

REVISED AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

November 25, 2008
Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

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

1. Chairman Garrity calls the meeting to order.
2. The Clerk calls the roll.
3. Discussion relating to the Crosbie Street sewer pump.
(Note: Communication from Pamela Goucher regarding funding attached.)
Gentlemen, what is your pleasure?
4. Sewer abatement request (21 Tanglewood Court).
(Note: EPD recommends an abatement in the amount of \$604.80 be granted.)
Gentlemen, what is your pleasure?
5. Sewer abatement request (532 South Beech Street).
(Note: EPD recommends an abatement in the amount of \$351.00 be granted.)
Gentlemen, what is your pleasure?
6. Communication from Pamela Goucher, Interim Planning Director, submitting a request on behalf of the MHRA, seeking a commitment from the City of \$200,000 of HOME funds from the FY 2010 Community Improvement Program.
Gentlemen, what is your pleasure?
7. Amending Resolution and Budget Authorization allocating Community Housing Development Organizations (CHDOs) funds in the amount of \$99,620 for Manchester NeighborWorks.
Gentlemen, what is your pleasure?

8. Communication from James Burkush, Fire Chief, requesting a retired 2004 Ford Crown Victoria Police Cruiser to replace a 1995 Chevrolet Astro Van which was placed out of service.

Gentlemen, what is your pleasure?

9. Communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting additional funds in the amount of \$19,000 to complete the Martineau Park Rehabilitation Project.

(Note: Amending resolution and budget authorization submitted by Interim Planning Director)

Gentlemen, what is your pleasure?

10. Communication from Chuck DePrima, Acting Director Parks, Recreation and Cemetery Department, requesting approval to accept a grant in the amount of \$50,000 to be used towards removal of Black Brook Dam at Maxwell Pond.

Gentlemen, what is your pleasure?

11. Communication from William Sanders, Finance Officer, submitting alternatives for the long term vehicle replacement program for the Police, Fire and Highway Departments, if available.

Gentlemen, what is your pleasure?

TABLED ITEMS

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

12. Discussion related to funding for the “Manchester City Resources” mailer by the Mayor’s Anti-Graffiti Task Force.

(Note: Referred to the Committee from the Board of Mayor and Aldermen on 10/7/07)

13. 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 back to CIP. Tabled 8/4/08)

14. 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.
(Tabled 9/15/08)

15. 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)*

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



CITY OF MANCHESTER

Planning and Community Development



Robert S. MacKenzie, AICP
Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Chairman Michael Garrity
CIP Aldermanic Committee

From: Pamela H. Goucher *PHG*
Interim Planning Director

Date: November 17, 2008

Subject: Crosbie Street sewer pump

At the BMA meeting of November 12, 2008, it was suggested that a request for funds to help out the Crosbie Street neighborhood with repairing their sewer pump destroyed in the late summer flood go to the next CIP meeting.

Prior to that meeting, this office undertook a survey of the 13 households affected by the flood to see if they would be income eligible for CDBG funding. Responses to the surveys indicated they were not eligible for such funds and, subsequently, it was suggested that staff look at bond balances or other monies that might be used for this purpose.

CIP staff requested a meeting with the City Solicitor and the Finance Director to determine if public funds, such as bond balances, could be used to help with the repair costs of a private sewer pump. The City Solicitor will be rendering a legal opinion prior to the Committee meeting scheduled for November 25.

Meanwhile, CIP staff will continue to explore other options that do not involve City funds.

3

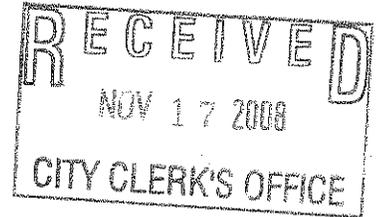
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



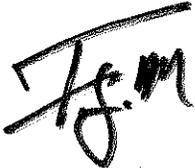
Commissioners
William A. Varkas
Joan Flurey
William F. Houghton, Jr.
Robert R. Rivard
Henry Bourgeois

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee
c/o City Clerks Office

From: Frederick J. McNeill, P.E. 

CC: Lisa Hynes – EPD
June George – EPD

Date: 11/12/2008

Re: Sewer Abatement Recommendation
21 Tanglewood Ct / Acct. # 68765-49330

#08-116

I recommend that George & Paulette Emrich be granted an abatement in the amount of \$604.80.

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

/djv

Attach

4-1

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

Functions Options Help

10/31/2008 1:33:22 PM

Customer ID 68765 Name EMRICH, GEORGE C
 Location ID 49330 Address 21 TANGLEWOOD CT

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10 / 01 Amount due \$621.05
 Initiation date 1/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/28/08	274.00	.00	95	25263611S	C	
SU	REG	4/24/08	22.00	.00	79	25263611S	C	
SU	REG	2/05/08	29.00	.00	99	25263611S	C	
SU	REG	10/29/07	57.00	.00	91	25263611S	C	
SU	REG	7/30/07	54.00	.00	84	25263611S	C	
SU	REG	5/07/07	30.00	.00	96	25263611S	C	
SU	REG	1/31/07	28.00	.00	90	25263611S	C	
SU	REG	11/02/06	39.00	.00	98	25263611S	C	

OK Exit Cancel Change view Graph History

int'l/145
 Fred,
 Abatement for your recommendation.

11/6
 Based historical water consumption, and back up provided from New England lawn, please grant the abatement.

F.J.M

prior 3 corresponding periods

54, 44, 50 = 50 ccf average

* 2 summer quarters in 2007
 54 + 57 = 56 ccf average

broken/stack valve on irrigation system - replaced.
 Customer does NOT have a deduct meter

* irrigation system installed 2007...

274 ccf - 50 ccf

Recommend to abate 224 ccf @ \$2.76/ccf = \$604.80

Functions Options Help



10/31/2008 1:33:32 PM

Customer ID 68765 Name EMRICH, GEORGE C
 Location ID 49330 Address 21 TANGLEWOOD CT

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10/01 Amount due \$621.05
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/27/06	44.00	.00	87	25263611S	C	
SU	REG	5/01/06	25.00	.00	88	25263611S	C	
SU	REG	2/02/06	28.00	.00	94	25263611S	C	
SU	REG	10/31/05	48.00	.00	96	25263611S	C	
SU	REG	7/27/05	50.00	.00	92	25263611S	C	
SU	REG	4/26/05	27.00	.00	90	25263611S	C	
SU	REG	1/26/05	30.00	.00	92	25263611S	C	
SU	REG	10/26/04	29.00	.00	89	25263611S	C	

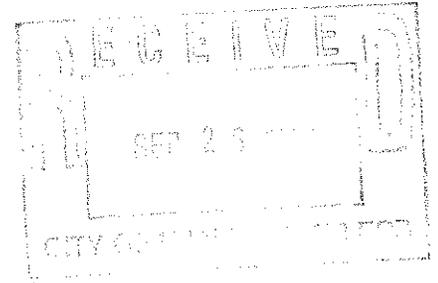
OK Exit Cancel Change view Graph History

Carol A. Johnson
City Clerk



Matthew Normand
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Lisa Hynes
Environmental Protection Division

FROM: Heather Freeman
Administrative Assistant III *HF*

DATE: September 25, 2008

RE: Sewer Abatement Request
Paulette Emrich
21 Tanglewood Ct
(Account # 68765-49330)

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

SPEED LETTER

TO:

Heather Glenman

City Clerks

FROM:

City of Manchester
Department of Highways
Environmental Protection Division

300 Winston Street
Manchester, NH 03103-6626
(603) 624-6595 • Fax (603) 628-6234

SUBJECT

Abatement Request at Tanglewood Pt

MESSAGE

Heather after you do your piece you can
send anything back to me so I can review
for Fred.

Thanks

REPLY

DATE 9/25/08

SIGNED

[Signature]

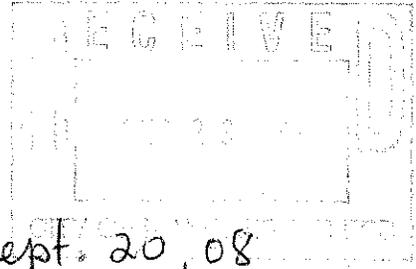
DATE

SIGNED

SENDER: DETACH AND RETAIN YELLOW COPY, SEND WHITE AND PINK COPIES, RECIPIENT: RETAIN WHITE COPY, RETURN PINK COPY.

George & Paulette Emrich

21 Tangelwood Ct.
Manchester, NH 03102



Requesting a sewer charge abatement

ACCOUNT # 68765-49330
Billing period 04/24/08 - 07/28/08
Sewer charge abatement requested \$756.30

I am requesting an abatement because a valve in our irrigation system wasn't working correctly. The system was put in last year, so my husband and I don't know very much about it. The Co. turned the system on for us in May. I noticed the lawn around the house seemed to be wet all day. I kept telling my husband and he would change the timer to less time. Finally he turned the timer off. We got a letter from the water dept. that said we had used a massive amount of water compared to last year or any previous year. We must have a broken pipe or something. We didn't have water any were in the house, so I called the irrigation Co.

They sent out a service man, my husband told him he'd turned off the timer, they checked and the timer was off and the water meter was running like crazy so the guy shut off the outside water line and the meter stopped almost dead, he told my husband that one of the valves out side must have broken or something was stuck in it holding it open and running. He changed the valve. I've checked the meter and it hardly moves so I know that is what the problem was. We did pay our very high water bill because we did use that amount of water, but we feel that it all went into the ground and we shouldn't have to pay the sewerage for it.

Attached please find our bill from New England Irrigation, the co. that installed and came out to fix the valve, also some notes the service guy had taken when he came out, and a copy from the city sewer dept with the water consumption from my last few bills. I will pay a partial payment for our sewer bill (the same amount I paid last year at this time).

We have been living in this home for the past 11 years and the bills are always about the same, we still have the same amount of people living in the house. And we actually took down our pool so we probably would have used a little less.

Thank you for your time.

Paulette Emrich

9/24
Lisa,
For your review
and recommendation.
Thanks,

4-6

Work Order Summary 19219

CUSTOMER INFORMATION

Customer ID: Emrick, Paullette
Contact: Paullette Emrick
Company:
Status:

Address: 21 Tanglewood Ct
Manchester, NH 03102

Primary Phone: (603) 627-9751

Email:

WORK ORDER INFORMATION

Scheduled For: 8/14/2008 7:00 AM
Service: Service Call 1
Technician: Marty
PO Number:

Scheduled: 8/14/2008 8:49 AM
By: ADMIN
Changed: 8/14/2008 8:53:22 AM
By: ADMIN

Job Status: Complete
Invoice Status: Invoiced

Office Comments:

Clock was turned off but sys is running. He works 3rd shift but will be home this am.

Field Comments:

made w/o in field

Time Records:

8/14/2008 12:12 PM - 2 - Koester, Martin
8/14/2008 12:13 PM - Timed Out - Koester, Martin

Time Summary:

KOESTER, MARTIN
Time on Job - 0:01

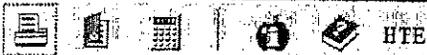
Total Logged Time - 0:01

Materials

~~1" Valve Diaphragm 1" Valve Diaphragm Qty - 1.00 Unit Price - \$22.50~~

EPD-Manchester NH - Customer/Location Consumption History Inquiry

Functions Options Help



9/19/2008 1:28:18 PM

Customer ID 68785 Name EMRICH, GEORGE C
Location ID 49330 Address 21 TANGLEWOOD CT

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 10 / 01 Amount due \$756.30
Initiation date 1/01/42 Pending \$00
Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Commt Code
SU	REG	7/28/08	274.00	.00	95	25263611S	C	
SU	REG	4/24/08	22.00	.00	79	25263611S	C	
SU	REG	2/05/08	29.00	.00	99	25263611S	C	
SU	REG	10/29/07	57.00	.00	91	25263611S	C	
SU	REG	7/30/07	54.00	.00	84	25263611S	C	
SU	REG	5/07/07	30.00	.00	96	25263611S	C	
SU	REG	1/31/07	28.00	.00	90	25263611S	C	
SU	REG	11/02/06	39.00	.00	98	25263611S	C	

OK Exit Cancel Change view Graph History

ATTN:
Packets Emrich
Fax # 603-683-1

4-8

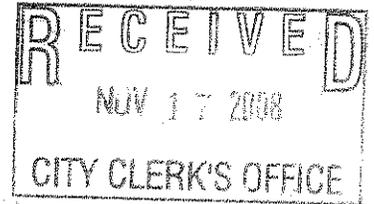
Kevin A. Sheppard, P.E.
Public Works Director

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

From: Frederick J. McNeill, P.E. *F.J.M.*

CC: Lisa Hynes – EPD
June George – EPD

Date: 11/12/2008

Re: Sewer Abatement Recommendation
532 S. Beech St / Acct. # 67831-48104

#08-115

I recommend that Ms. Emery be granted an abatement in the amount of \$351.00.

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

/djv

Attach

5-1

EPD-Manchester NH - Customer/Location Consumption History Display

Functions Options Help

10/31/2008 1:34:22 PM

HTE

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 46104 Address 532 S BEECH ST

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 09 / 02 Amount due \$16.50
 Initiation date 1/01/42 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/21/08	.00	.00	91	50702481S	C	
SU	REG	4/21/08	.00	.00	84	50702481S	C	
SU	REG	1/28/08	131.00	.00	97	50702481S	C	
SU	REG	10/23/07	.00	.00	90	50702481S	C	
SU	REG	7/25/07	1.00	.00	91	50702481S	C	
SU	REG	4/25/07	.00	.00	90	50702481S	C	
SU	REG	1/25/07	.00	.00	93	50702481S	C	
SU	REG	10/24/06	.00	.00	95	50702481S	C	

OK Exit Cancel Change view Graph History

10/31/08

Fred,

Abatement for your recommendation.

hisu

11/6

Based on historical water consumption, and backup from Jim

Trembley Plumbing &

Heating, please grant

the abatement. However,

the interest of the legitimate portion of the bill should still be charged

Jim

115

prior 3 corresponding periods bill should still be charged
 131 ccf @ 1.33 average round up to 1 ccf

131 ccf - 1 ccf

Recommend to Abate 130 ccf @ \$2.70/ccf = \$351.00

burst pipe in garage, water ran out into property + was absorbed

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 48104 Address 532 S BEECH ST

Data Actual Consumption Graph Demand Consumption Graph

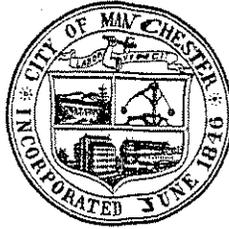
Cycle/Route 09/02 Amount due \$16.50
 Initiation date 1/01/42 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Commt Code
SU	REG	7/21/06	.00	.00	87	50702481S	C	
SU	REG	4/25/06	.00	.00	85	50702481S	C	
SU	REG	1/30/06	.00	.00	101	50702481S	C	
SU	REG	10/21/05	.00	.00	92	50702481S	C	
SU	REG	7/21/05	.00	.00	93	50702481S	C	
SU	REG	4/19/05	.00	.00	89	50702481S	C	
SU	REG	1/20/05	1.00	.00	92	50702481S	C	
SU	REG	10/20/04	.00	.00	86	50702481S	C	

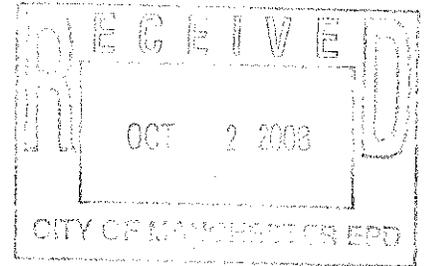
OK Exit Cancel Change view Graph History

Carol A. Johnson
City Clerk



Matthew Normand
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Lisa Hynes
Environmental Protection Division

FROM: Heather Freeman *HF*
Administrative Assistant III

DATE: October 1, 2008

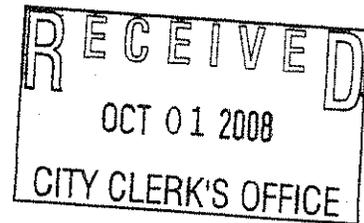
RE: Sewer Abatement Request
Mary B Marsh
532 S Beech Street
(Account # ~~67931~~-48104)
67831-

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

September 30, 2008

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



Re: Abatement Request for EPA Account Number 67831-47104

To Whom It May Concern,

I am the Trustee of the Mary B Marsh Revocable Trust that owns the property at 532 South Beech Street, Manchester, NH 03103. Last winter I discovered that a pipe had burst in the garage that lead to an exterior sillcock. I have paid the bill for the water associated with the burst pipe. The water ran out of the garage and was just absorbed into the ground around the property. I have only recently had a plumber come and repair the splits in the pipe and wish to have the EPD bill abated.

I have attached copies of the following documents:

- Repair receipt from Jim Trombly Plumbing
- Environmental Protection Division Bill Dated 7/8/08 for \$386.70
- City of Manchester/Office of the Tax Collector Delinquency Notice for \$388.77
- Consumption History Printout from EPD showing the usage spike

I respectfully request that the bill be adjusted to an amount that would represent the average usage as the Board considers a fair amount.

I appreciate any consideration that you may give in this matter. I am preparing the house for sale and would like to have this matter cleared up at your earliest convenience so that I may make payment and bring the account current. If you have any questions or wish to discuss this matter, please contact me at one of the numbers listed below.

Thank you.

Sincerely,

A handwritten signature in cursive script that reads "Janice L. Emery".

Janice L. Emery, Trustee
Mary B Marsh Revocable Trust

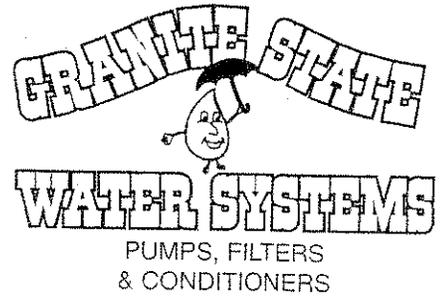
4 Country Road
Derry, NH 03038

603-432-4300 Home
603-505-6141 Cell



Work Order
2168

Toll Free: 800-439-8797 • T: 603-668-5468 • F: 603-623-8591
257 Bridge St. • Manchester, NH 03104
carlp@tromblyplumbing.com • www.tromblyplumbing.com



Bill To: JANICE EMERY 4 COUNTRY ROAD DERRY, NH 03038		Work Location: JANICE EMERY 4 COUNTRY ROAD DERRY, NH 03038	
Home: (603) 432-4300			
Work Date 25-Sep-2008	Sales Rep Matt	Team Matt	Time Dispatched Time Departed 8:15 - 10:45

TROUBLE REPORTED:
PLUMBING

-----SPECIAL INSTRUCTIONS-----

JOB AT 532 SOUTH BEECH STREET BURST SILLCOCK MEET JANICE HERE
C.O.D.

DESCRIPTION OF MATERIAL USED	AMOUNT	QTY	DESCRIPTION OF MATERIAL USED	AMOUNT
Repaired several splits in copper supply line to sillcock that runs in crawlspace under addition - TESTED OK		4	1/2" Copper Couplings	5 00
		1	1/2" Copper TEE	2 75
		4'	1/2" Copper "L" Tubing	16 00
			FUEL ENVIRONMENTAL CHARGE	10.00
		RENTAL	TOTAL MATERIALS	39 75
		MISCELLANEOUS	MATERIALS	6 00
		HOURS	MECHANIC	250 00
			HELPER	
			TOTAL	289 75

-----SERVICE HISTORY-----

Notes for last 4 visits

Paid Master Card

5357 EXP 2/10

5-6

I hereby acknowledge the satisfactory completion of all services rendered, and agree to pay the cost of services as specified above.

Customer Signature Janice Emery Date 9/25/08

This is your bill.
Service charge of 2% per month on balance over 30 days.
See back for warranty.



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

Account Number: 67831-48104
 The dash is part of your account number,
 please use it on all references.

Service Address: 532 S BEECH ST
Bill Date: July 8, 2008
Cycle-Route: 09-02

Past Due Amount: \$386.70

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

Amount Paid:

MARY B MARSH
 4 COUNTRY RD
 DERRY NH 03038-3902

LATE NOTICE REMINDER
YOUR WASTE WATER BILL IS OVERDUE
PAYMENT IS DUE UPON RECEIPT
 IF PAYMENT HAS ALREADY BEEN SUBMITTED,
 PLEASE DISREGARD THIS NOTICE.

000067831000048104000000386707

Service Address: 532 S BEECH ST

Account Number**	Cycle-Route	Bill Date
67831-48104	09-02	July 8, 2008

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

Past Due Amount: \$386.70

* * *

You can check the status of your EPD bill account, including your balance due and recent payments, by visiting our web site at www.ManchesterNH.Gov/EPD.

5-7



CITY OF MANCHESTER, NH
 OFFICE OF THE TAX COLLECTOR
 ONE CITY HALL PLAZA WEST
 MANCHESTER, NH 03101-2084
 Telephone: (603) 624-6575
 Office hours: 8 AM - 5 PM, Monday-Friday
 Web site: www.ManchesterNH.Gov/taxes

593

2008 DELINQUENT WASTEWATER CHARGES

ACCOUNT NUMBER

148104

*Please write this number on all payments and correspondence.

Did you know?

You can view your tax account information, current balances and up to 15 years of tax bill history online on our web site at www.ManchesterNH.Gov/taxes.

MARSH, MARY REVOC TRST
 MARSH, MARY B
 DARNELL, JANICE L TEE
 4 COUNTRY RD
 DERRY NH 03038

Property location: 532 S BEECH ST

Map-Lot: 0741 -0030A

***** DELINQUENCY NOTICE *****

THIS STATEMENT REFLECTS AN UNPAID BALANCE FROM THE FOLLOWING SEWER SERVICE BILL(S) ORIGINALLY ISSUED BY THE MANCHESTER ENVIRONMENTAL PROTECTION DIVISION (E.P.D.) AND DUE ON THE DATE(S) SHOWN:

QUARTER	ORIG. DUE DATE	CHARGE	INTEREST	COSTS	TOTAL DUE
1	4/03/08	\$370.20	\$18.57	\$.00	\$388.77
GRAND TOTAL DUE:					\$388.77

THIS OVERDUE BILL HAS BEEN TRANSFERRED TO THE TAX COLLECTOR FOR COLLECTION AND MUST BE PAID ONLY AT THE TAX COLLECTOR'S OFFICE FOR PROPER AND TIMELY CREDIT. UNPAID BALANCES AFTER SEPTEMBER 02, 2008, WILL ACCRUE ADDITIONAL INTEREST AT 12 % PER ANNUM.

DELINQUENT WASTEWATER PAYMENTS WILL BE APPLIED FIRST TO THE OLDEST DELINQUENT WASTEWATER CHARGES (IF ANY) FOR THE INDICATED PROPERTY.

2008 DELINQUENT WASTEWATER CHARGES

ACCOUNT NUMBER: **148104**

Name: MARSH, MARY REVOC TRST

Map-Lot: 0741 -0030A

Location: 532 S BEECH ST

	CHARGE	INT	COST	TOTAL
Q1	370.20	18.57		388.77

Amount: **\$388.77**

Payment Instructions

Make checks payable to:

TAX COLLECTOR, CITY OF MANCHESTER, NH

- * Write your ACCOUNT NUMBER on your check.
- * Return the bottom portion of this bill with your payment.
- * Mail your remittance to the address at the top of this bill.
- * Do not send cash through the mail.

5-8

0001481043

0000388777

Functions Options Help






HTE

9/17/2008 8:17:48 AM

Customer ID 57631 **Name** MARSH, MARY B REVOC TRUST
Location ID 48104 **Address** 532 S BEECH ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 09 / 02 **Amount due** \$33.00
Initiation date 1/01/42 **Pending** \$0.00
Termination date 0/00/00 **Customer status** A **Customer/Location status** A

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	7/21/08	.00	.00	91	50702481S	C	
SU	REG	4/21/08	.00	.00	84	50702481S	C	
SU	REG	1/28/08	131.00	.00	97	50702481S	C	
SU	REG	10/23/07	.00	.00	90	50702481S	C	
SU	REG	7/25/07	1.00	.00	91	50702481S	C	
SU	REG	4/25/07	.00	.00	90	50702481S	C	
SU	REG	1/25/07	.00	.00	93	50702481S	C	
SU	REG	10/24/06	.00	.00	95	50702481S	C	

Functions Options Help



9/17/2008 8:17:54 AM

Customer ID 67831 Name MARSH, MARY B REVOC TRUST
 Location ID 48104 Address 532 S BEECH ST

Data: Actual Consumption Graph Demand Consumption Graph

Cycle/Route 09 / 02 Amount due \$33.00
 Initiation date 1/01/42 Pending \$.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	7/21/06	.00	.00	87	50702481S	C	
SU	REG	4/25/06	.00	.00	85	50702481S	C	
SU	REG	1/30/06	.00	.00	101	50702481S	C	
SU	REG	10/21/05	.00	.00	92	50702481S	C	
SU	REG	7/21/05	.00	.00	93	50702481S	C	
SU	REG	4/19/05	.00	.00	89	50702481S	C	
SU	REG	1/20/05	1.00	.00	92	50702481S	C	
SU	REG	10/20/04	.00	.00	86	50702481S	C	

OK Exit Cancel Change view Graph History



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity
CIP Aldermanic Committee

From: Pamela H. Goucher *PHG*
Interim Director of Planning

Date: November 17, 2008

Subject: MHRA South Porter Street Project

The MHRA has contacted the Planning Department seeking a commitment from the City of \$200,000 of HOME funds from the FY 2010 Community Improvement Program. This money would be used towards the development of the Knights of Columbus property on South Porter Street. The Housing Authority had previously requested \$680,000 in their 2009 CIP Application for funding; however, MHRA Housing Development Manager Richard Webster indicates that this reduced amount (\$200,000) will be sufficient to leverage approximately \$4 million of tax credits from the New Hampshire Housing and Finance Authority. Mr. Webster further indicates that, absent the City demonstrating its intent to financially support this project, the tax credit funding will be in lost.

I have enclosed, for the Committee's review, a copy of the communication received from the MHRA explaining in some greater detail the intended benefits of the proposed project.

Attachment

6-1

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



M A N C H E S T E R
HOUSING AND REDEVELOPMENT AUTHORITY

Dick Dunfey
Executive Director

George N. Copadis
Chair

William B. Cashin
Vice-Chair

Marion G. Russell
Commissioner

Fern G. Gelinis
Commissioner

M. Mary Mongan
Commissioner

October 29, 2008

Sam Maranto
Planning and Community Development
One City Hall Plaza
Manchester, NH 03101-2097

RE: South Porter Street Apartments

Dear Sam:

This letter is to follow up on our conversation last Monday regarding the development of the Knights of Columbus Hall property located on South Porter Street. We have just been told that we have the opportunity to receive a tax credit commitment which would provide approximately \$4 million in funding for the project contingent on our demonstrating that the City of Manchester is willing to commit funds to this project. As you know, last June we expressed the need for City support of the project to secure Low Income Housing Tax Credits and indicated that the money would not be needed until next year. At this time, without a commitment of financial support from the City – even a commitment of as little as \$200,000 – the \$4 million in tax credit funding will be lost to the City of Manchester.

For a relatively modest investment from the City, the redevelopment of the Knights of Columbus site will provide considerable benefits. This project would:

- Alleviate homelessness in Manchester by creating 31 service-assisted apartments for homeless elderly and persons with disabilities who require assistance with Activities of Daily Living to remain independent in the community. Case management and a range of other supportive services for these residents will be provided at no additional cost to the City.
- Save significant public cost by preventing the premature nursing home placement of these residents while at the same time enhancing property tax revenues the City receives for that site by approximately \$30,000 per year.
- Be underway as soon as all funding is in place. The Authority has already spent over \$70,000 in development costs, architectural and engineering is under way and all variances and the site plan approval have been obtained.

The housing proposed at South Porter Street does not compete with market rentals as it is service-enriched housing for the homeless individuals who are, by definition, eligible for these units because they are financially unable to live in market rate units and further, are unable to live independently without services. As you know, the report of the Mayor's Homelessness Task Force, the "City of Manchester 10-Year Plan to End Homelessness" addresses this need and has identified



as funding premises that "the City must maximize the availability of Federal and State funding" and that "the City must demonstrate commitment to this plan through alignment of resources, the budget, funding allocations, and local incentives." Among the goals identified by the Task Force are: (1) Rapidly re-house people who become homeless and provide wrap-around supportive services that promote housing stability and self-sufficiency; (2) Prevent individuals and families from becoming homeless whenever possible by, among other strategies, creating "incentives for real estate developers and landlords to increase the stock of housing units affordable and available to households at 50% or less of the area median income (AMI)"; and (3) "...help generate resources and commitment for ending homelessness in Greater Manchester," a strategy for which was identified as "Grow the funding available to address housing and supportive service needs." The addition of these 31 units will make a significant contribution to the Mayor's goal of ending homelessness in Manchester.

Projects such as this help Manchester's elderly/disabled residents to stay independent as long as possible in a fiscally responsible manner, which is even more prudent in the current economic climate. The need for this type of housing is acute, as evidenced by the Authority's waiting list of nearly 10,000 households, of which approximately 4,500 are elderly and/or persons with disabilities. Failure to fund the project would mean that approximately \$4 million in tax credits, plus other leveraged resources, would not be spent in Manchester but would instead go to a project in another New Hampshire community. In addition, the construction related jobs created by the development of this facility would be lost to Manchester.

In short, this approximately \$6 million project would provide benefit to the future economic health of the City and its residents and the Authority is poised to move forward contingent upon this relatively modest \$200,000 contribution from the City. Though we understand that all CIP funds for this year are committed and that it may be difficult for the City to make a firm commitment of funding at this time, to secure the \$4 million in tax credits, we need to assure New Hampshire Housing Finance Authority that obtaining funds from the City next year is likely.

Since we need to respond to NHHFA within the next few days, would you please let me know what you think about our proposal and how you think we might move forward with the project at your earliest possible convenience.

Thank you.

Sincerely,

MANCHESTER HOUSING AND REDEVELOPMENT AUTHORITY


Richard Lee Webster
Housing Development Manager



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity, Chairman
CIP Aldermanic Committee

From: Pamela H. Goucher
Interim Director of Planning

Date: November 17, 2008

Subject: HOME CHDO Funding

Per the regulations associated with the expenditure of HUD HOME Funds, the City is required to set aside project funding from its annual HOME allocation for use by its locally designated Community Housing Development Organizations (CHDOs). Manchester NeighborWorks® is a designated CHDO and, as such, we are submitting an amending resolution and budget authorization that allocates CHDO funds to this organization. The staff of NeighborWorks® has been identifying properties in the Granite Square area that are exhibiting significant signs of deterioration and are negative influences on the surrounding properties. It is anticipated that these funds will result in the purchase of at least one of these properties. Upon ownership, NeighborWorks® will either rehabilitate the existing units or demolish the property, based upon their condition and the needs of the neighborhood.

In anticipation of a favorable approval from the Committee we have attached the Budget Authorization and Amending Resolution. We respectfully request that the Committee review the attached documents for their approval to the full Board.

Attachments:

7-1

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

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	
2	Program Completion	07/02/07
3		6/30/09
4		
5		

Expected Completion Date:

Line Item Budget

	HOME			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	\$172,243.00	\$0.00	\$0.00	\$172,243.00
TOTAL	\$172,243.00	\$0.00	\$0.00	\$172,243.00

Revisions

Revision #1 - Increases budget from \$72,623 to \$172,243 and extends project completion date to 6/30/09.

COMMENTS

\$99,620 of funding available from unprogrammed Community Housing Development Organization (CHDO) funds.

City of Manchester New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

“Amending the FY 2008 Community Improvement Program, authorizing and appropriating funds in the amount of Ninety Nine Thousand Six Hundred Twenty Dollars (\$99,620) for the FY 2008 CIP 611008 Neighborworks Greater Manchester West Granite Gateway 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 2008 CIP as contained in the 2008 CIP budget; and

WHEREAS, Table 2 contains all sources of Community Development Block Grant, Emergency Shelter Grant and Home funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to provide funding support to Neighborworks Greater Manchester in their efforts to improve the housing stock and living conditions in the Granite Square neighborhood; and

WHEREAS, existing unprogrammed Home Community Housing Development Organization (CHDO) funding in the amount of \$99,620 are available for use in the support of such activities..

NOW, THEREFORE, be it resolved that the 2008 CIP be amended as follows:

By increasing:

FY 2008 CIP 611008 – 611008 Neighborworks Greater Manchester West Granite Gateway Project - \$99,620 HOME from \$72,623 to \$172,243

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

James A. Burkush
Chief of Department



City of Manchester
Fire Department

November 3, 2008

Michael Garrity, Chairman
Community Improvement Program
Manchester, New Hampshire 03101

Dear Alderman Garrity:

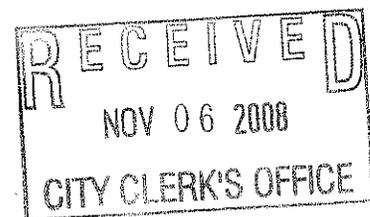
We are requesting to acquire a retired 2004 Ford Crown Victoria Police Cruiser VIN# 2FAFP71WVK175077 FA # 235-001069 to replace a 1995 Chevrolet Astro Van VIN # 1GBDLI9W4SB199345 FA #235-000812, which was placed out of service several weeks ago due extensive rust and corrosion.

Respectfully submitted,

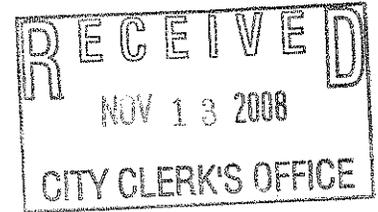
James A. Burkush,
Chief of Department

JAB:llm

Cc: Kevin Shepard



Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 11, 2008

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

Re: Martineau Park Rehabilitation

Dear committee members:

My annual CIP estimates/ requests are based on recent projects of the same size and scope. Once the funds are appropriated I hire a consultant, the design is completed and the project is put out to bid. We always do our best to stay within the confines of that number but since the economy, prices of fuel and construction materials has been so volatile it has become increasingly difficult to stay within the confines of a budget that was created a year prior to the actual construction.

In the interest of completing the project to the standards that the city has been accustomed to I would like to request the additional funds. I have met with Kevin Sheppard, Public Works Director and he has offered Peter Capano's assistance for project oversight in the field to help reduce any further costs that would be incurred by the consultant for such services. I have also spoken to Sam Maranto and he has informed me that there are CDBG funds available to add to the project

Attached is a breakdown of the funding schedule.

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
Kevin Sheppard, Public Works Director
Peter Capano, Chief Inspector**

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 7, 2008

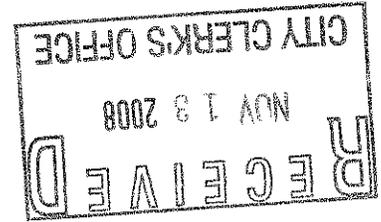
Community Improvement Committee
City Of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

Martineau Park Funding Summary

Original Budget -	\$160,000 (CDBG)
Consultant/ Engineering Fees -	-\$33,750
Balance -	+\$124,000
Construction low bid -	\$153,200
Approximate shortfall -	-\$26,950
Line item deletions -	\$14,840 (approx. 10%)
Revised construction shortfall -	\$12,000
Contingency (5%) -	\$7,000
Total request additional funding -	\$19,000

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/

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

November 7, 2008

Alderman Mike Garrity, Chairman
City of Manchester Community Improvement Program
One City Hall Plaza
Manchester, NH 03101

RE: American Rivers-NOAA Community Based Restoration Program Partnership Grant

Dear Alderman Garrity:

I am pleased to inform you that we have been awarded a grant in the amount of \$50,000 towards the removal of Black Brook Dam at Maxwell Pond. This will be added to the funds already secured so that we can continue our efforts to remove the Dam and correct the impairment of dissolved oxygen to Black Brook.

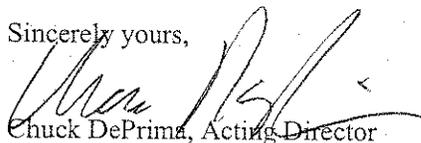
Below is a summary of funding for this project so far:

- \$145,000 (\$105,000 NHDES Section 319 Restoration Grant + the city's matching contribution \$40,000)
- \$25,000 – New Hampshire State Conservation Committee (moose plate) grant
- \$6,000 – New Hampshire Corporate Wetlands Restoration Program
- \$50,000 – NOAA/ American Rivers

Total - \$ 226,000

In order to accept the \$50,000 we need approval from the Board of Mayor and Aldermen. Therefore, I would like to request this action.

Sincerely yours,



Chuck DePrima, Acting Director

Cc: Sam Maranto, CIP
Bill Sanders, Finance Director
Steve Landry, NHDES

10-1



November 5, 2008

Mr. Ron Ludwig
City of Manchester
625 Mammoth Road
Manchester, NH 03104-

Re: Black Brook Dam Removal Project

Dear Mr. Ludwig:

Congratulations on your American Rivers-NOAA Community-Based Restoration Program partnership grant. The Black Brook Dam Removal Project project has been awarded \$50,000. The terms and conditions of the Grant are outlined in the attached agreement. **Please read the Agreement carefully and sign and return one copy along with the enclosed US Department of the Treasury Form W-9.**

By signing this Agreement, you also acknowledge an understanding of, and compliance with, the materials referenced in Section 12 of the Agreement. Please let us know if you need clarification on any of the materials referenced in the Agreement.

The following attachments are also provided:

Attachment A – Approved Project Budget for this grant, with a breakout of expenditure categories.

Attachment B – Narrative Progress Report Form to be used for regular 6-month reports

Your project related questions should be directed toward Brian Graber (braber@amrivers.org or 413-585-5896). They will be your primary contact throughout the grant cycle. In addition to the financial assistance provided through this grant, American Rivers experienced staff is available to provide technical assistance during your project. Your primary contact can provide additional details. Interim and final reports, as well as questions about this Grant Agreement, should be directed to Serena McClain (see contact information in Section 16).

On behalf of the Board of Directors and staff of American Rivers, and the NOAA Community-Based Restoration Program, I wish you success with your project.

Sincerely,

Matthew J. Zimmermann
Vice President of Finance & Administration/CFO

**American Rivers-NOAA
Community-Based Restoration Program Partnership Grant**

Grant Agreement # 312

Organization: City of Manchester

Project: Black Brook Dam Removal Project

Amount of Grant: \$50,000

City of Manchester is responsible for complying with all conditions of this Agreement, including all referenced materials. For the purposes of this Agreement, City of Manchester is referred to as the "Grantee."

1. **Purpose of Grant.** This grant is made to the Grantee for the purposes of the project proposal dated April 08, and described as follows:

The purpose of this funding is to provide support for the removal of the existing dam and restore Black Brook. Maxwell Pond is currently plagued by insufficient dissolved oxygen in the water column and removal of the dam will help remedy that.

2. **Grant Conditions.**

Use of Funds. Funds may only be used for the project described in Section 1 of this Agreement and the proposal dated April 08, in the manner described in the Approved Project Budget (Attachment A).

Final Review of Construction Design. If funds are being used on project construction, once the project design is finalized, these designs will be submitted to American Rivers for final approval. American Rivers holds the right to withhold funding for the project based on a final review of construction designs.

Prohibition Against Lobbying. Funds provided under this Grant may not be used to support lobbying activities, defined as any attempt to influence any legislation through an effort to affect the opinions of the general public or any segment thereof (grass roots lobbying), and any attempt to influence any legislation through communication with any member or employee of a legislative body or with any government official or employee who may participate in the formulation of legislation (direct lobbying).

Prohibition Against Assignment of Rights and Benefits. As of the date of this Agreement, the Grantee has not and will not assign or convey any rights or benefits arising from or connecting to either the Project or this Agreement to any party without the prior written consent of

American Rivers. This includes but is not limited to photographs, newspaper and magazine articles, publishing rights or marketing agreements.

Unused Funds and Reversion. Any portion of the Project Total not expended at the end of the grant period will be returned to American Rivers within thirty (30) days, along with any interest earned on the American Rivers-NOAA Community-Based Restoration Program partnership grant.

3. Payment Schedule. Funds will be disbursed by American Rivers to the Grantee based on the following pay schedule:

	Percentage of Award Amount	Required Minimum Documentation
Initial Payment	60%	<ul style="list-style-type: none"> • A signed copy of this Agreement • A completed and signed W-9 form • Copies of all required permits (for Construction Grants only)
Second Payment	up to 30%	<ul style="list-style-type: none"> • Project completion • Invoices reflecting expenditures to date • Any outstanding progress reports
Final Payment	up to 10%	<ul style="list-style-type: none"> • Upon receipt of final report

If funds are being used to pay for salaries, monies covering those expenses can be disbursed prior to receipt of all required permits. If the pay schedule outlined above will negatively affect the final project outcome or put an undue hardship on the Grantee, please contact Serena McClain so that other arrangements can be discussed.

4. Cash Management of Federal Funds. This Grant consists of \$50,000 in federal funds appropriated by NOAA for use as an American Rivers Grant. In accepting these funds, Grantee must comply with federal equal opportunity employment, the Davis-Bacon Act, the Americans with Disabilities Act, drug-free work place requirements and all other provisions of federal law and regulations.

Grantee is also subject to all terms and conditions of applicable OMB Circulars (See Section 12); Grantee's financial management system must comply with internal control requirements covering, but not limited to, cash receipts, cash disbursements, indirect costs, procurement, labor costs, and interest earned on federal funds.

Subgrantees. If the Grantee uses federal funds to make sub-grants to other entities, all conditions applicable to this Agreement to federal funds shall be transferred in writing to the sub-grantee(s). Grantee must inform all sub-grantees that funds provided consist of federal funds, and must provide American Rivers with documentation that all requirements applicable to federal funds have been passed on to sub-grantees.

5. **Reporting Requirements.** The Grantee will keep American Rivers informed of project progress and will inform American Rivers via email as soon as the initiation date of the deconstruction phase of the project is known, if applicable. *The Grantee also will provide American Rivers with an update every six (6) months from the date the Grantee signs this contract during the duration of the grant.* In this update, at a minimum, the Grantee will use the enclosed reporting forms to detail in writing to American Rivers both the project progress and the amount of the grant expended by the Grantee up to that date and the purpose of such expenditures. At the sole discretion of American Rivers, payment of any and all portions of the remaining grant may be withheld until such a report is received.

Final Report. The final report is due within three (3) months of completion of the funded portion of the project or by the end of the grant period, whichever comes first. The final report must include:

- Accomplishments achieved and knowledge gained during the term of the grant as compared to the goals and objectives described in the approved proposal and any additional conditions outlined in Section 2 of this document;
- Final accounting for all receipts and grant expenditures compared to the approved budget.
- Completed reporting forms (see attachment B); and
- Copies of publications, press releases, and other “products” produced as a result of the grant funding that have not already been transmitted to American Rivers by Grantee.

One hard copy and one electronic copy (PDF preferred) are to be provided. The final report should be sent to Serena McClain at the Washington, DC office of American Rivers, see Section 17 for mailing address.

The Grantee must inform American Rivers in writing if problems are anticipated in providing these reports on a timely basis. Inaccurate or incomplete forms will delay payment of requested funds. Failure to provide complete and timely reports will be considered a breach of this Agreement.

6. **Financial/Administrative Responsibilities.** American Rivers may, as its sole discretion, postpone any or all payments if the Grantee fails to submit satisfactory and timely reports, as set forth in Section 5, or otherwise fails to comply with the terms of this Agreement.

Procurement Procedures. Grantee agrees to establish procurement procedures to ensure against unnecessary or duplicative purchases. The Grantee will provide American Rivers documentation of the competitive bids received for project implementation or written explanation of why the project was not put out for formal bid.

Third-Party Payments. American Rivers can, in consultation with the Grantee, pay third-party vendors directly where said payment will expedite the project. The Grantee shall serve as an intermediary in submitting vendor invoices to American Rivers, and amounts paid to vendors shall be deducted from the amount of funds paid to the Grantee under this Agreement. Requests

to handle contract payments through third-party payments must be submitted via email by the grantee to Serena McClain at smcclain@amrivers.org.

Supporting Documentation/Record Keeping. In addition to the reporting requirements set forth in Section 5, the Grantee will keep systematic records of all expenditures relating to this grant. Vouchers consisting of bills, invoices, canceled checks, receipts, etc., will be retained by the Grantee for three (3) years after the submission and acceptance of a final report by American Rivers and will be available for inspection and audit by representatives of American Rivers or the US Government at any time during this period.

Audit. American Rivers may, at its own expense, examine, audit or have audited the records of the Grantee insofar as they relate to activities supported by this grant. Grantee will reimburse American Rivers, at the Grantee's sole expense, the amount of any expenditure disallowed by auditors through an audit exception or other appropriate means. This will be noted as a written finding that such expenditures failed to comply with any provision of this Agreement including the cash management of federal funds (Section 4 and Section 12).

A-133 Audits. For all federal funds, the Grantee is responsible for determining the audit requirements and conditions set forth in OMB Circular A-133 and other OMB Circulars (Section 12). If an OMB A-133 audit is found to be required, a copy of the audit must be submitted to American Rivers within nine (9) months after the end of the Grantee's fiscal year in which the American Rivers-NOAA Grant was received.

7. Publicity and Credit. Grantee will acknowledge, and give proper credit to, the American Rivers-NOAA Community-based Restoration Program when discussing this project publicly. Such acknowledgement and credit shall include, but shall not be limited to, press releases, annual reports, brochures, video credits, dedications, and other public communications. Copies of such material should be provided to American Rivers as part of the reporting process. American Rivers may request the opportunity to review materials prior to publication or release.

8. Patents and Copyrights. Grantee has the right to obtain patents and copyrights on any work produced under this Agreement. Grantee agrees to provide American Rivers a non-exclusive, royalty-free license to utilize and publish any and all works produced under this Agreement.

9. Amendments and Extensions. American Rivers makes this grant with the understanding that all grant funds will be used in accordance with the project description and budget as approved. Should there be any material change in the purpose, objectives, character, method of operation, budget, or grant period for the project, the Grantee will request changes in writing to American Rivers. Explanatory narrative, progress to date, revised budget and as appropriate new project timeline must always accompany requests for amendments or extensions. Grantee must receive written acceptance by American Rivers of any proposed changes prior to proceeding with the revised project.

10. Termination. Should Grantee fail to comply with any of the conditions of this Agreement, American Rivers may, at its sole discretion, immediately terminate the grant and demand the Grantee to repay, within sixty (60) days, all American Rivers grant funds and interest earned

thereon which have been advanced but not expended. Moreover, American Rivers may cancel all unpaid installments of the Project Total. This grant may also be terminated by mutual agreement, in which case any sums advanced, but not expended, shall be returned to American Rivers including any interest earned.

11. Liability. In making this grant, American Rivers assumes no liability for injuries or loss to persons or property resulting from Grantee's activities under this Agreement. The Grantee agrees to indemnify and to hold American Rivers, its directors, officers, employees, and agents harmless from and against all claims, actions, damages, liabilities, demands, costs, and expenses, including reasonable attorney fees, whether well founded or baseless, resulting from or attributable to any action of the Grantee, its employees, or agents, whether (i) in violation of any of the provisions of this agreement, or (ii) in violation of any law, rule, or regulation of the United States or its agencies or of any state or its agencies, or (iii) resulting from the negligence or willful misconduct of the Grantee, its employees, or agents. The foregoing indemnity provision shall survive and remain in full force and effect following termination of this agreement for any such act occurring during the initial term or any renewal term of this agreement. In case of state institutions barred by law from accepting this liability clause, a letter so stating and citing the appropriate statute must be submitted to American Rivers.

12. Insurance. Grantee shall maintain commercial general liability (CGL) coverage which includes coverage for (1) bodily injury, property damage, products liability, and contractual liability; and (2) advertising injury and personal injury relating to activities undertaken by grantee pursuant to this Agreement. Grantee shall maintain limits of at least \$250,000 per occurrence for all coverages listed in (1) and (2) above. Grantee shall provide American Rivers with evidence of required insurance coverage no later than thirty (30) days prior to the date that the project is scheduled to commence.

13. Federal Rules and Regulations. The Grantee certifies to the best of their knowledge and belief that they and their principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transaction by any Federal department or agency;
- (b) Have not within a three year period preceding the proposal been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction of contract under a public transaction; violation of Federal or State antitrust statutes; commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not currently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated here;
- (d) Have not within a three-year period preceding the proposal had one or more public transactions (Federal, State, or local) terminated for cause or default. A false statement on this certification may be grounds for termination of the award. In addition, under 18 USC Section 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

The Grant Agreement requires an understanding of, and compliance with, all relevant documents issued by the US Office of Management and Budget. The items indicated below are incorporated by this reference. Please check with your accountant and notify American Rivers if you need copies.

- OMB Circular A-21 or A-87 or A-122 (Allowable Costs)
- OMB Circular A-102 or A-110 (Uniform Administrative Requirements)
- OMB Circular A-128 or A-133 (Audit Guidelines)

14. **Choice of Law.** This agreement will be governed by the laws of the District of Columbia.

15. **Additional Support.** In making this grant, American Rivers assumes no obligation to provide further funding or support to the Grantee beyond the terms stated herein.

16. **Legal Relationship of Parties.** Nothing in this Agreement shall be construed as constituting a partnership, joint venture, employment relationship, agent/principal relationship, or other association of any kind, between the parties hereto, and neither party shall have the power to obligate or bind the other party in any manner whatsoever.

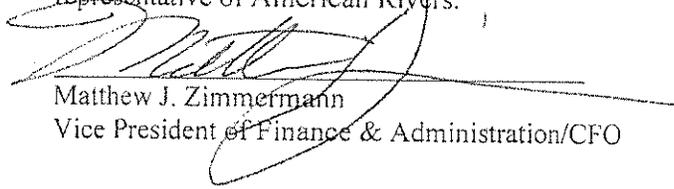
17. **Notice.** Correspondence between the parties should be addressed to:

American Rivers: Serena McClain
American Rivers
1101 14th Street, NW
Suite 1400
Washington, DC 20005
202-347-7550 fax: 202-347-9240
e-mail: rivergrants@amrivers.org

Grantee:

Grantee will notify American Rivers immediately of changes to personnel, address, telephone, etc.

This agreement is executed and made effective as of the date signed by the authorized representative of American Rivers.


Matthew J. Zimmermann
Vice President of Finance & Administration/CFO

11/05/00
Date

City of Manchester acknowledges receipt of this Agreement and pertinent attachments as referenced above for Black Brook Dam Removal Project 312. The terms and conditions set forth herein are acceptable and we agree to comply with them. We understand that failure to comply with all conditions listed herein may result in immediate termination of this grant.

Signature: _____ Date: _____

~~Ron Ludwig~~ CHUCK DEPRIMA

Title: ACTING DIRECTOR

Please sign and return to:
Serena S. McClain
American Rivers
1101 14th Street, NW
Suite 1400
Washington, DC 20005

Once we receive this signed grant agreement, a completed Form W-9, and copies of all required permits an initial payment will be issued and mailed to you. All subsequent payments will be issued once American Rivers is invoiced by the Grantee.

Electronic versions of the reporting attachments can be provided upon request.

**American Rivers – AR-NOAA Community-based Restoration Program
partnership grant**

Grant Agreement #312

Grantee: City of Manchester

Project: Black Brook Dam Removal Project

Grant Period: 18 mos

Amount of Grant: \$50,000

Approved Budget

Budget Item	Total Project Budget	AR NOAA Request	Other Federal Funds (Received or Pending)	Matching Non-Federal
PERSONNEL COSTS				
Contractual Design/ Engineering, Oversight and Sampling Services (Dubois & King)	76,000		31,000 – NHDES 319 Grant (R)	45,000 – City of Manchester CIP funds (R)
City of Manchester Project Supervision Ron Ludwig – 45 hrs @ \$51.82/hr Charles DePina – 100 hrs @ \$30.30/hr	8,105.90			2,331.90 3,030.00 2,744.00

Attachment A - Approved Project Budget

Jon O'Rourke - 140 hrs @ \$19.60/hr				In-kind match
Volunteer Time and Coordination for VLAP, VRAP, and Biomonitoring	7,793.28			7,793.28
Total = 12 volunteers x 36 hours @ \$18.04/hr				Volunteer time
Gulf of Maine Barrier Removal Monitoring				
Momumented Cross Sections:				
• 2 team leaders - 16 hours @ \$60/hr	2,497.28			1,920.00
• 2 volunteers - 16 hours @ \$18.04/hr				577.28
Longitudinal Profiles:				
• 2 team leaders - 16 hours @ \$60/hr	2,497.28			1,920.00
• 2 volunteers - 16 hours @ \$18.04/hr				577.28
Grain Size Distribution (Pebble Count):				
• 1 team leader - 8 hours @ \$60/hr	768.64			480.00
• 2 volunteers - 8 hours @ \$18.04				288.64
Photo Documentation & Photo Points:				
• 1 team leader - 8 hours @ \$30/hr	544.32			240.00
• 1 co-leader - 8 hours @ \$20/hr				160.00
• 1 volunteer - 8 hours @ \$18.04/hr				144.32
Water Quality Sampling:				
• 1 team leader - 24 hours @ \$60/hr	1,872.96			1,440.00
• 1 volunteer - 24 hours @ \$18.04/hr				432.96
Plant Community Transects:				
• 2 team leaders - 16 hours @ \$60/hr	3,074.56			1,920.00
• 4 volunteers - 16 hours @ \$18.04/hr				1,154.56
Macroinvertebrate Community Sampling:				
• 1 team leader - 8 hours @ \$60/hr	768.64			480.00
• 2 volunteers - 8 hours @ \$18.04/hr				288.64
Personnel subtotal	103,922.86			
OPERATING COSTS (Labor)				
Fairpoint Utility Box Relocation	10,000.00			10,000.00 (P)
Mobilization	1,752.24		1,752.24 - NHDES 319 Grant (R)	
Silt fence and floating turbidity curtain installation	876.12			876.12 - NHSCC Grant (R)
Top soil excavation, causeway preparation, fence removal, tree removal etc.	1,753.20		1,753.20 - NHDES 319 Grant (R)	
Construct cofferdam	1,753.20		1,753.20 - NHDES 319 Grant (R)	
Remove spillway, gate house, and sediments	5,478.75		5,478.75 - NHDES 319 Grant (R)	
Remove right side wall and grade slope	5,478.75		5,478.75 - NHDES 319 Grant (R)	
Remove left side wall and grade slope	5,478.75		5,478.75 - NHDES 319 Grant (R)	
Cap walls with concrete	13,149.00		13,149.00 - NHDES 319 Grant (R)	
Remove sediments and cofferdam	6,574.50		6,574.50 - NHDES 319 Grant (R)	
Install stones and landscape project area	8,766.00		8,766.00 - NHDES 319 Grant (R)	
Install chain link fence	4,383.00		4,383.00 - NHDES 319 Grant (R)	

Attachment A - Approved Project Budget

De-mobilization and site clean-up	1,753.20		1,753.20 - NHDES 319 Grant (R)	
Labor subtotal	67,196.71			
OPERATING COSTS (Equipment)				
Case 9010D Excavator- 48 days @ \$412.80/day	19,814.40	19,814.40		
Excavator w/hammer - 3 weeks @ \$4,000.00/wk	12,000.00	12,000.00		
Backhoe TD-7 - 19 days @ \$59.15/day	1,123.85	1,123.85		
Trailer 21-ton - 2 days @ \$39.67/day	79.34	79.34		
Low bed trailer - 2 days @ \$39.67/day	79.34	79.34		
Air compressor - 16 days @ \$41.71/day	667.36	667.36		
Welder/generator - 16 days @ \$41.71/day	667.36	667.36		
Stomper/compactor - 10 days @ \$75.02/day	750.02	750.02		
5 ton dump truck - 50 days @ \$97.04/day	4,852.00	4,852.00		
10 wheel dump truck - 30 days @ \$141.27/day	4,238.10	4,238.10		
10 wheel dump truck - 30 days @ \$141.27/day	4,238.10	4,238.10		
1 ton crew cab - 62 days @ \$49.54/day	3,071.48			3,071.48 - City of Manchester (R)
1 ton pickup - 62 days @ \$49.54/day	3,071.48			3,071.48 - NHSCC Grant (R)
Equipment subtotal	54,653.01			
Total material cost	10,190.00			10,190.00 - NHSCC Grant (R)
Final engineering and oversight	10,740.00			10,740.00 - NHSCC Grant (R)
Permits	1,000.00	1,000.00		
In-state travel	500.00	500.00		
Total Construction subtotal	144,279.72			
Contingency (Construction subtotal x 1.10)	\$14,427.97		6,499.45 - NHDES 319 Grant (R)	5,000.00 - NHCWRP (R) 2,928.52 - City of Manchester
Total Project Cost (Construction and Personnel Subtotals plus Contingency)	\$260,123.22	\$50,000	\$93,820.04	\$116,303.18

Total: \$50,000

Committed Non-Federal Match: \$51,025.16

American Rivers/NOAA Community-based Restoration Program

Project Title: «Project_Name»

Project Narrative

The project narrative should identify the problems that the project has addressed, describe short- and long-term objectives and goals and how they were met, and explain the relevance of the project to enhancing natural riverine condition and/or to benefiting living diadromous fishes, including a description of any threatened or endangered species the project will benefit.

Methodology

Describe the methodology used to undertake on-the-ground activities to achieve the project goals and objectives, including the restoration techniques and materials used.

Results/Progress to Date

Describe in sufficient detail the status of the project (planning/design, implementation, monitoring, complete) in terms of progress and results achieved through completion of the project. This should include information such as the actual miles of stream that were opened or will be opened for fish passage; lessons learned in undertaking the project; challenges or potential roadblocks to future progress; and an updated timeline of remaining tasks needed to complete project (if funded at the feasibility or design phase).

List the habitat type(s) and the stream miles opened upstream and downstream for fish access. Actual and Projected columns should add up to the total(s) for acreage to be restored with CRP funds indicated in the approved proposal.

Habitat Type	Actual Stream Miles Opened for Fish Access	Projected Stream Miles Opened for Fish Access (i.e. Remainder to be restored with CRP funds by award end date)

Monitoring and Maintenance Activities

Describe any monitoring and maintenance that has taken place during the reporting period and/or procedures that are being used to evaluate the relative success of the project in achieving its goals and objectives. When will monitoring results become available?

MONITORING ACTIVITIES

List of monitoring techniques used (e.g. salinity, fish counts, vegetation presence/absence):

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Community Involvement

Describe community support and any public involvement in the project that has occurred during the reporting period, including the specific roles of volunteers in project activities.

Outreach Activities

Describe any outreach or educational activities (e.g. training, brochures, videos, press releases or public events) related to the project that have occurred during the reporting period.

Additional Project Benefits

Please describe in detail any additional benefits that have or may result from project completion, such as decrease in flood incidents upstream, increased recreational use of river, removal of unsafe or deficient dam, etc. Be sure to be as detailed as possible in your description and include specific examples.

Supporting Materials

Please include any supporting materials relating to the project, such as articles/news clippings, project photographs (before, during, and after--high resolution images on CD ROM are appreciated), project maps, related web sites, and proof of American Rivers-NOAA Community-based Restoration Program support (e.g. photographs of signs at project sites, funding credit on outreach materials, press releases with complete program name, etc.)

Funding Information (Cash and In-kind)

Itemized Budget table (similar to example below) showing expenses incurred during the reporting period, for both NOAA funds and matching contributions, as follows. Budget categories should correspond to those described in the approved proposal.

Budget Category	AR/NOAA Funds	Matching Contributions	Total Expense	Nature (cash or in-kind) and Source of Match

Budget Narrative: Describe expenditures by category and explain any differences between actual and scheduled expenditures. Include documentation of volunteer hours and in-kind donations.

RESTORATION INFORMATION- Please complete this section to the best of your ability.

What indirect benefits resulted from this project? (e.g. improved water quality, increased awareness/stewardship)

Report Prepared By: _____

Signature

_____ Date

Please send semi-annual and final progress reports and supporting materials to:

Serena McClain
American Rivers
1101 14th Street, NW
Suite 1400
Washington, DC 20005

The Progress Report Narrative Format and Project Data Form are available in electronic format; submissions in this format are encouraged. Please submit electronic progress reports via email (rivergrants@americanrivers.org) or CD ROM in Microsoft Word or PDF formats.

Be sure to save a copy of each report for your records; subsequent submissions of the Project Data Form need only add outstanding information, so that the form is completed in its entirety as part of the final comprehensive progress report.

Request for Taxpayer Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2.

Name City of Manchester Parks, Recreation & Cemetery Department	
Business name, if different from above	
Check appropriate box: <input type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Other ▶ municipality <input type="checkbox"/> Exempt from backup withholding	
Address (number, street, and apt. or suite no.) 625 Mammoth Road	Requester's name and address (optional)
City, state, and ZIP code Manchester, NH 03104	
List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). **However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3.** For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN** on page 3.

Social security number								

or

Employer identification number								
0	2	6	0	0	0	5	1	7

Note: If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), **and**
2. I am not subject to backup withholding because: **(a)** I am exempt from backup withholding, or **(b)** I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or **(c)** the IRS has notified me that I am no longer subject to backup withholding, **and**
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here

Signature of U.S. person ▶

Date ▶ **11-5-08**

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

Note: If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Foreign person. If you are a foreign person, use the appropriate Form W-8 (see **Pub. 515**, Withholding of Tax on Nonresident Aliens and Foreign Entities).

Nonresident alien who becomes a resident alien.

Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the recipient has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement that specifies the following five items:

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

10-16

Form **637**
(Rev. July 1973)
Department of the Treasury
Internal Revenue Service

Registration for Tax-Free Transactions Under Chapter 32 of the Internal Revenue Code

This Application Should Also Be Used by Producers and Importers
of Gasoline and Manufacturers of Lubricating Oil

TAX EXEMPTION
For District Director's Use Only

No. 02-74-00554

Please type or print

Name of individual, corporation, partnership, association, etc.

CITY OF MANCHESTER

Name under which business is operated

CITY OF MANCHESTER

Business address (Number and street)

908 ELM STREET, CITY HALL

City, State, and ZIP code

MANCHESTER, NEW HAMPSHIRE 03101

Social Security or Employer Identification Number

02-6000517

Will you be required to file Form 720? Yes No

File this application in duplicate with your District Director of Internal Revenue. See the instructions on pages 2 and 4.

Application is hereby made for a Certificate of Registry in the name(s) indicated above. The applicant is a:

- Manufacturer Producer Importer Wholesaler Jobber Selling or Purchasing (specify type of product) Vehicles & Other
- Retailer Other (specify) MUNICIPALITY

The applicant affirms that use of articles purchased or sold tax-free is to be for the exempt purposes specified in the applicable provisions of the law and regulations and understands that misuse of this certificate will lead to its revocation and/or the penalties provided by law.

See item 2 on page 2 and check applicable letter(s). I qualify as a:

- a, b, c, d, e, f, g, h, i, j, k, l, m, and/or n (other—specify)

Under the penalties of perjury, I declare that I have examined this application and to the best of my knowledge and belief it is true, correct, and complete.

Signature

Title FINANCE OFFICER

Date 8-8-74

District Director's Validation

A certificate of registry for the above applicant is approved and issued under the number shown.

Frank Murphy

District Director of Internal Revenue

By

Russell E. Mersereau, Chief Review

Date 8-13-74

QUIRK CONSTRUCTION CORP.

One Martel Way
Georgetown, MA 01833
Ph: 978.352.4666
Fax: 978.352.9666

INVOICE

DATE	INVOICE #
11/4/2008	293-01

BILL TO:
Chuck Deprima City of Manchester 625 Mammoth Road Manchester, NH 03104 (603) 624-6565

Piscataquog River - Manchester, NH

DESCRIPTION	QTY	P.O. NO	QCC NO
		RATE	AMOUNT
Increase Stonedust Path as requested	1 LS	\$ 2,500.00	\$ 2,500.00
Please remit payment to above address		TOTAL	\$ 2,500.00

10-18



Robert S. MacKenzie, AICP
Director

CITY OF MANCHESTER

Planning and Community Development

Planning
Community Improvement Program
Growth Management



Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Pamela H. Goucher *PHG*
Interim Director of Planning

Date: November 17, 2008

Subject: CIP #511407- Black Brook Dam Removal

The Parks Department has informed this Department that it is in receipt of grant funds, totaling \$56,000, to be used towards the removal of the Black Brook Dam and restoration of the watershed. These funds are coming from two sources: \$6,000 from the New Hampshire Corporation Wetlands Restoration Partnership and \$50,000 from the American Rivers-NOAA Restoration Program.

In order for the City to accept and expend these funds, the attached amending resolution and revised budget authorization have been submitted for the Committee's review. This Department respectfully requests that a recommendation for approval of these documents be made to the full Board.

Attachments

10-19

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

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	
2	Program Completion	09/06/06
3		06/30/09
4		
5		

Expected Completion Date:

Line Item Budget

	BOND	FEDERAL	STATE	TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$40,000.00	\$0.00	\$6,000.00	\$46,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$155,000.00	\$25,000.00	\$180,000.00
TOTAL	\$40,000.00	\$155,000.00	\$31,000.00	\$226,000.00

Revisions

Revision #1 - increases budget by \$130,000 (\$105,000 Federal and \$25,000 State).
 Revision #2 - increases budget by \$56,000 (\$50,000 Federal and \$6,000 Other-NH Corporate Wetlands Restoration Program and extends project completion date to 6/30/09.

COMMENTS

Funds in the amount of \$40,000 received from 411303 - S Willow Street FS Reroofing. Department to apply for funding from DES Section 319 Grant 60/40 matching. No funds to be expended until all funding sources are identified. Additional funding received in the amount of \$130,000 (\$105,000 Federal pass through from New Hampshire Department of Environmental Services and \$25,000 from State Conservation Commission Grant).

10-20

City of Manchester
New Hampshire

In the year Two Thousand and Eight

A RESOLUTION

"Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of Fifty Six Thousand Dollars (\$56,000) for the FY 2007 CIP 511407 Black Brook Dam Removal (Watershed Restoration) 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 2007 CIP as contained in the 2007 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$56,000 from the National Oceanic and Atmospheric Association and New Hampshire Corporate Wetlands Restoration Program for the design and monitoring of the Black Brook Dam removal and watershed restoration process;

NOW, THEREFORE, be it resolved that the 2007 CIP be amended as follows:

By increasing:

FY 2007 CIP 511407 – Black Brook Dam Removal (Watershed Restoration) Project - \$50,000
Federal and \$6,000 Other

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

**City of Manchester
Duplicating Bid**

In Board of Mayor & Aldermen
Date: October 7, 2008
On Motion of Ald. Garrity
Seconded by Ald. J. Roy
Voted to refer to CIP for funding.

*Tabled
10/20/08*

[Signature]
Deputy City Clerk

	Copy Express			
	Single Side	Double Sided		
White Paper				
B&W			Main Contact:	Brian Heffron brian@copvexpress.com
8.5 x 11	\$0.029	\$0.053	Billing Contact:	Janet Heffron janet@copvexpress.com
11 x 17	\$0.058	\$0.093		
Full Color			Orders can be placed by:	
8.5 x 11	\$0.18	\$0.32	Phone:	625-4960
11 x 17	\$0.24	\$0.44	Fax:	647-0833
			Email:	copy@copvexpress.com
Colored Paper				
B&W			Prices include pickup and delivery	
8.5 x 11	\$0.03	\$0.06	If you call by 11:00 am for pickup - it will be picked up by 4:30 pm on the same day	
11 x 17	\$0.06	\$0.10		
Full Color			If you call after 11:00 am for pickup - it will be picked up within 24 hours from request for pickup	
8.5 x 11	N/A	N/A		
11 x 17	N/A	N/A		
	Can be done - just have not		Standard Production Time: 24 hours from pickup or receipt of electronic file if job does not exceed 15,000 impressions or 7,500 with additional services, in those cases, production/delivery time will be 48 hours from pickup or receipt of electronic file.	
Wide Format			If Same Day or Express Services are requested - Standard Production Time does not apply.	
B&W			Order Forms Provided: Only need to be used for special instructions or rush services	
20 x 44	\$0.42	N/A		
24 x 36	\$0.39	N/A		
Full Color				
20 x 44	\$20.00	N/A		
24 x 36	\$18.00	N/A		
Services				
Laminating	\$1.00/sq. ft			
Collating (hand)	\$20.00/hr.			
Inserting (hand)	\$20.00/hr.			
Tabs (insertion)	\$20.00/hr.			
Tab printing	\$0.35			
Tri-fold	\$10.00/1000			
Z fold	\$10.00/1000			
Mounting - foam	\$2.50/sq. ft			
2-hole drill	no charge			
3-hole drill	no charge			
5-hole drill	no charge			
HW cover & back	\$0.15			
Stapling - each	no charge			
Cutting-each	no charge			
Book binding	\$1.25			
Booklet	\$0.25			
Coil Binding	\$1.25			
Comb Binding	\$1.25			
Wire Binding	\$1.25			
Tape Binding	\$1.25			
Strip Binding	\$0.45			
Post Binding	\$0.45			
Clear cover&back	\$0.20			
Express Services or Same Day Service	No charge			

12-1



Manchester City Resources

GRAFFITI:

To report graffiti on your property call
**Manchester Police Department @
(603) 668-8711.**

For removal off PRIVATE PROPERTY, you
can call the **Department of Public Works,
Highway Division's Graffiti Removal
@ (603) 624-6444.**

**This service is only available for graffiti that
is ground level and on a public right of way.

UNSUITABLE NEIGHBORHOOD CONDITIONS:

To report violations of health, fire, zoning or
building codes, or other unsuitable neighbor-
hood conditions contact the individual City
departments or the **City Clerk's Office @
(603) 624-6455** and ask for the
Neighborhood Enhancement Team.

CRIME:

To report acts of crime that are **NOT** an
emergency, call the **Manchester Police
Department's Crime Line @ (603) 624-4040.**
These calls can be made anonymously.

STREET LIGHTING ISSUES:

If you find street lights that have been
vandalized, damaged or are burned out,
please contact the **Department of
Public Works @ (603) 624-6444.**

PARKS and CEMETERY ISSUES:

If there is any concern or questions regarding
the use or maintenance of the City's local
parks and cemeteries, please contact
**Parks and Recreation Department
@ (603) 624-6565.**



Manchester City Resources

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The Mayor's Anti-Graffiti Task Force

Board of Mayor and Aldermen
Update October 2008

The Mayor's Action Plan

- 1.) **Develop the Graffiti Task Force** to oversee the implementation of the plan.
- 2.) **Communications and Marketing** of the existing resources the City has for removal and the development of a hotline and/or website.
- 3.) **Awareness** raised in the community that graffiti is a crime and everyone should take the removal of it seriously.
- 4.) **Outreach** to local businesses and retailers to make the purchase of supplies and ability to participate in the graffiti trade difficult.
- 5.) **Murals** placed in graffiti hot zones to reduce the vandalism and curb future spread of graffiti.

The Mayor's Action Plan

1.) **Develop the Graffiti Task Force**

- Membership includes City Staff from the Mayor's Office, Police Department, Weed & Seed, Highway Department, Office of Youth Services, VISTA and the Art Commission
- Local Service providers and Businesses include the YMCA, NH Property Owners Assoc, and Piccolo Italia hosts meetings
- Resident representation is provided through Neighborhood Watch Captains from the East and West sides and local community leaders.

The Mayor's Action Plan

2.) **Communications & Marketing**

- Continued education regarding the existing resources for removal provided by the Highway Dept for property owners and businesses:
 - <http://www.manchesternh.gov/website/Departments/Highway>
- Increased removal resources now provided by the National Coalition for Graffiti Removal of a power washer and product for 45 Watch Groups
- Additional graffiti information provided on the Police website:
 - <http://www.manchesternh.gov/website/Departments/Police/Graffiti>



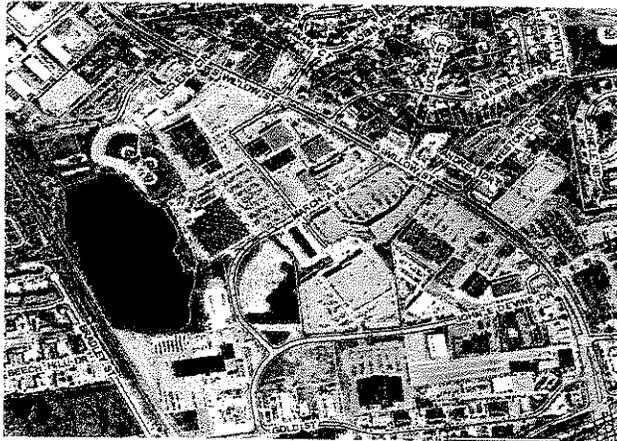
Law Enforcement Efforts

- 44 arrests for “graffiti related” offenses have been made over the past year
- Continued Details will focus on “hot zones” through the coming months
- Successful arrests of (2) known offenders leading to convictions.



“Hot Zone” Pilot project

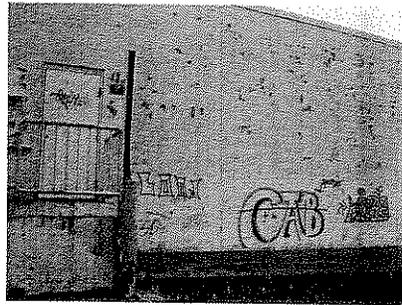
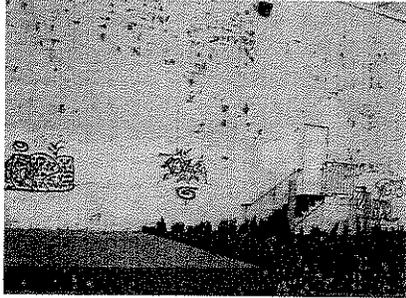
Identified area from South Willow St. to John Devine Dr., March Ave. and Driving Park Rd.





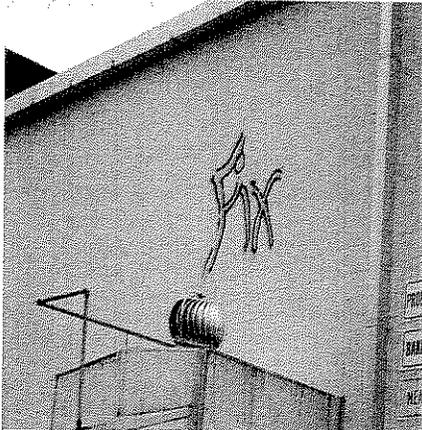
West Side of Sports Authority

- Sports Authority was cleaned off within a week of the pilot project starting, was tagged again but immediately removed it and has been clean since.
- Stated that they did not know the City had such an interest in their buildings condition and now that they are aware, will be very diligent in their graffiti removal



West Side of Stop & Shop

- Stop & Shop was cleaned off and remained clean through the patrolling stage.





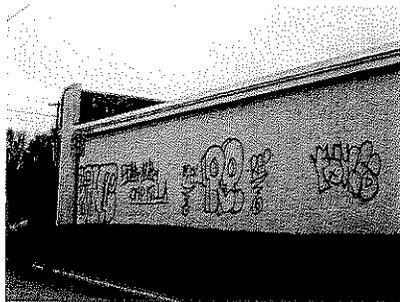
Home Depot

- Home Depot was cleaned off and has not received any new tags



North Side of Ski Market

- Ski Market has not been cleaned off b/c of inability to reach owners
- Ski Market has continued to be tagged through the project time.



The Mayor's Action Plan

4.) Outreach

- **Task Force is looking at current Legislation on both the local and State levels regarding penalties for graffiti, sales of products and fines for negligent removal/nuisance properties.**
 - **Looking to ease Law Enforcement's ability to prosecute offenders.**

- **Members of the Task Force have met with State DOT Officials in regards to removal off of local Highways.**



Current Graffiti Ordinance

- **99.05 Graffiti Removal**
 - (A) Residential building owners are required to remove graffiti from their property within thirty days.
 - (B) Commercial building owners are required to remove graffiti from their property within fifteen days.

- **99.99 Penalty**
 - (A) Any residential building owner who fails to remove graffiti from their property within thirty days will be subject to a fine of \$50, which is to be paid within seven days from the date of the fine.
 - (B) Any Commercial building owner who fails to remove graffiti from their property within fifteen days will be subject to a fine of \$100, which is to be paid within seven days from the date of the fine.
 - (C) If the residential building owner or commercial building owner fails to pay the fine within seven days, the fine will be doubled.



5.) Murals

- ❖ Currently two locations for murals have been identified:
 - Girls, Inc at 340 Varney St. and
 - Chez Vachon on Kelly St.

- ❖ Looking for addresses on the East side.

- ❖ Local Artists are Peter Noonan and
- ❖ Anthony Williams

- ❖ Paint donations provided by Sherwin Williams and Queen City Paints

The Mayor's Action Plan

3.) Awareness

- Making the general public aware that graffiti and other property conditions can deface and devalue property and that there are resources provided free to the tax payer by the City.

“Manchester City Resources ”

- 30,000 copies sent in November 2008 Water/Sewer Bill
- City Contract with Copies Express
- 8.5x11 Color (3/page) double sided \$0.32 = \$3,200.00

Contact Information

- Highway Department Graffiti Removal call
(603) 624-6444 or

<http://www.manchesternh.gov/website/Departments/Highway>

- Officer Jamie Gallant, Task Force Co-Chair,
MPD Graffiti Police Officer, 668-8711

- Nicole Rodler, Task Force Co-Chair,
Weed & Seed Coordinator, 624-6466 x 356

8/4/08 Tabled

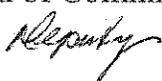
To the Board of Mayor and Aldermen of the City of Manchester:

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.

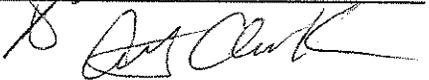
(Unanimous Vote)

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.

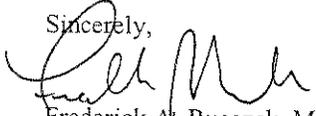
DIRECTORS
Andrea Chatfield
Marc Cullerot
Carol Frizzell
Laurie Glaude
Sandra Kinney
Ted Krantz
Kelly Lawrence
Christine Madden
Rachelle M. Moore
Rick Phelps, MD
Christine Rosenwasser, MD
Susan Scacchi
Judy Streeter

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.

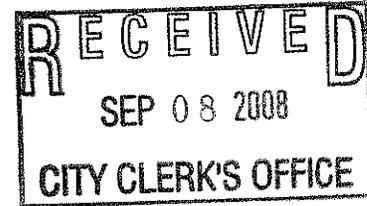
1 2 4 5 E L M S T R E E T , M A N C H E S T E R , N H 0 3 1 0 1

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

www.childhealthservices.org

13-2

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

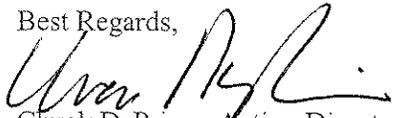
Re: Martineau Park Rehabilitation

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/



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.

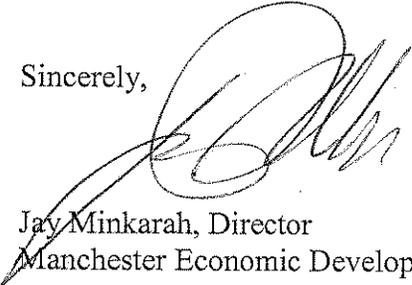
Over the past several weeks, we have remained in contact with Steve Lorentzen, Administrator of the State's Bureau of Court Facilities. Based on recent discussions with Mr. Lorentzen, we understand that they remain interested in the Pearl Street lot as a location for a new court facility; however, they 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 Com.
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.

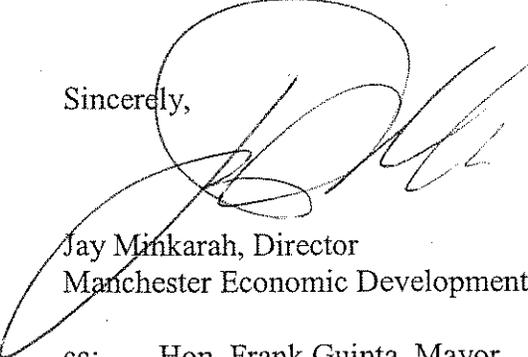
Though it appears that rehabilitation of the existing facility is the favored alternative, interest has been shown in the possibility of developing a new Court facility on the City-Owned Pearl Street Lot, possibly through an exchange of properties for the Superior Court building. Steve Lorentzen, Administrator 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

15-7

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

15-8

5/6/2008