

COMMITTEE ON COMMUNITY IMPROVEMENT

August 4, 2008
Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

5:15 PM
Aldermanic Chambers
City Hall (3rd Floor)

Chairman Garrity called the meeting to order.

The Clerk called the roll.

Present: Aldermen Garrity, Shea, O'Neil and Smith
Alderman Gatsas arrived late.

Messrs: J. Minkarah, D. Eaton, B. Gamache, S. Moranto, T. Soucy, K.
Sheppard, C. DePrima, J. Burkush, P. Goucher, F. Rusczek

Chairman Garrity addressed items 3 and 4 of the agenda:

3. Communication from Jay Minkarah requesting approval of the Section 108 loan application for 788 and 789 Elm Street and for such purpose an amending resolution and budget authorization has been submitted.
4. Communication from Jay Minkarah requesting approval of the Section 108 loan application for 22 Concord Street and for such purpose an amending resolution and budget authorization shall be submitted.

Mr. Jay Minkarah, Economic Development Director, stated we have two section 108 loan applications that are before the Committee this evening. I am just going to start off with a brief introduction to the program because it has been a few years since we have done one of these and then what I would like to do, if I may, is ask the applicants to each come up, first the Merrimack Restaurant building and then 22 Concord Street if I may, to speak to the specifics of their projects. Just briefly section 108 is a HUD loan guarantee program that's intended to stimulate economic development and meet other community goals. Basically the amount of funding we have available under section 108 is based on the community's annual CDBG allocation and the CDBG allocation is what backs the loans. Essentially what happens if approved by the Board of Mayor and Aldermen, HUD releases the funds, and the developer (applicant) in these cases will pay back those loans. This is a program that we have used a number of times over the years. We have made

loans ranging from half a million to just under two million. This is in part how the rehab of the Chase block, the Bond building, Dunlap building and McQuade's building crew were financed. We did also use it for Bridge and Elm. I think the projects that you have before you are consistent with the program, very much similar to what we have used these funds for in the past and then if I may I would like to ask, unless there are questions about the program itself, I would like to ask the applicants come up and just briefly describe their projects.

Mr. Dave Eaton, 788 Elm Street LLC, stated I am one of the partners. 788 Elm Street LLC acquired the building at the corner of Merrimack and Elm Streets on June 4th I think of this year. Also with me is one of the partners Francis Fernando. Our goal with this building is to take a rather dilapidated building that actually has complete functional obsolescence. It's been a restaurant for many years and the vacant space upstairs has housed many political campaigns and small office uses. The space is poorly heated, poorly air conditioned and does not have good fresh air circulation. It needs a complete rehab. Our goal is to bring it back to its natural look on the exterior with brick, to replace all windows and expand the sidewalk along Merrimack Street if possible to allow some outdoor dining. We are seeking a new restaurant to locate in the facility. We have had some discussions with a couple of restaurants but do not have a serious restaurant taker yet. On the upper level we intend to completely renovate it into officer space. The building has about 11,000 square feet in it and will have about 5,500 square feet of office upstairs, a restaurant of about 3,800 downstairs and then two retail tenants along Elm Street. All new heating systems, new electrical will be put into the building and the areas that need renovation. The best part of the building at this point is the roof which was put on it about three years ago. This is a complete renovation of the building. The budget is in excess of a million dollars for the total project.

Mr. Minkarah stated now I would like to bring up Ben Gamache to briefly describe 22 Concord Street. I think as a Committee you may recall, this property was a subject of a 79-E application that we approved last year so I think many of you heard about this project before and what we are seeking is section 108 funds to help finance the balance of the renovations of the building.

Mr. Ben Gamache, Gamache Enterprises, stated where we are at this point with the building on 22 Concord Street is we are at probably the 80% stage of being finished. The common area, all four stories, is complete, including back staircase, elevator, roof, buildings, and windows. Re-pointed the whole building. Fire. We are at that point where we are 80%. We rented the fourth floor. We did the build out for the fourth floor tenant, Marianna's Salon. They are up there. We are in the process of doing a build out for the third floor which is the nursing career school, there will be a nursing college occupying the third floor so we are in the process of

doing that now. On the first floor we have a restaurant called Fire Fie Bistro and Bar. It's trying to copy that type of restaurant that's in Boston, Joe's American Bar and Grille so that's rented and we have a potential tenant for the second floor. Each floor is 3400 square feet so we are looking for the funds to finish the balance of the building. Over the next two and a half three months we should be finished.

Alderman Gatsas stated question to staff: How much do we have in the 108 fund?

Mr. Sam Maranto, Planning Department, stated we have approximately \$2.7 million available to us. Excuse me \$3.5 million, I am sorry Alderman. We do have in 2009...the reason I say the change is because we had set aside some money for the gaslight district and taking that out it's about \$2.7 million.

Alderman Gatsas asked how much money of 108 funds do we have out that are being paid back in?

Mr. Maranto stated just under five million. Is that correct Jay?

Mr. Minkarah stated I would say that's about accurate yes.

Alderman Gatsas asked the interest that they are paying back on the five million goes where? Back to the federal government or does it stay with us?

Mr. Maranto stated we have to pay back the federal government but the way it's structured I believe the funds are sent to MEDO and they in turn reimburse the federal government on an annual basis.

Alderman Gatsas asked we reimburse them principle or principle and interest?

Mr. Minkarah stated currently with the loans that we have it's my understanding that all of the payments that we are receiving are basically passed through directly to HUD. What we have proposed doing is adding half of one percent to our cost of funds to help offset the cost to the City of administering these loans. So we would get half of one percent on top of the interest rate.

Alderman Gatsas asked so nowhere have we done that before in the five million that we have lent out?

Mr. Minkarah stated that's not my understanding. I could be incorrect but it's not my understanding that we have.

Alderman O'Neil asked don't we already take an administration fee from CDBG? It's a line item in the CIP budget.

Mr. Maranto stated in the past staff who have worked on a 108 were indeed utilizing CDBG administration funds but as you are aware we have lost approximately 25% of our entitlement over the past five years so that amount of money is going down. The half a point is something that is done on a regular basis by other communities across the country. The terms of that would pay for laundering and staff fees associated with those loans.

Alderman Lopez stated maybe Sam can enlighten me. All of these funds, are they utilized just for this project or neighborhood works or other projects?

Mr. Maranto stated section 108 funds are for economic development. They are basically for any eligible activity similar to CDBG but the basic test is that you have to create or retain jobs, Alderman.

Alderman Lopez asked how much administrative revenue do we get from these funds?

Mr. Maranto responded there is no administration tied; it's strictly all project funds. But like I said you are allowed to charge above and beyond what HUD charges us to pay for staff to basically process those and monitor during the course of their loan.

Alderman Lopez asked I am for this program but are we stretching the envelope on this particular piece of property?

Mr. Maranto responded the projects are consistent with the goals and objectives of the section 108. Both of those projects are job creation projects. When we send the application in we have to meet national objectives and eligible activities and both of those projects do meet those.

Alderman Lopez stated I would like to hear from the City Solicitor here. They are here at the full Board.

Alderman O'Neil stated this doesn't reflect the two projects because I plan on voting for both of them but we are already taking administration money out. I don't care what the amount is; we are already taking administration money out for CDBG program, correct? Now it may not be enough to cover the percentage of salaries that it used to but we need to be clear on this.

Mr. Maranto stated right now, MEDO would be administering those projects. At the present time they are not utilizing any CDBG funds for administration in their office.

Alderman O'Neil asked have we in the past in the MEDO office?

Mr. Maranto responded yes we have.

Alderman O'Neil stated plus Planning staff.

Mr. Maranto stated that's where we essentially get paid Alderman.

Alderman O'Neil stated right, so we have been doing this. This is maybe a new approach but we have been doing this in a little different way previously. For Mr. Gamache, does the interest make or break this for you?

Mr. Gamache responded no. Will it be under 24%?

Alderman O'Neil stated I am just going to look for a head shake from the Elm Street Partners, yes, no? Not an issue.

Alderman Gatsas asked Alderman O'Neil were you suggesting that it goes to 3.5%?

Alderman O'Neil asked go what, to 3.5%?

Alderman Gatsas responded the rate because it's at 3%.

Alderman O'Neil stated I am not suggesting anything on the rate. I was trying to get some clarification on past practice. No, I am comfortable with this as proposed.

On motion of Alderman Shea, duly seconded by Alderman O'Neil, it was voted to approve items 3 and 4.

Alderman Gatsas moved that the next project brought before the Board, the rate be changed to 3.5% for the administrative cost to MEDO.

Alderman O'Neil stated could we have... I don't know if Jay has anything pending with these funds.

Mr. Minkarah stated not currently no.

Alderman O'Neil asked could we have the discussion instead of waiting for a project, just have the discussion in general at some point? In the next month or two is my suggestion. Don't wait for the next project.

Alderman Gatsas stated I would hate for the next project to come in and we didn't have our discussion so I guess I would make it in the form of a motion that it goes to 3.5% so that at least when Jay is talking to somebody it's quoted that. If it's 3.5% breaking the project then maybe we can go to 3.3\$ or 3.4% where it makes sense but I don't want him obviously...if we don't have something on record he can't say it's going to be 3.5% and if somebody comes before us we are going to do the same thing we did tonight and move two projects without administrative cost.

Mr. Maranto stated just for clarification the rate has not been set yet. Once the application goes into HUD they will determine what their rate would be. It's somewhere under 4% at this time so if we were to set it at 3.5% we might in fact be paying HUD back more funds. I believe when we do the application we will indicate establishment for the rate from HUD will then be set.

Chairman Garrity stated Alderman Gatsas I think your point is you want to be sure that the point five percent is...

Alderman Gatsas interjected right, so if they are going to quote 3.5% then it would be four% if it goes to HUD, if we are looking for point five. So whatever the rate is it would be a point five administrative cost.

Alderman Gatsas moved to increase the rate from HUD on the section 108 loans 0.5% for administrative costs. Alderman Shea duly seconded the motion. There being none opposed, the motion carried.

Chairman Garrity addressed item 5 of the agenda:

5. Communication from Bruce Thomas, Highway Department, requesting approval to complete projects as a part of the City's Chronic Drain program with a cost totaling \$33,000.

On motion of Alderman O'Neil, duly seconded by Alderman Shea. It was voted to approve this item.

Chairman Garrity addressed item 6 of the agenda:

6. Communication from Tim Soucy, Public Health Director, requesting the Committee authorize the registration of a 6 x 12 foot trailer to be used to house and transport emergency medical supplies.

Alderman Gatsas asked Tim, can you give me an understanding of what those supplies are?

Mr. Tim Soucy, Public Health Director, stated through the years we have used our Federal Emergency Preparedness funding to buy supplies if we ever needed to establish clinics or an acute care center. We have been relying on the Fire Department and their utility vehicles. This just gives us an enclosed space to not only store but to quickly transport materials.

Alderman Gatsas asked where are you going to store it?

Mr. Soucy stated it is currently housed in the parking garage at the Rines Center and it will stay there. So it is secure housing.

Alderman J. Roy asked do you have a vehicle to pull that trailer?

Mr. Soucy stated we do. We can pull it with our Tahoe and we have talked to Manchester Fire Department to make sure it is consistent with their Tahoes as well.

On motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to authorize the registration of the trailer for the Health Department.

Chairman Garrity addressed item 7 of the agenda:

7. Communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery requesting funds in the amount of \$10,000 be transferred from the MER account for rust repair on one dump truck.

Chairman Garrity asked Kevin, are funds available?

On motion of Alderman O'Neil, duly seconded by Alderman Smith, it was voted to discuss this item.

Mr. Kevin Sheppard, Public Works Director, stated that came in as a part of last year's budget so there are no funds currently in the MER.

Alderman Smith stated this vehicle is 22 years old and I think we should do something with it.

Chairman Garrity stated I wouldn't recommend we take any action without the director here.

On motion of Alderman O'Neil, duly seconded by Alderman Shea it was voted to approve this request.

Alderman O'Neil moved to removed item 7 from the table. Alderman Shea duly seconded the motion. There being none opposed, the motion carried.

Chairman Garrity stated this is about your dump truck and there are no funds available so we really need to find out how bad of a shape it's in.

Mr. Chuck DePrima, Acting Director Parks, Recreation and Cemetery, stated it's off the road right now. It's not safe.

Chairman Garrity stated it is. What is it used for?

Mr. DePrima stated it's a quite an old dump truck that we have. We use it normally for hauling the boulders around the City that we place to block off access for illegal dumping, stuff like that, and we also use it in our tree crew to haul the tree butts away from the large projects that we do, projects that would normally damage the bodies of our newer nicer use of equipment.

Chairman Garrity asked so it is not a spare dump truck, right?

Mr. DePrima responded no.

Alderman Shea asked do you have anything in your budget that you can take out and then possibly repair this with and then later on come back to us if you can't find the funds? There may be some area of your budget that you may be able to use at this stage and then later on you may be able to use this and replace that funding? Is that possible? There's no funds under what Kevin mentioned while you weren't here, listening or whatever.

Mr. DePrima stated right now our line items are very thin for the 2009 budget. What I could do with the permission of the Committee is use money from a CIP cash account that I have, that I am given every year, to do various projects, smaller in nature that require immediate response. I could use funds from that project to do this.

Alderman Gatsas asked how much does a new dump truck cost?

Mr. DePrima responded I don't know right off the top of my head.

Chairman Garrity asked Kevin, do you have an idea?

Mr. Sheppard responded a six wheel dump could be up to \$75,000 to \$85,000.

Alderman Gatsas asked how about a used one?

Alderman Shea asked how about a lease?

Mr. Sheppard responded I am not too sure on a used one.

Alderman Shea asked could you lease one?

Mr. Sheppard responded you could lease one.

Alderman Shea asked how much would that be?

Mr. Sheppard responded again, I'm sorry. I don't know that answer tonight.

Alderman Shea stated you have somewhere we tabled...where you are thinking about leasing some trucks too for your department.

Mr. Sheppard stated right. We have discussed that tonight. We had a meeting with the Finance Director and we discussed leasing and I think the recommendation was not to go down that avenue at this point.

Alderman Shea stated so you are not thinking of still leasing.

Mr. Sheppard stated correct.

Alderman Gatsas asked can we table this item and get some numbers on a used truck because it doesn't sounds like spending \$10,000 for a 22 year old truck that if we can find a used one for \$20,000 that it might make more sense to do that.

Alderman Shea stated the only point is we would have to come up with the \$20,000 somehow.

Alderman O'Neil asked can we just ask that Kevin checks within his department, Airport, Water Works, EPD see if anyone has a truck that can help fill in while this is getting ironed out?

Alderman Smith asked Kevin, there is a letter dated from the Acting Director Chuck DePrima on June 9th saying there was some surplus funds available. Have they have now been used for other situations?

Mr. Sheppard stated MER is a cash allocation based on the yearly budget so as of June 30th those funds went back to the general fund as a fund balance or I am not too sure where they go but at the end of the year those funds are lost.

Alderman Smith stated in other words it went to last year's general fund. Is that what you are telling me?

Mr. Sheppard responded I believe that they go back to the fund balance at the end of the year.

On motion of Alderman O'Neil, duly seconded by Alderman Shea, it was voted to table this item.

Chairman Garrity addressed item 8 of the agenda:

8. Revised Budget Authorization providing for acceptance and expenditure of \$8,022.04 from the project 411304 Facility/Equipment Improvements-Fire Department.

Chairman Garrity asked Chief are the funds available?

Alderman Shea asked is this going for the study for the new fire station?

Fire Chief Jim Burkush indicated yes.

Alderman Gatsas asked how much did this Board allocate for that study?

Chief Burkush responded this was a CIP project and there were funds available from the Hackett Hill study and also for Central Fire Station. We installed a sprinkler system. Going over records I discovered that there was a balance and I talked to CIP staff and asked them if we could use that to do a station study and he said yes. That's what we are going to do.

Alderman Gatsas stated well Chief I am starting to look at the next budget and I would hope the rest of my colleagues are. I understand that it's important to do a study but I would think that we are going to wait. At least my opinion is that we wait on funding on anything until we find out where we are in this budget because it was a pretty tight budget that we put forward. I think those funds might be able

to be used at the end of the year to maybe buy something else to protect the budget in the next year.

Ms. Pamela Goucher, Interim Planning Director, stated this is Bond money.

Alderman Gatsas asked so we are bonding a consultant? I want to know how we are doing that?

Mr. Maranto stated those funds were initially identified in that project for sprinkler system and for design work so it's consistent with that. What we are looking to do basically is have a project that's not four years old with a bond balance and clean up that account, utilize those funds and essentially the new project which we did do in 2009 that would just reduce the amount of money being spent in that year. When we go back as an exercise we try to clean up old projects and close them out as well and that's what we are trying to attempt right now.

Alderman Gatsas asked could that and I am not looking to steal that from you Chief but could that \$8,200 of bonding be used to fix the piece of equipment in Parks?

Mr. Maranto stated not for maintenance no. It would have to have a minimum life of at least ten to fifteen years.

Alderman Gatsas stated this one has got 22. If we put in \$8,000 maybe it lives another ten.

Mr. Maranto stated generally speaking vehicles don't stay 20 year old lives anymore. It could be used for whatever the Aldermen decided to use for the life of bonds.

Alderman O'Neil asked can I ask what city that is in? They generally don't have a 20 year old life because that is certainly not the case in Manchester.

Chairman Garrity asked Chief would your existing data that you have responding to calls and such, isn't that going to help you decide where you are going to put the station rather than spend the \$8,200?

Chief Burkush stated I guess we looked at this when we found this project. We were hoping to reduce the amount of money that we had to spend in the current bond. That's the only thing we are trying to do is to be able to use this money for upcoming station.

Chairman Garrity stated Chief you have data already where you respond to calls in the south end. Can't you use that existing data?

Alderman O'Neil stated you may recall Alderman Lopez asked a special committee to be formed of which Alderman J. Roy and I are the members of to work with the monies. I know two of the projects, the police station and Calef Road fire station, are together and there might be a third project in there. We have had one meeting so far; we meet again next week. Police Department, Fire Department, Planning, Public Works, Alderman J. Roy and I to continue those discussions and the data is being collected as we speak, so you are right. There are no funds being... before anything happens it has to come back to this Committee to determine what the next steps are but that's what this special Committee that's set up is doing, determining that data, collecting that data you asked for.

Chairman Garrity asked how many air packs can you buy for \$8,000?

Chief Burkush stated probably two.

Alderman J. Roy stated Chief when you are talking about the study, I just want to make it clear in my mind that we are studying the entire City.

Chief Burkush stated that's correct.

Alderman J. Roy stated it's not just the South end of the North end. We are studying the entire City to make sure that everything is in order. Essentially what we are trying to put together is a five or a ten year plan.

Chief Burkush stated exactly. That is what we are working on.

Alderman Shea asked so I am clean. You had a certain amount of money allocated for consulting services to study the particular needs of the community in a five or ten year period. You are just reducing that amount by this money if it were to be approved. Is that what you are saying?

Chief Burkush responded that's correct.

Alderman Shea asked do you know how much you were given? How much the amount is?

Chief Burkush responded there was that one CIP bond, the original bond.

Ms. Goucher stated there was a combination, Highway, Facilities, Police and Fire.

Alderman Shea asked so how much is that?

Ms. Goucher responded around a million, I think, as a total for all the departments. It was lumped as one study.

Alderman Shea asked so basically are you going to put that money towards that and reduce that accordingly but the bonds haven't been floated yet?

Alderman Shea moved to approve the acceptance and expenditure of \$8,022.04 from the project 411304 Facility/Equipment Improvements-Fire Department. Alderman O'Neil duly seconded the motion. The motion carried, with Aldermen Garrity and Gatsas voting in opposition.

Chairman Garrity addressed item 9 of the agenda:

9. Amending Resolution and Budget Authorization providing for acceptance and expenditure of funds received from Federal and State funds for the Residential Sound Insulation Program project 710306.

On motion of Alderman O'Neil, duly seconded by Alderman Shea, it was voted to approve this item.

Chairman Garrity addressed item 10 of the agenda:

10. Amending Resolution and Budget Authorization providing for the acceptance of funds associated with flood damage to the pedestrian bridge in Piscataquog River Park project 510907.

On motion of Alderman Smith, duly seconded by Alderman O'Neil, it was voted to approve this item.

Chairman Garrity addressed item 11 of the agenda:

11. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds from the State of New Hampshire Department of Health and Human Services totaling \$44,824 Cities Readiness Initiative-Phase IV Program 213709.

Alderman Shea stated Tim, I noticed in reading this the initiative is 8508 and then the implantation would be 2009. Have you actually gotten a program in place so that you know what's going to go in there and how it's going to be utilized and are we privy to this or are you going to discuss it at a future meeting?

Mr. Soucy stated sure. This is actually a continuation. We have been receiving this money for CRI for several years. This is out allotment for the upcoming fiscal year. The federal fiscal year and the state and the City's fiscal years are a little bit different but this is the money that will actually allow us to continue to plan under the CRI which is in the event of an anthrax attack how would we provide medication to residents of the greater Manchester area in a 48 hour period.

Alderman Shea asked can you explain about the area so that the people listening can know what to expect?

Mr. Soucy stated yes. This is actually the funds we used to purchase the trailer in the last fiscal year. Essentially what we would do is upon notification that we needed to provide this prophylaxis we have the facilities already established to set up eight what are called PODS (points of distribution). So we would open up clinics, if you would, in Manchester and some of our surrounding communities. We have worked with a consultant and with our emergency response partners in both in the City and the surrounding communities to devise plans on how would we treat people. How would we transport people? How would we get them through as soon as possible assuming that we need to get them an antibiotic within a 48 hour period? That is what the CRI initiative is nationally. It was expanding into Hillsboro county and the City over the past couple of years so that is what we have been using this pot of money for.

Alderman Shea stated how would the people know about it? How are you going to notify them even though you are familiar with it and you know what is going to transpire?

Mr. Soucy responded we have a risk communication plan in place. This would be something that's result of a bioterrorist act so it would obviously be very well publicized. We have the means to utilize not only our local cable access stations but other local cable access stations, the media and once again we have this risk communication plan which would tell people what to do, how to do it, where to go, when to go, so all that is in place.

Alderman Shea stated so basically if there was a tragedy such as you mentioned people would be notified at that time. Not prior to that but during that particular time and they would be notified by various outlets so that they would be familiar as to what they should do, where they should go, whether they are in endangered and so forth.

Mr. Soucy stated that's correct and it's based on geographic boundaries of the City, so if you live in Wards one two or three you go to this location; four, five, or six you go to this location. That has all been predetermined.

Alderman Gatsas asked is this the same amount as you received last year?

Mr. Soucy responded this is about half of what we received last year.

Alderman Gatsas asked was the half allocated in your budget? How much did you allocated for this line item in your budget?

Mr. Soucy responded I want to say originally we were anticipating upwards of \$85,000.

Alderman Gatsas asked so if you are only getting \$44,000 what are you accommodating the other \$40,000 in cuts to?

Mr. Soucy stated this is actually outside funding which funds positions that don't necessarily show up on the City side of the budget. This is pure money that funds positions that aren't City positions. They are grant funding positions so one of our positions we are using the reduction, both of our federal grants have been reduced so we are using this pot of money to offset a loss on our public health emergency preparedness grant to continue to fund that position. So it doesn't impact the City budget.

Alderman Gatsas asked but if you were expecting \$85,000 they were federal funds and you only got \$44,000 so you are not going to fund a position that you have here now...

Mr. Soucy interjected we had enough leeway in our other federal grant that when we took that reduction, this money was never used for personnel in the past. This money has always been used to purchase equipment and supplies to stand up the clinics so this is the first time we are using this pot of money to offset the expense of a position.

Alderman Gatsas asked the same clinic supplies that we are putting in that trailer that we just authorized?

Mr. Soucy responded that's correct.

Alderman Gatsas asked do you need a smaller trailer because you got 50% of the money.

Mr. Soucy responded no.

Alderman O'Neil moved to approve the acceptance and expenditure of funds from the State of New Hampshire Department of Health and Human Services totaling \$44,824 Cities Readiness Initiative-Phase IV Program 213709. Alderman Shea duly seconded the motion. There being none opposed the motion carried.

Chairman Garrity addressed item 12 of the agenda:

12. Rescinding authorization on unissued Bonds, Notes or Lease Purchases for an Environmental Protection Division- CIP Project that is no longer required.

On motion of Alderman O'Neil, duly seconded by Alderman Shea, it was voted to approve this item.

Chairman Garrity addressed item 13 of the agenda:

13. Communication from Pamela Goucher, Interim Director of Planning, requesting extensions of various CIP Projects.

Alderman Shea moved to approve this item. The motion was duly seconded by Alderman O'Neil.

Alderman Shea stated Pam, I noticed that in this you have listed all of the programs not fulfilled but there is no price next to them. Could you list at some time how much is remaining so that we would have an idea as far as what revenues are remaining in each of these projects because obviously when we make a decision should we take money from this or that particular...

Ms. Goucher interjected we can do that. We are working on it right now. It's the responsibility of the person that was just hired a few weeks ago so she is in training and there is a little bit of a transition. You will have it.

Alderman Shea asked we will have that at the next CIP meeting?

Ms. Goucher responded yes.

Alderman Smith asked Pam, in project number 510108, is that still going on? I understand there is...it might not be going on whatsoever this year, the Mill City Festival?

Ms. Goucher responded we will have to check into that because I thought there was a change in the name into another arts festival that this was going towards but we will get back to you on this one.

Alderman Smith stated that's my contention too but it was originally...and the name is spelled out here and apparently the organizers are no longer going to do it from what I understand. The other one, 511407 Black Brook Dam Removal, what's the status?

Ms. Goucher responded I am afraid we would have to check with Parks on that one.

Alderman Smith stated Chuck, I would just like to know where we stand on Black Brook Dam Removal. Whatever the situation was back years ago it was in dire need and what's the status now in your expert opinion?

Mr. DePrima stated the status is that on Wednesday morning equipment from the DES Dam Bureau will be showing up to remove the gatehouse for the dam so they can begin dewatering the pond. After that they can continue with their environmental assessments, settlement sampling and so on and so forth and inventory after that. We are still on schedule of removal of the dam this winter.

Alderman Shea stated Chuck, there was a lengthy discussion maybe a year or so ago concerning the state. Two representatives came down. The Aldermen voted not to move in that direction. Is the state now going to move in that direction? Is the state now going to pick up the majority of that expense or is that going to be borne by your department through the City taxes and so forth?

Mr. DePrima responded the only expense from the City is the contribution to the 319 grant that was received that was approved by this Committee and the full Board quite some time ago. Since then we have also received a \$50,000 grant from NOAA the National Oceanic Atmospheric Association as well and a \$5,000 grant from the Wetlands Heritage Inventory.

Alderman Shea asked how much will the City have to pay in all? Do you have a ballpark figure?

Mr. DePrima responded I don't recall what the share was or the number of the share towards the grant.

Alderman Shea stated I know that we were going to take care of 100% of it and something happened at the Board meeting and so forth and nothing was done and I know Alderman Smith's concern raised an issue with my thinking in terms of that project but the City is going to have to contribute something.

Mr. DePrima stated yes some money again the 319 grant is a matching grant 80/20 and we will have to contribute some money to that but the expense from the City will be minimal.

Chairman Garrity stated I believe that money has been allocated already.

Alderman J. Roy asked Chuck, does this have anything to do with the widening of 93 right there? Is this dovetailing into that project? Is that something they need to have done before they do the widening?

Mr. DePrima stated not to my knowledge. It's coinciding with some construction on Front Street. They are unrelated projects they are just coinciding schedule wise but to my knowledge this doesn't have anything to do with the 93 project.

Alderman Gatsas asked is there a reason why we don't see in this list the amount of funds that are remaining in each one of these projects?

Ms. Goucher responded yes Alderman Gatsas, we are still training the person that has just started a few weeks ago and we will get you the balance on all of them.

Alderman Gatsas stated how about if we table this until we get those?

Ms. Goucher stated some of these Alderman are they are being extended because they crossed over into the new fiscal year for one or two more payments and Finance felt that they wouldn't have been able to process it by the end of the fiscal year so we said we would carry it over as an extension so that we could take care of this in the next few months.

Alderman Gatsas stated I would still like to see what's in these before we move them because there seems to always be projects that have money left in them that if Aldermen know where it happens to be it seems to get that South Willow Street project that never ever ends with funds.

Alderman Shea stated you mentioned Pam that you would have it ready for us for the next meeting. So I don't mind if we table it until we get it. It doesn't make any difference to me.

Ms. Goucher stated yes they have been working on it for a few days.

Chairman Garrity asked is anything time sensitive here Pam?

Ms. Goucher replied yes some of the payments are.

Alderman Gatsas asked which ones?

Ms. Goucher replied 212708.

Alderman Gatsas asked how much money's in it?

Ms. Goucher stated as I said Alderman, I don't know the balance in these.

Alderman Gatsas stated if it's time sensitive and you don't know, what's time sensitive to it?

Mr. Maranto stated Alderman, the majority of these where we have contracts with non-profits they didn't get their bills until after June 30th and Finance indicated that they would honor the bills if we went and got an extension. I think there are 31 projects here, approximately 12 of those are basically just projects that have to have more payment made and they will be closed out. If you look at the majority of the rest of those, there are several that are Health Department. Those are state grants or federal so the majority of these are funds that we really can't access for other use.

Alderman O'Neil stated I would make a recommendation that we send this to the full Board. They obviously are going to have to get on this tomorrow.

Chairman Garrity stated I think we can have the numbers by tomorrow, I would think. Is that doable?

Ms. Goucher responded we will do our best.

Alderman O'Neil stated if it doesn't come in tomorrow it doesn't pass. Plain and simple.

Alderman O'Neil moved to approve the item and send it to the full Board subject to getting project balances. Alderman Shea duly seconded the motion. There being none opposed the motion carried.

Chairman Garrity addressed item 14 of the agenda:

14. Communication from Fred Rusczek, Executive Director of Child Health Services, requesting reconsideration of the Mayor's 12% budget cut of FY2009 CIP allocations to his agency.

Note: Item was received and filed on 5/5/08 in CIP. At the 5/20/08 BMA meeting it was voted to move this item to CIP.

Chairman Garrity stated Alderman DeVries asked me to bring this to the Committee. There are no funds available for it.

Alderman Smith moved to receive and file.

Alderman O'Neil stated in the past we have been able to rolling up our sleeves and working with staff. I know it's early in the fiscal year. We have been able to help address some of these issues for items like this. I think if we would have been aware of this we probably would have fixed it during the budget process, would have been my guess. I am wondering if we can just table it, give staff a month or so to see what funds might be available. Remember they are digging in to some of these balances so before we kill it all together, it's believe we would have tried to address this during the budget process, if we had knowledge of it.

Chairman Garrity stated I believe so.

Alderman Shea stated Fred is here. Maybe Fred you could address the Committee concerning the impact.

Chairman Garrity stated I think the letter stands for itself.

Alderman Shea stated I just want to know what impact this is having on him.

Chairman Garrity stated brief discussion only because Bills on Second Reading is going to start here pretty soon. One minute, we have another meeting in one minute.

Mr. Fred Rusczek, Executive Director of Child Health Services stated this is a time when there is growing need to access to health services and all the additional services that Child Health Services provides to insure that kids get access to health

services and those include family support, transportation and social services. Ordinarily a cut of \$17,000 might not seem like that deep of a cut. We have been at this level of funding for a while, the agency is trying to grow to meet some of the growing need in Manchester and this is also a time in our history when donor dollars are hard because of the economy so this money is quite important to Child Health Services this year.

Alderman O'Neil stated I move to table this item and ask City staff to revisit this again to see if all or any of the funds could be recovered. Alderman Shea duly seconded the motion. There being none opposed the motion carried.

Alderman O'Neil stated this is pretty important and again I believe we would have addressed this if we had knowledge of it.

Chairman Garrity stated I agree.

Chairman Garrity addressed item 15 of the agenda:

15. Ratify and confirm poll conducted 07/28/2008, authorizing the execution of a no-cost lease to the City with Autofair for the Mayor's new vehicle, a Ford Five Hundred.

(Note: Communication from Kevin Sheppard attached.)

On motion of Alderman O'Neil, duly seconded by Alderman Shea, it was voted to approve this item.

TABLED ITEMS

16. Communication from Attorney Craig Donais, on behalf of Mrs. Shirley Hoitt, requesting the following:
 - Arrange for the reappraisal of Mrs. Hoitt's property in which the situation of the municipal sewerage system is appropriately evaluated; and
 - Expedite plans to implement the Cemetery Brook Basin sewer separation project, and more particularly, expedite that portion of the project that would most quickly improve Mrs. Hoitt's situations; and
 - Install some temporary measure by which Mrs. Hoitt may avoid future backflow flooding until the more permanent changes anticipated above are implemented.

Note: Communication attached from Frank Thomas and Bruce Thomas dated 8/17/05; Communication from Peter Capano, Chief Inspector, Highway Department dated 6/09/08 included.
(Tabled 6/3/08)

This item remained on the table.

17. Update from staff regarding potential opportunities for collaboration with the State of New Hampshire in connection with the impending move of the Manchester District Court, if available.
Note: Additional report attached from Jay Minkarah 7/21/08.
(Tabled 6/3/08)

This item remained on the table.

18. Communication from Kevin Sheppard, Public Works Director, proposing the opportunity of leasing versus purchasing vehicles within the FY09' MER budget.
(Tabled 6/3/08)

This item remained on the table.

19. Communication from Kevin Sheppard, Public Works Director, submitting information regarding the Mayor's vehicle submitted by the Police Department Fleet Supervisor, and requesting to replace same as soon as possible from FY08 MER funds.
(Tabled 3/18/08; Alderman Garrity to report back to the Committee regarding a possible donation from a local auto dealership.)

Alderman Shea moved to receive and file this motion. Alderman O'Neil duly seconded the motion. There being none opposed the motion carried.

NEW BUSINESS:

Deputy City Clerk Normand stated we have a petition that has been handed out for a discontinuance of Chandler Street and the motion would be to refer that to a road hearing, date to be set by the City Clerk's Office.

Alderman Smith moved to refer the petition for discontinuance to a Road Hearing, date to be set by the City Clerk's office. Alderman Shea duly seconded the motion. There being none opposed the motion carried.

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

A True Record. Attest.

Clerk of Committee