

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

September 15, 2008
Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

6:00 PM
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Garrity calls the meeting to order.
2. The Clerk calls the roll.
3. Communication from Alderman Osborne requesting assistance in securing funds in the amount of \$38,582 for installing playground equipment for children with disabilities.
Gentlemen, what is your pleasure?
4. Petition to release and discharge from public servitude Westerly Cameron Street (formerly Union Street) and northerly line of Bourne Avenue (formerly Beech Avenue) submitted by John and Lorraine Buchenauer.
A motion would be in order to refer the petition to a Road Hearing with the date to be set by the City Clerk.
5. Sewer abatement request (37 Ashland Street).
Note: EPD recommends an abatement in the amount of \$256.50 be granted.
Gentlemen, what is your pleasure?
6. Communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting permission for the Facilities Division to administer CIP Project #511609 roof repairs approved by the BMA on July 8, 2008.
Gentlemen, what is your pleasure?

7. Communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting additional funds in the amount of \$40,000 to complete the Martineau Park Rehabilitation Project.
Gentlemen, what is your pleasure?

8. CIP Budget Authorization:
713608 Union Street Drainage Project Start-Up Memo
Gentlemen, what is your pleasure?

9. Amending Resolution and Budget Authorization providing for acceptance and expenditure of \$45,000 in funds to be used for the OYS Substance Abuse Project.
Gentlemen, what is your pleasure?

10. Amending Resolution and Budget Authorization providing for acceptance and expenditure of \$13,843.60 in funds from private fund raising efforts to be used for the Elderly Services Information System Upgrade Project.
Gentlemen, what is your pleasure?

TABLED ITEMS

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

11. 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.
Note: Public Works Department to check with other departments for a truck.
(Tabled 8/4/08)

12. 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.

13. 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)

14. 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)

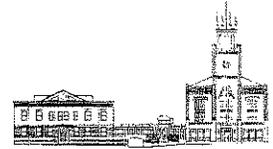
15. Communication from Kevin Sheppard, Public Works Director, proposing the opportunity of leasing versus purchasing vehicles within the FY09' MER budget.
(Tabled 6/3/08)

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

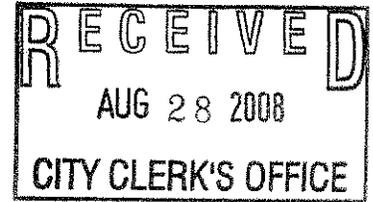


CITY OF MANCHESTER

Board of Aldermen



August 6, 2008



City of Manchester Committee on Community Improvement
One City Hall Plaza
Manchester, NH 03101

Dear Committee Members:

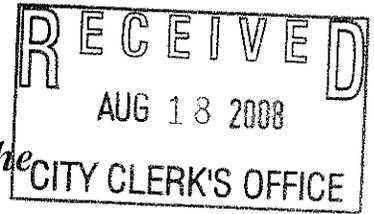
It has recently come to my attention that a constituent in ward 5 is the mother of a child with a severe disability. Her child is unable to enjoy the playground, near their residence, located at Stevens Park on Tarrytown Road. After discussing this situation with the Parks & Recreation Dept. I understand that all playgrounds in the city are compliant with the current Americans with Disabilities Act (ADA) but only one is accessible to a wheelchair located at Derryfield Park. I feel that there should be more such facilities in the city so that no child will be at a disadvantage in their ability to enjoy a playground.

The Parks department has worked with a playground manufacturer to secure a price to install a small but adequate system to accommodate such children. The price (installed) for this equipment is \$38,582.00. I respectfully request the committee's assistance to secure funds for this project.

Please do not hesitate to contact myself or Chuck DePrima should you need any assistance or clarification on this project.

Respectfully yours,

Alderman Ed Osborne, Ward 5



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

The Undersigned respectfully represent that for the accommodation of the public there is occasion for releasing and discharging a highway dedication.

Beginning at the point of intersection of the westerly line of Cameron Street, formerly Union Street, and the northerly line of Bourne Avenue, formerly Beech Avenue, said point being two hundred seventy (270) feet north of the northerly line of Titus Avenue; thence westerly, along north line of said Bourne Avenue, about two hundred sixteen and six tenths feet (216.6) feet. The above-described line being the north line of the highway, the highway being fifty (50) feet wide and known as Bourne Avenue.

The dedication of this highway was made by plan entitled "Land of J.B. Titus" dated August 26, 1892 and recorded at Hillsborough County Registry of Deeds as plan number 25.

We, therefore, request you to release and discharge the above-described portion of Bourne Avenue.

Dated at the City of Manchester, New Hampshire this 30 day of August 2008.

By: John Buchenauer
John Buchenauer of 93 Cameron Street

Dated at the City of Manchester, New Hampshire this 30 day of August 2008.

By: Lorraine Buchenauer
Lorraine Buchenauer of 93 Cameron Street

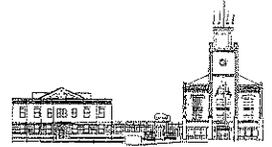
Dated at the City of Manchester, New Hampshire this 30 day of August 2008.

By: Ardith Peart
Ardith Peart of 105 Cameron Street



CITY OF MANCHESTER

Office of the City Clerk



Carol A. Johnson
City Clerk

Matthew Normand
Deputy City Clerk

MEMORANDUM

TO: Fred McNeill
Chief Sanitary Engineer

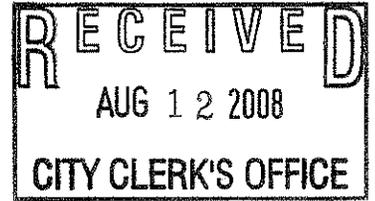
FROM: Heather Glennon *HG*
Administrative Assistant III

DATE: August 12, 2008

RE: Sewer Abatement Request
Richard & Melanie Carr
37 Ashland Street
(Account # 122003-3006)

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 Clerks Office.

Enclosure



August 8, 2008

Richard & Melanie Carr
37 Ashland Street
Manchester NH 03104

RE: Abatement Account # 122003

On the June 18th statement I was charged 383.70 due to my sprinkler valve breaking while we were on vacation the week of May 19th. Which this caused the sprinkler system to run for about five days. I paid my water bill because I did use the water, but the sewer charged is measured by the use of water is that correct? I would like to see if I can have my bill reduced. Please see attached letter from Moe Grimard stating he came out to replace the valve once we returned from vacation. It is clear by our past history that we have never had a bill this high in the seven years we have lived here. If you should have any question I can be contacted @ work during business hours @ 603 882-6918 x 353, after 5:00pm our home number is 232-3266.

Very truly yours,

A handwritten signature in cursive script that reads "M Carr".

Melanie Carr



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

Account Number: 122003-3006
 The dash is part of your account number,
 please use it on all references.

Service Address: 37 ASHLAND ST
 Bill Date: 7/29/08
 Cycle-Route: 04-06
 Current Charges: 383.70
 Balance Forward: .00
Total Amount Due 383.70

THIS IS YOUR SEWER SERVICE BILL

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

Amount Paid:

RICHARD AND MELANIE CARR
 37 ASHLAND ST
 MANCHESTER NH 03104-5110

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

000122003000003006000000383705

Service Address: 37 ASHLAND ST

Account Number **	Cycle-Route	Bill Date	Due Date
122003-3006	04-06	7/29/08	8/28/08

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

Last Billed Amount: 86.70
 Payments: 86.70-
 Adjustments/Transfers to Tax Office: .00
 Balance Forward: .00

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU	3/21/08 6/18/08	89	E 508006835	1.000	CCF	2536	2400	136
Service								
SU	SEWER USAGE CHG					Consumption	Charge	Total
						136.00	367.20	367.20
SS	SEWER SVC CHARGE					3/21/08 6/18/08	16.50	16.50
Total Current Charges								383.70
Past Due								.00
Total Amount Due								383.70



RETURN TOP HALF WITH YOUR PAYMENT

WATER BILL

Make Checks
Payable to

MANCHESTER WATER WORKS

Payment
Mailing
Address

**P.O. BOX 9677
MANCHESTER NH 03108-9677**

MELANIE & RICHARD CARR
37 ASHLAND ST
MANCHESTER NH 03104-5110

WRITE
AMOUNT PAID

TOTAL
216.85
AMOUNT DUE

PAYMENT DUE BY 8/01/08

pd 7/15/08

ACCOUNT NUMBER: 122183-3006
CYCLE-ROUTE 04-06
BILLING DATE: 7/02/08
*AFTER 8/01/08, PAY 227.69

000122183000003006000000216853

↑ DETACH HERE ↑

↑ DETACH HERE ↑

CUSTOMER MELANIE & RICHARD CARR

SERVICE ADDRESS 37 ASHLAND ST

BUSINESS OFFICE

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

ACCOUNT NUMBER 122183-3006

CYCLE-ROUTE 04-06

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
WA	3/21/08	6/18/08	89	27191089W	1.000 CCF	3084	2948	136
Service			Consumption			Charge	Total	
WA	WATER		136.00			177.48	177.48	
WM	METER SVC CHG 5/8"		3/21/08	6/18/08		21.87	21.87	
PVB BACKFLOW TEST			6/25/08				17.50	
Total Current Charges							216.85	
Past Due							.00	
Total Amount Due							216.85	
Pay						227.69	After	8/01/08

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.

KEEP BOTTOM HALF FOR YOUR RECORDS

5-4

ADDITIONAL INFORMATION ON THE REVERSE SIDE

August 8, 2008

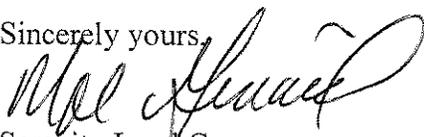
Serenity Land Care
286 Merrimack St.
Manchester NH 03103

Attention: City of Manchester

RE: 37 Ashland St. Manchester NH

May 27th 2008 I came out to Mr. and Mrs. Carr's home to troubleshoot the sprinkler system and I discovered that once the controller turned on the valve to start the zone the valve was stuck in the on position. I replaced the PG-V valve and at this time the system is running fine. If you should have any questions please feel free to contact me my phone number is (603) 785-1845.

Sincerely yours,



Serenity Land Care

Moe Grimard
President

Functions Options Help

HTE

8/05/2008 8:51:01 AM

Customer ID 122003 Name CARR, RICHARD AND MELANIE
 Location ID 3006 Addr 37 ASHLAND ST
 Cycle/route 04 06 Amount due 383.70
 Initiation date 6/27/01 Pending .00
 Termination date Customer/location status A

Display

Trn Type	Trn/Due Date	Description Cancel Comment	Trn/Prv Amount	Reference Date/Num	Running Balance
BL BILL	7/28/08	CYCLE BILL	383.70	7/29/08	383.70
LB PMT	5/12/08	LOCKBOX27005120899	86.70-		.00
BL BILL	4/28/08	CYCLE BILL	86.70	4/29/08	86.70
LB PMT	2/11/08	LOCKBOX27002110899	92.10-		.00
BL BILL	1/28/08	CYCLE BILL	92.10	1/29/08	92.10
LB PMT	11/13/07	LOCKBOX27011130799	88.00-		.00
BL BILL	10/29/07	CYCLE BILL	88.00	10/30/07	88.00
LB PMT	8/13/07	LOCKBOX27008130799	99.25-		.00

OK

Exit

Cancel

Adjustments

Pending

Charges

Print history

Functions Options Help






HTE

8/05/2008 10:58:48 AM

Customer ID 122003 **Name** CARR, RICHARD AND MELANIE
Location ID 3006 **Address** 37 ASHLAND ST

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 04 / 06 **Amount due** \$383.70
Initiation date 6/27/01 **Pending** \$00
Termination date 0/00/00 **Customer status** A **Customer/Location status** A

Select | View detail | Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	6/18/08	136.00	.00	89	50800683S	C	
SU	REG	3/21/08	26.00	.00	85	50800683S	C	
SU	REG	12/27/07	28.00	.00	100	50800683S	C	
SU	REG	9/18/07	33.00	.00	91	50800683S	C	
SU	REG	6/19/07	38.00	.00	89	50800683S	C	
SU	REG	3/22/07	27.00	.00	93	50800683S	C	
SU	REG	12/19/06	27.00	.00	90	50800683S	C	
SU	REG	9/20/06	39.00	.00	91	50800683S	C	

OK | Exit | Cancel | Change view | Graph History

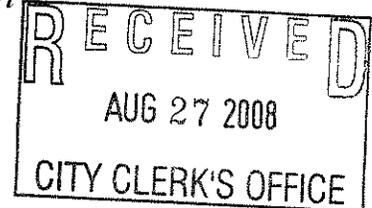
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commissioners
William A. Varkas
Joan Flurey
William F. Houghton, Jr.
Robert R. Rivard
Henry Bourgeois

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee,
c/o City Clerks Office

#08-087

From: Frederick J. McNeill, P.E.

F.J.M.

CC: Lisa Hynes – EPD
June George – EPD

Date: 8/26/2008

Re: Sewer Abatement Recommendation
37 Ashland St. / Acct. # 122003-3006

I recommend that Ms. Carr be granted an abatement in the amount of \$256.50.

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

/djv

Attach



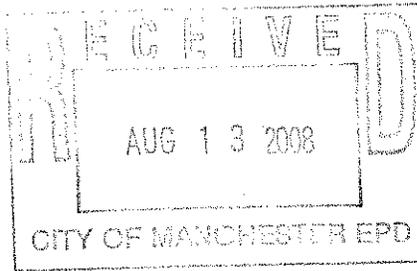
CITY OF MANCHESTER

Office of the City Clerk



Carol A. Johnson
City Clerk

Matthew Normand
Deputy City Clerk



MEMORANDUM

TO: Fred McNeill
Chief Sanitary Engineer

FROM: Heather Glennon *HG*
Administrative Assistant III

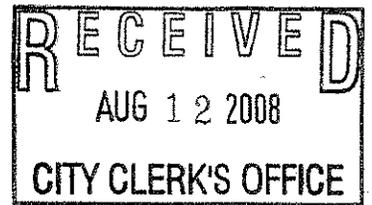
DATE: August 12, 2008

RE: Sewer Abatement Request
Richard & Melanie Carr
37 Ashland Street
(Account # 122003-3006)

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 Clerks Office.

Enclosure

8/19
Lisa,
Can you please review
and make a recommendation
Thanks,



August 8, 2008

Richard & Melanie Carr
37 Ashland Street
Manchester NH 03104

RE: Abatement Account # 122003

On the June 18th statement I was charged 383.70 due to my sprinkler valve breaking while we were on vacation the week of May 19th. Which this caused the sprinkler system to run for about five days. I paid my water bill because I did use the water, but the sewer charged is measured by the use of water is that correct? I would like to see if I can have my bill reduced. Please see attached letter from Moe Grimard stating he came out to replace the valve once we returned from vacation. It is clear by our past history that we have never had a bill this high in the seven years we have lived here. If you should have any question I can be contacted @ work during business hours @ 603 882-6918 x 353, after 5:00pm our home number is 232-3266.

Very truly yours,

A handwritten signature in cursive script that reads "M Carr".

Melanie Carr



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

Account Number: 122003-3006
 The dash is part of your account number,
 please use it on all references.

Service Address: 37 ASHLAND ST
 Bill Date: 7/29/08
 Cycle-Route: 04-06
 Current Charges: 383.70
 Balance Forward: .00
Total Amount Due 383.70

THIS IS YOUR SEWER SERVICE BILL

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

Amount Paid:

RICHARD AND MELANIE CARR
 37 ASHLAND ST
 MANCHESTER NH 03104-5110

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

000122003000003006000000383705

Service Address: 37 ASHLAND ST

Account Number **	Cycle-Route	Bill Date	Due Date
122003-3006	04-06	7/29/08	8/28/08

Last Billed Amount: 86.70
 Payments: 86.70-
 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
 Office hours: 8 am - 5 pm, Monday-Friday
 Web Site: www.ManchesterNH.Gov/EPD

Service	Service Period	Days	Meter Number	Mult	Units	Current	Previous	Usage
SU	3/21/08 6/18/08	89 E	50800683S	1.000	CCF	2536	2400	136
SU	SEWER USAGE CHG					136.00		
SS	SEWER SVC CHARGE	3/21/08 6/18/08				16.50		16.50
Total Current Charges							383.70	
Past Due							.00	
Total Amount Due							383.70	



WATER BILL

AMOUNT PAID

216.85

AMOUNT DUE

Make Checks Payable to

MANCHESTER WATER WORKS

Payment Mailing Address

**P.O. BOX 9677
MANCHESTER NH 03108-9677**

PAYMENT DUE BY 8/01/08

pd 7/15/08

ACCOUNT NUMBER: 122183-3006

CYCLE-ROUTE 04-06

BILLING DATE: 7/02/08

*AFTER 8/01/08, PAY 227.69

MELANIE & RICHARD CARR
37 ASHLAND ST
MANCHESTER NH 03104-5110

0001221830000003006000000216853

↑ DETACH HERE ↑

↑ DETACH HERE ↑

CUSTOMER MELANIE & RICHARD CARR

SERVICE ADDRESS 37 ASHLAND ST

BUSINESS OFFICE

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

ACCOUNT NUMBER 122183-3006

CYCLE-ROUTE 04-06

Service	Period	Days	Meter Number	Mult	Units	Current	Previous	Usage	
WA	3/21/08	6/18/08	89	27191089W	1.000	CCF	3084	2948	136
WA	WATER		Consumption			136.00	Charge	Total	177.48
WM	METER SVC CHG 5/8"		3/21/08	6/18/08		21.87		21.87	
	PVB BACKFLOW TEST		6/25/08					17.50	
			Total Current Charges					216.85	
			Past Due					.00	
			Total Amount Due					216.85	
	Pay		227.69	After	8/01/08				

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.

KEEP BOTTOM HALF FOR YOUR RECORDS 5-12

ADDITIONAL INFORMATION ON THE REVERSE SIDE

August 8, 2008

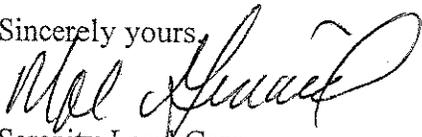
Serenity Land Care
286 Merrimack St.
Manchester NH 03103

Attention: City of Manchester

RE: 37 Ashland St. Manchester NH

May 27th 2008 I came out to Mr. and Mrs. Carr's home to troubleshoot the sprinkler system and I discovered that once the controller turned on the valve to start the zone the valve was stuck in the on position. I replaced the PG-V valve and at this time the system is running fine. If you should have any questions please feel free to contact me my phone number is (603) 785-1845.

Sincerely yours,



Serenity Land Care

Moe Grimard
President



8/05/2008 8:51:01 AM

Customer ID 122003 Name CARR, RICHARD AND MELANIE
 Location ID 3006 Addr 37 ASHLAND ST
 Cycle/route 04 06 Amount due 383.70
 Initiation date 6/27/01 Pending .00
 Termination date Customer/location status A

Display

Trn Type	Trn/Due Date	Description Cancel Comment	Trn/Prv Amount	Reference Date/Num	Running Balance
BL BILL	7/28/08	CYCLE BILL	383.70	7/29/08	383.70
LB PMT	5/12/08	LOCKBOX27005120899	86.70-		.00
BL BILL	4/28/08	CYCLE BILL	86.70	4/29/08	86.70
LB PMT	2/11/08	LOCKBOX27002110899	92.10-		.00
BL BILL	1/28/08	CYCLE BILL	92.10	1/29/08	92.10
LB PMT	11/13/07	LOCKBOX27011130799	88.00-		.00
BL BILL	10/29/07	CYCLE BILL	88.00	10/30/07	88.00
LB PMT	8/13/07	LOCKBOX27008130799	99.25-		.00

OK

Exit

Cancel

Adjustments

Pending

Charges

Print history

Functions Options Help



8/05/2008 10:58:48 AM

Customer ID 122003 Name CARR, RICHARD AND MELANIE
 Location ID 3006 Address 37 ASHLAND ST

Data | Actual Consumption Graph | Demand Consumption Graph

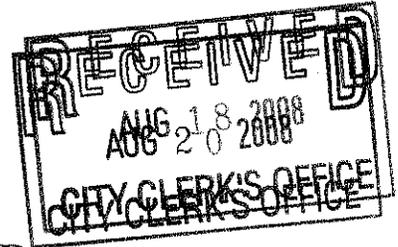
Cycle/Route 04 / 06 Amount due \$383.70
 Initiation date 6/27/01 Pending \$:00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	6/18/08	136.00	.00	89	50800683S	C	
SU	REG	3/21/08	26.00	.00	85	50800683S	C	
SU	REG	12/27/07	28.00	.00	100	50800683S	C	
SU	REG	9/18/07	33.00	.00	91	50800683S	C	
SU	REG	6/19/07	38.00	.00	89	50800683S	C	
SU	REG	3/22/07	27.00	.00	93	50800683S	C	
SU	REG	12/19/06	27.00	.00	90	50800683S	C	
SU	REG	9/20/06	39.00	.00	91	50800683S	C	

OK | Exit | Cancel | Change view | Graph History

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

Alderman Michael Garrity, Chairman
CIP Committee
One City Hall Plaza
Manchester, NH 03101

Dear Alderman Garrity,

Funding for roof repairs at the West Side Ice Arena in the amount of \$400,000 (CIP Project # 511609) was approved by the BMA on July 8, 2008. I respectfully request that permission be granted to the Facilities Division to administer this project. This method of delivery worked well with improvements at the JFK Arena.

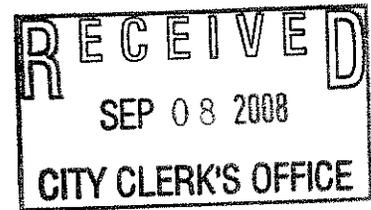
Please contact me if you have any questions.

Respectfully,

Charles DePrima
Acting Director

Cc: Kevin Sheppard, Director Public Works
Tim Clougherty, Deputy Director Public Works
Sam Maranto, CIP Planner

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

September 5, 2008

Community Improvement Committee
City of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

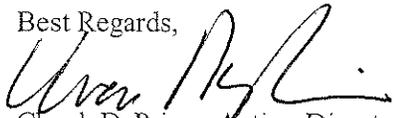
Re: Martineau Park Rehabilitation

Dear committee members:

I am writing to request additional funding to complete the above mentioned project next spring. The original obligation was in the amount of \$160,000 and the funding source was Community Development Block Grant (CDBG). So far we have spent \$33,750 with the design consultant to design and administer the construction. This leaves us a balance of approximately \$125,289. On September 2, 2008 we opened bids and determined the low bidder to be Perm A Drive Paving. Their base bid was \$153,200. This leaves the project in a deficit of approximately \$27,911 without any contingency. An extra \$12,000 (8% contingency) would bring the additional amount requested to approximately \$40,000 in order to successfully complete the base bid package.

Please do not hesitate to contact me should you have any questions regarding this matter and thank you for your consideration.

Best Regards,



Chuck DePrima, Acting Director

**Cc: Ald. Mike Garrity, Chairman CIP
Sam Maranto, CIP
Bill Sanders, Finance Director**

625 Mammoth Road • Manchester, New Hampshire 03104 • (603) 624-6565 • FAX: (603) 624-6569
Cemetery Division • 765 Brown Ave • Manchester, NH 03103 • (603)624-6514
E-mail: parks@manchesternh.gov • Website: www.manchesternh.gov/CityGov/Pks/

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events		
1	Program Initiation	07/02/07
2	Program Completion	06/30/09
3		
4		
5		
Expected Completion Date:		6/30/2009

Line Item Budget	STATE/FEMA			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$316,887.00	\$0.00	\$0.00	\$316,887.00
TOTAL	\$316,887.00	\$0.00	\$0.00	\$316,887.00

Revisions

COMMENTS Funds in the amount of \$316,887 of which 75% is awarded through State/FEMA grant and 25% local match through 711609.

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Forty Five Thousand Dollars (\$45,000) for the FY2009 CIP 213809 Substance Abuse Treatment Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to accept funds from the State of New Hampshire Department of Health and Human Services for continued funding of the Substance Abuse Treatment Project;

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

By adding:

FY2009 CIP 213809 – Substance Abuse Treatment Project - \$45,000 State

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

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events		
1	Project Initiation	<input type="text" value="09/16/08"/>
2	Project Completion	<input type="text" value="06/30/09"/>
3		
4		
5		
Expected Completion Date:		<input type="text" value="6/30/2009"/>

Line Item Budget	STATE			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other	<input type="text" value="\$45,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$45,000.00"/>
TOTAL	<input type="text" value="\$45,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$45,000.00"/>

Revisions

COMMENTS

--

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

“Amending the FY2009 Community Improvement Program, authorizing and appropriating funds in the amount of Thirteen Thousand Eight Hundred Forty Three Dollars and Sixty Cents (\$13,843.60) for the FY2009 CIP 810509 Elderly Services Information System Upgrade Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2009 CIP as contained in the 2009 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to accept private donations raised for the support of the Senior Center to finance the cost of the purchase of hardware and software to enhance the managing and reporting capabilities of the Elderly Services Department;

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

By adding:

FY2009 CIP 810509 – Elderly Services Information System Upgrade Project - \$13,843.60 Other

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

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Project Initiation	<input type="text" value="09/17/08"/>
2	Project Completion	<input type="text" value="06/30/09"/>
3		
4		
5		
Expected Completion Date:		<input type="text" value="6/30/2009"/>

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$13,843.60	\$0.00	\$0.00	\$13,843.60
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$13,843.60	\$0.00	\$0.00	\$13,843.60

Revisions

COMMENTS

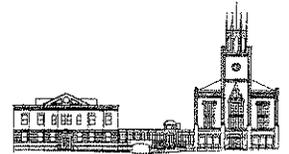
Other - Funds raised for Senior Center Operation Support



CITY OF MANCHESTER

Senior Services Department

151 Douglas Street
Manchester, New Hampshire 03102
(603) 624-6533 • Fax (603) 628-6159
Email: senior@manchesternh.gov



Aug. 15, 2008

CIP Committee
C/o Sam Maranto
City Hall Plaza
Manchester, NH 03101

Dear Members of the CIP Committee,

"My Senior Center" Software offers statistical and program management tools that allows reporting technologies and customer service assistance for those who attend senior centers, thus enhancing programming. The touch screen allows seniors to "sign in" and to indicate what programs they are attending on a daily basis. It allows staff to manage the membership and promote programs and services, while capturing the database reporting easily through its Access reporting capability. Not only will it give up to date information on the numbers served, but will have the capability of reporting information on age groups, areas of the City served (such as by ward) and information on each senior for emergency usage. This software has been reviewed with Information Systems and the software will be compatible with the City's network.

Representatives of Xavus Solutions LLC of Sherborn, MA. demonstrated this software to myself and the Director of Information Systems at the William B. Cashin Senior Activity Center in July. This software is used at the Dracut Mass. Senior Center and Lowell Mass., and Salem Mass. with highly positive recommendations. Staff time is maximized into better programming and the system offers better reporting capabilities. Seniors attending those Centers like the sophistication and ease of use, rather than the sign in process currently being used here on paper and transferred to Excel. If purchased before September 15th, 2008 a substantial discount will be awarded.

I would like to request purchase of this software to upgrade our service and reporting capability and to offer the appropriate tools to the staff to enhance their productivity. Therefore I am requesting a CIP appropriation be awarded for the cost of the software and hardware package, paid for in total by raised funds through the Senior Services Department. The cost is \$10,791. to Xavus Solutions LLC and \$2,956.60 for hardware and \$96. for Network Software to Information Systems, for a total of \$13,843.60.

Respectfully submitted,

Barbara Vigneault, Director
Senior Services Department

CC: Jennie Angell, Information Systems

Xavus Solutions LLC

20 N Main St
Suite 260
Sherborn, MA 01770



Phn 508-613-2289
Fax 508-921-5696

Estimate

Date	Estimate #
8/4/2008	S-080716-06
	P.O. No.

Name / Address
Wm B. Cashin Senior Activities Center Barbara Vigneault 151 Douglas St. Manchester, NH 03102

Ship To
Wm B. Cashin Senior Activities Center Barbara Vigneault 151 Douglas St. Manchester, NH 03102

Item	Description	Qty	Rate	Total
MSC-1001	MySeniorCenter Full System Configuration w/ 15" Touch Screen and MySeniorCenter Software Application	1	13,500.00	13,500.00
Annual Fee - Full	MySeniorCenter - Annual Upgrades, Maintenance & Support	1	2,700.00	2,700.00
MSC-On Site Inst...	On Site Installation Services (Travel and Expenses Not Included)	1	400.00	400.00
MSC-On site Trai...	On site MySeniorCenter application training. (Travel and Expenses Not Included)	1	990.00	990.00
H-MSC-1010	Color Customized Tags in blocks of 300 Color	6	150.00	900.00
MSC-1501	Additional My Senior Center Swipe Stations 15" Monitor (Includes Touch Screen Application)	1	4,500.00	4,500.00
Discount	Discount - NH Discount	1	-10,090.00	22,990.00 -10,090.00
Discount	Discount - City of Manchester supplying own computer and touch screen for full system; MySeniorCenter will supply scanner, web camera and key cards	1	-1,159.00	-1,159.00
Discount	Discount - City of Manchester supplying computer and touch screen for additional swipe station	1	-2,000.00	-2,000.00
Set-up charge	Service fee for MySeniorCenter staff installing and testing software on Manchester-supplied computers and touch screens	1	750.00	750.00
			Total	\$10,491.00

Price is valid until Sept. 15, 2008. Maintenance beginning in year 2 will be \$1350 per year.

Signature / Date

2 - "MySeniorCenter" Full Systems Configuration with scanners, web cameras, and keys cards-
\$10,491.00

This includes: Installation, Training, First Year Annual Maintenance

1 - Travel ,Expenses and Shipping from Xavus for Install 150.00

1 - Travel ,Expensed and Shipping from Xavus for Training 150.00

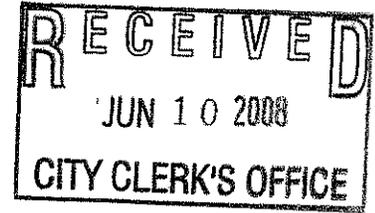
2 - Dell PC's and Touchscreen Monitors with 5 YEAR Warranty - 2,956.60

2 - Network Software for PC's - 2 x 48. 96.00

GRAND TOTAL \$13,843.60

6/4/08 Tabled

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

June 9, 2008

Ald. Mike Garrity, Chairman Community Improvement Committee
City Of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

RE: MER Request

Dear Ald. Garrity/ Committee members:

Our department was recently made aware of some surplus money that existed in the MER account. I would formally like to request some of this money in the amount of \$10,000 to repair some severe rust on one our trucks. The truck in question is a 1987 International 1700 series dump struck. Right now the truck won't pass inspection because the worst of the rust problem allows exhaust to enter the driver's cab of the truck.

We believe that the necessary repairs to the truck will allow us to extend the life of the truck another 4 years until we hopefully have several very difficult budget seasons behind us

Thank you for your consideration in this matter and please do not hesitate to contact me should you have any questions.

Regards,

Chuck DePrima, Acting Director

Cc: Kevin Shepperd, Public Works Director
Thomas Mattson, Parks operations manager

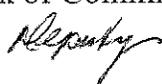
To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully advises, after due and careful consideration, that the communication from Fred Rusczek, Executive Director of Child Health Services, requesting reconsideration of the Mayor's 12% budget cut of FY2009 CIP allocations to his agency has been received and filed.

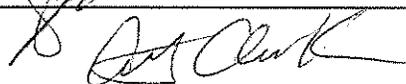
(Unanimous Vote)

Respectfully submitted,

May 20, 2008. In Board of Mayor and Aldermen.
On Motion of Alderman DeVries, duly seconded
by Alderman Lopez, voted to move item to CIP.


Clerk of Committee






5/5/08 R & F



EXECUTIVE DIRECTOR
Frederick A. Rusczek, MPH

April 23, 2008

MEDICAL DIRECTOR
Lisa DiBrigida, MD

Michael Garrity, Chair
Aldermanic CIP Committee
c/o City Clerk's Office
1 City Hall Plaza
Manchester, NH 03101

BOARD OF DIRECTORS
Steven Paris, MD
President
Norm Turcotte
Vice President
Barbara Labonte
Treasurer
Joanne Gustafson
Secretary
Joseph A. DiBrigida
Clerk

RE: Reduction in CIP funding for Child Health Services

Dear Alderman Garrity, and members of the Aldermanic CIP Committee:

In the Mayor's proposed FY 09 budget, the CIP allocation for Child Health Services was reduced by over 12 % from \$ 137,000 to \$ 120,000. I am writing to seek your reconsideration of this cut.

DIRECTORS
Andrea Chatfield
Marc Cullerot
Carol Frizzell
Laurie Glaude
Sandra Kinney
Ted Krantz
Kelly Lawrence
Christine Madden
Rachelle M. Moore
Rick Phelps, MD
Christine Rosenwasser, MD
Susan Scacchi
Judy Streeter

Child Health Services provides primary care and related health services to over 2,000 low income children in Manchester. In addition to traditional medical care, support services such as nutritional and social services, dental care, clinic visit transportation, and interpretation help ensure that children can grow up healthy. Because of Child Health Services, the Manchester Health Department was able to transition out of running well-child clinics about 15 years ago. At about that time, Child Health Services received additional support from the City to offset some of the diverted costs related to this transition. The children and families served by Child Health Services have benefited from City support since it was founded. This support has always been truly appreciated by this agency.

The need in Manchester continues to grow, with a significant increase in the number of children who meet the very low income guidelines that Child Health Services utilizes to gauge need for its services. We are finding that children have more complex needs today than what was typical a decade ago. As a result, the need for more comprehensive services for such children has increased at a time when the economy has caused a contraction in the private donor dollars available to Child Health Services to support such services.

We recognize that the City too is facing increased pressures related to growing needs and a weak economy. The low income families served by Child Health Services are in similar economic situations, and perhaps could even be hit the hardest in such times. It is for these reasons that we sought an increase in our CIP request this year. We ask the CIP Committee to consider at least restoring the CHS allocation to last year's funding level of \$ 137,000.

I would be most happy to answer any questions that you might have on the services provided by CHS and invite any member to call me at any time. Thank you.

Sincerely,

Frederick A. Rusczek, MPH
Executive Director

CC Frank Guinta, Mayor
Members, City of Manchester Board of Aldermen

Child Health Services (CHS), established in 1980, is a non-profit pediatric clinic providing comprehensive health care for children from families living in the Greater Manchester area who cannot afford to use the traditional health care system or cannot make it adapt to their needs.

1 2 4 5 E L M S T R E E T , M A N C H E S T E R , N H 0 3 1 0 1

P H : 6 0 3 . 6 6 8 . 6 6 2 9  F X : 6 0 3 . 6 2 2 . 7 6 8 0

w w w . c h i l d h e a l t h s e r v i c e s . o r g

12-2

tabled

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



Commission
William A. Varkas
Henry Bourgeois
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard

CITY OF MANCHESTER
Highway Department

MEMORANDUM

to: C.I.P. Committee of the Honorable Board
of Mayor and Aldermen
attn: Carol A. Johnson, City Clerk

from: Peter D. Capano, P.E.
Chief Inspector

PD C

date: June 9, 2008

subject: #160 Porter Street

We have reviewed the situation regarding sewer backups at 160 Porter Street. Since replacing the pipes directly in front of the property in 1999, only one incident has occurred in this, the lowest and most vulnerable house on the street. It happened during the huge June 29, 2005 storm, which caused problems throughout the City and State. Therefore, we are confident that the information contained in a letter to Mrs. Hoitt from Frank Thomas, dated August 17, 2005, and an accompanying memo with the same date remains valid and complete.

/cd

Encl.

6/3/08 Tabled



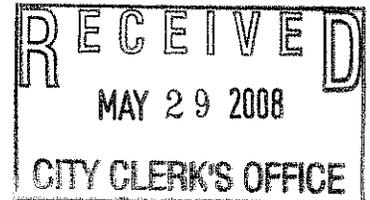
April 29, 2008

RECEIVED

MAY 29 2008

MAYOR'S OFFICE

Hon. Frank C. Guinta, Mayor
City Hall
One City Hall Plaza
Manchester, NH 03101



Re: Sewer Lines affecting 160 Porter Street

Dear Mayor Guinta,

I am writing on behalf of Mrs. Shirley Hoitt of 160 Porter Street. We understand that this particular home was built circa 1960, and was purchased by the Hoitt family circa 1968. For some period of time, there were no issues with flooding or septic backup into their home, but as development has occurred in the area, further development has reduced permeable soils, and runoff waters have been collected and diverted towards this area, causing significant problems.

As you may already be aware based on the City's involvement with this location, Mrs. Hoitt has been experiencing a long-term problem with sewer backups associated with heavy rainfall and related events. When these backups occur, water and other waste from the municipal sewerage system flows back into her home, causing spillage and flooding in her home. As Mrs. Hoitt has a hair salon on the lower floor, these floods are, needless to say, a serious problem.

Each time flooding has occurred, the sewerage system flows up into the toilets and spills out onto the floor, where it begins to fill the room. Structural damage and contamination caused by the backflow has cost Mrs. Hoitt thousands of dollars in repairs and cleanup, and the necessary closing of her business during these periods causes additional hardship.

Mrs. Hoitt presently has a crank-operated sewer shut-off valve installed on her property, previously installed at the recommendation of the City. When the pipe is shut down, however, she is unable to discharge any water from her home, including water from sinks and toilets. Again, the inability to flush toilets at her home and business presents serious practical problems for both residential and commercial activities. Further, because Mrs. Hoitt is currently sixty-four years old, operating the shut-off valve crank is becoming more difficult and strenuous each season.

In addition, Mrs. Hoitt's property has recently been appraised by the City at \$246,700. This calculation apparently does not evaluate the effect of a periodic sewer backflow, since a defect of this magnitude makes it reasonably certain that Mrs. Hoitt could not sell her property for this amount. Proper appraisal of the home should include consideration of the known flooding issue before arriving at a final, reasonable valuation. While the appraised value might be appropriate for a similar home, this value does not give any consideration to the inconvenience and expenses incurred with this particular property. Given the sewer system issue, it is highly unlikely that she would be able to derive any sale price within reasonable proximity of her appraised value.

We understand that the City is aware of the drainage problems in this area, which we understand is anecdotally called the Cemetery Brook Basin, and that plans are underway to separate the storm water runoff from the sanitary sewers through the CSO projects. Plans for the CSO project in this area have apparently been in the early stages for many years, though actual installation of this system in this area has not yet begun. We also understand that it is the opinion of the Highway Department that this upgrade will eliminate the problems Mrs. Hoitt has been experiencing. We also understand that these plans are still indeterminate, and that it could take up to fifteen years for this project to be fully completed.

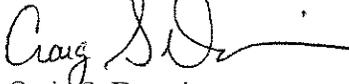
Given Mrs. Hoitt's current age, she cannot continue to address the problem in the manner she has. We cannot envision her at age 79 still manually closing the sewer line, eliminating the ability to flush her toilets, and hoping for the best. Similarly, we cannot envision her being able to sell her property with this situation and obtaining a sales price within the vicinity of the city's current assessment.

In light of these factors, we request that the City:

1. Arrange for the reappraisal of Mrs. Hoitt's property in which the situation of her home as regards the municipal sewerage system is appropriately evaluated; and
2. 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 situation; and
3. Install some temporary measure by which Mrs. Hoitt may avoid future backflow flooding until the more permanent changes anticipated above are implemented.

Please do not hesitate to contact our office with any questions you may have. Thank you in advance for your attention to this matter.

Sincerely,
BOSTOCK, ROGERS & DONAIS, PLLC



Craig S. Donais
Craig.Donais@BRDAttorneys.com
X226

cc:
Shirley Hoitt
Department of Public Works, Highway Division;
Alderman William Shea



**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission
Edward J. Beleski
- Chairman
Henry R. Bourgeois
William F. Kelley
Michael W. Lowry
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

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

August 17, 2005
#05-080

Ms. Shirley Hoitt
160 Porter Street
Manchester, New Hampshire 03103

Re: Flooding, June 29th 2005

Dear Ms. Hoitt:

As a result of your correspondence to City officials concerning the flooding that you experienced on June 29th 2005, I asked Mr. Bruce Thomas my Engineering Manager to look into your issue to define a cause and possible corrective measures. With the assistance of our Sewer Maintenance Section and our Environmental Protection Division they evaluated your problem and developed the attached memorandum to me on the matter. I have reviewed this study and do agree with its findings and possible recommendations.

The following is a brief summary of Mr. Thomas' findings:

1. The immediate area of Porter Street has been separated over the years. That is, storm drainage has been taken out of the sanitary sewer by means of constructing new storm drains. You have experienced no basement flooding since 1999.
2. There is still the possibility of storm drainage getting into the existing sewer on Porter Street from other areas tributary to the sewer and from illegal connections, such as, floor drains and roof drains.
3. The storm that we experienced on June 29th was severe in nature, which resulted in flooding throughout the City (short periods were equal to 100 year design storm). Typically, no system is designed for these unusual conditions.
4. Surcharging (backpressure) took place in the Porter Street sewer on June 29th resulting in basement flooding at your house. However, we have no record of any other basement flooding in the immediate area.
5. As part of our on-going Combined Sewer Overflow (CSO) Program there will be future separation work performed in the Cemetery Brook Basin, which the Porter Street sewer is tributary to. This future work should eliminate your problem or at least greatly improve it.

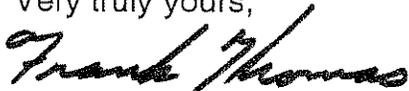
August 17, 2005

Pg. (2)

6. Bigger pipes on Porter Street will not eliminate future backups if downstream conditions do not have unlimited capacity.
7. A private residential pump system is the only way that we can recommend that will eliminate this problem. However, it must be kept in mind that this solution will not work if power goes out.

Feel free to contact Mr. Bruce Thomas at 624-6444 if you have any questions pertaining to this matter.

Very truly yours,



Frank C. Thomas, P.E.
Public Works Director

/c

cc: Robert A. Baines, Mayor
Alderman William Shea
Alderman Daniel O'Neil
Alderman Michael Lopez



**City of Manchester
Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

Commission
Edward J. Beleski
- Chairman
Henry R. Bourgeois
William F. Kelley
Michael W. Lowry
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

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

MEMORANDUM

Date: August 17, 2005

To: File

From: Bruce A. Thomas, P.E. *BAT*
Engineering Manager

Re: 160 South Porter Street

On June 29, 2005, Mrs. Shirley Hoitt of 160 South Porter Street (located about 150' south of the intersection with Sommerville Street) experienced a sewer back-up in her basement where she operates the Doll House Beauty Salon. This is the first sewer back-up since 1999 when the City replaced the 8" sewer main on that section of South Porter Street.

The sewer and drainage system is separated on Porter Street in this area, but other areas around Porter are not separated. Also, there may be sewer overflows upstream from Mrs. Hoitt's home and other illicit discharges that may cause stormwater to enter the sewer system. The system becomes combined in the Massabesic Street area.

In 1993, the City installed a drainage system on Sommerville Street, from S. Porter Street to Anthony Street and Knowlton Street. This project served to separate the drain and sewer in this area and does not adversely affect Mrs. Hoitt's sewer system.

On June 29th, the City endured a particularly severe rainstorm. Some reports estimate that four inches of rain fell within less than one hour. Due to the severe nature of the storm, the entire drainage system reached capacity and began discharging into the sewer. This caused the sewer system to reach capacity as well causing enough head to back up into Mrs. Hoitt's basement. No other homes in the area reported sewer back-ups.

Mrs. Hoitt's home is somewhat lower in elevation than most of the homes on South Porter Street, and the back-up occurred in her basement. In addition, an analysis indicates that her sewer service may be set at a flatter slope than the City standard of 2%. Her slope appears to be approximately 1.4%. Mrs. Hoitt does have a sewer gate valve shut-off in her front yard. This was not shut off during the storm. An investigation of the

sewer mains downstream of Mrs. Hoitt's home revealed some sand and a brick in the mains. Since Mrs. Hoitt was the only home to have a backup, it is doubtful that this significantly affected the flow.

The City does have future plans for additional separation work under our Combined Sewer Overflow (CSO) Program in the Cemetery Brook basin which this area is tributary to. Once that is complete, the problems should be greatly improved if not completely eliminated. Unfortunately, due to the cost and the scope of that project, it's completion is years away. In the meantime, Mrs. Hoitt should continue to utilize the sewer shut-off in her front yard.

Mrs. Hoitt did suggest that the installation of a new sewer service from her house to the downstream 24" sewer at the intersection of South Porter and Sommerville Street could resolve the problem. However, since the entire system appeared to surcharge on the day of the storm, we are not convinced that this solution would work. The only guaranteed solution is the installation of a pump system for the property. Since the service connection is private, it would be Mrs. Hoitt's responsibility to install this system.

c/Frank C. Thomas, P.E.
Kevin A. Sheppard, P.E.



CITY OF MANCHESTER

Office of the City Clerk



Carol A. Johnson
City Clerk

Matthew Normand
Deputy City Clerk

MEMORANDUM

TO: Committee on Community Improvement
Aldermen Garrity, Shea, O'Neil, Gatsas, Smith

FROM: Matthew Normand
Deputy City Clerk

DATE: July 21, 2008

RE: Hillsborough County Superior Court North Update

Please find the attached report from Jay Minkarah summarizing various meetings and discussions and updating the committee on the Hillsborough County Superior Court North facility.

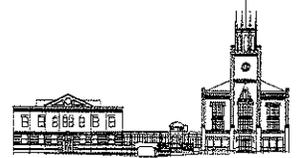
pc: Board of Mayor & Aldermen

Attachments



CITY OF MANCHESTER

Economic Development Office



July 21, 2008

Michael D. Garrity, Chairman
Committee on Community Improvement
One City Hall Plaza
Manchester, NH 03101

RE: Hillsborough County Superior Court North Update

Dear Chairman Garrity and Members of the Committee:

Since my last communication to the Committee of June 3, 2008 (copy attached), staff has continued to investigate the possibility of exchanging the existing Hillsborough County Superior Court facility at 300 Chestnut Street for the Pearl Street parking lot and exploring possible municipal uses for the building if an exchange were to be made.

On June 9, Pam Goucher, Sean Thomas, Kevin Sheppard and I toured the Superior Court Facility to gain a better understanding of the building's condition and its potential for conversion to alternative uses. Tim Clougherty and Police Chief Mara toured the building separately. On July 3, Pam Goucher, Deputy Chief Marc Lussier, Sean Thomas, Brandy Stanley, Tim Clougherty, Tom Arnold and I met to discuss issues surrounding the proposed property exchange. Our observations and conclusions summarized below.

With regard to the existing court facility, it is apparent that the building would have to be completely gutted and the interior rebuilt for any possible use because of the extent of the asbestos in the building and due to its overall condition. Further, the layout of the building, which appears suitable for its current use, may not be readily adaptable to other potential municipal uses. To properly evaluate the suitability of the building for alternative municipal uses, a thorough analysis of the building by appropriate professionals would need to be undertaken with respect to the specific space needs and facility requirements associated with each potential use. Funding for such analyses would be necessary if we were to continue to pursue municipal acquisition of the building. It should also be noted that the cost of building rehabilitation would vary considerably based on the use for which it would be put. A copy of a report prepared by Tim Clougherty summarizing certain observations related to the building is attached.

It has been noted that the existing Superior Court property may be encumbered by a reverter clause and that there may be deed restrictions that may limit the use or sale of the

building. The Pearl Street lot may also be encumbered by use or sale restrictions originating from the time when various parcels were assembled to create the lot. Further research into these issues will be required.

The potential impacts resulting from redevelopment of the Pearl Street lot into a Superior court facility were also addressed by the group. Currently there are 330 spaces at the Pearl Street Lot used by both permit and transient parkers. Occupancy rates are estimated at about 70%. The lot currently generates about \$315,000 in revenues at current rates which would, of course, be lost. An analysis conducted by Parking Manager Brandy Stanley indicated that if the lot were to be redeveloped for a new superior courthouse, there would be enough available parking spaces in the area to accommodate parkers displaced from the lot, but only if the court development were to include at least 130 parking spaces to accommodate court personnel on-site, and the City were to eliminate a travel lane and restripe Elm Street North of Bridge for angled parking on one side. In addition, parking spaces in the privately managed garage at Manchester Place would have to be made available. The introduction of angled spaces on Elm would generate approximately \$200,000 in additional revenues which would reduce the City's net revenue loss to \$115,000 per year.

Though on-site, on-street and private parking could be provided to meet the overall immediate needs of the area, a number of businesses and institutions would be impacted by loss of the Pearl Street lot because access and proximity to available spaces would change. Further, there would not be sufficient parking on jury selection days (every other Monday) when approximately 100 additional vehicles would need to be accommodated in the area. As a result, we anticipate that many vehicles would spill over into nearby residential blocks in the neighborhood which would necessitate the introduction of a residential parking program and time limit restrictions on residential streets.

Over the past several weeks, we have remained in contact with Steve Lorentzen, Administrator of the State's Bureau of Court Facilities. Based on recent discussions with Mr. Lorentzen, we understand that they remain interested in the Pearl Street lot as a location for a new court facility; however, they already have legislative authority to rehabilitate the existing court facility and cannot delay moving forward on their work plan if they are to meet their timeline for project completion. As such, the state is proceeding with its original plan to renovate the existing Hillsborough County Superior Courthouse. Though they remain open to continuing a dialogue with the City to pursue a swap of the Pearl Street Lot, little time remains for an agreement with the City to be reached.

It is apparent that a number of issues remain to be addressed before the City would likely be ready to commit to a property exchange agreement with the state including identification of a suitable use for the building, funding, legal constraints and potential parking and land use impacts resulting from redevelopment of the Pearl Street Lot. The state on-the-other-hand, appears ready to move forward with rehabilitation of the existing court facility, apparently has the authorization and funding to do so and is working within a timeline (copy attached) that leaves little if any room for delay. As such, it seems unlikely that an intersection of interests will

occur at this juncture. Fortunately however, it is our understanding that the possibility of developing a new superior court facility outside of Manchester is no longer under consideration.

Should any further actions in pursuit of a possible exchange of the Pearl Street lot for the existing Hillsborough Superior Court North facility be desired, or if you have any additional questions or concerns regarding this matter, staff would be pleased to provide any assistance required.

Sincerely,



Jay Minkarah, Director
Manchester Economic Development Office

cc: Hon. Frank Guinta, Mayor
Sean Thomas, Office of the Mayor
David Mara, Chief of Police
Marc Lussier, Deputy Chief of Police
Pamela Goucher, Acting Planning & Community Development Director
Kevin Sheppard, Director of Public Works
Tim Clougherty, Deputy Director of Public Works
Tom Arnold, Deputy City Solicitor
Brandy Stanley, Parking Manager



CITY OF MANCHESTER
Economic Development Office

*Economic Development Office
Handout I
Community Improvement Co.
6/3/08*



Tabled 6/3/08

June 3, 2008

Michael D. Garrity, Chairman
Committee on Community Improvement
One City Hall Plaza
Manchester, NH 03101

RE: Hillsborough County Superior Court North

Dear Chairman Garrity and Members of the Committee:

Due to the widespread presence of asbestos in the Superior Court Facility on Chestnut Street, it has been determined that the building must be vacated temporarily while remediation work is undertaken or the Court must be permanently relocated to a new facility. It is our understanding that a state-level committee has been reviewing alternatives and has determined that the preferred option is to relocate the Family Court to the District Court facility on Amherst Street and to temporarily relocate all other court functions to Hillsborough County South in Nashua for a period of fourteen to eighteen months while remediation work and a complete rehabilitation of the structure is undertaken. Other alternatives considered included development of a new Superior Court facility in Goffstown or elsewhere in Manchester.

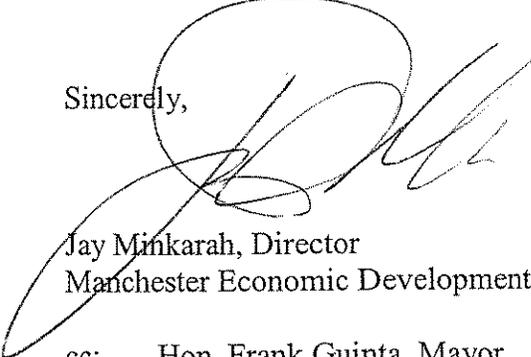
Though it appears that rehabilitation of the existing facility is the favored alternative, interest has been shown in the possibility of developing a new Court facility on the City-Owned Pearl Street Lot, possibly through an exchange of properties for the Superior Court building. Steve Lorentzen, Administrator of the State's Bureau of Court Facilities, has visited the site and believes that it would be suitable. With regard to possible municipal uses of the existing Court facility, its rehabilitation and conversion into a new Police Station has been discussed along with other possible uses.

To pursue the possibility of swapping the Pearl Street Lot for the Superior Court Building, Mayor Guinta, Police Chief Mara, Tom Clark, Tom Arnold, Brandy Stanley and Jay Minkarah met with Steve Lorentzen and Michael Connor of the State Department of Administrative Services on Friday May 16, 2008. At that meeting, it was noted that the window of opportunity for gaining approval for a swap was small and that several issues would need to be addressed and approvals obtained. Key issues include value of the two properties, use restrictions and reverter clauses, costs, possible uses for the court building, parking impacts, and other issues.

Letter to CIP
Superior Court Facility on Chestnut Street
June 3, 2008
Page 2

Staff has since obtained an estimate for appraisals of the properties and a walk-through of the Superior Court facility has been scheduled for Monday, June 9. Mr. Lorentzen agreed to forward deed information to the City Solicitor's office for review. Staff continues to work with all parties on this issue. If you have any questions or concerns or require additional information, please feel to contact me at your convenience.

Sincerely,



Jay Minkarah, Director
Manchester Economic Development Office

cc: Hon. Frank Guinta, Mayor
Pamela Goucher

Glennon, Heather

From: Normand, Matthew
Sent: Thursday, May 29, 2008 8:17 AM
To: Goucher, Pamela; Minkarah, Jay; Guinta, Frank
Subject: Request of the Committee on Community Improvement - REMINDER

REMINDER

The Committee on Community Improvement will be meeting on Tuesday, June 3, 2008 at 5:30 p.m.

Matthew Normand
Deputy City Clerk
Office of the City Clerk
T:(603) 624-6455 F:(603) 624-6481
www.manchesternh.gov

From: Normand, Matthew
Sent: Monday, May 05, 2008 7:11 PM
To: Goucher, Pamela; Minkarah, Jay; Guinta, Frank
Subject: Request of the Committee on Community Improvement

Please be advised that the Committee on Community Improvement has requested that you pursue potential opportunities for a collaboration with the State of New Hampshire regarding the relocation of the Manchester District Court and the City's utilization of the present building on Amherst street to meet possible City needs and report to the Committee prior to the next meeting.

Matthew Normand
Deputy City Clerk
Office of the City Clerk

Rioux, Claire

From: Normand, Matthew
Sent: Monday, May 05, 2008 7:11 PM
To: Goucher, Pamela; Minkarah, Jay; Guinta, Frank
Subject: Request of the Committee on Community Improvement

Please be advised that the Committee on Community Improvement has requested that you pursue potential opportunities for a collaboration with the State of New Hampshire regarding the relocation of the Manchester District Court and the City's utilization of the present building on Amherst street to meet possible City needs and report to the Committee prior to the next meeting.

Matthew Normand
Deputy City Clerk
Office of the City Clerk

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



CITY OF MANCHESTER
Highway Department

Highway Handout I
June 13, 2008

Commission
William A. Varkas
Henry Bourgeois
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard

tabled 6/3/08

May 20, 2008
#08-037

C.I.P. Committee of the Honorable Board of
Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Carol Johnson, City Clerk

Re: FY '09 M.E.R. (Highway Department)

Dear Committee Members:

As you may remember, during the budget process, I discussed the opportunity of leasing versus purchasing vehicles within the FY'09 M.E.R. budget. An amount of \$457,750 was allocated to the Highway Department for the replacement of a bucket truck, dump truck and a refuse packer.

An alternative to the purchase of these vehicles would be to allow us to purchase three vehicles and lease five vehicles. The lease term would be for five years with the City owning the vehicles upon final payment. I have attached a summary of this proposal.

Your consideration of this matter would be appreciated. I will be available, at your next meeting, should you have any questions.

Sincerely,


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

/c

cc: Bill Sanders, Finance Director
Pamela Goucher
Sam Maranto

Equipment Replacement Alternatives
Highway Department Vehicles

Alternative #1 – Existing C.I.P., M.E.R. Cash Purchase

Included in proposed M.E.R. Budget:	\$ 75,000.00	Traffic Bucket Truck
	188,250.00	Refuse Truck
	<u>194,500.00</u>	10-Wheel Dump Truck
	\$ 457,750.00	

**Alternative #2 – Leasing 5 year term, with \$1 buyout
(along with purchasing of smaller equipment)**

	\$ 457,750.00	
Refuse Truck (150,000)	34,500.00	lease
Refuse Truck (150,000)	34,500.00	lease
10-Wheel Dump (195,000)	42,000.00	lease
Loader (178,000)	37,500.00	lease
Sweeper (194,600)	<u>42,000.00</u>	lease
Sub-total lease:	\$ 190,500.00	
Traffic Bucket Truck	75,000.00	purchase
Sidewalk Tractor/Plow	108,000.00	purchase
1-Ton Truck	<u>58,000.00</u>	purchase
Sub-total purchase:	\$ 241,000.00	
Balance:	\$ 26,250.00	Contingency