

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

January 27, 2009
Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

5:00 PM
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Garrity calls the meeting to order.
2. The Clerk calls the roll.
3. Discussion relative to CIP projects and project extensions.
(Note: The Board has requested that the Committee review the attached projects. Additional reports to be submitted by the Finance Department and the CIP staff prior to the meeting.)
Gentlemen, what is your pleasure?

TABLED ITEMS

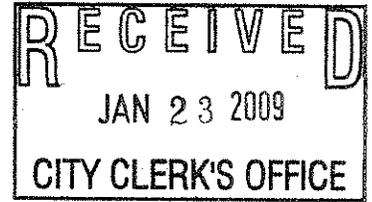
A motion is in order to remove any item from the table.

4. Report from Mayor's Housing Task Force.
(Note: Referred by the Board of Mayor and Aldermen 12/16/08; Awaiting additional information regarding HOME funds, tabled 1/06/09.)
5. Communication from Fred Rusczyk, 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.)
6. 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 from Jay Minkarah regarding the property exchange attached from 7/21/08. Tabled 6/3/08)
7. If there is no further business a motion is in order to adjourn.



*William E. Sanders
Finance Officer*

CITY OF MANCHESTER
Finance Department



January 22, 2009

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

Re: Project Expenditure Details

Dear Honorable Committee Members:

As requested, attached hereto is a project specific expenditure detail for all open general fund CIP cash and bond projects as of the close of business on January 22, 2009.

Respectfully Submitted,

William E. Sanders
Finance Officer

Attachment

**CIP Projects - Cash
As of 01/22/2009**

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Building	610409	2009	Dilapidated/Blighted Bldg Remedy	25,000.00	-	-	25,000.00
Health	810708	2008	VISTA Office Relocation	414.01	339.01	-	75.00
OYS	213309	2009	Firesafe Project	10,000.00	307.91	-	9,692.09
OYS	411708	2008	Firesafe Intervention Program	6,000.00	3,900.70	-	2,099.30
OYS	811707	2007	Office of Youth Services Relocation	30,000.00	29,122.04	-	877.96
Planning	210909	2009	One to One Mentoring	5,000.00	-	5,000.00	-
Planning	211109	2009	Inner City After School Program	20,000.00	10,000.00	10,000.00	-
Planning	211209	2009	Homemaker Services	15,000.00	-	15,000.00	-
Planning	211409	2009	Child Health Services	50,000.00	-	50,000.00	-
Planning	211509	2009	Young Heroes	10,000.00	-	10,000.00	-
Planning	213009	2009	VNA Child Care	20,000.00	9,999.99	10,000.01	-
Planning	213209	2009	Disaster Services	11,000.00	5,000.00	6,000.00	-
Planning	213409	2009	Elder Nutrition Programs	30,700.00	12,790.00	17,910.00	-
Planning	213508	2008	Info Bank	10,000.00	8,000.00	2,000.00	-
Planning	612209	2009	Milkyard Maintenance	5,000.00	-	-	5,000.00
Planning	810707	2007	Community Development Initiatives	8,000.00	1,141.18	6,738.82	120.00
Planning	810806	2006	Community Development Initiatives	14,500.00	14,324.23	-	175.77
Planning	810807	2007	Master Plan Support	10,000.00	-	-	10,000.00
Facilities	710909	2009	Municipal Deferred Maintenance	90,000.00	3,745.00	26,813.84	59,441.16
Facilities	810408	2008	Municipal Deferred Maintenance	90,000.00	83,132.47	6,867.53	-
Tax	810608	2008	Motor Vehicle Registration System	140,000.00	80,381.28	1,981.25	57,637.47
Fire	411103	2003	Hazardous Materials	10,000.00	7,219.38	-	2,780.62
Fire	411409	2009	Defibrillator Replacement	56,000.00	54,610.06	-	1,389.94
Fire	411808	2008	Fire Ladder Truck Repair	42,000.00	41,304.44	-	695.56
Police	411509	2009	Weed 'N Seed	210,000.00	85,102.42	-	124,897.58
Health	213509	2009	Arboviral Surveillance	10,000.00	-	-	10,000.00
Highway	710608	2008	Annual Bridge Maintenance Program	20,000.00	-	-	20,000.00
Highway	710609	2009	Annual Bridge Maintenance Program	40,000.00	-	-	40,000.00
Highway	710809	2009	Chronic Drain	40,000.00	6,689.35	-	33,310.65
Highway	711207	2007	Downtown Misc Repairs	75,000.00	74,198.24	-	801.76
Facilities	711307	2007	Municipal Deferred Maintenance	175,000.00	150,322.37	24,677.63	-
Highway	712706	2006	Discretionary Sidewalk/Curb Program	25,000.00	9,259.13	-	15,740.87
Highway	713408	2008	Chronic Drain	66,000.00	48,884.85	-	17,115.15
Highway	713609	2009	Employee Memorial Project	2,000.00	1,000.00	-	1,000.00
Highway	711407	2007	Sign Inspection & Maintenance	25,000.00	18,365.48	6,634.52	-

**CIP Projects - Cash
As of 01/22/2009**

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Parks	411807	2007	Hazard Tree Removal	40,000.00	39,921.23	-	78.77
Parks	510409	2009	Project Greenstreets	10,000.00	682.32	-	9,317.68
Parks	510807	2007	Park Improvement Program	65,000.00	63,140.00	1,860.00	-
Parks	511009	2009	Fun in the Sun/Special Sports	61,200.00	57,948.79	-	3,251.21
Parks	511209	2009	Annual Park Improvement Program	50,000.00	17,419.38	-	32,580.62
Parks	511308	2008	Millyard Maintenance	10,000.00	1,755.00	-	8,245.00
Parks	511309	2009	Hazard Tree Removal	10,000.00	4,710.00	5,290.00	-
Parks	511306	2006	Crystal Lake Master Plan/Design	50,000.00	49,273.48	-	726.52
Parks	511508	2008	Weston Street Neighborhood Park	16,000.00	2,302.50	1,800.00	11,897.50
Parks	511608	2008	Veterans Park/Stanton Plaza	10,000.00	-	-	10,000.00
Parks	612207	2007	Ongoing Maintenance - Intown/Millyard	20,000.00	19,990.00	-	10.00
Grand Total:				1,738,814.01	1,016,282.23	208,573.60	513,958.18

**CIP Projects - School
As of 01/22/2009**

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Facilities	711009	2009	School Cash Maintenance Projects	90,000.00	3,535.72	9,600.00	76,864.28
Facilities	330401	2001	McLaughlin Middle School Addition	3,126,000.00	3,125,976.00	-	24.00
Facilities	330501	2001	School Capital Improvement Program	3,300,000.00	3,298,431.59	-	1,568.41
Facilities	811607	2007	Hallsville School Roof Repair	369,999.00	369,521.42	477.41	0.17
Facilities	310303	2003	Manchester School Improvement	112,471,087.57	110,592,833.84	79,011.87	1,799,241.86
Facilities	310402	2002	School Capital Improvement Program	3,640,000.00	3,614,170.76	25,742.50	86.74
Facilities	310303	2003	Manchester School Improvements	3,590,000.00	3,584,515.80	-	5,484.20
Parks	511502	2002	School Site Improvements Program	355,000.00	342,673.97	12,326.03	0.00
Parks	511007	2007	School Rec Facility	300,000.00	290,647.39	-	9,352.61
Facilities	310209	2009	Open Classroom Elimination - HGF	2,750,000.00	164.69	-	2,749,835.31
Facilities	310308	2008	Renovation of MST	2,475,000.00	1,185,140.22	894,203.49	395,656.29
Facilities	810409	2009	Hallsville School Roof Repair	100,000.00	90,050.00	222.59	9,727.41
Grand Total:				132,567,086.57	126,497,661.40	1,021,583.89	5,047,841.28

**CIP Projects - Bonds
As of 01/22/2009**

General Obligation Bonds

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Info Systems	820899	1999	Land Management/Mapping/GIS	440,000.00	438,974.11	400.00	625.89
Planning	612503	2003	Visitor's Signage Package	84,028.49	6,455.10	-	77,573.39
Planning	830101	2001	City Space Improvements	350,000.00	348,456.68	-	1,543.32
Facilities	811202	2002	Architecture/Eng Facilities Capital	336,071.33	334,224.90	-	1,846.43
Facilities	341898	1999	City Hall Security/Audio/Visual	820,000.00	819,922.96	-	77.04
Highway	370795	1995	Sanitary Landfill Closure	13,850,000.00	12,859,932.36	-	990,067.64
Highway	713007	2007	Flood Damaged Infrastructure Remed	20,579.00	20,579.34	-	(0.34)
Highway	711805	2005	Snow Emergency Strobe Lighting	22,000.00	21,606.00	-	394.00
Parks	510807	2007	Park Improvement Program	3,342.94	2,115.76	-	1,227.18
Parks	511605	2005	Veterans Park Memorial	12,445.87	10,330.11	-	2,115.76
Parks	511607	2007	Bass Island Flood Damage	10,411.00	6,535.03	29,574.00	(25,698.03)
Parks	511707	2007	Piscataquog River Park Flood Damage	92,654.00	103,933.73	-	(11,279.73)
Sub Total Capital Projects:				16,041,532.63	14,973,066.08	29,974.00	1,038,492.55

General Obligation Bonds - Series 2003

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
MEDO	613402	2002	Bridge & Elm Development	5,000,000.00	4,994,723.38	-	5,276.62
Planning	811103	2003	Senior Center	2,400,000.00	2,399,116.09	-	883.91
Planning	811502	2002	Municipal Fac Building Acquisition	2,750,000.00	2,749,714.69	-	285.31
Facilities	8112B3	2003	City Space Improvements	30,000.00	28,933.81	-	1,066.19
Facilities	811203	2003	City Space Improvements	285,000.00	283,300.00	-	1,700.00
Fire	411304	2004	Facility/Equipment Improvements	270,000.00	261,977.96	-	8,022.04
Highway	370795	1995	Sanitary Landfill Closure	200,000.00	103,232.59	-	96,767.41
Highway	713206	2006	Street Reconstruction - So. Willow St.	80,000.00	44,890.32	-	35,109.68
Parks	511407	2007	Black Brook Dam Removal Engineering	40,000.00	-	-	40,000.00
Parks	511603	2003	Recreation Facility Improvements	550,000.00	510,393.06	-	39,606.94
Sub Total Baseball and GO Bonds:				11,605,000.00	11,376,281.90	-	228,718.10

**CIP Projects - Bonds
As of 01/22/2009**

GO Public Improve Bonds Series 2007

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Facilities	310207	2007	School Facility Improvements	1,500,000.00	1,478,696.30	-	21,303.70
Info Systems	411907	2007	Police/Fire CAD/RMS	300,000.00	250,530.39	49,466.88	2.73
Info Systems	811505	2005	Information/Public Safety Upgrade	1,690,000.00	1,473,011.38	213,207.00	3,781.62
Planning	612407	2007	Neighborhood Revitalization	200,000.00	110,940.80	-	89,059.20
Parks	511404	2004	Clem Lemire Sports Complex	4,400,000.00	4,256,516.71	56,003.52	87,479.77
Facilities	811405	2005	Building Improvements	4,440,000.00	4,398,984.04	-	41,015.96
Highway	710205	2005	Public Works Infrastructure	1,700,000.00	1,672,158.80	-	27,841.20
Highway	711507	2007	Annual Bridge Rehab Program	300,000.00	223,890.93	-	76,109.07
Highway	711607	2007	Annual Row Reconstruction	1,725,000.00	797,265.23	1,616.47	926,118.30
Highway	711807	2007	PW/Fleet Maintenance Admin	2,000,000.00	27,267.60	-	1,972,732.40
Highway	711907	2007	Residential 50/50 Sidewalk/Curb Program	400,000.00	394,166.04	-	5,833.96
Facilities	712107	2007	Municipal Facility Improvements	838,173.72	580,883.89	221,437.00	35,852.83
Highway	710905	2005	Parking & Traffic Improvements	280,000.00	278,980.63	-	1,019.37
Parks	510005	2005	Park Facilities Improvement	2,420,000.00	2,387,499.61	-	32,500.39
Parks	510907	2007	Parks Improvement Program	1,975,000.00	1,615,311.96	215,259.98	144,428.06
Sub Total GO Public Improve Bonds Series 2007:				24,168,173.72	19,946,104.31	756,990.85	3,465,078.56

Unissued Bond

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Planning	612309	2009	Neighborhood Revitalization	200,000.00	-	-	200,000.00
Facilities	810209	2009	Strategic Planning for Facilities	1,000,000.00	-	-	1,000,000.00
Fire	411609	2009	Police Portable Radio Replacement	275,000.00	274,990.43	-	9.57
Fire	411709	2009	SCBA Update & Replacement	197,225.00	-	-	197,225.00
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	-	300,000.00
Highway	711109	2009	Annual Bridge Rehab Program - Biron St	150,000.00	-	-	150,000.00
Highway	711209	2009	Annual Row Reconstruction Program	3,211,500.00	1,248,007.40	420.60	1,963,072.00
Highway	711509	2009	Sidewalk Discretionary Fund	100,000.00	-	-	100,000.00
Highway	711609	2009	Storm Drain Infrastructure	500,000.00	397,657.99	1,350.00	100,992.01

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**CIP Projects - Bonds
As of 01/22/2009**

Unissued Bond (cont)

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Highway	711709	2009	Storm Water Utility Study/Design	250,000.00	-	-	250,000.00
Highway	711809	2009	Street Light Safety & Rehab	150,000.00	32,440.89	44,153.15	73,405.96
Highway	712009	2009	Elm Street Mast Arm Replacement	150,000.00	-	-	150,000.00
Highway	712109	2009	Traffic Signal Reconstruction	100,000.00	-	-	100,000.00
Highway	713107	2007	Granite Street Reconstruction - 3	5,300,000.00	4,638,105.17	12,595.27	649,299.56
Highway/Info	810309	2009	Motorized & Electronic Equip Replacement	800,000.00	465,154.46	280,609.10	54,236.44
Parks	510509	2009	Rockingham Recreational Trail	100,000.00	-	-	100,000.00
Sub Total Unissued Bond:				12,783,725.00	7,056,356.34	339,128.12	5,388,240.54
Grand Total Bonds:				64,598,431.35	53,351,808.63	1,126,092.97	10,120,529.75

CIP Projects - Parks Enterprise
As of 01/22/2009

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Parks	511207	2007	Derryfield CC Rehab	434,402.00	400,000.00	-	34,402.00
Parks	511403	2003	Derryfield Golf Course Club House	3,300,000.00	3,283,732.65	-	16,267.35
Parks	511205	2005	Gill Stadium Equipment	100,000.00	25,463.60	-	74,536.40
Parks	511609	2009	West Side Ice Arena	400,000.00	6,697.63	28,800.00	364,502.37
Grand Total:				4,234,402.00	3,715,893.88	28,800.00	489,708.12

CIP Projects - Parking
As of 01/22/2009

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Parking	711708	2008	Victory Garage Revenue Control Equip	250,000.00	223,366.75	26,633.25	-
Parking	712609	2009	Hartnett Lot Resealing	5,000.00	-	-	5,000.00
Parking	712709	2009	Myrna Lot Resealing	5,000.00	-	-	5,000.00
Parking	712909	2009	Maintenance Vehicle	15,000.00	14,933.00	-	67.00
Parking	713009	2009	On Call Engineering	15,000.00	-	-	15,000.00
Parking	713109	2009	Pay & Display Meters	500,000.00	498,493.78	-	1,506.22
Parking	713209	2009	Victory Garage/Concrete Repairs	80,000.00	-	-	80,000.00
Parking	713309	2009	Victory Garage/Security Upgrade	150,000.00	7,300.00	63,250.00	79,450.00
Parking	713409	2009	Victory Garage/Sweeper	30,000.00	25,995.00	-	4,005.00
Grand Total:				1,050,000.00	770,088.53	89,883.25	190,028.22



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Pamela H. Goucher
Interim Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM

To: Michael Garrity, Chairman
Committee on Community Improvement

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

Date: January 23, 2009

Subject: CIP requests

Enclosed, please find responses from the following departments regarding the committee's request for information on active cash and bond balances:

- Building Department
- Planning Department
- Office of the Tax Collector
- Human Resources Department
- Office of the City Solicitor
- Office of the City Clerk
- Health Department
- Fire Department
- Welfare Department
- Library
- Elderly Services
- MTA
- Parking Division
- Parks & Recreation
- Manchester Airport

In addition, it is my understanding that the Highway Department is delivering their material directly to the City Clerk's office.

Enclosures

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

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Leon L. LaFreniere
Building Commissioner

CITY OF MANCHESTER

DEPARTMENT OF BUILDINGS

One City Hall Plaza
Manchester, New Hampshire 03101
Tel: (603) 624-6475
Fax: (603) 624-6324



Matthew M. Sink
Deputy Bldg. Commissioner

Memo to: Pamela Goucher
Interim Planning Director

From: Leon LaFreniere
Building Commissioner 

Date: January 23, 2009

Subject: Status of CIP Projects

In response to your e-mail dated January 15, 2009 I am providing you with information regarding currently active CIP projects administered by the Building Department.

The only current project with cash or bond balance monies is the 610409 Dilapidated/Blighted Building Demolition Project, with balances of \$25,000 cash and \$5,577 CDBG. If these funds are unavailable we will not be able to execute contracts for the demolition of any dilapidated/blighted buildings identified as being hazardous to the public due to deterioration and/or fire.

If you need further information, please feel free to contact me.

Planning Department Project List

Project Number	Project Name	Original Start-Up	Open Encumbrance & Expenses	Balance	Comments
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Cash Projects

210909	One to One Mentoring	\$ 5,000.00	\$ 5,000.00	\$ -	Funds under contract with BiG Brothers/Big Sisters
211109	Inner City After School Program	\$ 20,000.00	\$ 20,000.00	\$ -	Funds under contract with Boys & Girls Club
211209	Homemaker Services	\$ 15,000.00	\$ 15,000.00	\$ -	Funds under contract with Child & Family Services.
211409	Child Health Services	\$ 50,000.00	\$ 50,000.00	\$ -	Funds under contract with Child Health Services.
211509	Young Heroes	\$ 10,000.00	\$ 10,000.00	\$ -	Funds under contract with City Year.
213009	VNA Child Care	\$ 20,000.00	\$ 20,000.00	\$ -	Funds under contract with VNA.
213209	Disaster Services	\$ 11,000.00	\$ 11,000.00	\$ -	Funds under contract with Salvation Army.
213409	Elder Nutrition Programs	\$ 30,700.00	\$ 30,700.00	\$ -	Funds under contract with St. Joseph's.
612209	Millyard Maintenance	\$ 5,000.00		\$ 5,000.00	Funds needed in Spring for (pre-emergence herbicide application)
810707	Community Development Initiatives	\$ 8,000.00	\$ 7,880.00	\$ 120.00	Funds not committed and available.
810807	Master Plan Support	\$ 10,000.00		\$ 10,000.00	Funds no longer required.
810806	Community Development Initiatives	\$ 14,500.00	\$ 14,324.23	\$ 175.77	Funds not committed and available.

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Planning Department Project List

Project Number	Project Name	Original Start-Up	Open Encumbrance & Expenses	Balance	Comments
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Bond Projects

613409	Neighborhood Revitalization - Planning (w/Highway)	\$ 200,000.00		\$ 200,000.00	Funds required for Kelley Street Reconstruction Project.
612407	Neighborhood Revitalization - Planning (w/Highway)	\$ 200,000.00		\$ 89,059.20	Funds required for Kelley Street Reconstruction Project.
612503	Visitor's Signage Package	\$ 84,028.49		\$ 77,573.39	Project has been on hold pending sufficient staff capacity to complete.
811103	Senior Center - Highway - Building Maintenance	\$2,400,000.00		\$ 883.91	Project complete, funds available.
811502	Municipal Facility Building Acquisition	\$3,585,727.31		\$ 285.31	Project complete, funds available.
830101	Space Improvement - Planning	\$ 350,000.00		\$ 1,543.32	Project complete, funds available.

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Joan A. Porter
Tax Collector



Patricia M. Harte
Deputy Tax Collector

Jacqueline G. Lutkevich
Second Deputy Tax Collector

CITY OF MANCHESTER TAX COLLECTOR

Memorandum

DATE: JANUARY 15, 2009
TO: PAMELA GOUCHER
FROM: JOAN PORTER
RE: CIP BOND FOR MOTOR VEHICLES

The Board of Mayor and Aldermen approved a CIP bond for \$140,000 for implementation of a new Motor Vehicle program including software and equipment necessary for implementation.

The software was installed and processing began on December 9, 2008. After consulting with Information Systems, we have determined that Avitar has completed Phase I of the contract and as such is entitled to a payment of \$70,225 which we requested today in a communication to the Finance Officer. The balance due to Avitar is \$52,700.

Some equipment for the work stations has already been purchased as well as a new server for Information Systems. Thus far \$10,850 has been authorized for payment for these materials. Additional hardware, forms and user equipment must be purchased for each of eight work stations as well which we estimate to be approximately \$9,000.

		<u>Balance</u>
Bond Total	\$140,000.00	140,000.00
Due to Avitar	122,925.00	17,075.00
Non-Avitar Cost so far	10,850.00	6,225.00
Chargeback to Parking	3,000.00	9,225.00
Hardware, Forms & Equipment Remaining	9,000.00	<u>225.00 Estimated</u>

I would respectfully request that the small balance remain in the event that our costs are slightly higher.

Goucher, Pamela

From: Curtis, Jackie
Sent: Tuesday, January 20, 2009 4:01 PM
To: Goucher, Pamela
Cc: Gile, Jane
Subject: RE: CIP request

Pam,

Jane Gile has asked me to respond to you on remaining CIP project balance. The Human Resources Department has access to an ADA Compliance fund (Project # 810506). This project is CDBG money. We use this money to hire sign language interpreters for public meetings and events that happen in the City. We also purchase up to date reference materials such as books and/or CDs.

The current balance in this account is: \$3,488.01. Federal laws mandate we provide sign language interpreters at public functions. We also need to have current information.

Any other questions, please let us know. Jackie

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

At the CIP meeting on Tuesday night (1/13/09), the committee requested that I contact all Department Heads and ask you for balances in all active bond and cash CIP projects for FY2009. Since the Committee, as well as the full Board, is looking for money to help close the deficit of this fiscal year, the Committee is requesting an explanation from all Department Heads as to why funds still exist in the accounts and what the impact would be if the funds were not available to your Department.

Since CIP staff has been directed to have the material to the City Clerk's office by noon on Friday, January 23, we will need to have your communications in hand in the Planning Department by **noon on Thursday, January 22** so that we can deliver to the Clerk's office in a single package.

Please contact Sam Maranto or me with any questions.

Pamela Goucher

Goucher, Pamela

From: Clark, Thomas
Sent: Thursday, January 15, 2009 11:28 AM
To: Goucher, Pamela
Cc: Maranto, Samuel; Freeman, Heather; Arnold, Thomas; Roche, Hazel
Subject: RE: CIP request
Follow Up Flag: Follow up
Flag Status: Red

Hi Pam:
The City Solicitor's Office does not have any CIP Projects.

Tom Clark

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Pamela Goucher

Goucher, Pamela

From: Normand, Matthew
Sent: Thursday, January 15, 2009 12:15 PM
To: Goucher, Pamela
Cc: Maranto, Samuel; Freeman, Heather
Subject: RE: CIP request
Follow Up Flag: Follow up
Flag Status: Red

Pam,

In response to your request on behalf of the Committee, this Office of the City Clerk does not have any outstanding CIP projects.

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

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Please contact Sam Maranto or me with any questions.

Pamela Goucher

Timothy M. Soucy, REHS, MPH
Public Health Director

Anna J. Thomas, MPH
Deputy Public Health Director



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

CITY OF MANCHESTER
Health Department

January 19, 2009

Frank Guinta, Mayor and Board of Aldermen
City of Manchester
One City Hall Plaza
Manchester, New Hampshire 03101

Subject: FY 09 CIP

Dear Mayor Guinta and Members of the Board,

As instructed, the Health Department has reviewed and summarized our CIP Projects.

As you will see from the attached spreadsheet, the Department has one CIP / Cash project for Arboviral Surveillance. Since spraying to control West Nile Virus or EEE was not needed this past summer/fall, these funds (\$10,000) are available for other uses as determined by the Board.

The Health Department also has three CIP / CDBG projects. Reduction of these projects will severely impact and cause the termination of these projects.

The remaining CIP projects are all outside funded and not available.

I will be available should the Board have any questions.

Sincerely,

Timothy M. Soucy, REHS, MPH
Public Health Director

Cc: Anna Thomas, MPH, Deputy Public Health Director
Gabriela Walder, MS, Business Service Officer

Manchester Health Department CIP Summary

1/20/2009

CIP #	Grant Title	Source	Date Received	Amount Received	Current Balance	Available Funds	FY 09 Impact
213509	Arboviral Surveillance	CIP / CASH	7/1/2008	\$ 10,000.00	\$ 10,000	10,000	None
212009	Center City Disease	CIP / CDBG	7/1/2008	\$ 15,000.00	\$ 11,505		
212109	Children's Health & Nutrition	CIP / CDBG	7/1/2008	\$ 20,000.00	\$ 12,163		
212209	Comm Oral Health Collab	CIP / CDBG	7/1/2008	\$ 20,000.00	\$ 18,801		
213908	EPA - Asthma	Federal	10/1/2007	\$ 27,566.00	\$ 23,630		
210607	Oral Health (State)	State Medi	7/1/2007	\$ 37,000.00	\$ 9,736		
810808	Vista	Federal	10/1/2007	\$ 290,000.00	\$ 173,330		
210505	School Based Dental	State/CMC	10/1/2005	\$ 107,269.00	\$ 14,614		
214206	Access to Healthcare	Various	12/6/2005	\$ 210,000.00	\$ 66,112		
610407	HUD Lead Grant	Federal	7/1/2007	\$ 25,067.00	\$ 16,131		
214108	NACCHO Accreditation	Other	10/1/2007	\$ 7,000.00	\$ 2,499		
210108	HIV C&T	State	7/1/2008	\$ 55,000.00	\$ 31,554		
210308	Immunization	State	7/1/2008	\$ 88,400.00	\$ 46,281		
210408	Lead Poisoning Program	State	7/1/2008	\$ 36,900.00	\$ 17,026		
210708	School Based Dental	State	7/1/2008	\$ 40,000.00	\$ 31,259		
210808	STD	State/Medi	7/1/2008	\$ 83,817.00	\$ 36,986		
210908	TB	State	7/1/2008	\$ 35,000.00	\$ 19,988		
210509	Refugee Translation	State	10/1/2008	\$ 20,000.00	\$ 17,456		
213609	HHC - State	State	7/1/2008	\$ 99,092.00	\$ 66,246		
213709	CRI Phase IV	State	7/1/2008	\$ 44,824.00	\$ 44,824		
210409	Public Health Preparedness	State	8/5/2008	\$ 532,821.37	\$ 261,561		
213909	Safe Routes to Schools	State	7/1/2008	\$ 14,575.00	\$ 14,575		
210109	Homeless Healthcare	Federal	10/1/2008	\$ 167,553.00	\$ 140,132		
				\$ 1,921,884			

James A. Burkush
Chief of Department



City of Manchester
Fire Department

TO: Board of Mayor and Aldermen

FROM: Chief James Burkush

JAB

DATE: January 15, 2009

RE: CIP Projects FY2009

As per the request of the CIP Committee, we submit the following balances of active bond and cash CIP Projects for FY2009.

411103 HAZARDOUS MATERIAL-CASH-\$2,780.62

- No funds to clean up Hazardous Material spills on city property.

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

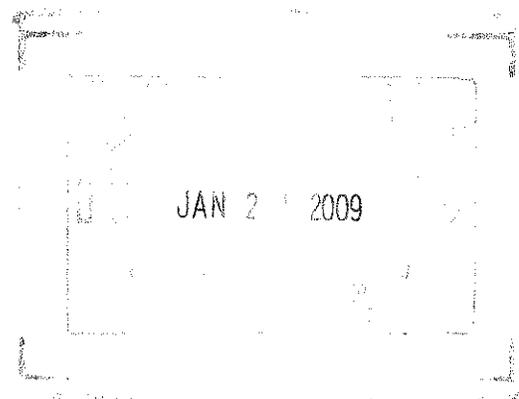
- Request to CIP Committee to purchase 2 Self Contained Breathing Apparatus.

411409 DEFIBRILLATOR REPLACEMENT-CASH-\$1,389.94

- No funds to purchase defibrillator supplies.

411808 FIRE LADDER TRUCK REPAIR-CASH-\$695.56

- Balance remaining unencumbered.



411709

SCBA UPDATE & REPLACEMENT-BOND-\$197,225.00

- The purpose of this project is to replace the department's self contained breathing apparatus. We currently have 202 units that were purchased in 1996 that have personal alert safety systems (PASS) devices that are now no longer manufactured and cannot be repaired when broken. As the equipment is over twelve years old (the average life), we anticipate the rate of breakage and the need for replacement parts to accelerate. An additional concern is the fact there is an inherent safety flaw in all PASS devices manufactured to pre-2007 NFPA standards. There department has applied for an AFG grant to replace our SCBA's. There is an 80/20 match required and this project is our estimated City of Manchester match.

JAN 2 2009

3-21

Goucher, Pamela

From: Martineau, Paul
Sent: Thursday, January 15, 2009 3:30 PM
To: Goucher, Pamela
Subject: RE: CIP request
Follow Up Flag: Follow up
Flag Status: Red

Hi Pam,

Welfare Dept. does not have any active bond or cash CIP projects.

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Pamela Goucher

Goucher, Pamela

From: VanZanten, Denise
Sent: Thursday, January 15, 2009 4:26 PM
To: Goucher, Pamela
Cc: Maranto, Samuel
Subject: RE: CIP request
Follow Up Flag: Follow up
Flag Status: Red

Hi Pam,

I don't believe we received any CIP funds in FY09 for the library department. For past CIP projects you would need to speak to Facilities Division since they handled a project in FY08 for our Branch and FY05 for the Main Library renovations.

Sam- am I correct in this?

Denise

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Pamela Goucher

Goucher, Pamela

From: Vigneault, Barbara
Sent: Thursday, January 22, 2009 11:17 AM
To: Goucher, Pamela
Subject: CIP

Hi Pam, We had a CIP appropriation for the MySeniorCenter software, which was funded by raised money. We have a balance of \$90.81 because the vendor did not charge us for additional training costs as of yet. However it may be needed before the end of the fiscal year. Barbara

Goucher, Pamela

From: Carey Roessel [CRoessel@mtabus.org]
Sent: Thursday, January 15, 2009 4:35 PM
To: Goucher, Pamela; DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: RE: CIP request
Follow Up Flag: Follow up
Flag Status: Red

The only CIP project currently involving the MTA is the Local Match to purchase buses for the Downtown Parking Circulator project. This is being administered by the City Parking Dept.

Carey Roessel
 Executive Director
 Manchester Transit Authority
 603 623-8801 Ext. 612

From: Goucher, Pamela [mailto:PGOUCHER@manchesternh.gov]
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Pamela Goucher

CITY OF MANCHESTER

PARKING DIVISION



Brandy Stanley
Parking Manager
bstanley@manchesternh.gov

January 15, 2009

City Clerk
Pamela Goucher
One City Hall Plaza
Manchester, NH 03101

Re: CIP Projects for the Parking Division

The Parking Division currently has several CIP cash projects with balances. There are 3 projects which are incomplete and would result in a negative impact on the Parking Division.

PLEASE NOTE that the Parking Division has already based its most recent FY09 projection on returning \$120,028 to the general fund.

Each project is listed below, and the most recent projections assume that these funds will be spent in FY09.

1) 712609 – Hartnett Lot - \$5,000

This project is for crack repair and resealing the parking lot. This maintenance is recommended every 3-5 years and, if done consistently, can double the life of the asphalt. This maintenance has been deferred for many years on all the lots, and we are trying to complete 2 lots per year.

2) 712709 – Myrna Lot - \$5,000

This project is for crack repair and resealing the parking lot. This maintenance is recommended every 3-5 years and, if done consistently, can double the life of the asphalt. This maintenance has been deferred for many years on all the lots, and we are trying to complete 2 lots per year.

3) 713209 – Victory Garage - \$80,000

This project is the repair of concrete and the waterproofing membrane throughout the garage. It has already been bid and the contract has been signed, however the weather has forced a work stoppage until the spring. This work is necessary for the structural integrity of the building and the safety of our customers. When cracks appear in the waterproofing membrane, water and salt

accesses the concrete and erodes the structure. Chunks of concrete have fallen from the upper levels on several occasions over the last year, and we are concerned with the safety and liability of this occurrence as well as the longer term cost of repairing severely eroded concrete.

This project will cost \$60,000, leaving a balance of \$20,000 which the parking division will not need.

Please do not hesitate to contact me should anyone require further information.

Sincerely,

Brandy Stanley
Parking Manager
City of Manchester

CC: William Sanders
Pamela Goucher

Parking Division CIP by Project

Name of Project	Description	Project #	Balance	Projected Surplus
Hartnett Lot	Crack filling and resealing	712609	\$ 5,000.00	\$ -
Myrna Lot	Crack filling and resealing	712709	\$ 5,000.00	\$ -
Electric Vehicle		712909	\$ 67.00	\$ 67.00
On Call Engineering	Emergency engineering services	713009	\$ 15,000.00	\$ 15,000.00
P&D Meters	Downtown Parking Plan	713109	\$ 1,506.22	\$ 1,506.22
Concrete Repairs	Victory Garage	713209	\$ 80,000.00	\$ 20,000.00
	Lighting, cameras and emergency			
Security Upgrade	call boxes	713309	\$ 79,450.00	\$ 79,450.00
Sweeper	Victory Garage	713409	\$ 4,005.00	\$ 4,005.00
			\$ 190,028.22	\$ 120,028.22

Status

Scheduled for spring - long deferred maintenance to extend life of asphalt

Scheduled for spring - long deferred maintenance to extend life of asphalt

Project complete

No specific project associated

Project complete

Contract signed, work stoppage in place until spring. Need \$60,000 to complete project.

No additional expenses anticipated - lighting upgrade will be part of PSNH Smart Start program

Project complete

Goucher, Pamela

From: Deprima, Charles
Sent: Thursday, January 22, 2009 12:12 PM
To: Goucher, Pamela
Cc: Maranto, Samuel
Subject: RE: CIP request
Attachments: cip update 01-16-09.docx

From: Goucher, Pamela
Sent: Thursday, January 15, 2009 11:26 AM
To: DEPT_HEADS
Cc: Maranto, Samuel; Freeman, Heather
Subject: CIP request

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Pamela Goucher

P + R

FY09 Fun In The Sun cash/ CD account. Balance of funds in these accounts (\$3,251.21 Cash/ \$1,062.40) provides recreational activities for approximately 600 inner city youth. The funds that remain will be used to start up the program in June of 09. It pays for the first week of salaries and any equipment that needs to be purchased for this coming year's Fun In The Sun program. If these funds are removed, we will not be able to start up the program until 2010 monies become available on July 1.

FY09 Hazard Tree cash account (project # 511309): Balance of funds in this account (\$5,290) is for contract hazard tree work until the new fiscal year. If this funding for this was not available, hazard tree work beyond our capabilities would not get done.

FY09 Green Streets cash account (project # 510409): Balance of funds in this account (\$9,317.68) will be used to cover Green Streets employee salary and equipment expenditures for the spring and into summer. If this funding is not available, the Green Streets tree planting and maintenance program would not have the necessary resources to operate.

FY09 – Annual Parks Improvement Program (project # 511209) - Balance of Funds in this account (32,580.62\$) are typically used to address maintenance related issues that fall outside the parameters of everyday or typical maintenance. If these funds were removed my ability to continue addressing large ticket items that need repair throughout the parks system would be eliminated.

FY08 – Weston Park Design & Construction (Project # 511508) – The remaining funds (\$11,897.50) will be used in the spring for construction of a neighborhood park envisioned by the abutting residents to memorialize the fire station that once stood at the corner of Weston & Concord St's. Now that the design is complete to the satisfaction of the neighborhood we will be bidding the project for construction this spring for an early summer completion. Removal of these funds would disable the construction phase of this project.

FY07 – Bass Island Reconstruction project (Project # 511607) – The remainder of these funds (\$7,541) are primarily derived from FEMA to design and reconstruct the island after the both the Mother's Day flood and the Patriot's Day Flood. Due to delays in redesigning after both floods and wetlands permits this project was bid for construction last fall and a contract was awarded to J. Parker & Daughter and they have mobilized awaiting favorable weather to resume construction. If the city portion of these funds were withdrawn, FEMA would subsequently withdraw their 75% (\$183,400) funding as well. If this were to occur then the reconstruction of the island/ park would cease.

FY07 – Piscataquog Trailway Phase 2 and 3 (Project # 510907) – The remainder of these funds (\$144,250 bond portion) have been encumbered in a construction contract with Pichette Bros. Construction. The remaining balance will be used for design and construction of the trestle that crosses the Piscataquog River. If the bond portion of this project were removed then the 80% state contribution in the amount of \$1,177,840 would also be withdrawn. We would also lose a state grant from the Department of Resources and Economic Development Trails Bureau in the amount of \$30,000 and the project would not be completed.

FY09 – Rockingham Recreational Trailway (Project # 510907) – The remainder of funds in this project (\$108,000) will be used to build a tunnel under Peabody Ave. to reestablish continuity of the former Portsmouth Branch Railroad from Mammoth Road to Lake Massabesic. Design has been completed by the public works dept. and will bid for construction in February. If the bond portion were removed from

P+12

this project the state will withdraw its 80% share (\$320,000) and construction will not commence this spring on this critical link in this trailway.

FY07 – Black Brook Dam Removal (Project # 511407) – This is an ongoing project that has several local and federal funding sources and it continues to receive funding from various federal agencies. The removal of the dam is critical to the environmental success of Black Brook which has been placed on the state list of impaired water ways for dissolved oxygen. To date the design has been completed and the wetlands permit has arrived. The balance of the funds (\$40,000) in this account will be used for the demolition of the dam and restoration of the side slopes from the removal of the side walls. If the City were to remove the bond funds from this project, the remaining federal and state funds would also be removed and the construction phase of this project would cease to exist.

FY07 – Crystal Lake Phase I construction (Project # 510907) – The remainder of the funds in this project (\$7,542) will be used as contingency to cover any unforeseen circumstances once construction resumes in the spring.



January 22, 2009

Airport CIP Program

The Manchester-Boston Regional Airport CIP program is generally funded by a combination of Airport revenues, bonds, federal and state grants, passenger facility charges (PFCs), and customer facility charges (CFCs) paid by the rental car customers. Federal and state grants are generally based on the number of passengers (enplanements) at the airport and come from the FAA as well as the TSA. Currently, the Airport receives approximately \$1.8M in FAA and state grants annually. Large projects, such as the runway reconstructions and safety area improvements, recently completed, receive additional discretionary funding from the FAA and the state, typically amounting to up to 80% of project costs.

No funding is received from the City for the operation or improvement of the Airport. Conversely, per federal law all revenues generated at the Airport must be spent on the operation and development of the Airport.

The Airport's CIP is submitted to the BOMA for approval every five years. It is broken down into six major categories of projects: Roadway & Parking; Airside Improvements; Property Acquisitions; Terminal & Building Improvements; Equipment Replacement; and Residential Sound Insulation Program. The budget is set for each category based on the Airport's internal, detailed CIP. This process allows the Airport to operate as an enterprise fund, fiscally independent from the City and with the flexibility to react to the ever changing needs of an airport.

Because the project needs of the Airport change over the five year CIP, it is typical that all projects will not to be undertaken. Balances in the Airport CIP, therefore, do not reflect a balance of funds available to the Airport as funding is only put in place for projects the Airport chooses to initiate.

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

MUNICIPAL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Original Allocation	Project Intention	Unencumbered Balance	1/16/2009 Available?	Intended Purpose for Balance
6/4/2002	811203	Bond	City Space Improvements	\$285,000.00	Improvements to various City facilities. Library Fire Alarm Installation City Security Measures	\$1,700.00	Yes	Not earmarked
6/4/2002	811283	Bond	City Space Improvements	\$30,000.00	Library HVAC Design & Engineering	\$1,066.19	Yes	Not earmarked
6/1/2001	811502	Bond	Municipal Facilities Building Acquisition	\$1,223,219.30	Rines Center Improvements	\$265.31	Yes	Not earmarked
6/1/2004	811405	Bond	City Building Improvements	\$4,440,000.00	Various improvements to City facilities. Roof Replacements City Security Measures Library HVAC/Facility Improvements Elderly Services Furnishings	\$41,015.96	No	Contingency-Ursula Roofing under construction- \$11,808.34 For Security Improvements - \$156,999 R.Robidas Library Safety Lighting Ready to Bid - \$28,050.63
6/12/2006	712107	Bond	Municipal Facilities Improvements	\$800,000.00	Various improvements to City Buildings	\$29,852.83	No	Contingency Reserve - Ursula Roofing under construction
5/20/2008	710909	Cash	Municipal Deferred Maintenance	\$90,000.00	Deferred Maintenance Program	\$59,441.16	No	\$20k for emergencies not funded in operating budget/cuts City Hall Finance floor. Structural engineer currently reviewing Somerville FS Water Infiltration - currently under review
5/20/2008	810209	Bond	Strategic Planning for Facilities, Police, Fire, Highway	\$1,000,000.00	Feasibility analysis & potential design/ construction of combined Police/Fire facility & Highway Recycling Program	\$1,000,000.00	No	Police vehicles, single stream recycling toters and master planning study
5/20/2008	511609	Enterprise	West Side Ice Arena Roof/Decking Replacement	\$400,000.00	Replace the existing roof & decking	\$364,502.37	No	PQ's due 1/28 Bids due 2/26 Award due 3/7/09

SCHOOL FACILITIES

CIP Res. Date	CIP Project #	Source	Project Name	Original Allocation	Project Intention	Unencumbered Balance	1/16/2009 Available?	Intended Purpose for Balance
7/19/2000	330401	Bond	McLaughlin Middle School Addition	\$726,000.00	Add a wing with additional classroom capacity. Design, construction and related equipment.	\$24.00	Yes	School has not earmarked
4/18/2000	330501	Bond	School Capital Improvement Program	\$3,300,000.00	Major renovations/improvements to City School facilities.	\$1,568.41	Yes	School has not earmarked
5/1/2001	811202	Bond	Architecture/Engineer Facilities Capital Planning	\$250,000.00	School Capital Planning & Engineering	\$1,846.43	Yes	School has not earmarked
6/4/2002	310303	Bond	Manchester School Improvement Program	\$108,995,000.00	Renovations & Additions to City Schools	\$1,807,333.50	No	Design Build Completion Projects On-going
6/12/2006	310207	Bond	School Facility Improvements	\$1,500,000.00	Improvements to various school facilities	\$21,303.70	No	JSBC approved for Highland GF Open Concept Elimination
2/5/2008	310308	Bond & State	Renovation of Manchester School of Technology	\$9,900,000.00	Renovation and Addition to MST	\$2,193,285.35	No	Multi-year Renovation Project in Year 2
8/5/2008	310209	Bond	Open Classroom Elimination - HGF Project	\$2,750,000.00	Renovations to eliminate open classroom concept at HGF	\$2,749,835.31	No	Designed/Pre-qualified and going to bid on 1/26/09
7/8/2008	711009	Cash	School Cash Maintenance Projects	\$90,000.00	School Cash Maintenance Program	\$76,864.28	No	Bakersville Add Heat in Kindergarten Connector - \$22,000 Central Classical ACMB pipe abatement - \$15,000 Webster Roof Hatch Replacement - \$13,500 McDenough Add Exterior Lighting - \$10,000 Wilson Snow Guard Review - \$3,000
5/20/2008	810409	Bond	Hallsville School Roof	\$100,000.00	Final Year for Replacement of Roof	\$9,727.41	Yes	Project Completed this summer. School has not earmarked

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SUMMARY OF PROJECT BALANCES

January 23, 2009

No.	Ref Sheet	Funding Type	CIP Project #	Project Name	Year	Initial Funding	Rem. Funding	Commitments/Comments
1	A	CDBG	711306	Chronic Drain	2006	\$20,000	\$8,891	Project identified
2	A	Cash	713408	CHRONIC DRAIN FY08	2008	\$67,875	\$18,990	Needed for approved projects (see attached list)
3	A	Cash	710809	CHRONIC DRAIN FY09	2009	\$40,000	\$33,310	Projects identified for Construction (see attached list)
4	B	CDBG	710409	Municipal Infrastructure	2009	\$400,000	\$314,229	Committed to approved projects.
5	C	Bond	710006	MILLYARD RAIL CRSG UPGD	2006	\$2,100,000	\$1,748,580	Project underway.
6	None	Cash	711207	DOWNTOWN MISC REP FY07	2007	\$75,000	\$802	Maintenance Work Scheduled for Spring.
7	D	Bond	711609	Storm Drain Infrastructure	2009	\$512,900	\$113,892	Projects identified.
8		State	713608	Union Street Drain	2008	\$316,887	\$242,926	Project Complete Pending State Reimbursement
9		Bond	711709	Stormwater Utility Study	2009	\$250,000	\$0	Committed/Under Contract
10		Bond	713206	ST RECONSR S WILLOW ST*	2006	\$80,000	\$35,109	Project Complete.
11		Bond	710205	PW INFRASTRUCTURE FY05	2005	\$3,010,000	\$31,736	Project complete. Balances intended for Candia.
12	1 C	Bond	711607	ROW RECONST FY07	2007	\$1,725,000	\$926,118	See Candia Rd, Gold St. & Granite St. below.
12.1	C	Bond		Candia Road	2007	See above	\$258,378	Encumbered for Candia Rd. pending State audit.
12.2	C	Bond		Gold Street Relocation	2007	See above	\$590,524	Design complete. Project Scope to be determined
12.3	C	Bond		Granite Street	2007	See above	\$77,215	Encumbered for Granite St. pending State audit.
13		Bond	711209	ROW Reconstruction	2009	\$3,211,500	\$1,963,072	Projects identified.
14		Bond	713007	FLOOD DAMAGED INFRASTRUCTURE*	2007	\$164,634	\$30,557	Complete. Bal. unavailable pending FEMA confirmation.
15		Bond	713508	SO WILLOW ST AREA IMPROVEMENT	2008	\$225,000	\$225,000	Project under Planning Board jurisdiction.
16		Bond	711807	PW/FLEET MAINT ADMIN	2007	\$20,000,000	\$1,972,732	Waiting for approval to move forward with design.
17		Bond	711809	Street Light Safety	2009	\$150,000	\$73,405	Projects identified.
18		Bond	712009	Elm Street Mast Arm Replacement	2009	\$150,000	\$150,000	Project currently being bid.
19		Bond	713609	Employee Memorial Project	2009	\$2,000	\$1,000	Project Committed
20		Bond	711507	ANNUAL BRDG REHAB 07	2007	\$625,690	\$76,110	Queen City Bridge joint repair and condition survey
21		Bond	711109	ANNUAL BRDG REHAB 09	2008	\$150,000	\$150,000	For Biron Bridge (Kelley Street) Design underway
22		Cash	710907	ANNUAL BRDG MTN 07	2007	\$152,714	\$21,718	Maint. Work Sched for Spring (see attached list).
23		Cash	710608	ANNUAL BRDG MTN 08	2008	\$20,000	\$20,000	Needed for On-call services.
24		Cash	710609	ANNUAL BRDG MTN 09	2009	\$40,000	\$40,000	Maint. Work Sched for Spring (see attached list).
25	C	Bond	713107	GRANITE ST RECONSTR	2007	\$5,300,000	\$649,299	Project underway.
26		Bond	710807	SCHOOL SIDEWALKS FY07	2007	\$100,000	\$81,896	Project identified
27		Bond	710508	SCHOOL SIDEWALKS FY08	2008	\$50,000	\$12,044	Project identified
28		Bond	712706	DISCR SIDEWALKS FY06	2006	\$25,000	\$15,740	Project identified
29		Bond	711509	DISCR SIDEWALKS FY09	2009	\$10,000	\$100,000	Project identified
30		Bond	711907	50/50 SIDEWALK FY07	2007	\$766,507	\$39,326	Currently reviewing applications.
31		Bond	710109	50/50 SIDEWALK FY09	2009	\$600,000	\$600,000	Currently reviewing applications.
32		CDBG	710509	ADA Access Improvements	2009	\$50,000	\$25,478	Project identified
33		Budget	5000C...	STREET LIGHTING FY09	2009	\$133,065	\$617,623	Project Committed
34		Bond	711407	Bridge Inspection and Maint.	2007	\$20,000	\$0	Complete
35		Bond	712109	Traffic Signal Reconstruction	2009	\$100,000	\$100,000	Project currently being bid.
36		Other	227794	South Willow Street	2004	\$949,240	\$249,536	Project under Planning Board jurisdiction.
37		Bond	370795	Sanitary Landfill Closure	2005	\$14,050,000	\$1,086,835	Project under Planning Board jurisdiction.
38		Other	713303	South Willow Street	2003	\$59,417	\$49,279	Project under Planning Board jurisdiction.
39		Other	713603	Northwest Traffic Impr.	2003	\$50,000	\$50,000	Project under Planning Board jurisdiction.

PROJECT BUDGET REPORT
TRAFFIC

PROJECT	PROJECT NAME	BUDGET	ALLOCATION	ENCUMB	PAYMENTS	PROJECT BALANCE
711407	SIGN INSP AND MAINT	\$ 20,000.00	\$ 7,750.00	\$ 6,634.52	\$ 7,750.00	\$ 5,615.48
52CAC10962	CONSULTING SERVICE	\$ 25,000.00	-	\$ 6,634.52	615.48	
	HTA CONTRACT	\$	7,750.00	-	7,750.00	
	project reduction	\$ (5,000.00)				
712109	TRAFFIC SIGNAL RECONSTR	\$ 100,000.00	-	-	-	\$ 100,000.00
	CONSTRUCTION CONTRACTS	\$ 100,000.00	-	-	-	\$ 100,000.00

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**PROJECT BUDGET REPORT
OLD PROJECTS**

PROJECT	PROJECT NAME	BUDGET	ENCUMB	PAYMENTS	BALANCE
227794	S WILLOW ST IMPR	\$ 949,240.63	\$ -	\$ 699,704.26	\$ 249,536.37
20FGC10968					
50FGC10967	CONSTR CONTRACTS	\$ 541,942.94	\$ -	\$ 3,000.00	\$ (3,000.00)
	jobin drive curb-157758	\$ -	\$ -	\$ 123,500.00	\$ 376,036.37
	lgfs budgets/expenditures	\$ 407,297.69	\$ -	\$ 42,406.57	\$ (123,500.00)
				\$ 530,797.69	\$ (123,500.00)
370795	SANITARY LNDFL CLSR	\$ 14,050,000.00	\$ -	\$ 12,963,164.95	\$ 1,086,835.05
50BDC10960	DESIGN & ENGINEERING	\$ 1,100,000.00	\$ -	\$ 1,095,754.44	\$ 4,245.56
50BDC10963	CONSTR ADMINISTRATION	\$ 500,000.00	\$ -	\$ 506,055.19	\$ (6,055.19)
50BDC10965	CIP - EQUIPMENT	\$ 380,000.00	\$ -	\$ 6,911.96	\$ 373,088.04
50BDC10967	CONSTR CONTRACTS	\$ 10,999,999.90	\$ -	\$ 10,515,549.57	\$ 484,450.33
50BDC10968	OTHER PROJ COSTS	\$ 469,724.89	\$ -	\$ 3,385.99	\$ 466,338.90
99BDC1998	LGFS PROJ BUDGT/EXP	\$ 400,275.21	\$ -	\$ 732,275.21	\$ (332,000.00)
50BDB30968	Construction Contracts	\$ 200,000.00	\$ -	\$ 103,232.59	\$ 96,767.41
713303	So Willow St Improve	\$ 59,417.00	\$ -	\$ 10,137.75	\$ 49,279.25
50FGC10967	DESIGN AND ENGINEERING	\$ 9,417.00	\$ -	\$ 10,137.75	\$ (720.75)
50FGC10967	DESIGN AND ENGINEERING	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
50FGC10967	DESIGN AND ENGINEERING	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
713603	Northwest Traffic Imp	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
50FGC10968	OTHER PROJECT COSTS	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
711206	CAMPBELL ST TRFIC STDY	\$ 25,000.00	\$ -	\$ 19,296.14	\$ 5,703.86
50CAC10962	CONSULTANT FEES 142314	\$ 25,000.00	\$ -	\$ 19,296.14	\$ 5,703.86

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BUDGET REPORT
 Dennis Ancill
 Project Manager

PROJECT	PROJECT NAME	BUDGET	ENCUMB	PAYMENTS	BALANCE
710205	Hands Across the Merrimack	\$ 1,560,000.00	\$ -	\$ 1,556,464.79	\$ 3,535.21
50CAC10968	OTHER PROJECT COSTS	\$ 522,000.00	\$ -	\$ 522,000.00	\$ (0.00)
50FGC10968	OTHER DONATIONS	\$ 488,000.00	\$ -	\$ 488,000.00	\$ -
50FGC10968	OTHER DONATIONS	\$ 300,000.00	\$ -	\$ 296,464.79	\$ 3,535.21
50BDB40967	CONSTR CONTRACT	\$ 250,000.00	\$ -	\$ 250,000.00	\$ -
710006	MILLYARD RAIL CRSG UPGD	\$ 2,100,000.00	\$ -	\$ 143,115.34	\$ 1,956,884.66
50CAC10968	OTHER PROJECT COSTS	\$ 2,100,000.00	\$ -	\$ 143,115.34	\$ 1,956,884.66
713107	GRANITE ST RECONSTR	\$ 5,300,000.00	\$ 31,904.27	\$ 3,244,732.49	\$ 2,491,022.27
50BDB50967	CONSTRUCTION COSTS	\$ 5,300,000.00	\$ 31,904.27	\$ 2,777,073.46	\$ 2,491,022.27
	ESCROW MOVED FROM 713107			\$ 467,659.03	
177405	CANDIA RD LOCAL PORTION	\$ 105,000.00	\$ -	\$ 28,324.74	\$ 76,675.26

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PROJECT BUDGET REPORT
BRIDGE

PROJECT	PROJECT NAME	BUDGET	ENCUMB	PAYMENTS	BALANCE
711507	ANNUAL BRDG REHAB 07	\$ 528,890.00	\$ -	\$ 300,105.00	\$ 228,785.00
50FGC10968	OTHER PROJECT COSTS	\$ 228,890.00	\$ -	\$ 228,889.60	\$ 0.40
50BDB40968	OTHER PROJECT COSTS	\$ 300,000.00	\$ -	\$ 71,215.40	\$ 228,784.60
710008	ANNUAL BRDG REHAB 08	\$ 120,000.00	\$ -	\$ 119,352.01	\$ 647.99
50CAC10967	CONST CONTRACT	\$ 24,000.00	\$ -	\$ 23,352.01	\$ 647.99
50FGC10967	CONSTRUCTION COSTS	\$ 96,000.00	\$ -	\$ 96,000.00	\$ -
711109	ANNUAL BRDG REHAB 09	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
	DESIGN/ENG	\$ 150,000.00	\$ -	\$ -	\$ 150,000.00
710907	ANNUAL BRDG MTN 07	\$ 115,024.05	\$ -	\$ 13,974.23	\$ 101,049.82
50CAC10968	OTHER PROJECT COSTS	\$ 150,000.00	\$ -	\$ 13,974.23	\$ 119,025.77
	budget cut- sp saving tax cut	\$ (17,000.00)			
	project reduction	\$ (17,975.95)			
710608	ANNUAL BRDG MTN 08	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
50CAC10968	OTHER PROJECT COSTS	\$ 20,000.00	\$ -	\$ -	\$ 20,000.00
710609	ANNUAL BRDG MTN 09	\$ 40,000.00	\$ -	\$ -	\$ 40,000.00
50CAC10962	CONSULTING SERVICES	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00
50CAC10967	CONSTRUCTION CONTRACTS	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
713107	GRANITE ST RECONSTR	\$ 5,300,000.00	\$ 31,904.27	\$ 3,244,732.49	\$ 2,023,363.24
50BDB50967	CONSTRUCTION COSTS	\$ 5,300,000.00	\$ 31,904.27	\$ 2,777,073.46	\$ 2,491,022.27
	ESCROW MOVED FROM 713107			\$ 467,659.03	

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PROJECT BUDGET REPORT
CURRENT

PROJECT	PROJECT NAME	BUDGET	ENCUMB	PAYMENTS	PROJECT BALANCE	COMPLETION DATE
711306	CHRONIC DRAIN 06	\$ 55,000.00	\$ -	\$ 46,108.40	\$ 8,891.60	
	BUDGET	\$ 35,000.00	\$ -	\$ 35,000.00	\$ (0.00)	
50DC10968	BUDGET CDBG	\$ 20,000.00	\$ -	\$ 11,108.40	\$ 8,891.60	
161581	PROSPECT ST #275 CANCELLED	\$ -	\$ -	\$ -	\$ -	
161579	#356 PHILLIPS ST	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00	
152160	CALEF	\$ 9,122.90	\$ -	\$ 9,122.90	\$ (0.00)	9/12/2008
161580	Thornton	\$ 1,985.50	\$ -	\$ 1,985.50	\$ -	6/11/2007
	UNALLOCATED BALANCE	\$ 5,891.60	\$ -	\$ -	\$ 5,891.60	
713408	CHRONIC DRAIN FY08	\$ 67,875.00	\$ -	\$ 48,884.85	\$ 18,990.15	
50CAC10968	OTHER PROJECT COSTS	\$ 65,551.00	\$ -	\$ -	\$ -	
50CAC10968	FEMA BODWELL RD 20C 80S	\$ 469.00	\$ -	\$ -	\$ 469.00	
50FCC10968	FEMA BODWELL RD 20C 80S	\$ 1,875.00	\$ -	\$ -	\$ 1,875.00	
164734	LEBEL ST DRAIN	\$ 9,355.05	\$ -	\$ 9,355.05	\$ -	9/12/2008
164733	SKYLINE DRIVE	\$ 17,187.53	\$ -	\$ 17,187.53	\$ -	9/12/2008
164739	LAKEVIEW DRAIN	\$ 20,433.85	\$ -	\$ 20,433.85	\$ -	9/12/2008
161584	W SHORE ROAD	\$ 1,908.42	\$ -	\$ 1,908.42	\$ -	12/12/2007
	UNALLOCATED BALANCE	\$ 16,646.15	\$ -	\$ -	\$ 16,646.15	
710809	CHRONIC DRAIN FY09	\$ 40,000.00	\$ 956.30	\$ 1,448.34	\$ 37,595.36	
50CAC10968	174557 WELLINGTON RD SWALE	\$ 4,000.00	\$ 588.30	\$ -	\$ 3,411.70	
50CAC10968	192706 JEWETT ST AT WESTON RD	\$ 6,000.00	\$ 368.00	\$ 1,448.34	\$ 4,183.66	
50CAC10968	164738 #89 PRESIDENT RD	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00	
50CAC10968	164737 #265 RIDGE RD	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	
50CAC10968	#165 STARK WAY	\$ 9,500.00	\$ -	\$ -	\$ 9,500.00	
50CAC10968	ROCKVILLE ROAD REGRADING	\$ 2,000.00	\$ -	\$ -	\$ 2,000.00	
50CAC10967	UNALLOCATED BALANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	
50CAC10968	UNALLOCATED BALANCE	\$ 5,000.00	\$ -	\$ -	\$ 5,000.00	

1/23/2009

12:30 PM

MKD

3-40

**PROJECT BUDGET
REPORT
SIDEWALK**

PROJECT	PROJECT NAME	BUDGET	ENCUMB	PAYMENTS	BALANCE
710807	SCHOOL SIDEWALKS FY07	\$ 100,000.00	\$ -	\$ 18,103.48	\$ 81,896.52
50CDC10968	CONSTR CONTRACTS available only in mid August	\$ 100,000.00	\$ -	\$ 18,103.48	\$ 81,896.52
710508	SCHOOL SIDEWALKS FY08	\$ 50,000.00	\$ -	\$ 37,955.15	\$ 12,044.85
50CDC10967	CONSTRUCT CONTRACTS	\$ 50,000.00	\$ -	\$ 37,955.15	\$ 12,044.85
712706	DISCR SIDEWALKS FY06	\$ 25,000.00	\$ -	\$ 9,259.13	\$ 15,740.87
50CAC10968	CONSTR CONTRACTS	\$ 25,000.00	\$ -	\$ 9,259.13	\$ 15,740.87
711509	DISCR SIDEWALKS FY09	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
50CAC10968	CONSTR CONTRACTS	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00
	OTHER	\$ 25,000.00	\$ -	\$ -	\$ 25,000.00
711907	50/50 SIDEWALK FY07	\$ 753,957.62	\$ -	\$ 683,048.00	\$ 70,909.62
50FGC10968	CONSTR CONTRACTS-REV	\$ 353,957.62	\$ -	\$ 343,716.11	\$ 10,241.51
50BDB40968	CONSTR CONTRACTS	\$ 400,000.00	\$ -	\$ 339,331.89	\$ 60,668.11
	REVENUE REC	\$ 353,957.62	\$ -	\$ -	\$ -
710109	50/50 SIDEWALK FY09	\$ 600,000.00	\$ -	\$ -	\$ 600,000.00
50FGC10968	CONSTR CONTRACTS-REV	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00
50BDB40968	CONSTR CONTRACTS	\$ 300,000.00	\$ -	\$ -	\$ 300,000.00
	REVENUE REC	\$ -	\$ -	\$ -	\$ -
710509	ADA ACCESS IMP FY09	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
	CONSTRUCTION	\$ 50,000.00	\$ -	\$ -	\$ 50,000.00
5000C10906	STREET LIGHTING FY09	\$ 1,331,065.00	\$ 190,991.16	\$ 99,746.47	\$ 1,040,327.37
BUDGET			\$ 190,991.16	\$ 99,746.47	

3-41

PROJECT BUDGET REPORT
TRAFFIC

PROJECT PROJECT NAME

7138G3,712907 & 713107

3/25/2008

Maureen in Finance has been trying for several months to obtain a copy of the signed grant with the state
Dennis hasn't been able to produce a copy of this document - we went to the incinerator to get a copy
that was filed in Caroline's file

Dennis called Maureen and he agreed with her that we need the state to verify the amount to be reimbursed

Once everything is all set a JV will be done. We are looking for a letter stating we have exhausted the funds
the startup has a dollar figure that is including work that is not to be reimbursed by the state
Maureen and I are concerned that we may overspend the project

We have \$175,000.00 set aside in the state reconstr project for granite st widening
Dennis thought it was in the bond portion on 713107

4/29/2008

email sent to Dennis asking him to expedite the info from the state in regards to a final number that they will reimburse us.

5-5-08 rec an email from Maureen Cail - and spoke to Don and Kevin and KAS suggested Don speak to Bruce in regards to this

5/6/2008

meeting scheduled with Don-Bruce and Dennis 10:00am

basically the figure Dennis is giving me is \$201,953.00 that the state has left to reimburse us

We show \$864,065.42 that we are looking to get reimbursed for a difference of \$662,112.42 that will need to be transferred to the bond

Dennis also told us that the state is paying ED Swett to do some work for them and they(the state) is going to pay them directly- sort of
ED Swett doesn't have an account with the state so we are going to pay for the invoices and bill the state so the expenses and revenues are all in the sar
Dennis did mention that we have already paid for some of these expenses- I am going to send an email to verify the expenses to date and the project tha

5/9/2008

Spoke to Dennis- he called Bob Landry and got some figures that they will reimburse us. Dennis will get this in writing on Monday
I WANT THE PERSONS NAME WHO HANDLES THE ACCOUNT I DO NOT WANT ANOTHER MEETING

1/23/2009

12:36 PM

MKD

3 - 1/2

PROJECT BUDGET REPORT
TRAFFIC

PROJECT PROJECT NAME

710006 milliyard rail crossing
39538

basically this is a mess!/
175,000.00 was set up in row reconstr- see notes for Granite st

This is supposed to be the city share and to date Dennis has not separated anything
Maureen sent me an email on 3-28-08 to make sure things are getting split- not!

I asked Dennis today 3-31-08 to please get a city share and state share together for what we have paid

There is more coming in the fy09 budget

I am not paying any more invoices until dennis can give me a breakdown of the percentage

3/31/2008

the first invoice we paid for 11584.08 was pd out of the bond in error because we were reimbursed for this in the 50fgc.
I will do a jv to correct this entry

3-43

4-2-08 I sent an email to Dennis asking him to give me a breakdown of how the payments have been made and how they should be
I want to do a jv all at once and then move forward correctly

When I questioned him on the reimbursement he said it should have been 20/80 and laughed

I want to get this straightened out now before it becomes a big mess

5/5/2008

Sent an email ?? The status of the invoice and have rec no response

Went to see Don Pinard and he will speak to Bruce Thomas in regards to this

5/6/2008

50,000.00 in signals is 100% reimburseable

the remainder is 80 state 20% city

Dennis said he would get back to me in a week (5-13-08) with the breakdown on what goes where

5/7/2008

a letter was sent to the state requesting \$57,617.00 (CLD Inv) to be reimbursed from the Granite st Rail Crossing account from the state

7/28/2008

an email was sent to DA and CC Don and Bat as to what is going on with this???

1/23/2009

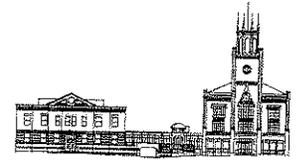
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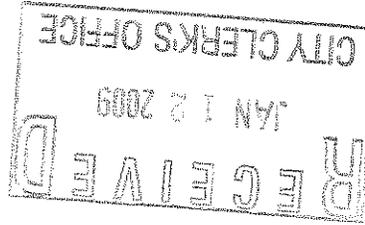


CITY OF MANCHESTER

Economic Development Office



January 12, 2009



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

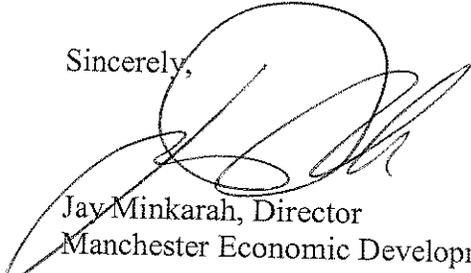
RE: Hackett Hill CIP Extension Request for Project #650300

Dear Chairman Garrity and Members of the Committee:

Based on a review of the project history, past expenditures and transfers, we have determined that a balance of \$430,781.80 remains of the original \$1,300,000 budget for the above referenced project approved in 2001. Funding for the project is shown as coming from CSO reimbursements for the Nature Preserve and Manchester Airpark funds. Within that overall project, MEDO oversees an agreement with MHRA dating from 2005 to develop Phase I of the Northwest Business Park at Hackett Hill. To date, a total of \$604,889.89 of the approved \$785,000 budget has been expended leaving a balance of \$180,110.11 obligated under the agreement. Of the original \$1.3 million project, \$250,000 was also previously transferred to other projects for parks and schools, and \$14,328 was spent for preparation of a development plan for Hackett Hill. Given that there are no other encumbrances that we are aware of, we would request that \$180,110.11 of the remaining \$430,781.80 be extended. The remaining \$250,671.69 would presumably be available to be reallocated for other purposes.

Attached is a copy of the CIP Budget Authorization, a project report detailing account activity from 2001 to the present and a summary of activity to date for the \$785,000 MHRA project. If you have any questions or concerns or require additional information, please feel free to contact me at your convenience. Thank you for your consideration.

Sincerely,


Jay Minkarah, Director
Manchester Economic Development Office

cc: Hon. Frank Guinta, Mayor

One City Hall Plaza, Manchester, NH 03101

Ph: 603.624.6505 Fax: 603.624.6308

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CIP BUDGET AUTHORIZATION

CIP#: <input type="text" value="650300"/>	Project Year: <input type="text" value="2000"/>	CIP Resolution: <input type="text" value="4/20/99"/>
Title: <input type="text" value="Hackett Hill Development"/>	Amending Resolution: <input type="text"/>	Revision: <input type="text"/>
Administering Department: <input type="text" value="Manchester Economic Development Office"/>		

Project Description:	Development of public infrastructure and other improvements necessary to create sites for economic development at Hackett Hill.
----------------------	---

Federal Grants	Federal Grant: <input type="text" value="No"/>	Environmental	Review Required: <input type="text" value="No"/>
	Grant Executed: <input type="text"/>	BOARD OF MAYOR & ALDERMEN	Completed: <input type="text" value="NA"/>

Critical Events	DATE: July 6, 1999	
1 Program Initiation	ON MOTION OF AID Wihby	7/1/99
2 Program Completion		6/30/00
3	DECLINED BY AID Pariseau	
4		
5	WISHED TO Approve	
Expected Completion Date:		6/30/00

[Signature]
CITY CLERK

Line Item Budget	Other		Other Funds	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	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,300,000.00	\$0.00	\$0.00	\$1,300,000.00

Revisions	<input type="text"/>
	<input type="text"/>
	<input type="text"/>

COMMENTS:	Funds for this project will be from CSO Reimbursements for the Nature Preserve, and additional Airpark funds.
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CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events: DATE: July 17, 2001
 1 Program Initiation ON MOTION OF ALD. Thibault 7/1/99
 2 Program Completion 12/31/01
 3 SECONDED BY ALD. Pinard
 4 approve subject to final
 5 VOTED TO adoption of related resolutions. *S. L. [Signature]* 12/31/2001

Expected Completion Date:

CITY CLERK

Line Item Budget	Other		Other Funds	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	\$1,200,000.00	\$0.00	\$0.00	\$1,200,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,200,000.00	\$0.00	\$0.00	\$1,200,000.00

Revisions:

COMMENTS:

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	7/1/99
2	Program Completion	12/31/01
3		
4		
5		

Expected Completion Date:

Line Item Budget

	Other		Other Funds	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	\$1,050,000.00	\$0.00	\$0.00	\$1,050,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,050,000.00	\$0.00	\$0.00	\$1,050,000.00

Revisions

Revision #1 - transfers \$100,000 to FY 2001 CIP 330601 School Recreational Facility & Parking Lot
 Revision #2 - transfers \$150,000 to FY 2001 CIP 511601 Parks Capital Improvement Project

COMMENTS:

650300

1/07/09
23:31:18

Project Report with Budget Information

Page 1
MAB22L

Account / Description	Budget Amount	Actual	Encumbered	Balance
0500-6503-C650-00 Hackett Hill Development	1,300,000.00-	1,178,654.08-	.00	121,345.92-
0205-05FG-050-R0-C359-ZZZZ Other Revenue				
*Total Revenue	1,300,000.00-	1,178,654.08-	.00	121,345.92-
0205-05FG-050-R0-D100-B06 Construction Contracts		329,889.89	.00	329,889.89-
0205-05FG-050-R0-D100-B06 Construction Contracts		14,328.31	.00	1,285,671.69
0205-05FG-050-R0-D905-B06 Transfer Out		250,000.00	.00	250,000.00-
0205-20FG-200-R0-D100-B06 Construction Contracts		275,000.00	.00	275,000.00-
*Total Expenditures	1,300,000.00	869,218.20	.00	430,781.80
** Project Total	.00	309,435.88-	.00	309,435.88
** Report Total	.00	309,435.88-	.00	309,435.88

Selection Criteria: Control MB Project control MP From project NANC2005MPO5005503 C650 0000000000000000 To NANC2005MPO5006503 C650 0000000000000000
 From period 000 000 To 999 999 From Account Report type 2 Format 5 Account types 3 4 Sort by segments STACCT STACCT STACCT
 From Date- 6/01/97 To 1/07/09

348

Account / Description	Budget Amount	Actual	Encumbered	Balance
650300 Rackett Hill Development				
95FGC14129				
EPD XFER of Funds - Consent Order				
CIP-BMA APPROVED 12/18/01		1,097,210.08-	.00	1,097,210.08
EPD xfr funds - Consent Order	1,050,000.00-	.00	.00	1,050,000.00-
650300 - HACKETT HILL	250,000.00-	81,444.00	.00	81,444.00
Account Total	1,300,000.00-	1,178,654.08-	.00	250,000.00-
*Total Revenue	1,300,000.00-	1,178,654.08-	.00	121,345.92-

05FGC10967 Construction Contracts

PI PO ENTRY	PO 107 004	MANCHESTER HOUSING AND	.00	.00	68,973.98	68,973.98-
PI RECEIPTS	IN 107 004	MANCHESTER HOUSING AND	.00	.00		68,973.98-
PI RECEIPTS	LQ 107 004	MANCHESTER HOUSING AND	.00	.00		68,973.98-
PI PO ENTRY	PO 107 006	MANCHESTER HOUSING AND	.00	.00	29,029.44	29,029.44-
PI RECEIPTS	IN 107 006	MANCHESTER HOUSING AND	.00	.00		29,029.44-
PI RECEIPTS	LQ 107 006	MANCHESTER HOUSING AND	.00	.00		29,029.44-
PI PO ENTRY	PO 107 006	MANCHESTER HOUSING AND	.00	.00	2,241.86	2,241.86-
PI RECEIPTS	IN 107 006	MANCHESTER HOUSING AND	.00	.00		2,241.86-
PI RECEIPTS	LQ 107 006	MANCHESTER HOUSING AND	.00	.00		2,241.86-
PI PO ENTRY	PO 107 008	MANCHESTER HOUSING AND	.00	.00	9,497.34	9,497.34-
PI RECEIPTS	IN 107 008	MANCHESTER HOUSING AND	.00	.00		9,497.34-
PI RECEIPTS	LQ 107 008	MANCHESTER HOUSING AND	.00	.00		9,497.34-
PI PO ENTRY	PO 107 010	MANCHESTER HOUSING AND	.00	.00	39,950.71	39,950.71-
PI RECEIPTS	IN 107 010	MANCHESTER HOUSING AND	.00	.00		39,950.71-
PI RECEIPTS	LQ 107 010	MANCHESTER HOUSING AND	.00	.00		39,950.71-
PI PO ENTRY	PO 108 002	MANCHESTER HOUSING AND	.00	.00	2,580.63	2,580.63-
PI RECEIPTS	IN 108 002	MANCHESTER HOUSING AND	.00	.00		2,580.63-
PI RECEIPTS	LQ 108 002	MANCHESTER HOUSING AND	.00	.00		2,580.63-
PI PO ENTRY	PO 108 002	MANCHESTER HOUSING AND	.00	.00	26,458.71	26,458.71-
PI RECEIPTS	IN 108 002	MANCHESTER HOUSING AND	.00	.00		26,458.71-
PI RECEIPTS	LQ 108 002	MANCHESTER HOUSING AND	.00	.00		26,458.71-
PI PO ENTRY	PO 108 003	MANCHESTER HOUSING AND	.00	.00	2,511.67	2,511.67-
PI RECEIPTS	IN 108 003	MANCHESTER HOUSING AND	.00	.00		2,511.67-
PI RECEIPTS	LQ 108 003	MANCHESTER HOUSING AND	.00	.00		2,511.67-
PI PO ENTRY	PO 108 004	MANCHESTER HOUSING AND	.00	.00	33,892.32	33,892.32-
PI RECEIPTS	IN 108 004	MANCHESTER HOUSING AND	.00	.00		33,892.32-
PI RECEIPTS	LQ 108 004	MANCHESTER HOUSING AND	.00	.00		33,892.32-
PI PO ENTRY	PO 108 007	MANCHESTER HOUSING AND	.00	.00	7,292.90	7,292.90-
PI RECEIPTS	IN 108 007	MANCHESTER HOUSING AND	.00	.00		7,292.90-
PI RECEIPTS	LQ 108 007	MANCHESTER HOUSING AND	.00	.00		7,292.90-
MANCHESTER HOUSING	JV 108 008		.00	.00	7,292.90	7,292.90-
MANCHESTER HOUSING	IN 108 008	MANCHESTER HOUSING AND	.00	.00		7,292.90-
PI PO ENTRY	PO 108 009	MANCHESTER HOUSING AND	.00	.00	18,865.59	18,865.59-
PI RECEIPTS	IN 108 009	MANCHESTER HOUSING AND	.00	.00		18,865.59-
PI RECEIPTS	LQ 108 009	MANCHESTER HOUSING AND	.00	.00		18,865.59-
PI PO ENTRY	PO 108 011	MANCHESTER HOUSING AND	.00	.00	18,175.27	18,175.27-
PI RECEIPTS	IN 108 011	MANCHESTER HOUSING AND	.00	.00		18,175.27-
PI RECEIPTS	LQ 108 011	MANCHESTER HOUSING AND	.00	.00		18,175.27-
PI PO ENTRY	PO 109 002	MANCHESTER HOUSING AND	.00	.00	26,649.80	26,649.80-
PI RECEIPTS	IN 109 002	MANCHESTER HOUSING AND	.00	.00		26,649.80-
PI RECEIPTS	LQ 109 002	MANCHESTER HOUSING AND	.00	.00		26,649.80-

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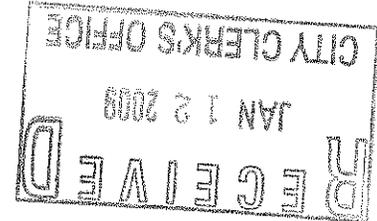
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Pamela H. Goucher
Interim Director

Planning
Community Improvement Program
Growth Management

Staff to:
Planning Board
Heritage Commission
Millyard Design Review Committee

MEMORANDUM



To: Alderman Michael Garrity, Chairman
Committee on Community Improvement

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

Date: January 12, 2009

Subject: Agenda Items

Enclosed please find the following information in response to questions asked last week at the CIP and Finance committees:

- Breakdown on the Federal Homeland Security grant received by the Fire Department (memo provided to us by the Fire Department);
- FY2009 CIP requests for HOME funding;
- Breakdown of Housing Activities for the years 2003-2009, illustrating the new construction vs. renovation/adaptive re-use;
- Fund balances for CIP cash projects from 2007 and earlier.

In addition, per a meeting this morning with the Economic Development Director and the Finance Director, Jay Minkarah is preparing a response to the Board regarding monies in the CIP account 650300 (Hackett Hill).

Maranto, Samuel

From: Miccio, Linda

Sent: Friday, January 09, 2009 2:26 PM

To: Maranto, Samuel

Cc: Miccio, Linda

Hello Sam: I rewrote the paragraph in case you were going to use it as an official document. Linda

4100A8 -Hazardous Materials Emergency Planning Grant - \$9375 This grant funded the annual license fee for our Tier II Manager Software package. This software package allows us to track and manage the Tier II hazardous materials reporting forms that the Department receives annually from companies who use, store or distribute hazardous materials. This grant also pays for the TOMES chemical software which is used by Rescue 1 to research chemicals and their properties during a hazmat incident. This is an 80% grant and requires a 20% soft match. We have used the salary costs of personnel who have worked on hazardous materials inspections or reporting to match this grant (Rescue 1). The department receives a check from the State. It is not a reimbursement grant.

4100B8 - Emergency Management Performance - \$3000 - The City of Manchester provides the New Hampshire Department of Safety, Homeland Security and Emergency Management with an updated local all-hazard emergency operations plan utilizing the "Local Emergency Operations Planning Guide" to ensure consistency and integration with state and federal plans. This is 50% federal grant and 50% soft match for the city.

4100C8 - Redundant Switch - \$35,000 - Homeland Security SHSP Grant This grant is funding the installation of equipment to allow switching of the city's radio system from the main tower site to the Elliot Hospital backup site. It is also funding the installation of a redundant radio recording and console computer system. The completion of this project will provide the city with a truly redundant radio system. Currently, any disruption to our main radio site could result in loss of radio communication until technicians manually switched the systems to the back-up site. This is a 100% grant and requires no match. It is a reimbursement grant. The department pays the invoice and then requests reimbursement.

4100D8 - Hazardous Materials Team Allocation - \$19,410 - Homeland Security SHSP Grant This grant is provided to the nine regional state hazardous materials teams, of which, Manchester Fire Department is one. This year the grant funded the purchase of mass decontamination equipment and a field-portable public address system. This is a 100% grant and requires no match. It is a reimbursement grant. The department pays the invoice and then requests reimbursement.

Linda L. Miccio
Business Administrator
Manchester Fire Department
100 Merrimack Street
Manchester, New Hampshire 03101
603-669-2256 ext 3212
Fax 603-669-7707

3-53

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: **IN BOARD OF MAYOR & ALDERMEN**

Critical Events

DATE: June 5, 2007

1	Program Initiation			
2	Program Completion	ON MOTION OF ALD.	Long	07/02/07
3				6/30/08
4		SECONDED BY ALD.	Duval	
5				

Expected Completion Date:

VOTED TO approve.

L. R. Bernier

Line Item Budget

	FEDERAL		CITY CLERK	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	\$500,000.00	\$0.00	\$0.00	\$500,000.00
TOTAL	\$500,000.00	\$0.00	\$0.00	\$500,000.00

Revisions

COMMENTS

2009 CIP Requests For HOME Funding				
Admin Department	Project Name	FY09 Requested	09 CIP Approved	HOME Funds
Families In Transition	Permanent Supportive Housing	\$ 400,000.00	\$	-
Helping Hands	Safe Haven Housing Program	\$ 15,000.00	\$	15,000.00
Huse Road Cooperative	Infrastructure Upgrade Project	\$ 500,000.00	\$	-
Liberty House	Liberty House Capital Improvements	\$ 34,631.00		
Manchester Housing & Redevelopment Authority	New Tax Credit Apartments	\$ 680,000.00	\$	-
Neighborhoods Greater Manchester	West Granite Gateway Project	\$ 213,689.00	\$	-
Neighborhoods Greater Manchester	Neighborhoods Homeownership Center	\$ 50,000.00	\$	50,000.00
Neighborhoods Greater Manchester	Down payment & Closing Cost Assistance	\$ 200,000.00	\$	150,000.00
Sidora's Terrace Limited Partnership	Sidora's Terrace	\$ 500,000.00	\$	-
Southern New Hampshire Management Corp.	Our Lady of Perpetual Help - Elderly Housing	\$ 650,000.00	\$	-
The Way Home	Tenant Assistance/Security Deposits	\$ 68,000.00	\$	60,000.00
The Way Home	Housing Rehab/Lead Hazard Control Administration	\$ 200,000.00	\$	-
Planning Department	Housing Initiatives (see funding distribution note below)	\$ 60,000.00	\$	60,000.00
Planning Department		\$ -	\$	483,754.00
Totals		\$ 3,571,320.00	\$	818,754.00

Funding Distribution Note - \$400,000 of funds allocated to Sidora's Terrace, \$100,000 of funds allocated to The Way Home Housing Rehabilitation/Lead Hazard Control Program.

City of Manchester Housing Activities 2003 - 2009

Project Name	CIP #	CIP Funds Approved	Other Monies Leveraged	CIP Funding Source	Number of units	Type of Housing	Type of Construction
Housing Development							
MNHS - Straw Mansion	611403	\$ 450,000.00	\$ 4,959,029.00	HOME	30	Rental - Multi	Adaptive Reuse/New
Anagnost Piscataquog River Apt	612703	\$ 600,000.00	\$ 16,000,000.00	HOME	150	Rental - Multi	New Construction
YMCA 30 Mechanic St.	611404	\$ 260,000.00	\$ 1,085,855.00	CDBG	24	Dormitory - Multi	Adaptive Reuse
MHRA - Gale Home	612204	\$ 650,000.00	\$ 4,621,745.00	HOME	37	Elderly - Multi	Adaptive Reuse
Anagnost Old Wellington Rd	612504	\$ 1,000,000.00	\$ 10,000,000.00	HOME/AHTF	90	Rental - Multi	New Construction
FIT 2nd St. Mill	610105	\$ 600,000.00	\$ 4,968,000.00	HOME/AHTF	33	Rental - Multi	Adaptive Reuse
FIT Capital Repairs	610805	\$ 45,500.00	\$ -	CDBG	14	Transitional - Multi	Renovation
MHRA - Brown School	610206/611007	\$ 680,000.00	\$ 5,412,731.00	HOME/AHTF	34	Elderly - Multi	Adaptive Reuse/New
Helping Hands -Perm Housing	610106	\$ 300,000.00	\$ 1,204,824.00	AHTF	9	Transitional - Multi	Adaptive Reuse
MNHS - 414 Silver St	611505/611606/611307	\$ 593,700.00	\$ 11,000,000.00	HOME	63	Rental - Multi	Adaptive Reuse
FIT Mothers & Children Recovery	611006	\$ 200,000.00	\$ 5,000,000.00	AHTF	30	Transitional - Multi	New Construction
Anagnost Stella Arms Apartments	610108	\$500,000	\$ 11,344,484.00	HOME/AHTF	66	Rental - Multi	New Construction
MNHS - West Granite Gateway	611008	\$172,243	\$ -	HOME		Rental - Multi	Renovation
Anagnost Sidora's Terrace Apart.	611709	\$500,000	\$ 11,344,484.00	HOME/AHTF	66	Rental - Multi	New Construction
Subtotal		\$ 6,551,443.00	\$ 86,941,152.00		646		
Home Ownership Assistance							
MNHS Homebuyer Assistance	612304	\$ 300,000.00	\$ 1,859,563.00	HOME/AHTF	16	Owner Single/Multi	N/A
MNHS Homebuyer Assistance	611305	\$ 210,586.00	\$ 2,215,339.00	HOME/AHTF	11	Owner Single/Multi	N/A
MNHS Homebuyer Assistance	611406	\$ 200,000.00	\$ 1,999,200.00	HOME	10	Owner Single/Multi	N/A
MNHS Homebuyer Assistance	611107	\$ 200,000.00	\$ 1,614,013.00	HOME	10	Owner Single/Multi	N/A
MNHS Homebuyer Assistance	610808	\$ 150,000.00	\$ 1,448,489.00	HOME	8	Owner Single/Multi	N/A
MNHS Homebuyer Assistance	611009	\$ 150,000.00	\$ -	HOME	2	Owner Single/Multi	N/A
Subtotal		\$ 1,210,586.00	\$ 9,136,604.00		57		
Home Ownership Counseling							

City of Manchester Housing Activities 2003 - 2009

Project Name	CIP #	CIP Funds Approved	Other Monies Leveraged	CIP Funding Source	Number of units	Type of Housing	Type of Construction
MNHS Neighborworks Center	611303	\$ 50,000.00	\$ 238,736.00	HOME/CDBG	291	Owner Single/Multi	N/A
MNHS Neighborworks Center	610404	\$ 45,000.00	\$ 96,550.00	HOME	270	Owner Single/Multi	N/A
MNHS Neighborworks Center	611405	\$ 50,000.00	\$ 150,605.00	HOME	254	Owner Single/Multi	N/A
MNHS Neighborworks Center	611506	\$ 50,000.00	\$ 106,636.00	HOME	576	Owner Single/Multi	N/A
MNHS Neighborworks Center	611207	\$ 50,000.00	\$ 514,000.00	HOME	199	Owner Single/Multi	N/A
MNHS Neighborworks Center	610908	\$ 50,000.00	\$ 388,629.00	HOME	202	Owner Single/Multi	N/A
MNHS Neighborworks Center	611109	\$ 50,000.00	\$ 390,000.00	HOME	81	Owner Single/Multi	N/A
Subtotal		\$ 345,000.00	\$ 1,885,156.00		1873		
Housing Rehabilitation Program							
Lead Hazard Control Program	215903	\$ 902,927.00	\$ -	HUD Lead Hazard	146	Owner/Rental Single/Multi	Renovation
Healthy Home Pilot Project	611803	\$ 50,000.00	\$ -	CDBG	6	Owner/Rental Single/Multi	Renovation
Healthy Home Pilot Project	612305	\$ 30,000.00	\$ 33,763.00	CDBG	6	Owner/Rental Single/Multi	Renovation
Homeowner Rehab. Program	612005	\$ 72,612.00	\$ -	HOME	5	Owner/Rental Single/Multi	Renovation
Housing Rehab./Lead Program	610606	\$ 225,604.00	\$ -	HOME/CDBG/A HTF	47	Owner/Rental Single/Multi	Renovation
Lead Hazard Reduction Program	610407	\$ 2,502,344.00	\$ -	HUD Lead Haza	102	Owner/Rental Single/Multi	Renovation
Housing Rehab./Lead Program	610108	\$ 50,000.00	\$ -	CDBG	9	Owner/Rental Single/Multi	Renovation
Energy Efficiency Program	610108	\$ 75,000.00	\$ -	CDBG	100	Owner/Rental Single/Multi	Renovation
Housing Rehab./Lead Program	611709	\$ 245,000.00	\$ -	HOME/AHTF	13	Owner/Rental Single/Multi	Renovation

City of Manchester Housing Activities 2003 - 2009

Project Name	CIP #	CIP Funds Approved	Other Monies Leveraged	CIP Funding Source	Number of units	Type of Housing	Type of Construction
Energy Efficiency Program	611709	\$ 90,000.00	\$	CDBG	100	Owner/Rental Single/Multi	Renovation
Subtotal		\$ 4,243,487.00	\$ 33,763.00		534		
Tenant Assistance - Security Deposits							
The Way Home Tenant/Security Deposit	611903	\$ 55,000.00	\$ 285,100.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	611304	\$ 63,250.00	\$ 245,000.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612505	\$ 65,700.00	\$ 310,000.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612006/612106	\$ 68,000.00	\$ 205,175.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612007	\$ 68,000.00	\$ 289,400.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	611808	\$ 60,000.00	\$ 299,400.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612009	\$ 52,000.00	\$ 300,000.00	HOME	200	Rental - Multi	N/A
Subtotal		\$ 431,950.00	\$ 1,934,075.00		1400		
Totals All Programs		\$ 12,782,466.00	\$ 99,930,750.00		4510		

AHTF - Affordable Housing Trust Funds
 MNHS - Manchester Neighborhood Housing Services (Neighborworks Greater Manchester)
 FIT - Families In Transition
 MHRA - Manchester Housing and Redevelopment Authority

Note - No Section 108 funds utilized during this period for housing activities.

CIP 2003 through 2007 Active Cash Projects as of January 9, 2009

	<u>Project Name</u>	<u>Project #</u>	<u>Balance Beginning Fiscal Year</u>	<u>Increases/Dec reases</u>	<u>Expenses</u>	<u>Balance</u>
Cash 2007						
	Hazard Tree Removal - Parks	411807	40,000.00		(39,921.23)	78.77
	Park Improvement Program - Parks	510807	65,000.00		(62,128.00)	2,872.00
*	Ongoing Maintenance - Intown/Millyard Landscape	612207	20,000.00		(19,990.00)	10.00
*	Downtown Miscellaneous Repairs - Highway	711207	75,000.00		(74,198.24)	801.76
*	Sign Inspection & Maintenance - Traffic	711407	25,000.00	(5,000.00)	(13,365.48)	6,634.52
	Community Development Initiatives	810707	10,000.00		(1,141.18)	8,858.82
	Master Plan Support-Planning	810807	10,000.00		-	10,000.00
*	Office of Youth Services Relocation	811707	30,000.00		(29,122.04)	877.96
Cash 2006						
	Crystal Lake Master Plan - Parks	511306	50,000.00		(49,273.48)	726.52
	Discretionary Sidewalk/Curb Program	712706	25,000.00		(9,259.13)	15,740.87
*	Community Development Initiatives	810806	14,500.00		(14,324.23)	175.77
Cash 2003						
	Hazardous Material-fire	411103	10,000.00		(8,090.38)	1,909.62

* No request to Extend from Administering Department

In board of Mayor and Aldermen

Date: 12/16/08 On Motion of Ald. pevries

Second by Ald. O'Neil

Voted Refer to Committee on Community
Improvement


City Clerk

1/6/09 tabled

Report of the Mayor's Task Force on Housing December 2008

Task Force Members

Co-Chair – Frank C. Guinta; Mayor of Manchester

Co-Chair – Robert Tourigny; Executive Director; NeighborWorks Greater Manchester

David Cornell; Chairman; Assessors Office – City of Manchester

Ron Dupont; President; Red Oak Property Management

Mark Laliberte; Public Policy Advisor – Office of the Mayor

Nicholas Lazos, Esq.; Shareholder; Stebbins, Lazos and Van Der Beken, P.A.

Robert MacKenzie; Former Planning Director – City of Manchester

Sam Maranto; Planner; Planning Department – City of Manchester

William Sanders; Finance Officer; Finance Department – City of Manchester

Mike Skelton; Director of Economic Development and Advocacy;
Greater Manchester Chamber of Commerce

Linda Tremblay; Vice President; Citizens Bank

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Executive Summary

Since the beginning of 2007, it has become apparent that the U.S. housing market has been in decline, with foreclosures increasing and sale prices decreasing. The unpredictability of fuel prices – for both homes and vehicles – as well as dramatically increasing food prices has led to fundamental change in how people determine where they live. These factors do not just affect purchased homes, but rental properties as well.

Manchester is not immune to these factors. Even though the city and the region may be in a better position than many parts of the country, there is still a need for action. Statistics show foreclosure numbers not seen in this area since the real estate collapse of the early-1990s. However, with the sub-prime loan collapse and many more homeowners unable to afford their mortgages, there are ramifications that were not experienced back in 1991.

This has also affected the rental market. Up until 2006, rental prices have gone up, making it more difficult for many to afford safe and secure residences. Since the end of 2006, rental prices have stabilized, but with the added costs of food and other essentials, the burdens for these families continue to climb. In turn, this has affected rental property owners. Many owners of one or two multi-family properties, looking to take advantage of low vacancy rates and increasing rents, purchased these properties – many with less than ideal financial and credit situations. Variable interest rate mortgages dramatically adjusted upward from 2006 to today. Many property owners that purchased properties with little or no borrower equity – essentially 100 percent financing – are unable to support their mortgages from the current rental income.

When fuel costs went up, rental prices declined and those with adjustable rate mortgages saw their monthly payments go up, what once seemed sound became financially unmanageable. The result has been more foreclosures, softening rents, plummeting purchase prices and numerous voices on how to address this issue within the city.

This issue is not unique to Manchester or to New Hampshire – in fact, many other regions of the country are doing much worse. In many urban areas across the country, foreclosure rates are reaching highs not seen in decades. For example, Wayne County, Michigan (Detroit Metro) had a foreclosure rate of one house for every 169 in May 2008 – which does not include short sales, those that were currently in foreclosure proceedings or those recently purchased at auction or through bank sales. San Joaquin County in California (Stockton and Lodi) has a rate of one foreclosure for every 76 homes. To put this in perspective, Hillsborough County had one home foreclosure for every 711 homes (second to Merrimack County – one foreclosure for every 680 homes). While these numbers are not as bad as other areas, they still must be addressed as part of a comprehensive housing plan.

Beyond fuel prices and the collapse of the sub-prime mortgage market, there have been many variables that have led to the city's current state:

- Multi-family property transfers peaked in 2005 and 2006 (536 and 538 respectively)
- Multi-family sales prices peaked in 2005 and 2006 (\$269,899 for a two-family and \$330,062 for a three-family)
- Revaluation of tax assessments occurred in 2006
- Vacancy rates exceeding 5 percent in 2006 (for the first time since the 1990s)

In the face of these issues, Mayor Guinta convened a group of city staff and leading business and housing voices in the city to address these issues. This report will address how to utilize these future HOME funds with some general recommendation to address the current funding and others to address how to spend these dollars in the future. The report will also go into depth regarding the current housing and demographic statistics and how they affect Manchester, as well as areas of concern as expressed by members of the task force and other speakers to the committee.

Process of the Task Force

On April 23, 2008, Mayor Frank Guinta convened a group to come together with a written plan that accomplishes the following:

- How to utilize Community Improvement Funds in regards to housing and how those funds could be used in the best interest in the city
- Convince our partners that the goals established by this committee and its subsequent report are in the best interest of all involved
- Develop policies that are pro-active and anticipate issues, rather than react to current issues
- Look at a long-term strategy for this committee that goes beyond the issuing of this report

Mayor Guinta appointed Robert Tourigny, Executive Director of NeighborWorks Greater Manchester, as the co-chair of the committee.

The group met nine times before the issuing of this report – the first three of the meetings were held at Citizens Bank, while the subsequent six were held at City Hall. In addition to the members listed on the first page of this report, Meena Gyawali (formerly of the Planning Department, now of the Manchester Economic Development Office) participated in the final meetings. Many members made all nine meetings and none missed more than three meetings.

From the second meeting up until the seventh, task force members were asked to submit information regarding demographic information about the area, rental and mortgage statistics and any other numbers that may be helpful to the committee. Much of that information is incorporated in the findings and in the Appendix.

It was also important for the committee to hear from housing advocates and developers to get a sense of what they were seeing within the community. Their input proved valuable in the development of this report.

The following accepted invitations to speak with the committee (Brady-Sullivan was also invited to speak with the committee). Between the committee members and the invited speakers, the committee felt like a comprehensive cross-section of the community had been consulted for this report:

- Dick Anagnost** – The Anagnost Companies (manages more than 700 units)
Pierre Peloquin – Peloquin Realty (owns 300 units, manages an additional 415 units)
Mary Sliney – The Way Home (assists more than 1,000 households annually)
Richard Webster – Manchester Housing and Redevelopment Authority (manages 1,300 public housing units and administers 1,800 assistance vouchers)

Following the completion of this report's first draft by Mark Laliberte, Tourigny made technical changes and sent the report out to the task force. Once that was completed, the task force met to make sure the report was accurate. Tourigny and Mayor Guinta will present this report to the Committee of Capital Improvement in December 2008.

Findings of the Task Force

1. The City of Manchester has an increasing vacancy rate, particularly in the inner city

In conversations with various landowners within the city, most of them have seen their vacancy rates go above what they deem to be comfortable (somewhere between 3 to 7 percent, depending on who you ask). While many larger property managers are either at the high end of comfortable or at a vacancy rate that is slightly too high for their comfort level, it is apparent that smaller property-owners are seeing vacancy rates much higher than their property can support.

For example, Ron Dupont of Red Oak Realty stated at the May 21, 2008, meeting of the task force that the vacancy rate for many larger property owners that he surveyed was about 8.8 percent in May (2,551 rented units, 247 vacancies). This is above the 5 percent he states as ideal (allowing these owners to renovate and update properties when they are vacated). However, in what would be considered “urban” areas of the city, that vacancy rate was around 15 percent and up to 20 percent – which is much higher than comfortable. In addition, it is believed that due to the falling prices for multi-family properties and the increase in foreclosures of said properties, that the vacancy rate for properties owned by low-level investors is even higher.

To entice more people into units, many of the larger property owners are offering incentives such as free first-month of rent or free utilities (such as heat). In addition, many developers are looking outside of Manchester to build new properties. As stated by Dick Anagnost in his meeting with the committee, there is a scarce amount of land to build new housing in the city and he is actively looking at adjacent communities like Londonderry to build new housing stock.

2. Manchester’s rents are going down after a high in 2005

According to the New Hampshire Housing Finance Authority, the average rent in Manchester peaked at \$1,046 for the average two-bedroom home in 2005. Before this, rents saw a sharp spike from \$794 in 2000 to \$1,036 in 2004. After a slight decline in 2006, rents tumbled in 2007 to \$980 for the average two-bedroom. However, anecdotal data suggests that rents may be lower than this in 2008.

On the face, this is not be all bad news. Many social-service advocates have said that rents in Manchester were pricing out the average resident or family in the city. According to HUD, the median income in Manchester for a four-person family was \$50,404. If the average rent in Manchester was \$1,046 that same year, then 25 percent of a family’s income was going toward rent. However, considering that the income of a renter is likely going to be less than a homeowner, renters are likely spending more than 30 percent of their income on rent. Factor in fuel costs, which began going up in 2005, and these housing costs are unsustainable for many Manchester families.

3. The foreclosure rate in Manchester is as high as its been seen since the early-1990s

In numbers reported from real-data.com, the number of foreclosed properties in Manchester as of November 2008 is higher than at any time since the Web site started tracking numbers in 2000. Going back further, the Mortgage Bankers Association – cited in a June 2008 report by the Federal Bank of Boston – show that foreclosures have not been this high since 1993.

At that time, the state and city were still recovering from the federal takeover of five Manchester-based banks. There were 281 foreclosures that occurred in Manchester from January 2008 through November 21, compared to 705 foreclosures in this region. 40 percent of all foreclosures in the region occurred in the City of Manchester. Forty-six percent of all housing units in the region are in Manchester. In the first 11 months of 2008, there has been a 50 percent increase in the number of foreclosed properties versus the same time in 2007. These numbers are also verified by looking at the legal notices in the *New Hampshire Union Leader*, which has seen a profound increase in foreclosure notice listing in its pages since last year – the predominance of which are from Manchester and its surrounding communities.

In following up with the first two findings, many first-time property owners or those that own one or two properties found that the market forces that led to decreases in rent were counter to the investor's ability to pay the mortgage. Add to this the massive increase of fuel oil prices since 2006, which jumped to more than \$4.00/gallon in June 2008, and many property owners faced a dilemma: Pay the renters' heat as an incentive, which doubled in the past two years; or not offer free heat and face an enhanced risk of vacancy. This led to many investors losing their property or not investing in needed repairs to properties, making them run-down.

Many experts in the housing and real estate field believe that the bottom hasn't been reached in regards to foreclosures.

4. The number of Manchester residents considered low-income or lower-middle income has increased, while the overall population of Manchester has declined.

Certainly, the biggest surprise and the most important statistic that came out of the meetings is that the low-income population is rising in the city. Initial HUD data provided to the committee by the city planning office indicated an increase in the low-moderate income (LMI) population. The LMI population is defined as having income levels below 80 percent of the area median income. In 1990 42.6 percent of the city's population met the LMI criteria. In 2005, the LMI population rose to 49.9 percent. In 2007, the figure was at 52.2 percent of the population. Given the concern raised by this trend, the committee sought to fill in the gaps for the missing years as well as compare the trend to other cities. The statistic has proven to be difficult to gather and not readily available. Therefore, the committee elected to look at poverty data as a national standard with readily available information.

According to numbers provided to the committee by the Nashua Regional Planning Commission and the U.S. Department of the Census American Factfinder, Manchester is seeing an increase in families below poverty. This is counter to the trend in the state's second-largest city, Nashua.

Comparison of families below poverty between Manchester and Nashua

Families below poverty	1999/2000	%	2006	%	2007	%
Manchester	2,023	7.70%	2,416	9.80%	3,032	11.90%
Nashua	1,119	5.00%	1,130	5.30%	987	4.40%

Meanwhile, the population of Manchester has declined, albeit slightly. According to the New Hampshire Office of Energy and Planning, Manchester had a population of 109,364 as of July 1, 2006. However, on July 1, 2007, the population dropped to 108,580 – a decrease of 784 people or 0.7 percent. This is a reversal of the slow, consistent growth the city had seen since the 2000 U.S. Census report.

A tangible way to understand this number is to look at the waiting list for housing and vouchers at the Manchester Housing and Redevelopment Authority. As of July 2008, they had a waiting list of 9,600 applicants for housing subsidy. More importantly, the average applicant in 2008 the average income for residents within MHRA's properties had an adjusted median income that was 23 percent of median. In 2002, this number was 37 percent.

This may be one reason to explain why, despite rents going down and more landlords offering incentives to potential tenants, that the vacancy rate is rising. While rents may be decreasing, the cost of fuel and other goods and services have increased. The population that is leaving is often those that cannot afford to live in the city, and, according to the property owners that spoke to the committee, they are seeing more people living in each unit, essentially "doubling-up." This allows for more people to share the cost of expenses without having to pay separate rent.

5. Manchester provides much more of its share of "affordable" housing as compared to the surrounding communities.

According to a study by the Southern New Hampshire Planning Commission, Manchester and Derry are the only two communities within the commission's district to provide sufficient workforce housing. In its 2005 housing assessment for the region, SNHPC created a statistic called "fair share" housing, which is the amount of housing that should be available in communities for renters that are less than 80 percent of Area Median Income (AMI) and pay more than 30 percent of household income into housing.

The assessment looks at the 13 communities in the region consisting of Auburn, Bedford, Candia, Chester, Deerfield, Derry, Goffstown, Hooksett, Londonderry, Manchester, New Boston, Raymond, and Weare. According to the projections in the study, 13,106 housing units fall into the category of being affordable to renters below 80 percent of AMI. The assessment then spreads those units out throughout the region as a percentage of units in each town to demonstrate what the "Fair Share" should be. Manchester and Derry are the only jurisdictions which meet the "Fair Share" test. In fact, Manchester exceeds its fair share by more than 100 percent. Of the designated affordable units in the region, 34 percent should be Manchester's "Fair Share." In fact, the total for Manchester is 78 percent.

More detailed data from the study is available online at: http://snhpc.org/pdf/House_Assess.pdf

6. New laws in New Hampshire have put the spotlight of lead mitigation in Manchester -- and the cost to address it.

In 2007, the New Hampshire Legislature passed and Gov. John Lynch signed Senate Bill 176. This new law was "relative to lead paint poisoning and establishing a commission to study the current childhood lead poisoning prevention law, policies, and standards."

The new law does the following:

- Lowers the blood lead level that determines when a child is lead poisoned from 20 to 10 micrograms per deciliter of blood;
- Allows the commissioner of the department of health and human services to inspect other units of a multi-unit dwelling when a child has been found to be lead poisoned in one of the units;
- Extends the time that interim controls may be used as an alternative to lead hazard abatement under certain circumstances; and
- Establishes a commission to study the current childhood lead poisoning prevention law, policies, and standards

As expected, this is an issue of great importance to property owners. As stated by Dupont, "The cost to de-lead units can be debated. However, certainly most units that I have recently been made aware of (needing lead mitigation) are closer to \$25,000 per unit rather than the \$8,100 per unit that the City of Manchester states. If the average multi-unit in the city is 5 units and there are 100 cases of lead poisoning and the cost to remove lead is \$25,000 per unit the total cost of lead removal in Manchester alone will be approximately \$12.5 million a year."

It should be noted that this is the experience of one developer in the city. The cost to remove or encapsulate lead in a property varies widely by property.

It should also be noted that Dupont praises Tim Soucy, the Director of the Health Department, for "making a great decision by sending the two immigrant agencies in the state a letter that directed them do all possible to find housing that was lead safe."

According to the Manchester Health Department, there were seven instances of elevated lead levels in children in 2007. As of July 2008, there were nine cases.

7. The owners of many properties susceptible to becoming run-down or lost to foreclosure are not prepared to handle harsh winters or higher heating costs

Most dwelling units in Manchester are heated by oil or natural gas. Even with the recent slide of crude prices, this may still be a serious challenge for homeowners and renters in the City and will be a major factor in reducing the affordability of housing for many households.

Of particular concern will be the oncoming winter when the rate shock will be most intense. While the current prices have moderated, the long-term trend could continue upwards. This will be most felt in those older structures that tend to have inadequate insulation, outdated heating systems and are likely less energy efficient.

8. The overall housing issues that concern Manchester went beyond the scope of the task force, but its findings laid the groundwork for a committee that can address the issue.

The work of this committee was consistent and addressed numerous issues. However, its charge was to address specifically the issue that Mayor Guinta charged it to do, which was to determine how to spend HOME funds within CIP.

During the task force's meeting, it became apparent that the work of this group would be beneficial to a long-term study of housing and demographic trends and estimates for the city. It also became apparent that a group like this – consisting of staff, residents and business leaders – would be beneficial to the Board of Mayor and Aldermen as well as city staff, as it could provide comprehensive and Manchester-centric housing research for the city. Most information available to the city is either partial in its scope (i.e. refers to Hillsborough County or Southern New Hampshire); outdated (i.e. numbers come from Census 2000 or, like median income, updated less than yearly; or are difficult to obtain (i.e. Real-Data.com requires a subscription to obtain numbers about foreclosures). However, a committee like this with its blend of participants would be able to obtain the most up-to-date and drilled-down numbers.

Recommendations

1. Until the market dictates it, no CIP funds should go toward the new development of properties. That time does not appear to be in the near future.

As stated by developers, city staff and others, city funds would be most effective if directed to address the condition of existing housing stock in declining neighborhoods, as opposed to creation of new housing stock. While \$400,000 is not a lot of money, it can make a difference in addressing many of the redevelopment needs in the city and can often be leveraged with funds from other non-profits and private organizations (which is what was done in Rimmon Heights on the West Side). For the past several years, the city has taken an active position in supporting new housing development. It was agreed that the city should not discourage new development by the private development community; however, at this point it does not need to subsidize those units.

2. HOME funds should be utilized in “at risk” or “fire line” neighborhoods within the city to “stabilize” them.

These neighborhoods stand between blighted and more economically secure neighborhoods within the city. However, the task force would ask the Planning Department to determine what neighborhoods would fall under the classification of “at risk.”

3. In stabilizing these neighborhoods, the funds should be used in any combination of ways.

- Multi-family units to partake in weatherization or energy-efficiency rehabilitation;
- Healthy home projects, such as lead and asbestos mitigation
- Leveraging infrastructure improvements/neighborhood revitalization projects (i.e. Rimmon Heights)

The committee felt that addressing one of these three issues would provide the most impact for the city’s money. For example, some in the task force felt that there is need for assistance on energy efficiency improvements to existing housing stock such as insulation, weather-stripping and efficiency improvements to heating units. However, others believe that providing increased assistance to provide lead paint abatement is also an important public goal. Because of the new emphasis to address lead issues, there was a need to make sure money was available to fund existing or new lead abatement programs.

In addition, the task force believed that addressing the at-risk neighborhoods also meant addressing the infrastructure of these areas. Since the Planning Department already has a template for how to address this (Rimmon Heights) and the city has reached out to HUD to address these areas (Granite Square), it makes sense to continue these programs.

4. Manchester should develop a mechanism to utilize the U.S. Department of Housing and Urban Development's Neighborhood Stabilization and "\$1 Good Neighbor" Programs

At the end of September 2008, the U.S. Department of Housing and Urban Development released about \$4 billion in funds for hard-hit neighborhood nationwide. Neighborhood Stabilization Program (NSP) will provide emergency assistance to state and local governments in the redevelopment of neighborhoods experiencing decline due to high foreclosure rates and subprime mortgage-related problems. New Hampshire, through the Community Development Finance Authority, will be receiving \$19.6 million for this program.

The program is designed to help address foreclosure problems in certain neighborhoods in order to make them more stable, sustainable, and competitive. The final program plan needs to be approved by HUD, who has made a commitment to all states to do so by mid February 2009.

New Hampshire communities with the highest rates of foreclosures, highest rates of subprime loans, and the highest likelihood of future high rates of foreclosures have been identified as Tier 1 and Tier 2 groups and are eligible to apply for funds. Tier 1 communities include: Berlin, Derry, Manchester, Nashua, and Rochester; and Tier 2 includes: Barnstead, Claremont, Farmington, Franklin, Hillsborough, Laconia, Newport, Ossipee, Pittsfield, Raymond, Wakefield, and Whitefield.

It is anticipated that NSP funds will be available to assist communities to purchase foreclosed and abandoned properties in order to revitalize neighborhoods through a combination of rehabilitation, affordable housing, removal of blight, creation of green space, commercial use, or other need in the community.

In addition, the city was made aware of HUD's \$1 Good Neighbor Program, which provides municipalities the opportunity to purchase property that has been foreclosed for \$1 and to utilize it as they wish.

It is imperative that city staff and the affected housing agencies develop a mechanism for the city or other entity to rehabilitate properties or tear them down, when appropriate.

5. This committee should become a standing board, as stated by Section 3.13 of the Manchester Charter, and advise the Board of Mayor and Aldermen on an annual or as needed basis.

Longer term, there will be a need for a more comprehensive strategy to help the city address the major changes in its housing stock. While this committee was able to research many of the housing issues, and, if asked by Mayor Guinta, will continue to look into these, the process should be formalized. We believe that a standing committee that is responsible for reporting to the Board of Mayor and Aldermen on an annual (or as needed) basis will allow policymakers the ability to have up-to-date information to guide them in their decisions. This will also assure that there is a committee that eyes the housing trends as well as keeps the lines of communication open between the city, property owners, and housing advocates.

Appendix 1 – Vital Statistics

City of Manchester	2000	2001	2002	2003	2004	2005	2006	2007	2008
Population (1)	107,219	108,122	108,143	108,725	109,117	109,460	109,497	108,580	
Number of Housing Units (2)	46,117	46,068	46,271	46,927	47,326	47,884	48,232		
Median Income (3)	\$40,774					\$50,404			
Households Below 80% AMI (4)						49.9%		52.2%	
Households Below Poverty (9)	7.7%					9.5%	9.8%	11.9%	
Median Purchase Price (2)	\$125,933	\$146,000	\$174,897	\$194,500	\$221,000	\$224,000	\$226,000	\$223,000	
Average Sales Price (5)		\$148,472	\$177,194	\$183,582	\$211,753	\$215,937			
Number of Homes Sold (5)		1,152	1,119	1,477	1,467	806			
Foreclosures (6)	37	21	16	14	19	22	84	188	281
Median 2 BR Rent (2)	\$794	\$925	\$999	\$975	\$1,036	\$1,046	\$1,041	\$980	
Rental Vacancy Rate (2)	0.8%	0.5%	1.7%	2.0%	4.3%	4.2%	5.2%	5.5%	
SF Building Permits (2, 8)	126	79	161	161	148	147	54	61	12
MF Building Permits (2, 8)	50	124	495	238	410	201	159	15	1
Total Assessed Property Value (7)	\$3,831,804,250	\$5,155,060,466	\$5,131,073,404	\$5,182,805,100	\$5,277,932,600	\$5,342,561,400	\$9,589,899,446	\$9,631,808,500	
Total MF Property Transfers (7)	221	306	302	461	489	536	538	424	185
Avg. 2 Family Sales Price (7)	\$120,007	\$148,910	\$190,236	\$222,997	\$242,804	\$269,899	\$261,637	\$236,844	
Avg. 3 Family Sales Price (7)	\$129,092	\$165,364	\$243,778	\$273,671	\$317,034	\$330,624	\$315,628	\$281,834	
Avg. 4-8 Family sales Price (7)	\$141,391	\$201,462	\$318,231	\$362,453	\$394,041	\$413,648	\$414,142	\$351,964	

Data Source:

- (1) OEP SNHPC
- (2) NHFA.ORG
- (3) NH.GOV
- (4) Manchester Planning Dept.
- (5) NNEREN.COM
- (6) Real-Data.com as of 11/21/08
- (7) Manchester Assessors Office
- (8) Manchester Building Dept
- (9) U.S. Census American Factfinder

4-13

Manchester Region	2000	2001	2002	2003	2004	2005	2006	2007	2008
Population (1)	239,883	253,823	256,257	259,521	261,922	263,713	262,813		
Number of Housing Units (2)	96,868	97,868	98,991	100,534	101,840	103,409	104,443		
Median Income (3)	\$62,364	\$60,400	\$62,100	\$68,200	\$69,800	\$69,800	\$76,900	\$71,300	\$76,400
Households Below 80% AMI									
Median Purchase Price (2)	\$138,000	\$159,900	\$193,005	\$214,900	\$240,000	n/a	\$248,500	\$250,000	
Average Sales Price (5)		\$196,716	\$224,239	\$232,981	\$259,258	\$265,011			
Number of Homes Sold (5)		2,336	2,306	2,769	2,700	1,426			
Foreclosures (6)	86	57	41	52	49	72	222	463	705
Median 2 BR Rent (2)	\$799	\$943	\$1,003	\$984	\$1,036	\$1,046	\$1,041	\$1,005	
Rental Vacancy Rate (2)	3.1%	0.4%	1.7%	2.3%	4.5%	4.2%	4.9%	5.0%	
SF Building Permits (2)	1,101	958	984	854	842	552	460		
MF Building Permits (2)	219	143	542	432	686	466	387		

(1) OEP SNHPC

(2) NHHFA.ORG

(3) HUD Data

(5) NNEREN.COM

(6) Real-Data.com as of 11/21/08

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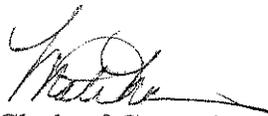
To the Board of Mayor and Aldermen of the City of Manchester:

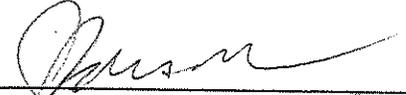
The Committee on Community Improvement respectfully advises, after due and careful consideration, that the communication from Fred Rusczek, Executive Director of Child Health Services, requesting reconsideration of the Mayor's 12% budget cut of FY2009 CIP allocations to his agency has been received and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

MEDICAL DIRECTOR
Lisa DiBrigida, MD

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Rick Phelps, MD

Christine Rosenwasser, MD

Susan Scacchi

Judy Streeter

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.

April 23, 2008

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

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.

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

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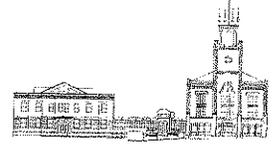
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CITY OF MANCHESTER

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.

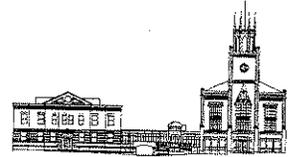
pc: Board of Mayor & Aldermen

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.

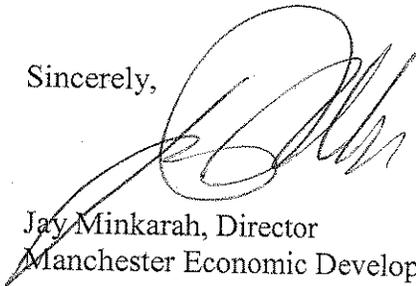
Over the past several weeks, we have remained in contact with Steve Lorentzen, Administrator of the State's Bureau of Court Facilities. Based on recent discussions with Mr. Lorentzen, we understand that they remain interested in the Pearl Street lot as a location for a new court facility; however, they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

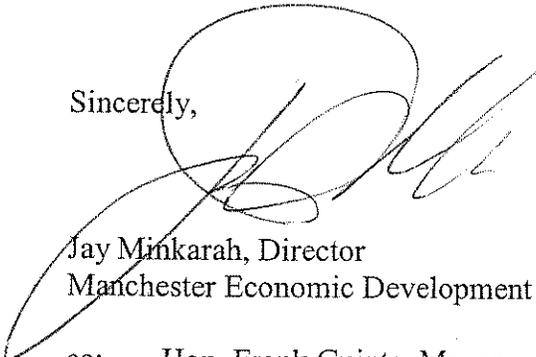
Though it appears that rehabilitation of the existing facility is the favored alternative, interest has been shown in the possibility of developing a new Court facility on the City-Owned Pearl Street Lot, possibly through an exchange of properties for the Superior Court building. Steve Lorentzen, Administrator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

6-7

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

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Matthew Normand
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