pending ...

Budget t...

Change ...

Graph hi...

Custome...

Reading ...

Service Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Estimate Code	Comment Code
SU	REG	8/27/07	10.00	.00	77	300471405	C	
SU	REG	6/11/07	20.00	.00	104	300471405	C	
SU	REG	2/27/07	10.00	.00	83	300471405	C	
SU	REG	12/06/06	30.00	.00	104	300471405	C	
SU	REG	8/24/06	.00	.00	86	300471405	C	
SU	REG	5/30/06	10.00	.00	91	300471405	C	
SU	REG	2/28/06	20.00	.00	82	300471405	C	
SU	REG	12/08/05	20.00	.00	104	300471405	C	

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 for sewer abatement for 25 Claremont Avenue be granted and approved in the amount of \$4,289.50 as recommended by EPD.

(Unanimous vote)

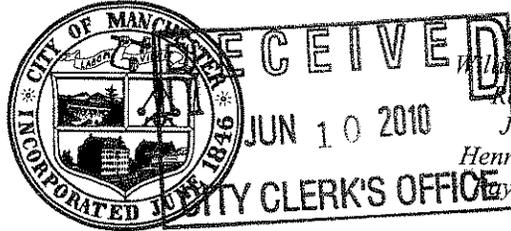
Respectfully submitted,


Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division

Memo

To: CIP Committee,
c/o City Clerks Office

#10-051

From: Frederick J. McNeill, P.E.

A handwritten signature in black ink, appearing to read 'F.J.M.', is written over the 'From:' field.

CC: Lisa Hynes – EPD
June George – EPD

Date: June 9, 2010

Re: Sewer Abatement Recommendation
Richard Benz
25 Claremont Ave / Account #46705-33310

Based on backup and the large increase of consumption, I recommend that Mr. Benz be granted an abatement in the amount of \$4,289.50.

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

/djv

Attach

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

Functions Options Help

HTE MW 6/03/2010 9:06:12 AM

Customer ID 45705 Name BENZ, RICHARD J
 Location ID 33310 Address 25 CLAREMONT AVE

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 04 / 04 Amount due \$4,323.46
 Initiation date 1/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	3/17/10	1153.00	.00	98	50706422S	C	
SU	REG	12/17/09	4.00	.00	97	50706422S	C	
SU	REG	9/11/09	3.00	.00	86	50706422S	C	
SU	REG	6/17/09	2.00	.00	89	50706422S	C	
SU	REG	3/20/09	1.00	.00	92	50706422S	C	
SU	REG	12/18/08	5.00	.00	91	50706422S	C	
SU	REG	9/18/08	2.00	.00	93	50706422S	C	
SU	REG	6/17/08	2.00	.00	90	50706422S	C	

OK Exit Cancel Change view Graph History

Fred 6/3/10
 For your recommendation

Wesa
 6/5

All backup is attached, please proceed w/ abatement.

Thanks,

3 year average consumption for this time period

3 ccf

Consumption for this period

1153 ccf

1150 ccf diff.

@ 3.73/ccf

\$ 4289.50

Functions Options Help



MW 6/03/2010 9:06:17 AM

Customer ID 46705 Name BENZ, RICHARD J
 Location ID 33310 Address 25 CLAREMONT AVE

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 04 / 04 Amount due \$4,323.46
 Initiation date 1/01/42 Pending \$0.00
 Termination date 01/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG 3/19/06	2.00	.00	84	50706422S	C	
SU	REG 12/26/07	5.00	.00	100	50706422S	C	
SU	REG 9/17/07	3.00	.00	91	50706422S	C	
SU	REG 6/18/07	2.00	.00	89	50706422S	C	
SU	REG 3/21/07	5.00	.00	93	50706422S	C	
SU	REG 12/18/06	7.00	.00	90	50706422S	C	
SU	REG 9/19/06	1.00	.00	91	50706422S	C	
SU	REG 6/20/06	3.00	.00	91	50706422S	C	

OK | Exit | Cancel | Change view | Graph History

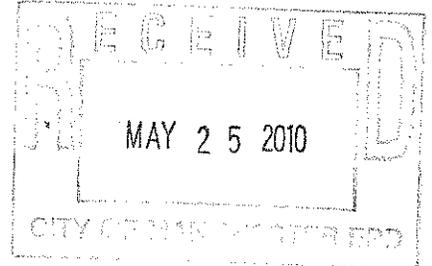
N-4

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

From: Heather Freeman *HF*
Vital & Legislative Records Supervisor

Date: May 24, 2010

Re: Sewer Abatement Request
Richard Benz
25 Claremont Avenue
Account #46705-33310

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

Enclosure

5/28
Lisa,
All appropriate Sackup
to approve abatement
request is attached.

HF

RICHARD BENZ
25 CLAREMONT AVE
MANCHESTER, N.H. 03103
TEL: 603-3262

ACCOUNT # 46705-33310

BILLING PERIOD 12-17-09 TO 3-17-10

ABATEMENT REQUESTED - ALL CONSUMPTION CHARGES

REASON FOR ABATEMENT: WHILE IN FLORIDA I HAD A FRIEND CHECK ON MY HOME AND HE FOUND RUNNING WATER. HE SHUT OFF THE MAIN AND CALLED THE FIRE DEPT. TO HAVE MY BASEMENT PUMPED OUT INTO THE EMPTY LOT BEHIND MY HOUSE. I HAVE A CEMENT FLOOR TO MY BASEMENT AND THERE IS NO DRAIN WHICH RESULTED IN STANDING WATER THAT HAD TO BE PUMPED OUT - I.E. SEE FIRE DEPT. REPORT ALONG WITH THE PLUMBERS REPORT ATTACHED TO THIS ABATEMENT REQUEST. THEREFORE, SINCE NO STANDING WATER ENTERED INTO THE CITY SEWER SYSTEM I AM REQUESTING ALL SEWER CONSUMPTION CHARGES BE DROPPED. IT'S BAD ENOUGH I HAD TO PAY A WATER BILL OF \$1,385.52.

N-10 Richard Benz



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

THIS IS YOUR SEWER SERVICE BILL

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

RICHARD J BENZ
 25 CLAREMONT AVE
 MANCHESTER NH 03103-5710

Account Number: 46705-33310

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

Service Address: 25 CLAREMONT AVE
 Bill Date: 5/11/10
 Cycle-Route: 04-04
 Current Charges: 4,323.46
 Balance Forward: .00

Total Amount Due 4,323.46

Amount Paid:

**NOTE: These amounts do not include
 any delinquent amounts due at the
 Tax Office (please see back of bill).**

000046705000033310000004323463

Service Address: 25 CLAREMONT AVE

Account Number **	Cycle-Route	Bill Date	Due Date
46705-33310	04-04	5/11/10	6/10/10

Last Billed Amount: 37.69
 Payments: 37.69-
 Adjustments/Transfers to Tax Office: .00
 Balance Forward: .00

Payment Mailing Address:

ENVIRONMENTAL PROTECTION DIVISION
 CITY OF MANCHESTER, NH
 P.O. BOX 4600
 MANCHESTER NH 03108-4600
 Phone: (603) 624-6522, 8 am - 5 pm, Monday-Friday
 Lobby hours: 8 am - 4:30 pm, Monday-Friday
 Web Site: www.ManchesterNH.Gov/EPD

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU	12/17/09	3/17/10	90 -E 50706422S	1.000	CCF	2632	1479	1153
						USAGE FOR	5/09	1.00
SU	SEWER USAGE CHG				Consumption	Charge		Total
					1,153.00	4,300.69		4,300.69
SS	SEWER SVC CHARGE	12/10/09	3/18/10			22.77		22.77
					Total Current Charges			4,323.46
					Past Due			0.00
					Total Amount Due			4,323.46

Handwritten initials

546907

STATEMENT DATE 5/19/16 TERMS

TO Dick Benz
 ADDRESS 25 Claremont
 Manchester, N.H. 03106
 IN ACCOUNT WITH Peter A. Jordon
 18 Johns Dr
 Hooksett N.H. 03106

A/H water works
 Repaired frozen pipe
 which was leaking 4 to 6 days
 6" water in cellar, no
 drain in ~~floor~~ floor
~~fire~~ fire department burst
 out cellar
 Peter A. Jordon
 master plumber
 LLC 2376

edoms DC5812

842756

STATEMENT

DATE 5/5/10

TERMS

TO		Richard Benz	
ADDRESS		25 Claremont Ave	
		Manchester NH	
IN ACCOUNT WITH		Peter A Jodoin 494-5760	
		18 Johns Drive	
		Hooksett NH 03106	
		40 gallon water tank	125.00
		2 3/4 female x 1/2 cup	7.50
		Delta faucet stem	8.00
		Delta spray and washer	5.00
		3/4 copper ball valve	12.50
		3 3/4 couplings	6.00
		2 1/2 boiler drains	14.00
		2 1/2 45's	2.75
		5 1/2 couplings	6.50
		1/2 Tee	1.50
		1/2 cap	1.50
		16" sink supply	9.27
		1/2 x 3/8 adapter	4.90
		Labor	\$1,140
		TOTAL 0 1,344.42	

Form DC5812

Paid to

OFFICIAL CHECK

May 07, 2010

 Citizens Bank

\$1,344.42

DOLLARS

peter Jodoin

NEGOTIABLE

11-9

RECORD

James A. Burkush
Chief of Department



City of Manchester
Fire Department
Fire Prevention Bureau

REQUEST FOR RECORDS

DATE: 5/11/10

PERSON or COMPANY MAKING
THE REQUEST

I, RICHARD BENZ

Hereby make request from the Manchester Fire Department for a report or record concerning:

Describe the nature of record requested

MFD Incident Number: 1002986

Type of Incident: _____

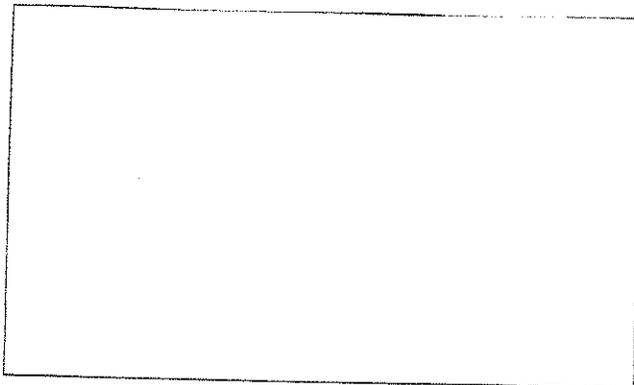
Date of Incident: 2/28/10

Type of Loss: _____

Address of Incident: 25 Claremont

Purpose of Request: Home Owner

Attach Business Card here if available:



Payment Receipt	
Date	<u>5/11/10</u>
Amount	<u>600</u>
Type of payment	<u>CASH</u>
Check Number	
<u>Sandra Cardone</u>	

A FDID 51714 * State NH * Incident Date 02 28 2010 * Station E07 * Enrollment Number 10-1002986 * Exposure 000 * Delete Change No Activity NFIRS -1 Basic

B Location* Check this box to indicate that the address for this incident is provided on the Wildland Fire Census Tract Module in Section 3 (Alternative Location Specification) (Use ONLY for Wildland fires). Census Tract 0025

Street address 25 CLAREMONT AVE NH 03103

Intersection Number/Milepost Prefix Street or Highway Street Type Suffix

In front of

Rear of Apt./Suite/Room MANCHESTER City State Zip Code

Adjacent to

Directions Cross street or directions, as applicable

C Incident Type * 812 Flood assessment

E1 Date & Times Midnight is 0000

Check boxes if dates are the same as Alarm ALARM always required

Date: Alarm * 02 28 2010 | 07:47:40

ARRIVAL required, unless canceled or did not arrive

Arrival * 02 28 2010 | 07:55:10

CONTROLLED Optional, Except for wildland fires

Controlled

LAST UNIT CLEARED, required except for wildland fires

Last Unit Cleared 02 28 2010 | 08:26:41

E2 Shift & Alarms Local Option

2 01 432

Shift or Alarms District Platoon

D Aid Given or Received*

1 Mutual aid received

2 Automatic aid recvd.

3 Mutual aid given

4 Automatic aid given

5 Other aid given

N None

Their FDID Their State

Their Incident Number

E3 Special Studies Local Option

Special Study ID# Special Study Value

F Actions Taken *

73 Provide manpower

Primary Action Taken (1)

Additional Action Taken (2)

Additional Action Taken (3)

G1 Resources *

Check this box and skip this section if an Apparatus or Personnel form is used.

Apparatus Personnel

Suppression

EMS

Other 0001 0003

Check box if resource counts include aid received resources.

G2 Estimated Dollar Losses & Values LOSSES: Required for all fires if known. Optional for non fires. None

Property \$ 000, 000, 000

Contents \$ 000, 000, 000

PRE-INCIDENT VALUE: Optional

Property \$ 000, 000, 000

Contents \$ 000, 000, 000

Completed Modules

Fire-2

Structure-3

Civil Fire Cas.-4

Fire Serv. Cas.-5

EMS-6

HazMat-7

Wildland Fire-8

Apparatus-9

Personnel-10

Arson-11

H1* Casualties None

Deaths Injuries

Fire Service

Civilian

H2 Detector Required for Confined Fires.

1 Detector alerted occupants

2 Detector did not alert them

U Unknown

H3 Hazardous Materials Release

N None

1 Natural Gas: slow leak, no evacuation or HazMat actions

2 Propane gas: <11 lb. tank (as in home BBQ grill)

3 Gasoline: vehicle fuel tank or portable container

4 Kerosene: fuel burning equipment or portable storage

5 Diesel fuel/fuel oil: vehicle fuel tank or portable

6 Household solvents: home/office spill, cleanup only

7 Motor oil: from engine or portable container

8 Paint: from paint cans totaling < 55 gallons

0 Other: Special HazMat actions required or spill > 55gal.. Please complete the HazMat form

I Mixed Use Property

NN Not Mixed

10 Assembly use

20 Education use

33 Medical use

40 Residential use

51 Row of stores

53 Enclosed mall

58 Bus. & Residential

59 Office use

60 Industrial use

63 Military use

65 Farm use

00 Other mixed use

J Property Use* Structures

131 Church, place of worship

161 Restaurant or cafeteria

162 Bar/Tavern or nightclub

213 Elementary school or kindergarten

215 High school or junior high

241 College, adult education

311 Care facility for the aged

331 Hospital

341 Clinic, clinic type infirmary

342 Doctor/dentist office

361 Prison or jail, not juvenile

419 1-or 2-family dwelling

429 Multi-family dwelling

439 Rooming/boarding house

449 Commercial hotel or motel

459 Residential, board and care

464 Dormitory/barracks

519 Food and beverage sales

539 Household goods, sales, repairs

579 Motor vehicle/boat sales/repair

571 Gas or service station

599 Business office

615 Electric generating plant

629 Laboratory/science lab

700 Manufacturing plant

819 Livestock/poultry storage (barn)

882 Non-residential parking garage

891 Warehouse

Outside

124 Playground or park

655 Crops or orchard

669 Forest (timberland)

807 Outdoor storage area

919 Dump or sanitary landfill

931 Open land or field

936 Vacant lot

938 Graded/care for plot of land

946 Lake, river, stream

951 Railroad right of way

960 Other street

961 Highway/divided highway

962 Residential street/driveway

981 Construction site

984 Industrial plant yard

Lookup and enter a Property Use code only if you have NOT checked a Property Use box:

Property Use 419

1 or 2 family dwelling

NFIRS-1 Revision 03/11/99

K1 Person/Entity Involved

Local Option _____ Business name (if applicable) _____ Area Code _____ Phone Number _____

Check This Box if same address as incident location. Then skip the three duplicate address lines.

Mr., Ms., Mrs. First Name _____ MI _____ Last Name _____ Suffix _____

Number _____ Prefix _____ Street or Highway _____ Street Type _____ Suffix _____

Post Office Box _____ Apt./Suite/Room _____ City _____

State _____ Zip Code _____

More people involved? Check this box and attach Supplemental Forms (NFIRS-1S) as necessary

K2 Owner

Same as person involved? Then check this box and skip the rest of this section.

Local Option _____ Business name (if Applicable) _____ Area Code _____ Phone Number _____

Check this box if same address as incident location. Then skip the three duplicate address lines.

Mr., Ms., Mrs. First Name _____ MI _____ Last Name _____ Suffix _____

Number _____ Prefix _____ Street or Highway _____ Street Type _____ Suffix _____

Post Office Box _____ Apt./Suite/Room _____ City _____

State _____ Zip Code _____

L Remarks

Local Option

WATER PROBLEM

On 02/28/2010 at 07:47:40 dispatched To 25 CLAREMONT AVE /MANCHESTER, NH 03103. The location is a 1 or 2 family dwelling. The incident was determined to be a(n) Flood assessment.

07:55:10 arrived on scene.

The following actions were performed on scene:

Provide manpower

Units responding were:

Unit T7 responded.

08:26:41 all units back in service.

L Authorization

200119	Beaudet, Robert P	LT		02	28	2010
Officer in charge ID	Signature	Position or rank	Assignment	Month	Day	Year

Check Box if same as Officer in charge. 200119 Beaudet, Robert P LT 02 28 2010

Member making report ID Signature Position or rank Assignment Month Day Year

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 for sewer abatement for 598 Corning Road be granted and approved in the amount of \$406.57 as recommended by EPD.

(Unanimous vote with the exception of Alderman Craig who abstained.)

Respectfully submitted,

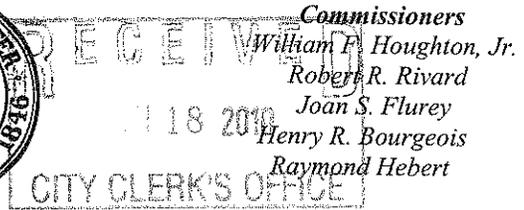
A handwritten signature in black ink, appearing to be 'M. D. Smith', written in a cursive style with a long horizontal flourish extending to the right.

Clerk of Committee

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

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division

Memo

To: CIP Committee,
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: June 15, 2010

Re: Sewer Abatement Recommendation
Janet Hopkins
598 Corning Rd / Account #121709-52378

#10-054

Based on backup and the large increase of consumption, I recommend that Ms. Hopkins be granted an abatement in the amount of \$406.57.

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

/djv

Attach

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

Functions Options Help

HTE 6/11/2010 1:16:52 PM

Customer ID 121709 Name HOPKINS, JANET R
 Location ID 52378 Address 598 CORNING RD

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 05 / 07 Amount due \$444.26
 Initiation date 5/17/01 Pending \$.00
 Termination date 01/01/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	3/25/10	113.00	.00	94	27862860S	C	
SU	REG	12/21/09	14.00	.00	90	27862860S	C	
SU	REG	9/22/09	23.00	.00	89	27862860S	C	
SU	REG	6/25/09	12.00	.00	90	27862860S	C	
SU	REG	3/27/09	.00	.00	88	27862860S	C	
SU	REG	12/29/08	21.00	.00	94	27862860S	C	
SU	REG	9/26/08	23.00	.00	93	27862860S	C	
SU	REG	6/25/08	20.00	.00	92	27862860S	C	

OK Exit Cancel Change view Graph History

Fred
 For your recommendation.
 6/11/10
 Lisa

3 year average consumption
 for this time period

4 ccf

Consumption this period

113 ccf

109 ccf diff
 @ \$3.73/ccf
 6/14

Backup along w/ consumption
 justifies a latement, please
 proceed.

Thank you,

054

0-3

\$406.57

EPD-Manchester NH - Customer/Location Consumption History Inquiry

Functions Options Help

HTE 6/11/2010 1:16:57 PM

Customer ID 121709 Name HOPKINS, JANET R
 Location ID 52378 Address 598 CORNING RD

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 05 / 07 Amount due \$444.26
 Initiation date 5/17/01 Pending \$.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	3/25/08	5.00	.00	81	27862860S	C	
SU	REG	1/04/08	19.00	.00	101	27862860S	C	
SU	REG	9/25/07	22.00	.00	90	27862860S	C	
SU	REG	6/27/07	-14.00	.00	90	27862860S	C	
SU	REG	3/29/07	6.00	.00	92	27862860S	C	
SU	REG	12/27/06	16.00	.00	92	27862860S	C	
SU	REG	9/26/06	29.00	.00	90	27862860S	C	
SU	REG	6/28/06	25.00	.00	90	27862860S	C	

OK Exit Cancel Change view Graph History

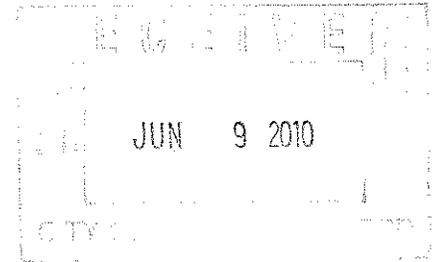
0-4

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

From: Heather Freeman *HF*
Vital & Legislative Records Supervisor

Date: June 8, 2010

Re: Sewer Abatement Request
Thomas Hopkins and Janet Hopkins
598 Corning Road
Account #121709-52378

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

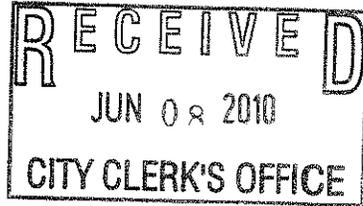
Enclosure

6/10

Lisa,

Appropriate Sackup is attached for Flooding. Please review the usage history.

Thanks,



Thomas and Janet Hopkins
598 Corning Road
Manchester, NH 03109

June 7, 2010

Board of Mayor and Alderman:

We are requesting a sewer charge abatement.

Thomas and Janet Hopkins

598 Corning Road, Manchester, NH 03109

City of Manchester Account number: 52378

Environmental Protection Division Account number: 121709-52378

We are requesting a sewer charge abatement for the billing period of January 21, 2010 to March 25, 2010.

We were out of town for 4 months and in January 2010, our water pipes froze and our ranch style home was flooded. The water went down through the floor to the cement floor cellar. I spoke with the Procure Services this morning and was told the access water was delivered to a Waste Water Treatment Plant.

Attached copies of:

Environmental Protection Division bill

Hartford Insurance claim

Procure Services bill

Sincerely,

Thomas A Hopkins

Janet R Hopkins

CITY OF MANCHESTER, NH
P.O. BOX 4600
MANCHESTER, NH 03108-4600

please use it on all references.

Service Address: 598 CORNING RD
Bill Date: 5/18/10
Cycle-Route: 05-07
Current Charges: 444.26
Balance Forward: .00
Total Amount Due 444.26

YOUR SEWER SERVICE BILL

is stub with your check made payable to:
ENVIRONMENTAL PROTECTION DIVISION

Amount Paid:

JANET R HOPKINS
598 CORNING RD
MANCHESTER NH 03109-5029

NOTE: These amounts do not include any delinquent amounts due at the Tax Office (please see back of bill).

000121709000052378000000444269

Address: 598 CORNING RD

Account Number **	Cycle-Route	Bill Date	Due Date
9-52378	05-07	5/18/10	6/17/10

Amount: 74.99
74.99-
Payments/Transfers to Tax Office: .00
Balance Forward: .00

Payment Mailing Address:

ENVIRONMENTAL PROTECTION DIVISION
CITY OF MANCHESTER, NH
P.O. BOX 4600
MANCHESTER NH 03108-4600
Phone: (603) 624-6522, 8 am - 5 pm, Monday-Friday
Lobby hours: 8 am - 4:30 pm, Monday-Friday
Web Site: www.ManchesterNH.Gov/EPD

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU SEWER USAGE CHG	12/21/09 3/25/10	94 E	27862860S	1.000	CCF	755	642	113
SS SEWER SVC CHARGE	12/21/09 3/25/10					22.77		22.77
Total Current Charges								444.26
Past Due								.00
Total Amount Due								444.26

0-7



Insured: HOPKINS THOMAS & JANET
Property: 598 CORNING ROAD
MANCHESTER, NH 03109
Home: 598 CORNING ROAD
MANCHESTER, NH 03109

Business: (999) 999-9999 x 9999

Claim Rep.: Lori Clark
Business: PO Box 14268
Lexington, KY 40512-4268

Business: (800) 280-0555 x 23944

Estimator: Lori Clark
Business: PO Box 14268
Lexington, KY 40512-4268

Business: (800) 280-0555 x 23944

Reference:
Company: Hartford Casualty Insurance Company

Claim Number: PP0009104836

Policy Number: 04RBA151363

Type of Loss: Freeze

Date Contacted: 1/28/2010
Date of Loss: 1/27/2010
Date Inspected: 1/28/2010
Date Est. Completed: 2/22/2010 8:29 AM

Date Received: 1/28/2010
Date Entered: 1/29/2010 11:02 AM

Price List: NHMA5B_JAN10
Restoration/Service/Remodel
Estimate: HOPKINS__THOMAS__&_
JA

0-8



Summary for Dwelling

Line Item Total				40,659.20
Total Adjustments for Base Service Charges				1,594.54
Subtotal				<u>42,253.74</u>
Overhead	@	10.0% x	42,253.74	4,225.37
Profit	@	10.0% x	42,253.74	<u>4,225.37</u>
Replacement Cost Value				<u>\$50,704.48</u>
Less Depreciation				(8,926.52)
Actual Cash Value				<u>\$41,777.96</u>
Net Claim				<u>\$41,777.96</u>
Total Recoverable Depreciation				<u>8,926.52</u>
Net Claim if Depreciation is Recovered				<u><u>\$50,704.48</u></u>

Lori Clark

Procare Services Inc.

12 Wallace Lane
Mont Vernon, NH 03057
1-800-529-9970

* water accumulation & removal.

Recap by Room

Estimate: HOPKINSFLOOD

Area: Main Level

Living Room	1,322.47	9.75%
Bath	242.79	1.79%
Office	568.40	4.19%
Kitchen	536.59	3.95%
Dining Room	436.82	3.22%
Laundry	1,323.80	9.76%
Hallway	201.52	1.49%
Sunroom	1,935.27	14.26%
MstBdroom	880.67	6.49%
Misc	2,089.03	15.39%

Area Subtotal: Main Level 9,537.36 70.28%

Area: Basement

Basement 4,032.90 29.72%

Area Subtotal: Basement 4,032.90 29.72%

Subtotal of Areas 13,570.26 100.00%

Total 13,570.26 100.00%

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 for sewer abatement for 618-620 Prescott Street be granted and approved in the amount of \$193.96 as recommended by EPD.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

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

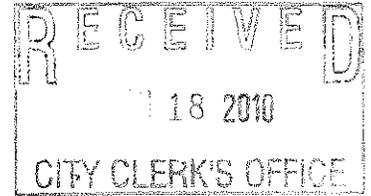
Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: June 15, 2010

Re: Sewer Abatement Recommendation
Santosh Salvi
618-620 Prescott St. / Account #135109-67194

#10-053

Based on the backup received and the increase in usage, I recommend that Mr. Salvi be granted an abatement in the amount of \$193.96.

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

/djv

Attach

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

Functions Options Help

HTE 5/06/2010 12:34:36 PM

Customer ID 135109 Name SALVI, SANTOSH
 Location ID 67194 Address 518-620 PRESCOTT ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 07 / 01 Amount due \$276.15
 Initiation date 9/02/04 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	1/04/10	116.00	.00	90	50707101S	C	
SU	REG	10/06/09	54.00	.00	90	50707101S	C	
SU	REG	7/08/09	56.00	.00	92	50707101S	C	
SU	REG	4/07/09	63.00	.00	77	50707101S	C	
SU	REG	1/20/09	89.00	.00	105	50707101S	C	
SU	REG	10/07/08	70.00	.00	92	50707101S	C	
SU	REG	7/07/08	61.00	.00	88	50707101S	C	
SU	REG	4/10/08	72.00	.00	80	50707101S	C	

OK Exit Cancel Change view Graph History

Fred 6/4/10
 For your recommendation
 husa 6/10

Great backup from Mike. Thanks for the followup and please proceed w/ the abatement

TJM

3 year average consumption for this time period

64 ccf

Consumption this period

116 ccf

52 ccf diff.

@ \$3.73/ccf

\$193.96

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

Functions Options Help

HTE 5/06/2010 12:34:41 PM

Customer ID 135109 Name SALVI, SANTOSH
 Location ID 67194 Address 518-620-PRESCOTT ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 07 / 01 Amount due \$276.15
 Initiation date 9/02/04 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	1/21/08	50.00	.00	103	50707101S	C	
SU	REG	10/10/07	70.00	.00	93	50707101S	C	
SU	REG	7/09/07	71.00	.00	94	50707101S	C	
SU	REG	4/06/07	88.00	.00	87	50707101S	C	
SU	REG	1/09/07	54.00	.00	89	50707101S	C	
SU	REG	10/12/06	62.00	.00	94	50707101S	C	
SU	REG	7/10/06	77.00	.00	94	50707101S	C	
SU	REG	4/07/06	60.00	.00	81	50707101S	C	

OK Exit Cancel Change view Graph History

Fri
12:15

CITY OF MANCHESTER
ENVIRONMENTAL PROTECTION DEPARTMENT
FIELD CHECK
~~METER~~ WORK ORDER FORM

DATE: 6/2/10 ACCOUNT #: 135109-67194
REQUESTED BY: Leser OWNER: Santosh Salvi
SERVICE ADDRESS: 618 Prescott St TEL #: 603-438-9279
\$20 SERVICE FEE Yes No

REASON FOR FIELD CHECK:
Abatement filed for burst pipes.
Verify area of repairs and dirt basement.

TP NUMBER _____

ORIGINAL DEDUCT METER INSTALLATION DATE _____ NEW DEDUCT METER NUMBER IF EXCHANGED _____

METER SIZE# _____

METER #	LAST READ	CURRENT READ
DEDUCT ARB#	LAST READ	CURRENT READ
	READ	READ
	DATE	DATE

DATE OF METER OUT READING _____ READING _____
DATE OF METER IN READING _____ READING _____

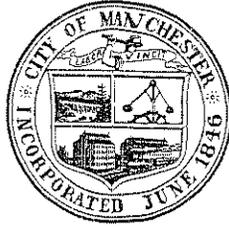
- Meter Frozen (Pressure Plate)
- Meter Malfunction
- ARB Box Defective
- Bad Wire
- Defective Meter Head
- Other (List Below)

INSPECTOR'S COMMENTS:
6/4/10 SITE CHECK. NO EVIDENCE WATER WENT INTO SEWER SYSTEM. SEWER LINE RUNS ALONG BASEMENT CEILING AND THEN OUT.
combination dirt + concrete floor.

Inspector changed out Deduct Meter : Yes No
If yes, did owner complete Release of Liability Form: Yes No

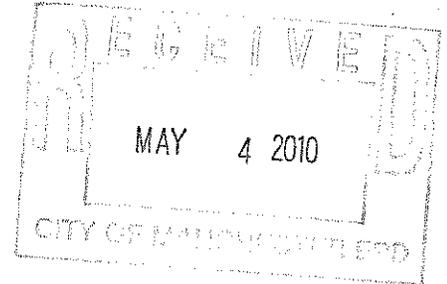
Matt Ke
Inspector's Signature

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

To: Fred McNeill
Chief Sanitary Engineer

From: Heather Freeman 
Vital & Legislative Records Supervisor

Date: May 3, 2010

Re: Sewer Abatement Request
Santosh Salvi
618 Prescott Street
Account #135109-67194

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

Enclosure

5/24/10
Spoke w/ Mr Salvi
he will fax over detailed
bills, etc re: repairs.

5/6
Lisa,
Can you please investigate.
The backup is undocumented
and, if there is a large
usage discrepancy, should
be verified.
Thanks,

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

4/25/2010

From,
Santosh Salvi
Account Number – 135109-67194
PO Box 979
Nashua, NH 03061

Sub : Sewer charge abatement of 60 CCF for the period from 10/06/09 to 01/04/10 towards the property located at 618-620 Prescott Street, Manchester, NH 03103

Dear Sir/Madam,

We had water pipe busted due to severe weather condition in December 2009 on 1st floor apartment located at 618 Prescott Street. Issue was fixed by plumber, but lots of water were wasted and went to the dirt basement under the toilet.

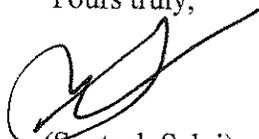
Attached is the handy man incident report

Looking forward to get the requested credit as early as possible.

I have already paid \$200 bill amount out of \$476.15 .

Thanks,

Yours truly,



(Santosh Salvi)

To whom it may concern;

I was told of a water leak at 618 Prescott St. Manchester, NH on December 27 2009. At arrival I found the substantial leak and on December 28th 2009 repaired the problem.

Ted Croteau, Maintenance Man

To Lisa

**Ted Croteau
Contract**

Scope of work: Fix split in pipes due to no heat in the bathroom and kitchen at first floor also 2 splits in the water pipe in the dirt basement 618 Prescott St. Manchester, NH

Material: 6 feet of plastic pecks piping, 5- 90-degree 1/2 inch shark bite connectors, 3 t-connector's 1/2 shark bites, and 4 1/2 inch connectors

All materials are to be provided by Homeowner and on site prior to crew starting.

Labor: All work to be performed in a timely and professional manner.

Dumpster: All Debris charges at local landfill are the sole responsibility of the homeowner.

Misc:

Payment: Upon completion.

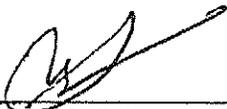
Labor Total: Flat rate = \$90.00 (labor only)

Dumpster fee: Waved. \$0.00 (dumpster only)

Materials cost: Home owner purchase.

Land Fill cost: Home owner purchase.

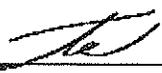
Total Due: \$90.00 upon completion.



Santosh Salvi

12/28/09

Date

Ted Croteau

12/28/09

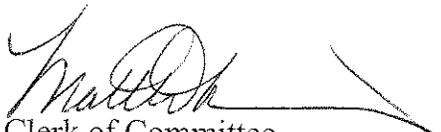
Date

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 communication from the Highway Department regarding vehicle purchases has been received and filed.

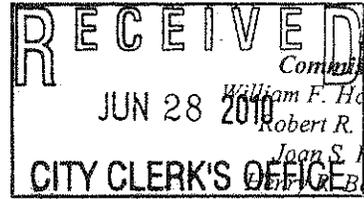
(Unanimous vote)

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
Jaon S. Flurey
Ernest Bourgeois
Raymond Hebert

CITY OF MANCHESTER
Highway Department

June 28, 2010

C. I. P., Committee of the
Honorable, Board of Mayor and Alderman
c/o City Clerks Office
One City Hall Plaza
Manchester, NH 03101

RE: Vehicle Purchase (Bid# FY10-500-108)

Dear Committee Members:

The Purchasing Division of the Manchester Highway Department went out to bid for the Health Department and Community Planning & Development Department vehicles.

We will be purchasing one small pickup for each department above. Total purchase is \$32,094.00

Bids and results are always available at: <http://www.manchesternh.gov/bids>.

Respectfully Submitted,

Mindy Salomone-Abood
Public Works Purchasing Agent.

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Public Health Director be authorized to register their 2011 Car Mate trailer.

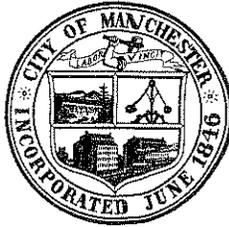
(Unanimous vote)

Respectfully submitted,


Clerk of Committee

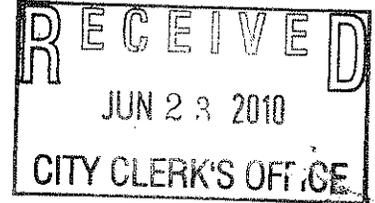
Timothy M. Soucy, REHS, MPH
Public Health Director

Anna J. Thomas, MPH
Deputy Public Health Director



BOARD OF HEALTH
M. Mary Mongan, RN, Chair
Carol Bednarowski, Clerk
Laura Smith Emmick, MD
William Mehan, DMD, MS
Kristin Schmidt, PA-C

CITY OF MANCHESTER
Health Department



June 23, 2010

Alderman Dan O'Neil, Chairman
Committee on Community Improvement
C/o Matt Normand, City Clerk
One City Hall Plaza
Manchester, New Hampshire 03101

RE: Request to Add Trailer to Health Department Fleet

Dear Alderman O'Neil,

As part of the funding the City has received for H1N1 response, (CIP 214110), the Health Department has received approval from NH DHHS to purchase a 2011 Car Mate 8' x 28' trailer. The trailer will be used to house and transport emergency medical supplies in response to the need to establish emergency clinics, acute care centers or emergency shelters.

In conjunction with the Fleet Management/Motorized Equipment Policy, I am requesting that the Committee on Community Improvement authorize the registration of this trailer. The trailer will be securely stored overnight at Manchester Fire Department's Station 8.

As always, please let me know if there are any additional questions.

Sincerely,

Timothy M. Soucy, MPH, REHS
Public Health Director

Cc: Kevin Sheppard, Public Works Director
Mindy Salomone-Abood, Purchasing Agent

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the portion of Francis Street described within be released and discharged from public servitude.

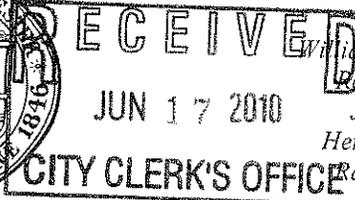
(Unanimous vote)

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 S. Flurey
Henry R. Bourgeois
Raymond Hebert

CITY OF MANCHESTER
Highway Department

June 15, 2010

Community Improvement Committee of the Board of Mayor and Aldermen
City Hall
c/o , Matt Normand, City Clerk
One City Hall Plaza
Manchester, New Hampshire 03101

RE: RELEASE AND DISCHARGE FRANCIS ST

Dear Committee Members,

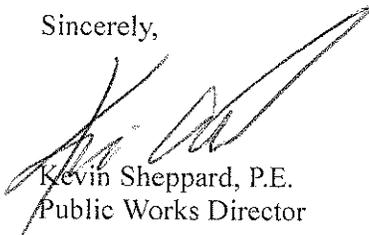
We have reviewed the referenced item and have found the following:

This portion of Francis Street is shown on a subdivision plan titled *Tenneyside Park*, by H.W. Sawyer, C.E., dated October 1919.

No layout or acceptance of dedication was found for this part of Francis Street in the records of the Manchester City Clerk or Manchester Highway Department. The street was never built nor used by the public. No public utilities appear to be in the street.

RSA 231:51 released Francis Street from public servitude October 1939.

Sincerely,



Kevin Sheppard, P.E.
Public Works Director

MJM
cc: File

S-2

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

To: Kevin Sheppard
Public Works Director

From: Heather Freeman 
Vital & Legislative Records Supervisor

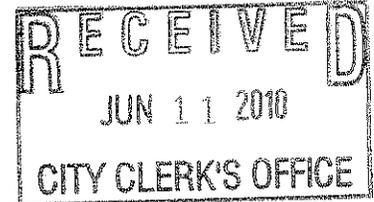
Date: June 11, 2010

Re: Petition for release and discharge from public servitude

Pursuant to Rule 19 of the Board of Mayor and Aldermen, enclosed is a copy of a petition for release and discharge from public servitude a portion of Francis Street. Please respond to the Committee on Community Improvement c/o the City Clerk at your earliest convenience.

S-3

Paul & Lucille Stelmach



75 Catherine St.
Manchester, N.H.
03102-2319

JUNE 10 2010

*To the Honorable Board of Mayor and Aldermen
Of the City of Manchester
And the Dept. of Public Works*

The undersigned respectfully represent that for the accommodation of the public there is occasion for a request to release and discharge the paper street starting at the corner of Catherine and Francis streets and continuing westerly to a point approximately 275 feet more or less. To find the area in question please refer to the Assessors Office map # 862 (attached). Please note the following.

- 1.) The portion of Francis St. to be released hereby was first laid out on a plan known as PLAN # 516c recorded in the Hillsborough County Registry of Deeds in 1923.*
- 2.) The portion of Francis St. to be released hereby has never been developed and is not needed for the accommodation of the public travel. All land bordering the northerly side of Francis St. (paper only) is owned by Paul & Lucille Stelmach*
- 3.) The most westerly portion of the paper street known as Francis St. ends at the power lines which is the border of the City of Manchester and the town of Goffstown.*

Sincerely,

*Paul J Stelmach
Lucille Stelmach*

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the attached request for a \$20,000 loan to Neighborworks Greater Manchester be approved.

(Unanimous vote)

Respectfully submitted,



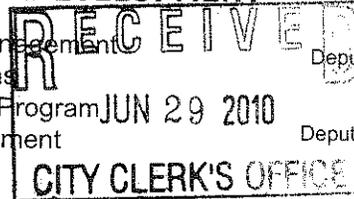
Matthew
Clerk of Committee



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

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



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: June 28, 2010
Subject: Request for Loan Approval

Neighborworks Greater Manchester respectfully requests that the CIP Committee approves down payment assistance in the amount of \$20,000 for the following application.

Property Description: Single Family Home located on Hayward Street
Property Assessment: \$187,100
Appraised Value: Subject to Acceptable Review of an Appraisal
Property Sales Price: \$149,000
Closing Costs: \$7,122.52
PMI, MIP Funding Fee: \$2,677.50 (FHA Loan)
Cash from the Borrower: \$8,754.64
Cash from the Seller: \$4,470
Amount of First Mortgage: \$119,000 (Financed PMI/MIP)
Amount of City Assistance: \$20,000

PMI – Private Mortgage Insurance
MIP – Mortgage Insurance Premium
FHA – Farmer's Home Administration

The City's down payment assistance shall be in the form of a zero interest deferred loan that would be repaid upon transfer of the property.

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

The Special Committee on Parking in the Vicinity of High Schools respectfully recommends, after due and careful consideration, that Ordinance Amendment:

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by adding a new Residential Parking Permit Zone #8 in Section 70.55(D) (8) Residential Parking Permit Zone #8 (Central High School area) and (G) (5) special restrictions for zone eight.”

be approved.

The Committee further notes that the Ordinance Amendment has been sent to the Committee on Public Safety, Health and Traffic for review and approval.

(Unanimous vote)

Respectfully submitted,


Clerk of Committee

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by adding a new Residential Parking Permit Zone #8 in Section 70.55(D) (8) Residential Parking Permit Zone #8 (Central High School area) and (G) (5) special restrictions for zone eight.”

Page 1 of 3

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.

§ 70.55 RESIDENTIAL PERMIT PARKING.

- (D) *Residential Parking Permit Zones.* The following areas are hereby designated as the Residential Parking Permit Zones:

- (8) - **Residential Parking Permit Zone #8 (Central High School Area).**

#8 Area bounded by;

**Walnut Street between Pearl Street and Amherst Street
Beech Street between Pearl Street and Hanover Street
Ash Street between Pearl Street and Lowell Street
Ash Street between Concord Street and Amherst Street
Maple Street between Pearl Street and Amherst Street
Jane Street
South Street
Malvern Street between Bridge Street and Concord Street
Nashua Street between Lowell Street and Bridge Street
Dutton Street
Concord Street between Union Street and Dutton Street
Lowell Street between Union Street and Ashland Street
East High Street between Maple Street and Ashland Street
Bridge Street between Union Street and Nashua Street
Amherst Street between Union Street and Ashland Street
Hanover Street between Union Street and Lincoln Street
Pearl Street between Union Street and Maple Street
Union Street between Pearl Street and Hanover Street
Lincoln Street between Hanover Street and Concord Street
Ashland Street between East High Street and Hanover Street
Derry Street
Chester Street
Haines Court**

City of Manchester New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by adding a new Residential Parking Permit Zone #8 in Section 70.55(D) (8) Residential Parking Permit Zone #8 (Central High School area) and (G) (5) special restrictions for zone eight.”

Page 2 of 3

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

- (G) *Use of residential parking permits.*
- (1) A residential parking permit shall not authorize the holder thereof to stand or park a motor vehicle in such places or during such times as stopping, standing, or parking of motor vehicles is prohibited or set aside for specified types of vehicles, nor exempt the holder from the observance of any traffic regulations other than a parking time limitation within a residential permit parking zone. A residential parking permit shall not authorize the holder to park in any time zone of one hour or less.
 - (2) A parking permit shall be valid only in the residential parking permit area for which it is issued.
 - (3) No person shall furnish any false information to the city in connection with the obtaining of any permit authorized hereunder. Any permit issued upon such false information or attached to a different vehicle shall be null and void.
 - (4) A residential parking permit shall be used only for on-street parking, and is not authorized for use in city parking lots.
 - (5) **The following special restrictions are enacted for ZONE EIGHT (Central High School area)**
 - a. All time limits in the Zone must be observed as posted, with or with a residential parking permit.
 - b. A residential parking permit allows vehicle to park in designated residential parking places during school hours

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by adding a new Residential Parking Permit Zone #8 in Section 70.55(D) (8) Residential Parking Permit Zone #8 (Central High School area) and (G) (5) special restrictions for zone eight.”

Page 3 of 3

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

- c. A vehicle which has been issued a residential parking permit can ~~legally park anywhere~~ park in any legal parking space; it is not required to park exclusively in designated residential spaces, however it must adhere to item “a.” of this section.
- d. A Residential parking permit is required only during school hours

Matthew Normand
City Clerk



Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

TO: Board of Mayor and Aldermen

FROM: Matthew Normand
City Clerk 

DATE: July 22, 2010

RE: Polling Hours for State Primary and General Elections.

Pursuant to RSA 659:4, the Board of Mayor and Aldermen are required to “determine the polling hours no later than 30 days prior” to the election. Polling hours for citywide elections have traditionally been set to begin at 6:00 a.m. and conclude at 7:00 p.m. I am requesting, therefore, that the Board establish the same polling hours (6:00 a.m. – 7:00 p.m.) for the State Primary Election to be held on September 14, 2010 and the State General Election to be held on November 2, 2010.

Thank you for your consideration.



*William E. Sanders
Finance Officer*

CITY OF MANCHESTER
Finance Department

July 26, 2010

Board of Mayor and Aldermen
C/O Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Re: Special Account for Payment of MCAM Lease Obligations

Dear Honorable Board:

The purpose of this letter is to request the Board's approval to establish a special account for payment of the MCAM building and equipment leases which became City obligations effective July 1, 2010. We intend to deposit proceeds from the following sources in the account:

MCTV Fund Balance	\$ 55,902.54 (cash received)
MCAM Fund Balance	?
Rent for Sub – Lease(s)	\$ 1,170.00 (month to month lease)
Proceeds from Sale of Equipment	?

The City has not yet received a financial report from MCAM setting forth MCAM's assets, liabilities and fund balance. In addition, to date the City has not received a cash transfer from MCAM representing MCAM's fund balance. The value of the audio and video equipment (including the leased equipment) is estimated to exceed \$100,000. The total lease obligations for the building and equipment approximate \$165,500 as of June 30, 2010.

In summary, Board approval is requested to establish this special account. In addition, Board approval is requested to authorize the Finance Officer to expend the funds required to pay the leases when due. The Finance Officer also requests authority to execute an early pay-off of the equipment leases.

Respectfully Submitted,

William E. Sanders
Finance Officer

City of Manchester
New Hampshire

In the year Two Thousand and Ten

AN ORDINANCE

“Amending Sections 33.024, 33.025, & 33.026 (Crime Analyst) 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:

Establish new position of Crime Analyst, Class Code 9272

SECTION 33.025 COMPENSATION OF POSITIONS be amended as follows:

Establish new position of Crime Analyst, Class Code 9272, Grade 15

SECTION 33.026 CLASS SPECIFICATIONS be amended as follows

Establish new position of Crime Analyst, Class Code 9272 (spec. attached) non-exempt

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

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

"Designation of Recovery Zone and Allocation of Recovery Zone Economic Development Bond and Recovery Zone Facility Bond Volume Cap"

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

WHEREAS, the American Recovery and Reinvestment Act of 2009 ("ARRA") authorized certain Recovery Zone Bonds that may be issued pursuant to Sections 1400U-1, 1400U-2 and 1400U-3 of the Internal Revenue Code of 1986, as amended; and

WHEREAS, ARRA authorized \$10 billion of "Recovery Zone Economic Development Bonds" to be issued in accordance with the provisions of Section 1400U-1(a)(4)(A) and Section 1400U-2 of the Code and \$15 billion of "Recovery Zone Facility Bonds" to be issued in accordance with the provisions of Section 1400U-1(a)(4)(B) and Section 1400U-3 of the Code; and

WHEREAS, Internal Revenue Service Notice 2009-50 (the "Notice") allocated \$90,000,000 of the national \$10 billion Recovery Zone Economic Development Bond cap and \$135,000,000 of the national \$15 billion Recovery Zone Facility Bond cap to the State of New Hampshire (the "State"); and

WHEREAS, the Notice further allocated a portion of the Recovery Zone Economic Development Bond cap in the amount of \$5,977,000 and a portion of the Recovery Zone Facility Bond cap in the amount of \$8,966,000 to the City of Manchester, New Hampshire (the "City"), and

WHEREAS, the Notice further allocated a portion of the Recovery Zone Economic Development Bond cap in the amount of \$24,059,000 to the County of Hillsborough, New Hampshire (the "County"), and

WHEREAS, the County by resolution adopted April 6, 2010, waived and allocated its \$24,059,000 of Recovery Zone Economic Development Bond cap in favor of the City; and

WHEREAS, the City accepted such waiver and allocation of the County's Recovery Zone Economic Development cap by resolution adopted July 6, 2010; and

WHEREAS, the City seeks, pursuant to the provisions of Section 1400U-1(b) of the Code, to designate a "Recovery Zone" in order to issue Recovery Zone Bonds for the purpose of financing qualified costs associated with eligible projects; and

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred Thousand Dollars (\$1,700,000) for the 2008 CIP 710908 – Construction Cohas Brook Phase II, Contract 3.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Seven Hundred Thousand Dollars (\$1,700,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2008 CIP 710908, Construction Cohas Brook Phase II, Contract 3	\$1,700,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Seven Hundred Thousand Dollars (\$1,700,000) for the 2008 CIP 710908 – Construction Cohas Brook Phase II, Contract 3.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Million Dollars (\$6,000,000) for the 2008 CIP 711008 – Design & Construction of Incinerator-Upgrade at WWTF.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Five Million Seven Hundred Fifty Thousand Dollars (\$5,750,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2008 CIP 711008, Design & Construction of Incinerator Upgrade at WWTF	\$6,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Six Million Dollars (\$6,000,000) for the 2008 CIP 711008 – Design & Construction of Incinerator Upgrade at WWTF.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Dollars (\$4,000,000) for the 2008 CIP 711208 – Grit Chamber Upgrade.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Four Million Dollars (\$4,000,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2008 CIP 711208, Grit Chamber Upgrade at WWTF	\$4,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Four Million Dollars (\$4,000,000) for the 2008 CIP 711208 – Grit Chamber Upgrade.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Million Dollars (\$7,000,000) for the 2009 CIP 712209 – Cohas Brook Phase III Contract 1.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Seven Million Dollars (\$7,000,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2009 CIP 712209, Cohas Brook Phase III Contract 1	\$7,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Seven Million Dollars (\$7,000,000) for the 2009 CIP 712209 – Cohas Brook Phase III Contract 1.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2009 CIP 712309 – Construction of Cohas Brook Phase II.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of One Million Thirty Three Thousand Nine Hundred Fifty Three Dollars and Thirty Two Cents (\$1,033,953.32) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2009 CIP 712309, Construction of Cohas Brook Phase II	\$1,000,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of One Million Dollars (\$1,000,000) for the 2009 CIP 712309 – Construction of Cohas Brook Phase II.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Forty Three Million Five Hundred Thousand Dollars (\$43,500,000) for the 2011 CIP 810411 – Public Safety Complex.”

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Forty Three Million Five Hundred Thousand Dollars (\$43,500,000) at one time or from time to time as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing costs of the following public works and improvements of a permanent nature, hereby authorized namely,

<u>Purpose</u>	<u>Amount</u>
2011 CIP 810411, Public Safety Complex	\$43,500,000

It is hereby declared that the public works and improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 30 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester New Hampshire

In the year Two Thousand and Ten

A RESOLUTION

“Authorizing Bonds, Notes or Lease Purchases in the amount of Forty Three Million Five Hundred Thousand Dollars (\$43,500,000) for the 2011 CIP 810411 – Public Safety Complex.”

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.