

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

March 31, 2009
Aldermen Garrity, Gatsas,
Shea, O'Neil, Smith

5:30 PM
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Garrity calls the meeting to order.
2. The Clerk calls the roll.
3. Sewer abatement request (499 Riverdale Avenue).
(Note: EPD recommends an abatement in the amount of \$224.10 be granted.)
Gentlemen, what is your pleasure?
4. Sewer abatement request (1-7 Hartshorn Way).
(Note: EPD recommends an abatement be denied.)
Gentlemen, what is your pleasure?
5. Sewer abatement request (287-289 Lowell Street).
(Note: EPD recommends an abatement be denied.)
Gentlemen, what is your pleasure?
6. Communication from Martin Boldin, Director of Office of Youth Services, requesting approval of the contract amendment to a grant for Alcohol and Other Drug Prevention Services.
Gentlemen, what is your pleasure?
7. Communication from Jay Minkarah, Economic Development Director, informing the Board of a \$4,000 grant received from the New Hampshire Department of Resources and Economic Development.
(Note: Amending Resolution and budget authorization have been submitted.)
Gentlemen, what is your pleasure?

8. Petition to release and discharge from public servitude a portion of Gaines Street submitted by Peter and Margaret Chiasson.
A motion would be in order to refer the petition to a Road Hearing with the date to be set by the City Clerk.

9. Communication from Mark Brewer, Airport Director, requesting approval for acquisition of a new Canine vehicle to be added to the Airport fleet.
Gentlemen, what is your pleasure?

10. Communication submitted from Bruce Thomas, Engineering Manager, requesting additional funding in the amount of \$1,239,624 for the Nazaire Biron Bridge project in FY2010 CIP.
Gentlemen, what is your pleasure?

11. Communication from Bruce Thomas, Engineering Manager, requesting approval to utilize funds in the amount of \$35,110 from CIP #713206 (South Willow Street/South Maple Street Intersection Improvements) to pay for a portion of the remaining local share of the Candia Road Project.
Gentlemen, what is your pleasure?

12. Communication from Bruce Thomas, Engineering Manager, requesting approval to complete work as part of the City's Chronic Drain program as funding becomes available.
Gentlemen, what is your pleasure?

13. Communication from Leon LaFreniere, Director of Planning & Community Development, recommending CDBG funds be used if the request for a summer movie series to be held in Veterans Park and overseen by Intown Manchester is approved.
Gentlemen, what is your pleasure?

14. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting on behalf of the Highway Department additional funds in the amount of \$21,000 for Traffic Signal Improvements.
Gentlemen, what is your pleasure?

15. Communication from Leon LaFreniere, Director of Planning & Community Development, recommending that the request from Carey Roessel, MTA, for funding for the MTA Downtown Circulator Project be forwarded to Kevin Sheppard for consideration under the MER.
Gentlemen, what is your pleasure?

16. Communication from Sam Maranto, Planning & Community Development, submitting an update on the Neighborhood Stabilization Program.
Gentlemen, what is your pleasure?

17. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting approval of an Anti-Displacement and Relocation Plan that pertains to activities funded with NSP monies.
Gentlemen, what is your pleasure?

18. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting acceptance of ESG funds in the amount of \$766,545 and CDBG funds in the amount of \$500,831. It is requested the ESG funds be used for the City's Ten Year Strategy to end Homelessness and the CDBG funds to be allocated to the Neighborhood Revitalization Project
Gentlemen, what is your pleasure?

19. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting on behalf of Frederick McNeill, EPD, various revisions to EPD projects contained within the 2008 and 2009 CIP's and for such purpose an amending resolution and budget authorization have been submitted.
Gentlemen, what is your pleasure?

20. Amending Resolution and Budget Authorization providing for acceptance and expenditure of \$1,666,000 in funds from the State Department of Transportation to cover eligible construction costs on the Granite Street Reconstruction Project paid with local funds.
Gentlemen, what is your pleasure?

TABLED ITEMS

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

21. Report of the Committee on Joint School Buildings, referred by the Board of Mayor and Aldermen, recommending project funds be transferred from the Parker Varney project to the Highland Goffs Falls project.
(Tabled 2/17/09)

22. Discussion relative to CIP bond projects.
(Note: Report attached from William Sanders, Finance. Tabled 2/17/09. Communication from Leon LaFreniere, Planning & Community Development, identifying the source of funding for Hackett Hill Development Project CIP # 650300.)

23. Communication from James Burkush, Fire Chief, requesting that \$8,022.04 be taken out of CIP #411304 to purchase two Self Contained Breathing Apparatus (SCBA) units.
(Note: Approved by CIP 1/13/09. Committee Report referred back to the Committee by the Board of Mayor and Aldermen on 2/3/09. Tabled 2/17/09.)

24. Report of the Committee on Joint School Buildings, referred by the Board of Mayor and Aldermen, recommending that the Committee looks for funding for the School District Life Safety Projects.
(Tabled 2/17/09)

25. Report of the Committee on Joint School Buildings, referred by the Board of Mayor and Aldermen, recommending that the Committee looks for funding for the Life Safety (MFD) project recommending sprinkler installation at the Smyth Road, Jewett Street, Gossler, Bakersville, Hallsville and Wilson Street schools.
(Tabled 2/17/09)

26. 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.)

27. Communication from Fred Rusczek, Executive Director of Child Health Services, requesting reconsideration of the Mayor's 12% budget cut of FY2009 CIP allocations to his agency.
(Note: Item was received and filed on 5/5/08 in CIP. At the 5/20/08 BMA meeting it was voted to move this item back to CIP. Tabled 8/4/08.)

28. 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.)

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

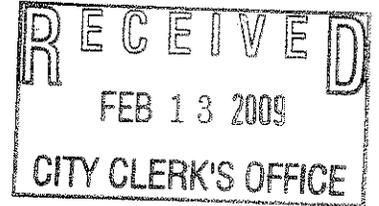
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee,
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: 2/12/2009

Re: Sewer Abatement Recommendation
499 Riverdale Ave / Account #141737-42674

#09-022

I recommend that Ms. Marianne Vanagel be granted an abatement in the amount of \$224.10.

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

/djv

Attach

EPD-Manchester, NH Customer/Location Consumption History

Functions Options Help

HTE 11/05/2009 3:57:04 PM

Customer ID 141737 Name VANAGEL, MARIANNE
 Location ID 42674 Address 499 RIVERDALE AVE

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 08/05 Amount due \$190.50
 Initiation date 5/23/06 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Commt Code
SU	REG	18/17/08	47.00	.00	94	28547826S	C	
SU	REG	7/15/08	120.00	.00	91	28547826S	C	
SU	REG	4/15/08	17.00	.00	77	28547826S	C	
SU	REG	1/29/08	19.00	.00	103	28547826S	C	
SU	REG	10/18/07	42.00	.00	91	28547826S	C	
SU	REG	7/19/07	23.00	.00	93	28547826S	C	
SU	REG	4/17/07	13.00	.00	88	28547826S	C	
SU	REG	1/19/07	11.00	.00	94	28547826S	C	

OK Exit Cancel Change view Graph History

2/6/09
 Fred,
 For your
 recommendation
 hisa

Usage for abatement period 120 ccf

Because we do not have ^{3 yrs} comparative history
 used the summer quarters to get an
 average as follows

4/18/07 - 7/19/07 23 ccf
 7/20/07 - 10/18/07 42 ccf
 7/16/08 - 10/17/08 47 ccf

> 37 ccf

usage for abatement period 120 ccf
 average summer usage 37 ccf

83 ccf 2/6/09

Approved for abatement of 83 ccf @ \$2.70/ccf
 based on historic usage and attached
 letter from investigation company. \$224.10
 3-2

Customer ID 141737 Name VANAGEL, MARIANNE
 Location ID 42674 Address 499 RIVERDALE AVE

Data | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 08 / 05 Amount due \$190.50
 Initiation date 5/23/06 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code
SU	REG	10/17/06	11.00	.00	92	28547826S	C	
SU	REG	7/17/06	7.00	.00	55	28547826S	C	
SU	INT	5/23/06	.00	.00		28547826S		

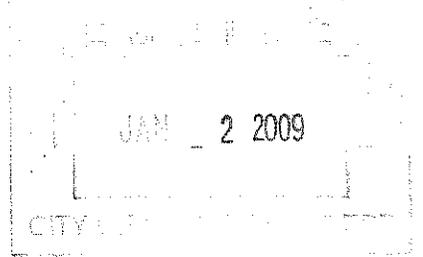
OK | Exit | Cancel | Change view | Graph History



Matthew Normand
Acting City Clerk

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM



TO: Fred McNeill
Chief Sanitary Engineer

FROM: Heather Freeman *HF*
Administrative Assistant III

DATE: January 2, 2009

RE: Sewer Abatement Request
Marianne Vanagel
499 Riverdale Avenue
(Account # 141737-42674)

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

Enclosure

1/5

Lisa,

*For your review
& recommendation,*

FJM

34

Date: Wednesday December 31, 2008

TO: Heather Freeman

Facility: Manchester City Clerks office

RE: Sewer abatement

Fax #: 624-6481

FROM: Marianne Vanagel

Fax #: 603.329.9374

Comments:

I spoke to Lisa Hines from the EPD ^{on 12/30/08} about my sewer abatement. Her records and your records indicate my abatement was never received. Lisa instructed me that I should try faxing it as it appears to have been lost in the mail. Please do not hesitate to contact me with any questions or concerns 785-6076. Thank you, Marianne

October 3, 2008

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

RE: Sewer Abatement Request for 141737-42674

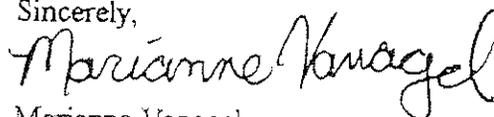
To Whom It May Concern:

I, Marianne Vanagel of 499 Riverdale Avenue am requesting abatement for the named address that the sewage bill account number is 141737-42674. The billing period I am looking to have abatement for is 4/14/08-7/15/08.

The reason I would like abatement considered is because I had a problem with my irrigation system. My total consumption for the bill was 120. I also used my irrigation system in 2007 and my consumption was 23. Attached you will find a copy of a letter from Jeremie Vanagel who fixed the irrigation system. Since receiving my bill I have spoken to someone at the water department and the EPD and both have told me about a deduct meter. I was unaware of the deduct meter program, but am now looking into having one installed.

Thank you for taking the time to look at my request and if you have any questions please do not hesitate to contact me; home~ 606-1069, cell~ 785-6076.

Sincerely,



Marianne Vanagel

October 5, 2008

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

RE: Sewer Abatement Request for 141737-42674

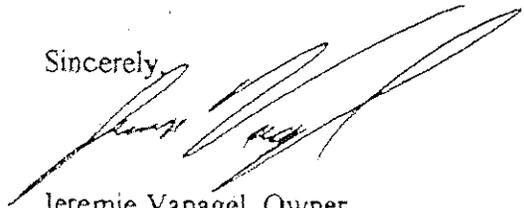
To Whom It May Concern:

I, Jeremie Vanagel, of J. Vanagel Landscaping and Design DBA am writing you on behalf of my sister Marianne Vanagel of 499 Riverdale Avenue. In July 2008 I was notified of a possible water leak in the irrigation system.

Upon my inspection I found that there was a leak in the main pipe that leads to the main valve box. I had found that due to the saturation in the ground the pipe had been leaking for quite some time. Therefore, I had to shut down the water to the system and give the ground a couple of days to dry up. Once that occurred I was able to dig up and repair the line. It is unclear as to how long the leak had been occurring for or how much water had leaked out, but due to the saturation I would believe it had been a while.

She cannot attach a bill for the work as I did not charge her. Feel free to contact me with any questions or concerns 603-809-5693.

Sincerely,



Jeremie Vanagel, Owner
J. Vanagel Landscaping and Design DBA

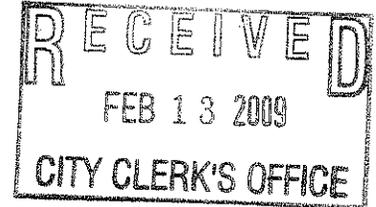
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commissioners
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Henry Bourgeois

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee,
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: 2/12/2009

Re: Sewer Abatement Recommendation
1-7 Hartshorn Way / Account #147081-211398

#09-024

I recommend that the abatement request by R. J. Moreau be denied.

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

/djv

Attach

EPD-Manchester, NH - Customer/Location Consumption

Functions Options Help

HTE 2/06/2009 9:56:30 AM

Customer ID 147081 Name R.J. MOREAU
 Location ID 211398 Address 1-7 HARTSHORN WAY BLDG 1

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 05 / 08 Amount due \$951.90
 Initiation date 5/12/08 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Comt Code
SU	REG	9/26/08	337.00	.00	92	51120335S	C	
SU	REG	6/26/08	148.00	.00	45	51120335S	C	
SU	SET	5/12/08	.00	.00		51120335S		

OK Exit Cancel Change view Graph History

2/6/09

041

Fred,
for your
recommendation

hisu

Deduct meter was purchased 5/1/08

mwu ~~reported~~/set radio read - 5/12/08

EPD never contacted to complete the process

EPD reissued paperwork on 12/4/08 after contacting the customer so that process could be completed and deduct credit could begin.

As per deduct application, "Deduct credits will not begin until both departments have satisfactorily completed their inspection/programming."

Request should be denied..

2/9/09

Agree w/ your recommendation to deny abatement request.

[Signature]



Customer ID 147081 Name R.J. MOREAU
Location ID 211398 Address 1-7 HARTSHORN WAY BLDG 1

Date Actual Consumption Graph Demand Consumption Graph

Cycle/Route 05 / 06 Amount due \$951.90
Initiation date 5/12/08 Pending \$.00
Termination date 0/00/00 Customer status A Customer/Location status A

Select View detail Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmmt Code

OK Exit Cancel Change view Graph History

CITY OF MANCHESTER, NH -- DEPT. OF HIGHWAYS - EPD
APPLICATION FOR INSTALLATION OF DEDUCT WATER METER

01-18
-08

Residential Commercial

Owner's Name R.J. Moore Date: 5-1-08

Address 17 Hartsborn Way Bldg #1 Phone # 235-3578

Purpose _____
(i.e. lawn irrigation, gardens, etc.)

Agreement

I, (please print) _____, owner of said property agree to allow access for scheduled deduct water meter inspections by authorized agents of the Environmental Protection Division and Manchester Water Works.

Owner's Signature: _____

For Office Use Only

Meter Size 1" TP No. _____

Meter No. 51143837

1462035065 (L.O.)

RR No. 1462035063 (TBD by MWW)

Deduct Meter ARB No. 993988 Initial Reading 0000

Customer & Location ID No.: 151229-211398

Certification and Sketch Received _____ EPD Seal Attached YES NO

Date Inspected _____ By _____

Amount Rec'd: _____

LICENSED PLUMBER CERTIFICATION

SPW 5/12

I, (please print) _____, hereby certify that the deduct meter has been installed in accordance with the following plan and meters only water that does not enter the sewer system.

Plumber's Signature _____

License No.: _____

City Plumbing Permit No.: _____

Sketch Showing Plan of Installation * (Show in reference to location within the building and use arrows to show direction of flow and diagram.)

- 5510
Paperwork
12-4-08

CITY OF MANCHESTER, NH -- DEPT. OF HIGHWAYS - EPD
APPLICATION FOR INSTALLATION OF DEDUCT WATER METER

Residential Commercial

Owner's Name R.T. Maceal Date: 5-1-08

Address 1-7 Hartsborn Way Dd 1 Phone # 235-3578

Purpose _____
(i.e., lawn irrigation, gardens, etc.)

Agreement

I, (please print) Marc Provencher, owner of said property agree to allow access for scheduled deduct water meter inspections by authorized agents of the Environmental Protection Division and Manchester Water Works.

Owner's Signature: Marc Provencher

For Office Use Only

TP No. _____

Meter Size 1" Meter No. 51143837

RR No. _____ (TBD by MWW)

Deduct Meter ARB No. 993988 Initial Reading 0437

Customer & Location ID No.: 147081-211398

Certification and Sketch Received _____ EPD Seal Attached YES NO

Date Inspected 12/4/08 By M. Khan

Amount Rec'd: 265.00

LICENSED PLUMBER CERTIFICATION

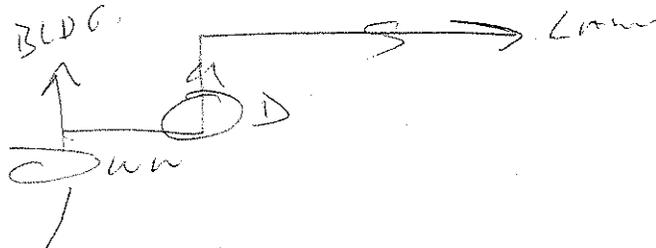
I, (please print) Gary Janas, hereby certify that the deduct meter has been installed in accordance with the following plan and meters only water that does not enter the sewer system.

Plumber's Signature Gary Janas

License No.: 2268

City Plumbing Permit No.: _____

Sketch Showing Plan of Installation * (Show in reference to location within the building and use arrows to show direction of flow and diagram.)



ONCE THE DEDUCT METER HAS BEEN INSTALLED:

1. Call EPD at 624-6513 to schedule the deduct inspection
2. Then call the Manchester Water Works Meter Department at 624-6516 Ext. 321 to schedule the installation and/or programming of your radio unit.

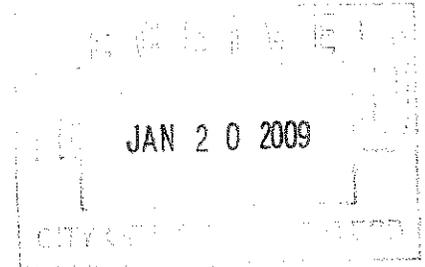
DEDUCT CREDITS WILL NOT BEGIN UNTIL BOTH DEPARTMENTS HAVE SATISFACTORILY COMPLETED THEIR INSPECTION/PROGRAMMING.

Copies to: (White) - EPD Admin; (Yellow) - Building; (Pink) - Customer



Matthew Normand
Acting City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Fred McNeill
Chief Sanitary Engineer

FROM: Heather Freeman *HF*
Administrative Assistant III

DATE: January 16, 2009

RE: Sewer Abatement Request
RJ Moreau
1-7 Hartshorn Way Bldg 1
(Account # 147081-211398)

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

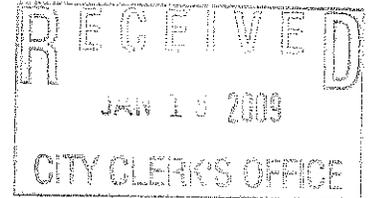
Enclosure

1/21

*Lisa,
For your review
and recommendation.
Thanks*


R.J. MOREAU
COMMUNITIES LLC

22 Eastman Avenue
Bedford, NH 03110-6702
603-626-7366
603-641-1196 fax
www.rjmoreau.com



January 14, 2009

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

We are requesting a sewer charge abatement for the following:

R.J. Moreau
22 Eastman Ave
Bedford, NH 03110

Account # 147082-211398 – 1-7 Hartshorn Way Bldg 1 – Manchester, NH

Bill date: 11/05/08 – Service Period: 6/26/08 9/26/08 - \$951.90

We are requesting an abatement, as this water was used strictly for irrigation.

Thank you.

Sincerely,


Reginald Moreau
Owner

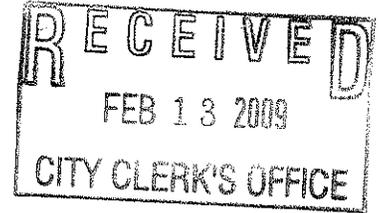
Kevin A. Sheppard, P.E.
Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



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

CITY OF MANCHESTER
Highway Department
Environmental Protection Division



Memo

To: CIP Committee
c/o City Clerks Office

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

CC: Lisa Hynes – EPD
June George – EPD

Date: 2/12/2009

Re: Sewer Abatement Recommendation
287-289 Lowell St / Account #141981-67680

#09-023

I recommend that the abatement request by Mr. Robert Koenig be denied.

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

/djv

Attach

EPD-Manchester NH - Customer/Location Consumption

Functions Options Help

HTE 2/06/2009 11:50:50 AM

Customer ID 141981 Name KOENIG, ROBERT
 Location ID 67680 Address 287-289 LOWELL ST

Data Actual Consumption Graph Demand Consumption Graph

Cycle/Route 04/07 Amount due \$198.87
 Initiation date 6/19/06 Pending \$0.00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select View Detail Display comment codes

Svc Code	Reading Type	Reading Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Commt Code
SU	REG	12/19/08	54.00	.00	87	25291577S	C	
SU	REG	9/23/08	62.00	.00	97	25291577S	C	
SU	REG	6/18/08	31.00	.00	86	25291577S	C	
SU	REG	3/24/08	16.00	.00	87	25291577S	C	
SU	REG	12/28/07	25.00	.00	100	25291577S	C	
SU	REG	9/19/07	34.00	.00	91	25291577S	C	
SU	REG	6/20/07	19.00	.00	86	25291577S	C	
SU	REG	3/26/07	25.00	.00	95	25291577S	C	

OK Exit Cancel Change view Graph History

2/6/09
 Fred
 For your
 recommendation.
 hsa

usage for abatement period 93ccf

Because we do not have 3 years comparative history
 only looked @ prior year. 53ccf

Credit at time of usage would have been
 available thru the deduct meter program.

See City Ordinance 52.160 D-1

Notice of this program was sent in a
 flyer with their 4/30/07 Billing. See att'd.

Request should be denied.... 2/9/09

Agree w/ your recommendation to
 deny abatement request.

[Signature]

Customer ID 141981 Name KOENIG, ROBERT
 Location ID 67680 Address 287-289 LDWELL ST

Date | Actual Consumption Graph | Demand Consumption Graph

Cycle/Route 04 / 07 Amount due \$198.67
 Initiation date 6/19/06 Pending \$00
 Termination date 0/00/00 Customer status A Customer/Location status A

Select | View detail | Display comment codes

Svc Code	Reading Type	Date	Actual Consumption	Actual Demand	Days	Meter Number	Est Code	Cmnt Code
SU	REG	12/21/06	17.00	.00	91	25291577S	C	
SU	REG	9/21/06	19.00	.00	92	25291577S	C	
SU	REG	6/21/06	1.00	.00	2	25291577S	C	
SU	INT	6/19/06	.00	.00		25291577S		

OK | Exit | Cancel | Change view | Graph History

**CITY OF MANCHESTER
ENVIRONMENTAL PROTECTION DIVISION (EPD)**

Direct Payment Service

EPD is pleased to announce that your sewer bill can now be paid using **Direct Payment** – a service provided by EPD to residential customers, at no additional charge, to automatically pay your sewer bill. When you subscribe to Direct Payment, you authorize EPD to collect payment for your sewer bill directly from your personal checking account.

Application forms are available at www.manchesternh.gov/epd or by calling EPD at 603-624-6522.

Simply print and complete the form, **attach a voided check**, and mail to the address shown on the form.

Schedule of Sewer Rate Increases

On February 6, 2007, the BMA authorized EPD to increase rates thru 2010 to fund several major treatment plant improvements, expand city sewer service, and implement federally mandated CSO projects. Rates will increase for both service and usage as follows:

	<u>4/1/07</u>	<u>1/1/08</u>	<u>1/1/09</u>	<u>1/1/10</u>
<u>Quarterly Sewer Service Charges (per unit)</u>				
Single Family	\$13.75	\$16.50	\$19.80	\$22.77
Duplex	\$11.25	\$13.50	\$16.20	\$18.63
Multi-Family	\$ 8.75	\$10.50	\$12.60	\$14.49
Commercial	\$18.75	\$22.50	\$27.00	\$31.05
Industrial	\$38.75	\$46.50	\$55.80	\$64.17
<u>Quarterly Sewer Usage Fees</u>	\$ 2.25	\$ 2.70	\$ 3.24	\$ 3.73
Per 100 cubic feet of water consumed as recorded by Manchester Water Works				

Deduct Meter Program

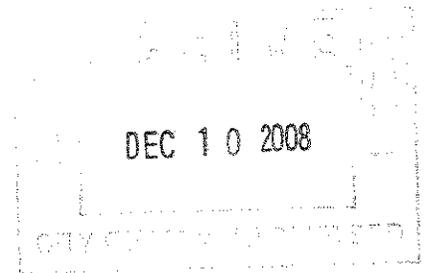
Do you use more water in the summer months due to outdoor water usage? Would a deduct meter save you money? User charge credits for extraneous water use are available by making application to EPD for the installation of a deduct meter. To receive detailed information about this program, please contact our business office at 603-624-6522. Our Customer Service Representatives are happy to assist you in determining if a deduct meter could be of benefit to you.

Please visit our website at www.manchesternh.gov/epd for more information on Manchester EPD and our ongoing projects and services.



Matthew Normand
Acting City Clerk

CITY OF MANCHESTER
Office of the City Clerk



MEMORANDUM

TO: Fred McNeill
Chief Sanitary Engineer

FROM: Heather Freeman *HR*
Administrative Assistant III

DATE: December 10, 2008

RE: Sewer Abatement Request
Robert Koenig
287-289 Lowell Street
(Account # 141981)

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

Enclosure

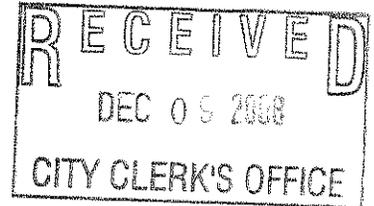
12/11

Lisa,

For your review
and recommendation.

Thanks,

Mailing address: P.O. Box 10834
Bedford, NH 03110
Physical address: 287 Lowell Street
Manchester, NH 03104



Board of Mayor and Alderman

12/5/2008

I am requesting an abatement of my last 2 sewer bills. The enclosed "Account History" shows my bills never exceeded \$99.00. However, the July 29/08 bill was \$110.70, and the 10/28/08 bill was \$194.40.

This is because of a large above-ground pool in the summer of 2008 that required a great deal of water to fill, but was emptied into the shrubbery around my yard. I already paid for the incoming water. This pool was five feet high and 12 feet across.

You will note from my account history that I usually pay extra and have a balance in my favor, so I am not a deadbeat. However, I have been unemployed since 7/1/08. I am asking that the billing reflect a top charge of the \$99, so I receive an abatement of \$106..10.

Please note, I have gone ahead and paid the bills, so a credit or refund will work.

Thank you for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Robert A. Koenig".

Robert A. Koenig

Customer ID 141981
Location: 67680

Functions Options Help

HTE

11/28/2008 9:19:58 AM

Customer ID 141981 Name KOENIG, ROBERT
 Location ID 67680 Addr 287-289 LOWELL ST
 Cycle/route 04 07 Amount due 191.51
 Initiation date 6/19/06 Pending .00
 Termination date Customer/location status A

Display

Trn Type	Trn/Due Date	Description Cancel Comment	Trn/Prv Amount	Reference Date/Num	Running Balance
BL BILL	10/29/07	CYCLE BILL	99.00	10/30/07	31.71
LB PMT	8/17/07	LOCKBOX270008170799	100.00-		67.29-
BL BILL	7/30/07	CYCLE BILL	65.25	7/31/07	32.71
LB PMT	5/08/07	LOCKBOX27005080799	100.00-		32.54-
BL BILL	4/30/07	CYCLE BILL	74.25	5/01/07	67.46
LB PMT	2/12/07	LOCKBOX27002120799	30.00-		6.79-
BL BILL	1/29/07	CYCLE BILL	48.60	1/30/07	23.21
LB PMT	11/16/06	LOCKBOX27011160699	70.00-		25.39-

OK Exit Cancel Adjustments Pending Charges Print history

Functions Options Help

Icons: Printer, Calculator, HTE

11/28/2008 9:19:54 AM

Customer ID 141981 Name KOENIG, ROBERT
 Location ID 67680 Addr 267-289 LOWELL ST
 Cycle/route 04 07 Amount due 191.51
 Initiation date 6/19/06 Pending 0.00
 Termination date Customer/location status A

Display

Trn Type	Trn/Due Date	Description Cancel Comment	Trn/Prv Amount	Reference Date/Num	Running Balance
BL BILL	10/27/08	CYCLE BILL	194.40	10/28/08	191.51
LB PMT	8/29/08	LOCKBOX27008290899	110.00-		2.89-
BL BILL	7/28/08	CYCLE BILL	110.70	7/29/08	107.11
LB PMT	5/14/08	LOCKBOX27005140899	50.00-		3.59-
BL BILL	4/28/08	CYCLE BILL	70.20	4/29/08	46.41
LB PMT	2/05/08	LOCKBOX27002050899	100.00-		23.79-
BL BILL	1/28/08	CYCLE BILL	94.50	1/29/08	76.21
LB PMT	11/07/07	LDCKBOX27011070799	50.00-		18.29-

\$ 2.70 per CCF NOW

OK Exit Cancel Adjustments Pending Charges Print history

* Reminder... rates going up to \$ 3.24 per CCF
 1-1-09

Martin Boldin, LICSW, LADC, LCS
Director



In board of Mayor and Aldermen
Date: 3/3/09 On Motion of Ald.
Second by Ald. Murphy
Voted to accept

Shea


City Clerk

CITY OF MANCHESTER

Office of Youth Services

February 27, 2009

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

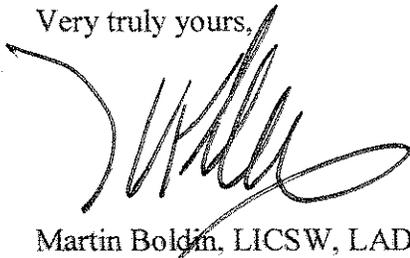
Dear Mr. Mayor and Board:

I hope this correspondence finds you well. I am writing to request that you add to the Agenda of the March 3, 2009 Meeting of the Board of Mayor and Aldermen the enclosed Contract Amendment to a grant for Alcohol and Other Drug Prevention Services between the Office of Youth Services and the New Hampshire Department of Health and Human Services, Division of Community Based Care Services.

The request is put before you because the State of New Hampshire requires expedited turnaround of the Amendment. This change is based on an alternation in the Contract due to a change in funding, which compels us to act expeditiously. This change reduces our grant from \$45,000 to \$39,020.

Thank you for your attention to this matter.

Very truly yours,



Martin Boldin, LICSW, LADC, LCS, CPS, CPM
Director

Enclosure

MB/dgk



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF DRUG AND ALCOHOL SERVICES

Nicholas A. Toumpas
Commissioner

Nancy L. Rollins
Associate
Commissioner

105 PLEASANT STREET, CONCORD, NH 03301
603-271-6100 1-800-804-0909
FAX: 603-271-6105 TDD Access: 1-800-735-2964

MEMO

DATE: February 17, 2009
TO: All agencies that contract for services through the Bureau of Drug and Alcohol Services
FROM: Joe Harding, Director, Bureau of Drug and Alcohol Services, DHHS
SUBJECT: State Fiscal Year 2010 Contract Renewals

As Governor Lynch indicated in his February 12th budget presentation to a joint session of the Legislature, the country is faced with the worst economic crisis since the Great Depression and that this recession has translated into an unprecedented fiscal challenge. As such, the Governor's Commission fund has been reduced to approximately \$2.8 million for both state fiscal year 2010 and 2011. This translates into a reduction of approximately \$1,225,000 for State fiscal year 2010, which amounts to approximately a 30.5% reduction from the amount of Governor's Commission funding allocated for contracts during this current fiscal year. The Commission currently allocates about 30% of its funding to prevention services and 70% for treatment services. Subject to Governor's Commission approval, all contracts, regardless of funding source, will be reduced on this same proportional basis. This amounts to a \$346,885 (13.29%) reduction for all prevention contracts and an \$878,192 (9.6%) reduction for all treatment contracts. The federally funded Strategic Prevention Framework contracts will not be affected by this reduction.

In general, all contractual performance requirements will be reduced on a like pro-rata basis (13.29% for prevention contracts and 9.6% for treatment contracts) for all contracted programs. Consideration will be given in those instances in which a pro-rata reduction in performance requirements does not work well. Any such concern should be communicated to your contract manager at the Bureau of Drug and Alcohol Services (BDAS). Please note that any special consideration relative to the performance requirements will not affect the amount of the reduction.

Due to the fact that the funding numbers have changed since the contract paperwork was sent out by BDAS and returned by providers, we will need to resend revised contract paperwork to all providers. In order for these contracts to be effective for July 1, 2009, we request that you return the contract paperwork to BDAS as soon as possible. We are requesting that you send the "Certificate of Good Standing" back to BDAS under separate cover as these certificates will need to be dated April 1, 2009 or after. Due to the economic crisis, funding priorities may change in the future. For this reason, all contracts will be renewed for one year (SFY-10) with an option to renew

Agencies that contract for services
Page 2 of 2
February 17, 2009

for the 2nd year (SFY-11). As indicated, performance requirements for these contracts will be outlined on a pro-rata basis subject to the availability of funds. Please note the language in the Exhibit A of all contracts will stipulate that in the event of any subsequent funding reduction contractual requirements will be reduced on a pro-rata basis while the contract is in force.

On a related matter, performance audits for the period July 1, 2008 through December 31, 2008 (first six months of the current contract period) will be conducted by BDAS staff in February and March. This information will be provided to all contractors to confirm its accuracy. All contracts that are performing below 85% (utilization and or service units or activities provided) will be notified of such deficiencies and asked to provide a corrective action plan. Any program in which the objectives of the remediation plan are not met before the end of this fiscal year (June 30, 2009) will likely be reduced or eliminated for state fiscal year 2010. Any funding identified by these reductions will be utilized to offset any possible further reductions and or utilized to augment programs that are performing particularly well.

We are sure that these reductions will translate into unprecedented challenges for our providers. It is our intention to work closely with all of our contracted providers to weather this fiscal storm and to find better ways to help those we serve. Please email (jharding@dhhs.state.nh.us) or call me at 271 -6104 with any questions or comments.

*The Department of Health and Human Services' Mission is to join communities and families
in providing opportunities for citizens to achieve health and independence.*

6-3

Boldin, Marty

From: Melissa.W.Ritchings@dhhs.state.nh.us
Sent: Wednesday, February 25, 2009 4:21 PM
To: Boldin, Marty
Cc: Ann.F.Crawford@dhhs.state.nh.us
Subject: TIME SENSITIVE: Revised Prevention Amendment paperwork

Importance: High

Attachments: BDAS SFY-10 Contract Renewal Ltr to Providers jph (v-4 final) 2-17-09.pdf; 03 - Certificate of Vote & Instructions (with or without corporate seal).doc; 04 - Key Personnel FY 2010.xls; 02 - OYS Amendment Budget Form.xls; 01 - OYS AMEND2.doc



BDAS SFY-10 Contract Renewal Ltr to Providers jph (v-4 final) 2-17-09.pdf; 03 - Certificate of Vote & Instructions (with or without corporate seal).doc; 04 - Key Personnel FY 2010.xls; 02 - OYS Amendment Budget Form.xls; 01 - OYS AMEND2.doc (37 KB)

In light of the state's current economic situation, the Bureau of Drug and Alcohol Services' Prevention Services Unit (PSU) has been instructed to make a 13.29% decrease in funds to all prevention provider contracts across the board for the upcoming amendment cycle (SFY 2010). This is a heavy responsibility, and one we wish was unnecessary, but it is just one of many steps the State must take to ensure New Hampshire's financial security. I have attached a copy of a memo originally distributed to all prevention and treatment providers by Bureau Director Joseph Harding on February 17, 2009, which explains the situation in further detail.

As mentioned in Director Harding's memo, this funding decrease will require the completion of revised renew and amend paperwork from our providers to reflect new funding amounts. I have attached the necessary documents that must be completed and returned to BDAS. Please have these items completed and returned to BDAS by Thursday, March 5th. Mail items to:

Melissa Ritchings
NH DHHS - Bureau of Drug and Alcohol Services
105 Pleasant Street, 3rd Floor North
Concord, NH 03301

Please keep in mind that, while your Certificate of Good Standing from the NH Secretary of State should be current right now, you will need to submit a renewed Certificate of Good Standing to BDAS immediately after April 1, 2009, regardless of when your last Certificate was ordered. Certificates of Good Standing are active for one year between the dates April 1 - March 31.

Thank you for your patience and your cooperation as we work together to ensure the health of NH's citizens.

MELISSA RITCHINGS
Executive Secretary
Department of Health and Human Services
Division of Community Based Care Services Bureau of Drug and Alcohol Services
105 Pleasant Street
Main Building, 3rd Floor North
Concord, NH 03301
PH: 603-271-5379

FAX: 603-271-6105

mwritchings@dhhs.state.nh.us

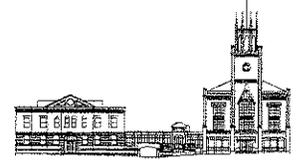
(See attached file: BDAS SFY-10 Contract Renewal Ltr to Providers jph (v-4 final) 2-17-09.pdf)

(See attached file: 03 - Certificate of Vote & Instructions (with or without corporate seal).doc)(See attached file: 04 - Key Personnel FY 2010.xls)(See attached file: 02 - OYS Amendment Budget Form.xls)(See attached file: 01 - OYS AMEND2.doc)

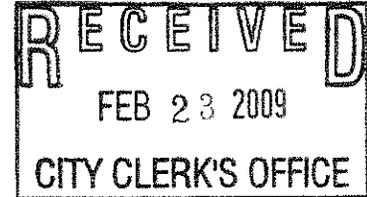


CITY OF MANCHESTER

Economic Development Office



February 23, 2009



Frank C. Guinta, Mayor
Board of Mayor & Aldermen
One City Hall Plaza
Manchester, NH 03101

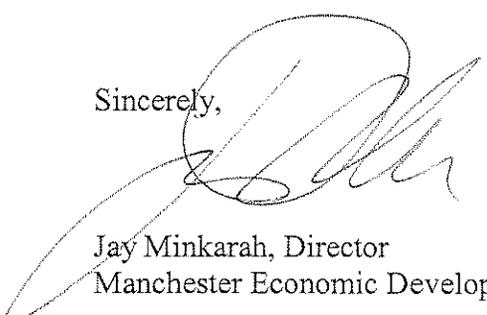
RE: DRED Marketing Grant

Dear Mayor Guinta and Members of the Board:

We are pleased to inform you that MEDO has been awarded a \$4,000 grant from the New Hampshire Department of Resources and Economic Development to support our out-of-state marketing efforts. The grant will supplement funds currently available through the Manchester Development Corporation and MEDO's current operating budget to support our e-marketing initiative in Canada. We respectfully request that the grant award be accepted so that we may use these funds for their intended purpose. A copy of the award notice is attached.

Thank you for your consideration. If you have any questions or concerns, please feel free to contact me at your convenience.

Sincerely,


Jay Minkarah, Director
Manchester Economic Development Office



STATE OF NEW HAMPSHIRE
DEPARTMENT of RESOURCES and ECONOMIC DEVELOPMENT
DIVISION OF ECONOMIC DEVELOPMENT

172 Pembroke Road P.O. Box 1856 Concord, New Hampshire 03302-1856

GEORGE M. BALD
Commissioner

ROY C. DUDDY
Interim Director

603-271-2341
FAX: 603-271-6784
www.nheconomy.com

February 9, 2009

Grant No. ED-09-09

Ms. Kate Benway
Economic Development Office
City of Manchester
One City Hall Plaza
Manchester NH 03101

Dear Kate:

CONGRATULATIONS!

The Economic Development Matching Grants Screening Committee recommended the approval of your grant application for funds in the amount of \$4,000.00 to the Commissioner of DRED and by the Commissioner to the Governor and the Executive Council. Subsequently, the Governor and Council approved it on February 4, 2009.

It is important for you to remember that:

1. "All promotion projects funded shall be evaluated for effectiveness within one year of the project's completion date." (Res 2408.01) The project evaluation shall be the responsibility of the grant recipient. **PLEASE FORWARD TWO COPIES OF YOUR FINAL REPORT DIRECTLY TO THE DIVISION OF ECONOMIC DEVELOPMENT.**
2. "All requests for reimbursement shall be submitted within ninety (90) days from the completion of the project." (Res 2407.03)
3. "All organizations shall report to DRED any portions of the dollars allocated for their grant that will not be used within ninety (90) days from the completion of the projects." (Res 2407.05)
4. "Failure to comply with any of the rules governing reimbursement of funds shall result in the forfeiture of any monies owed." (Res 2407.06)

All future correspondence regarding this grant should reference the grant number shown above. This grant number helps our office to identify and process your reimbursement in a timely manner. If we cannot identify which grant a bill belongs to, reimbursement will be delayed or rejected. You should use the following guidelines when submitting a bill for reimbursement:

1. Partial or full payments may be processed on a grant subject to any conditions outlined in the approval.
2. You should use the enclosed EDMG invoice form as a cover sheet and create an invoice on your organization's letterhead. **Submit in duplicate**, the cover sheet, invoice, and all other officially receipted vendor bills and canceled checks. Failure to provide this documentation will result in returning the billing to you unpaid.
3. Number each receipted bill (1,2,3, etc.) on the vendor invoices themselves, on the canceled checks, and on the invoice form, so that the auditors will be able to follow what items you are submitting for payment. Remember to include copies of the backs of canceled checks or a copy of the image check statement from your bank.
4. Each vendor bill MUST reflect what work is being performed. No "balance forward" or "late charge" invoices will be accepted.
5. Your invoice on your letterhead made out to the State of New Hampshire for the grant funds being requested **MUST indicate** whether it is a partial billing or a final bill and **MUST note the grant number**.
6. After processing, you may expect to receive a check in approximately thirty (30) days.

AGAIN, EVERYTHING MUST BE SUBMITTED IN DUPLICATE

If you, as the contact person, are not the individual who will be doing the billing, please see that the person who does receives a copy of the above rules. Any questions about your grant should be directed to me at 271-2341.

Sincerely,



Gale J. Sowle
Economic Development
Matching Grants Administrator

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Project Initiation	<input type="text" value="3/31/09"/>
2	Project Completion	<input type="text" value="6/30/09"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	STATE			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Other	<input type="text" value="\$4,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$4,000.00"/>
TOTAL	<input type="text" value="\$4,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$4,000.00"/>

Revisions

COMMENTS

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City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of Four Thousand Dollars (\$4,000) for the FY 2009 CIP 612609 DRED Marketing Grant.”

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$4,000 from the State of New Hampshire Department of Resources and Economic Development to support the out-of-state marketing efforts of the Manchester Economic Development Office;

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

By adding:

FY 2009 CIP 612609 – DRED Marketing Grant - \$4,000 State

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

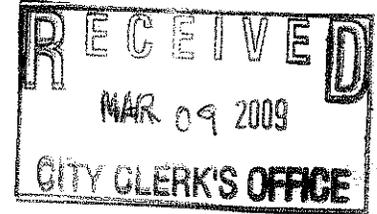
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



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

CITY OF MANCHESTER
Highway Department



March 6, 2009

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

RE: PETITION TO RELEASE AND DISCHARGE A PORTION OF GAINES STREET

Dear Committee Members,

We have reviewed the referenced item and have found the following items relating to the public status of Gaines Street.

- The street was originally dedicated by plan entitled "Plan of Lot Layout of Land Owned by Charles Guay" dated May 1949 and recorded at Hillsborough County Registry of Deeds as plan number 179.
- The dedication of Gaines Street was not formally accepted by the Board of Mayor and Aldermen
- No formal layout of Gaines Street was found in the records of the Board of Mayor and Aldermen

However, based on the following, it appears the northerly 450 feet of Gaines Street has public status by implied acceptance of the dedication:

- The northerly 450' of Gaines Street was paved by the Highway Department
- The northerly 450' of Gaines Street has a public sewer within the right of way
- The pavement and sewer are maintained by the Highway Department

Since the petitioned section of Gaines Street has not been paved and does not contain any public utilities, a discontinuance action of the public's right is not needed. As the original dedication of the petitioned area was released by RSA 231:51 in May 1969 a release and discharge action is not required, as the public right has terminated.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Sheppard', written in a cursive style.

Kevin Sheppard, P.E.
Public Works Director
MJM
cc: File



*Matthew Normand
Acting City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

Memorandum

To: Kevin Sheppard
Public Works Director

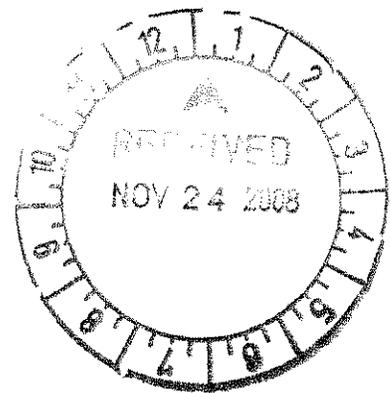
From: Heather Freeman
Administrative Assistant III 

Date: November 21, 2008

Re: Petition for release and discharge a highway dedication

Enclosed is a copy of a petition for release and discharge of a highway dedication beginning at a point on the easterly line of Gaines Street, 450 feet south of the southerly line of Eve Street on the easterly line of Gaines Street; southerly, along east line of Gaines Street, about 120 feet.

Enclosure



8-3

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

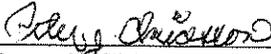
The Undersigned respectfully represent that for the accommodation of the public there is occasion for releasing and discharging a highway dedication.

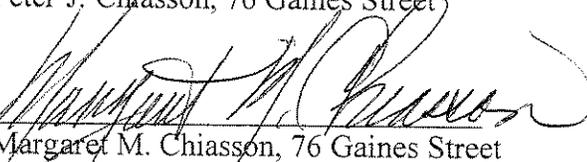
Beginning at a point on the easterly line of Gaines Street, said point being four hundred fifty (450) feet south of the southerly line of Eve Street measured on the easterly line of Gaines Street; thence, southerly, along east line of said Gaines Street, about one hundred twenty (120) feet. The above described line being the east line of the highway, the highway being thirty (30) feet wide and known as Gaines Street.

The dedication of this highway was made by plan entitled "Plan of Lot Layout of Land Owned by Charles Guay" dated May, 1949 and recorded at Hillsborough County Registry of Deeds as plan number 179.

We, therefore, request you to release and discontinue the above-described portion of Gaines Street.

Dated at the City of Manchester, New Hampshire this _____ day of November 2008.

By: 
Peter J. Chiasson, 76 Gaines Street

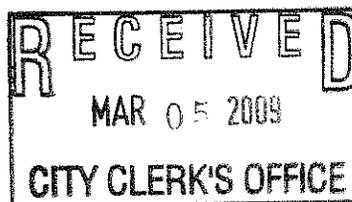
By: 
Margaret M. Chiasson, 76 Gaines Street

NOV 21 10:00 AM '08

MANCHESTER
REGISTRY OF DEEDS



Mark P. Brewer, A.A.E.
Airport Director



One Airport Road
Suite 300
Manchester, NH
03103-3395
Tel: 603-624-6539
Fax: 603-666-4101
www.flymanchester.com

January 29, 2009

Alderman Michael Garrity
Chairman, CIP Committee
Board of Mayor and Alderman
City Clerk's Office
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Chairman Garrity:

I am writing to request approval for acquisition of a new Canine vehicle to be added to the Manchester-Boston Regional Airport fleet.

As you are aware, we had recently been afforded a Federal Homeland Security Award for an additional Canine team. On August 5, 2008, the Board of Mayor and Aldermen approved the addition of one Airport Canine Handler to the Airport complement. This team is a valuable addition to our security resources. This vehicle is required for that team. The cost for this vehicle will be reimbursed as part of the Federal FY09 Homeland Security Canine Award.

The airport has funds available for the purchase of this vehicle.

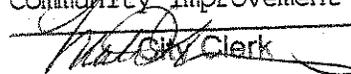
Thank you for your consideration.

Sincerely,


Mark P. Brewer, A.A.E.
Airport Director

MPB/cm
C: Kevin Shepherd
S. Adams ✓
P. Mueller
T. Avampato

in board of Mayor and Aldermen
Date: 3/10/09 On Motion of Ald. O'Neil
Second by Ald. Pinard
Voted to refer to the Committee on
Community Improvement


City Clerk

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

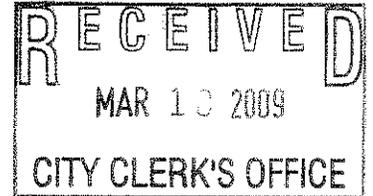
Timothy J. Clougherty
Deputy Public Works Director



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

CITY OF MANCHESTER
Highway Department

March 10, 2009



C.I.P. Committee of the
Honorable Board of Mayor and Aldermen
C/O Mr. Matthew Normand
CITY CLERKS OFFICE
One City Hall Plaza
Manchester, New Hampshire 03103

Re: Nazaire Biron Bridge Funding

Gentlemen:

We currently have \$150,000 available for design of the rehabilitation of the Nazaire Biron Bridge (CIP Project 711109 – Annual Bridge Maintenance). We have received commitment from the State of NH for reimbursement of design and construction and anticipate such documentation to be forthcoming. It is our understanding that this funding has been accelerated by the State.

We anticipate the project's financial commitments to be as follows:

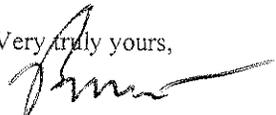
Description	State (80%)	City (20%)	Total
Design and Const. Admin.	\$358,497	\$89,624	\$448,121
Construction	\$5,200,000	\$1,300,000	\$6,500,000
<u>Total Project:</u>	<u>\$5,558,497</u>	<u>\$1,389,624</u>	<u>\$6,948,121</u>

The additional City monies required to complete the project is \$1,239,624.

We respectfully request this funding through the FY10 CIP and that the startup recognize the State commitment of \$5,558,497.

If I can be of further assistance, please do not hesitate to contact me.

Very truly yours,


Bruce A. Thomas
Engineering Manager

Cc: Kevin A. Sheppard
Timothy J. Clougherty
Sam Maranto

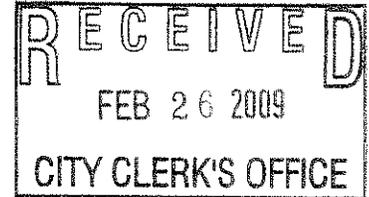
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



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

CITY OF MANCHESTER
Highway Department



February 26, 2009

C.I.P. Committee of the
Honorable Board of Mayor and Aldermen
C/O Mr. Matthew Normand
CITY CLERKS OFFICE
One City Hall Plaza
Manchester, NH 03103

Re: Request to Utilize Funds to Candia Road Project

Gentlemen:

The Manchester Highway Department formally requests your approval to utilize the remaining funds of \$35,110 from CIP account 713206 (South Willow Street/South Maple Street Intersection Improvements) to pay for a portion of the remaining local share of the Candia Road Project.

Very truly yours,

Bruce A. Thomas
Engineering Manager

c/Kevin A. Sheppard, P.E.
Samuel Maranto

In board of Mayor and Aldermen
Date: 3/10/09 On Motion of Ald. Garrity

Second by Ald. Shea

Voted to refer to CIP

City Clerk

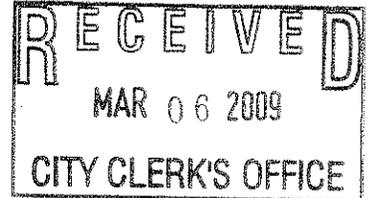
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



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

CITY OF MANCHESTER
Highway Department



March 6, 2009

C.I.P. Committee of the
Honorable Board of Mayor and Aldermen
C/O Mr. Matthew Normand
CITY CLERKS OFFICE
One City Hall Plaza
Manchester, NH 03103

Re: Request to Approve Chronic Drain Projects

Gentlemen:

The Manchester Highway Department hereby requests your approval to complete the following work as part of the City's Chronic Drain program as funding becomes available:

Lexington Ave #233	\$20,000	
Bodwell road Icing across from #1107	\$6,500	
Alpine Street D.E.	\$13,000	
South Lincoln at #250	\$8,000	
Total:	\$47,500	From Chronic Drain Cash Funds

Willard Street Drain	\$5,900.00	
Total:	\$5,900.00	From Chronic Drain CDBG Funds

The Department has received numerous complaints regarding these areas over the last several years. This proposed work will address these complaints. The total cost of the proposed work is noted, however, many of the projects may be substantially less expansive once the amount of ledge is determined. For your use, I have attached an estimate and sketch of each of these projects.

Very truly yours,

Bruce A. Thomas
Engineering Manager

c/Kevin A. Sheppard, P.E.
Samuel Maranto

HIGHWAY DEPARTMENT ESTIMATE

Lexington Avenue and Walnut Street Drain

DLW November 19, 2008

PROJECT DESCRIPTION: Construct drain from corner of Lexington Avenue at Walnut Street, cross Walnut Street, cross lot 354-2 (665 Walnut) and outlet in woods behind (Livingston Park).

QUANTITY	UNITS	ITEMS	UNIT PRICE	TOTAL ITEM COST
ROADWAY MATERIALS				
4	TON	3/8" Wearing Course	\$46.00	\$174.80
8	TON	3/8" Base Course	\$46.00	\$349.60
55	TON	Recycled Asphalt Base	\$2.00	\$110.00

SUBTOTAL \$634.40

DRAINAGE MATERIALS:

2	EA	Type B Frames	\$89.00	\$178.00
2	EA	Type B Grates	\$71.00	\$142.00
2	EA	Round Slab Top 48"	\$115.00	\$230.00
2	VF	48" Dia. Riser	\$46.00	\$92.00
2	EA	48" Dia. Base	\$203.00	\$406.00
46	TON	3/4" Stone	\$7.60	\$351.85
100	TON	Sand Fill	\$1.50	\$150.00
200	LF	12" Dia. HDP Pipe	\$5.04	\$1,008.00
1	ROLL	Filter Fabric	\$200.00	\$200.00
2	TON	6"-12" Stone (Rip Rap)	\$7.35	\$11.03

SUBTOTAL: \$2,768.88

MISCELLANEOUS MATERIALS:

20	CY	Loam (4")	\$12.00	\$240.00
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SUBTOTAL: \$240.00

SUBCONTRACTED ITEMS:

50	CY	Ledge Removal	\$200.00	\$10,000.00
1	LS	Tree Removal	\$5,000.00	\$5,000.00

SUBTOTAL: \$15,000.00

ROADWAY MATERIALS:	\$634.40
DRAINAGE MATERIALS:	\$2,768.88
MISCELLANEOUS MATERIALS	\$240.00

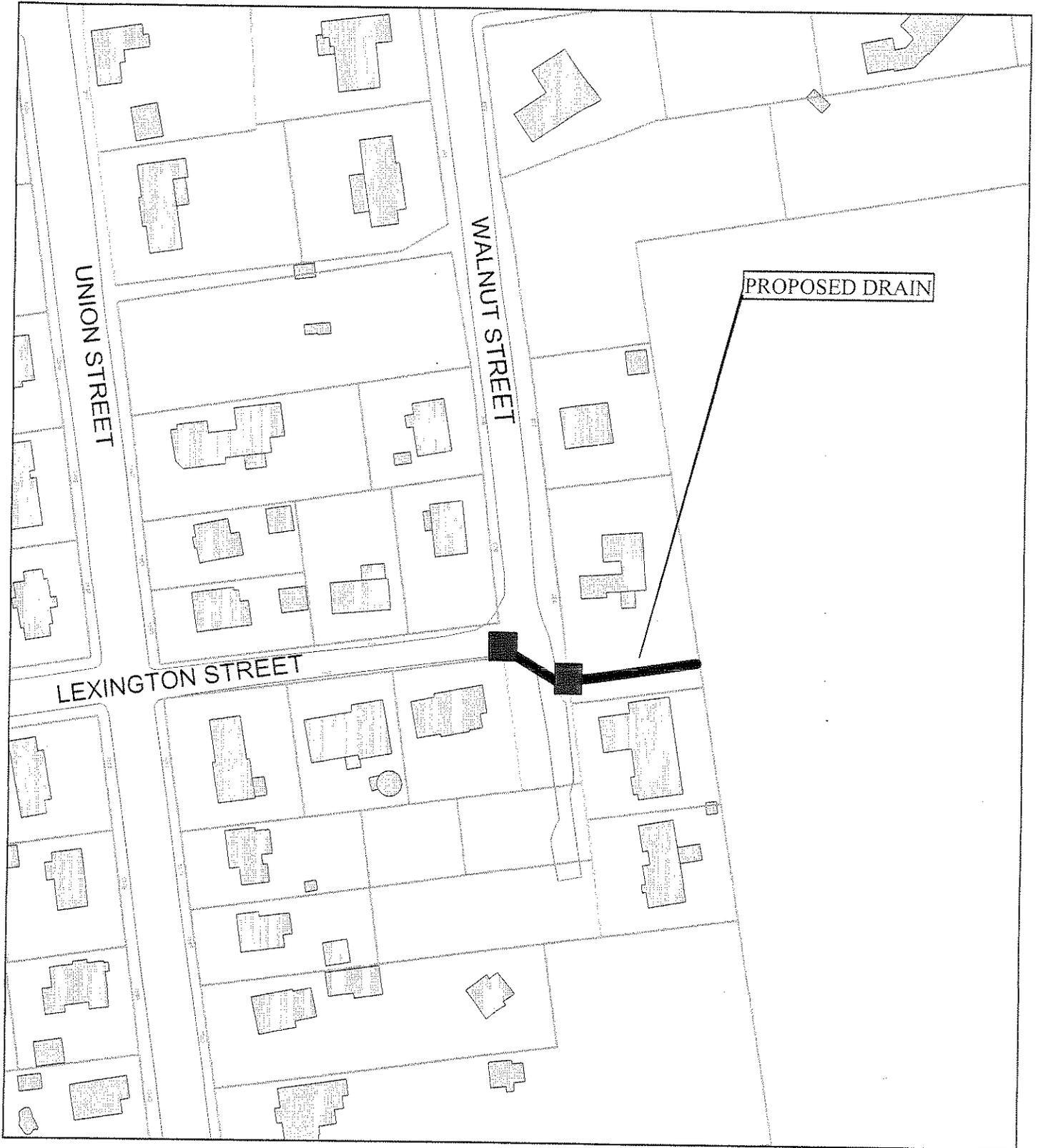
SUBTOTAL (MATERIALS): \$3,643.28

ADD 15% (OF VALUE OF MATL.): \$546.49

SUBTOTAL (SUBCONTRACTED ITEMS): \$15,000.00

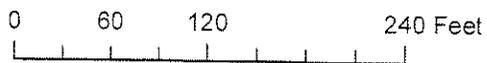
TOTAL (MATERIALS AND SUBCONTRACTS): \$19,189.77

USE: \$ 20,000.00

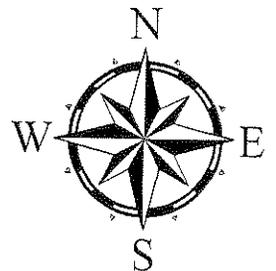


LEXINGTON STREET DRAIN

Department of Highways
City of Manchester



12-3



HIGHWAY DEPARTMENT ESTIMATE

Bodwell Road Underdrain

B.A.T. 11/5/08

PROJECT DESCRIPTION: Install two CBs and underdrain.

QUANTITY	UNITS	ITEMS	UNIT PRICE	TOTAL ITEM COST
ROADWAY MATERIALS				
1	TON	3/8" Wearing Course	\$46.00	\$46.00
2	TON	3/8" Base Course	\$46.00	\$92.00
5	TON	Recycled Asphalt Base	\$4.50	\$22.50

SUBTOTAL \$160.50

DRAINAGE MATERIALS:				
1	EA	4" CI Frame for CB, Type B	\$89.00	\$89.00
1	EA	Cast Iron CB Grate , Type B	\$71.00	\$71.00
1	EA	Frame for CB, Type C	\$210.00	\$210.00
2	EA	Round Slab Top 48"	\$115.00	\$230.00
8	VF	48" Dia. Riser	\$46.00	\$368.00
2	EA	48" Dia. Base	\$203.00	\$406.00
20	TON	3/4" Stone	\$7.60	\$152.00
20	TON	Sand Fill	\$1.50	\$30.00
113	LF	4" Dia. PVC Pipe	\$2.00	\$226.00
5	LF	12" Dia. HDP Pipe	\$5.04	\$25.20

SUBTOTAL: \$1,807.20

MISCELLANEOUS MATERIALS:				
1	Roll	Filter Fabric	\$78.00	\$78.00
14	CY	Loam (4")	\$8.50	\$119.00

SUBTOTAL: \$119.00

SUBCONTRACTED ITEMS:				
1	LS	Core holes into structure	\$1,000.00	\$1,000.00
15	CY	Ledge Blasting	\$200.00	\$3,000.00

SUBTOTAL: \$4,000.00

ROADWAY MATERIALS:	\$160.50
DRAINAGE MATERIALS:	\$1,807.20
MISCELLANEOUS MATERIALS	\$119.00

SUBTOTAL (MATERIALS): \$2,086.70

ADD 15% (OF VALUE OF MATL.): \$313.01

SUBTOTAL (SUBCONTRACTED ITEMS): \$4,000.00

TOTAL (MATERIALS AND SUBCONTRACTS): \$6,399.71

USE: \$6,500

12-4

HIGHWAY DEPARTMENT ESTIMATE

Alpine Street Cross Country Sewer & Drain

DLW January 27, 2009

PROJECT DESCRIPTION: Replacement of 182 LF of cross country sewer line from Alpine Street to Clement Street. Extend drainage Line from Clement Street to Alpine and northerly on Alpine

QUANTITY	UNITS	ITEMS	UNIT PRICE	TOTAL ITEM COST
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ROADWAY MATERIALS

6	TON	3/8" Wearing Course	\$46.00	\$276.00
12	TON	3/8" Base Course	\$46.00	\$552.00
80	TON	Recycled Asphalt Base	\$4.50	\$360.00

SUBTOTAL \$1,188.00

SEWER MATERIALS

30	EA	Clay Sewer Brick	\$0.51	\$15.30
10	EA	Pre Mix Mortar	\$4.75	\$47.50
42	TON	3/4" Stone	\$7.60	\$320.19
91	TON	Sand Fill	\$1.50	\$136.50
182	LF	8" PVC SDR 35	\$5.04	\$917.28

SUBTOTAL: \$1,436.77

DRAIN MATERIALS

3	EA	Catch Basin Type B Frames	\$89.00	\$267.00
2	EA	DMH Frame	\$89.76	\$179.52
3	EA	Catch Basin Type B Grates	\$71.00	\$213.00
2	EA	DMH Cover	\$97.10	\$194.20
5	EA	Round Slab Top 48"	\$115.00	\$575.00
5	EA	48" Dia. Base	\$203.00	\$1,015.00
116	TON	3/4" Stone	\$7.60	\$881.60
250	TON	Sand Fill	\$1.50	\$375.00
500	LF	12" HDPE	\$4.95	\$2,475.00

SUBTOTAL: \$6,175.32

MISCELLANEOUS MATERIALS:

1	LS	Portable Toilet Rental	\$800.00	\$800.00
300	LF	Silt Fence	\$1.00	\$300.00
100	CY	Loam (4")	\$12.00	\$1,200.00

SUBTOTAL: \$2,300.00

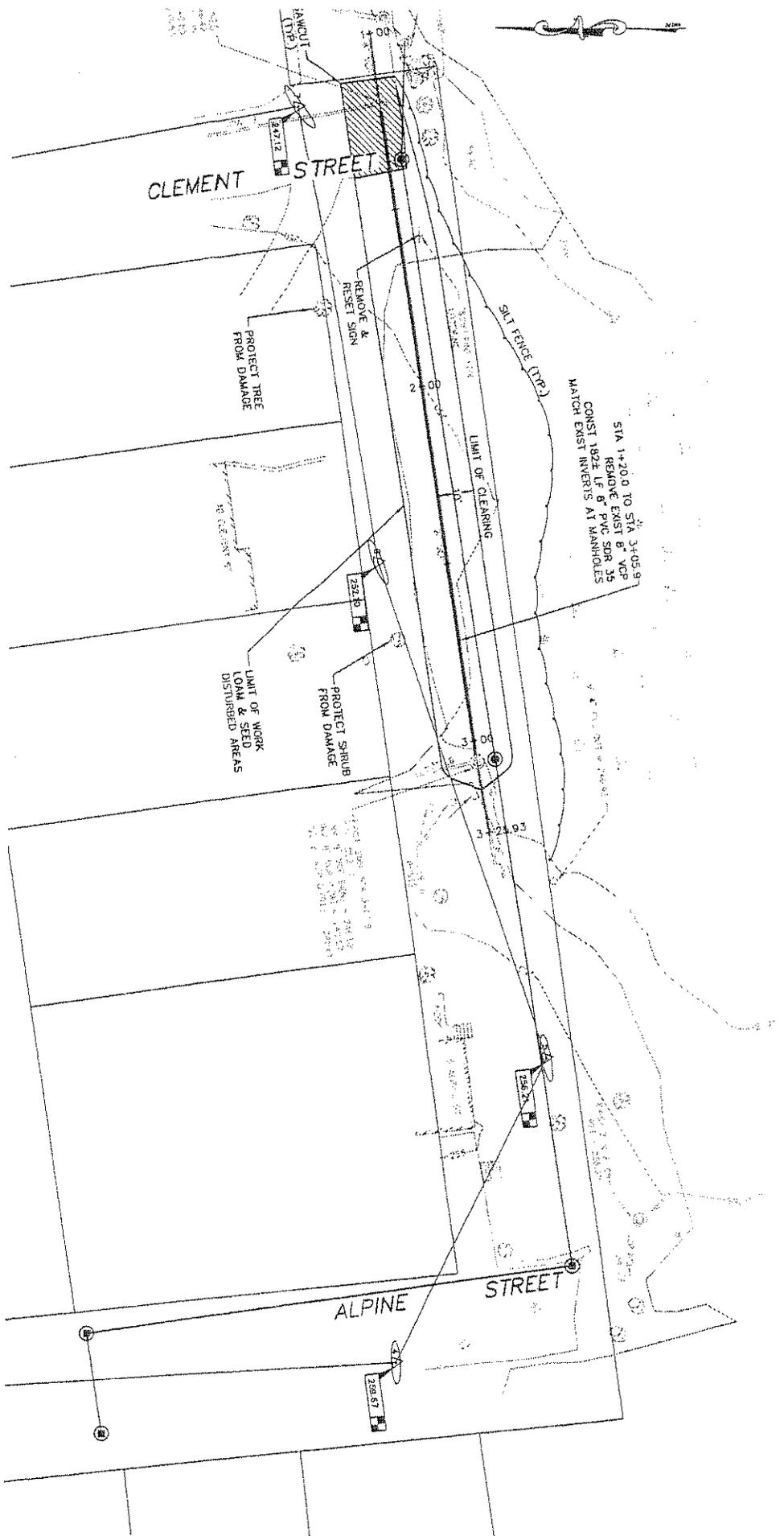
ROADWAY MATERIALS:	\$1,188.00
SEWER MATERIALS:	\$1,436.77
DRAIN MATERIALS:	\$6,175.32
MISCELLANEOUS MATERIALS	\$2,300.00

SUBTOTAL (MATERIALS): \$11,100.09

ADD 15% (OF VALUE OF MATL.): \$1,665.01

TOTAL (MATERIALS AND SUBCONTRACTS): \$12,765.10

USE: \$13,000



HIGHWAY DEPARTMENT ESTIMATE
 250 South Lincoln Street
 DLW December 31, 2008

PROJECT DESCRIPTION: Extend drainage line to 250 South Lincoln Street. Estimate does not include costs for curb installation.

QUANTITY	UNITS	ITEMS	UNIT PRICE	TOTAL ITEM COST
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ROADWAY MATERIALS

15	TON	3/8" Wearing Course	\$46.00	\$699.20
30	TON	3/8" Base Course	\$46.00	\$1,398.40
220	TON	Recycled Asphalt Base	\$4.50	\$990.00

SUBTOTAL \$3,087.60

DRAINAGE MATERIALS:

2	EA	4" CI Frame for CB, Type B	\$89.00	\$178.00
2	EA	Cast Iron CB Grate, Type B	\$71.00	\$142.00
2	EA	Round Slab Top 48"	\$115.00	\$230.00
2	VF	48" Dia. Riser	\$46.00	\$92.00
2	EA	48" Dia. Base	\$203.00	\$406.00
41	TON	3/4" Stone	\$7.60	\$307.87
88	TON	Sand Fill	\$1.50	\$131.25
3	LF	4" Dia. PVC Pipe	\$2.00	\$6.00
175	LF	12" Dia. HDP Pipe	\$5.04	\$882.00

SUBTOTAL: \$2,375.12

MISCELLANEOUS MATERIALS:

6	CY	Loam (4")	\$8.50	\$51.00
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SUBTOTAL: \$51.00

SUBCONTRACTED ITEMS:

1	LS	Holding of Utility Pole	\$1,000.00	\$1,000.00
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SUBTOTAL: \$1,000.00

ROADWAY MATERIALS:	\$3,087.60
DRAINAGE MATERIALS:	\$2,375.12
MISCELLANEOUS MATERIALS	\$51.00

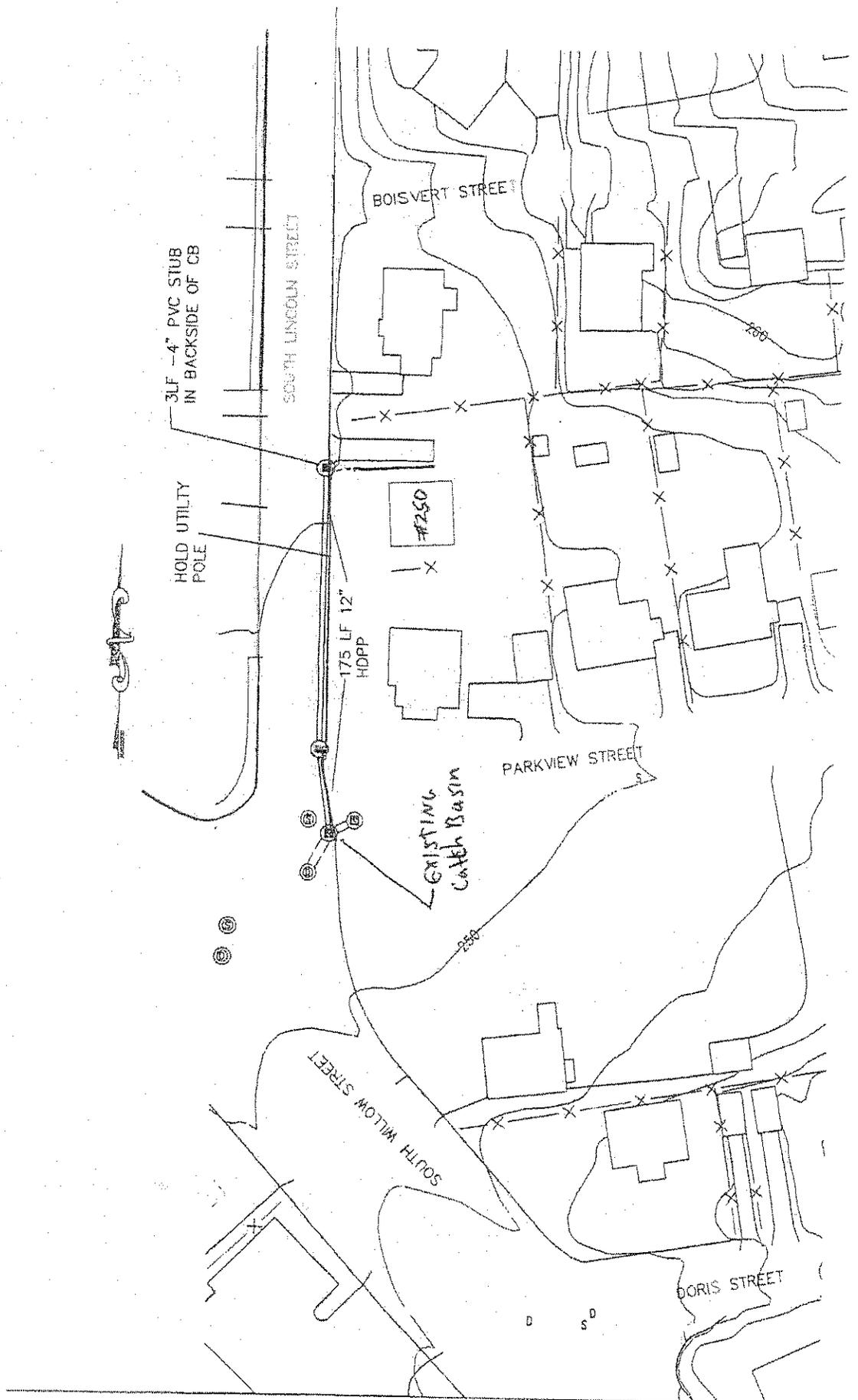
SUBTOTAL (MATERIALS): \$5,513.72

ADD 15% (OF VALUE OF MATL.): \$827.06

SUBTOTAL (SUBCONTRACTED ITEMS): \$1,000.00

TOTAL (MATERIALS AND SUBCONTRACTS): \$7,340.78

USE: \$8,000



12-9

HIGHWAY DEPARTMENT ESTIMATE

Willard Street (Grand Ave to Huntington)

BAT January 15, 2008 (Revised 11/24/08 DLW)

PROJECT DESCRIPTION:
Extend Drain from Grand Avenue to Huntington.

QUANTITY	UNITS	ITEMS	UNIT PRICE	TOTAL ITEM COST
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ROADWAY MATERIALS

15	TON	3/8" Wearing Course	\$46.00	\$678.81
30	TON	3/8" Base Course	\$46.00	\$1,357.61
214	TON	Recycled Asphalt Base	\$2.00	\$427.17

SUBTOTAL \$2,463.59

DRAINAGE MATERIALS:

2	EA	4" CI Frame, CB Type B	\$71.00	\$142.00
2	EA	CI CB Grate, Type B	\$207.00	\$414.00
2	EA	Round Slab Top 48"	\$115.00	\$230.00
8	VF	48" Dia. Riser	\$46.00	\$368.00
2	EA	48" Dia. Base	\$203.00	\$406.00
54	TON	3/4" Stone	\$7.60	\$409.91
117	TON	Sand Fill	\$7.60	\$885.40
233	LF	15" Dia. HDP Pipe	\$6.45	\$1,502.85

SUBTOTAL: \$4,358.16

MISCELLANEOUS MATERIALS:

5	CY	Loam (4")	\$8.50	\$42.50
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SUBTOTAL: \$42.50

ROADWAY MATERIALS:	\$2,463.59
DRAINAGE MATERIALS:	\$4,358.16
MISCELLANEOUS MATERIALS	\$42.50

SUBTOTAL (MATERIALS): \$6,864.24

ADD 15% (OF VALUE OF MATL.): \$1,029.64

TOTAL (MATERIALS AND SUBCONTRACTS): \$7,893.88

USE: \$9,000



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP, 
Director of Planning & Community Development

Date: March 24, 2009

Subject: Funding for Summer Movie Series

This office has been requested to identify funding for a proposed summer movie series to be held in Veterans Park and overseen by Intown Manchester. For the amount of \$8,000 Intown will be able to provide four family oriented movies to be shown on an inflatable screen placed upon the City's portable stage. In the event that the scheduled showing is rained out then the movie will be shown on the following Sunday.

Relative to the source of funding there still remains in the Central Business District Revitalization Reserve Fund a modest balance which could accommodate this request. The nature of this activity is consistent with the intent of the Fund and its past utilization.

Should the Committee wish to approve this request and use of these funds Staff will prepare the appropriate paperwork for submittal at the next full Board meeting.

13



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

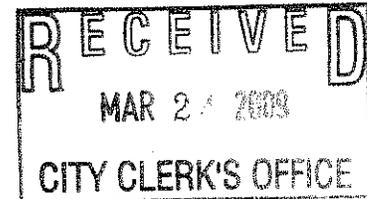
Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 23, 2009

Subject: Traffic Signal Improvements



The Highway Department received funding for two traffic oriented projects in the 2009 CIP- 712009 Elm Street Mast Arm Replacement (\$150,000), and 712109 Traffic Signal Reconstruction (Varney/South Main Intersection) (\$100,000). The projects were bid together in an effort to attract more interest and favorable bids but while sufficient funds are available in the Elm Street project to complete two intersections the listed cost for the Varney/South Main Project came in \$21,000 higher than the project budget.

As such the Highway Department is requesting that the two projects be combined so that improvements to all three intersections can be initiated. If it is the desire of this Committee to approve this request then a CIP amending resolution, two bond rescissions, a new bond resolution and new budget authorization are in order. Staff is prepared to complete these documents in preparation for the next meeting of the full Board.

Another funding alternative and one less complicated would be to transfer the needed funds to 712109 as may be available from another CIP Project. This would preclude the need for the proposed new bond that will have to lay over to a second BMA meeting before becoming available.

14-1

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

Timothy J. Clougherty
Deputy Public Works Director

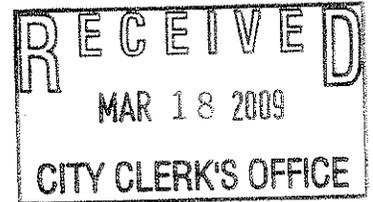


Commission
William A. Varkas
Henry R. Bourgeois
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard

CITY OF MANCHESTER
Highway Department

March 10, 2009

C.I.P. Committee of the
Honorable Board of Mayor and Aldermen
C/O Mr. Matthew Normand
CITY CLERKS OFFICE
One City Hall Plaza
Manchester, New Hampshire 03103



Re: Intersection Signalization Projects

Gentlemen:

We currently have \$150,000 for mast arm replacement (CIP no. 712009) and \$100,000 for signal replacement (712109), for a total of \$250,000. A bid package was advertised combining all intersection improvements currently identified through one contract.

We anticipated combining funding from FY09 with monies allocated in FY10 in order to accomplish the full scope of work.

The total bid price is \$424,490. We have requested additional funding through the FY 10 CIP and also request the Committee to consider funding the balance of funding required through any potentially available bond balances. Based on the bids received we would recommend additional funding in the amount of \$210,000 be allocated. This would allow the full contract to move forward with \$35,510 available for contingency.

A spreadsheet indicating the work that would be accomplished under both scenarios is attached.

If you have any questions or comments, please do not hesitate to contact me.

Very truly yours,

Bruce A. Thomas
Engineering Manager

c/Kevin A. Sheppard, P.E.

14-2

Traffic Signal Improvements (F.Y. 2009 & F.Y. 2010)			
Work Proposed through existing funding:			
Mast Arm Replacement:			
	Elm Street/Merrimack Street Mast Arms		\$67,400
	Elm Street/Hanover Street Mast Arms		\$54,400
Traffic Signals:			
	Varney/South Main Intersection Improvements		\$121,350
Subtotal:			\$243,150
Work Proposed through currently requested funding:			
Mast Arm Replacement:			
	Elm Street/Bridge Street Mast Arms		\$85,200
Traffic Signals:			
	Elm Street/Brook Street Full Signalization Improvements		\$96,140
Subtotal:			\$181,340
Total:			\$424,490
Contingency:			\$35,510
Total Proposed Project Funding:			\$460,000
F.Y. 2009 Funding (existing):			\$250,000
F.Y. 2010 Revised Funding Request:			\$210,000

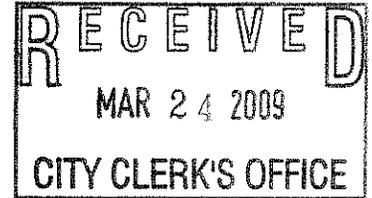


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 23, 2009

Subject: MTA Downtown Circulator Funding Request

Attached for the Committee's review is a request by MTA Executive Director Carey Roessel for additional funding for the above noted project. Inasmuch as it is for capital equipment I would respectfully recommend that the request be forwarded to Kevin Sheppard for consideration under the MER.

Attachments:

15-1

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



JOHN H. TRISCIANI, CHAIR
PETER ESCALERA, VICE CHAIR
JOSEPH J. DESELLE
MAUREEN A. NAGLE
CAROL WILLIAMS

CAREY ROESSEL
EXECUTIVE DIRECTOR

March 2, 2009

Alderman Michael D. Garrity
Chair, Finance Committee
One City Hall Plaza
Manchester, NH 03101

RE: Two (2) New 30' Downtown Circulator Buses

Dear Alderman Garrity:

I am writing to request an increase in the CIP Project to fund the increased capital cost of two vehicles for the Downtown Circulator bus service by \$6,042.

The history of this project is that in 2005 the MTA was called on to investigate downtown shuttle service to assist in the further development of the Millyard. An application for Congestion Management and Air Quality (CMAQ) funding was made through the Southern New Hampshire Planning Committee (SNHPC) on August 1, 2005. This project was then submitted to the State CMAQ Review Committee and the recommendations of the Committee were forwarded to the Commissioner of NHDOT in April, 2006. The MTA was subsequently notified that the Commissioner had approved the project and the funds became available in August, 2008.

We published bid for Hybrid buses on Dec. 29, 2008. Because the CMAQ process rates projects based upon their ability to reduce emissions, we believe that Hybrid technology is the most effective way to operate this service for the following reasons. First, because Hybrids use less diesel fuel, a 30% reduction in hydrocarbons released into the environment can be expected. Second, Hybrid technology effectively acts as a braking system on its own, thereby doubling anticipated brake life and reducing maintenance expenses.

The proposed route for the Downtown Circulator is extremely well-suited to Hybrid technology because of the low speed that the bus will travel (under 30 MPH) and that the vehicle will repeatedly traverse the hilly terrain between Elm and Commercial Streets. Although the capital cost of the vehicle is higher, the operational benefits are expected to offset the capital costs. Consider that the cost of fuel is about 17% of the Variable Cost of operating an MTA bus, then it is expected that the operation of two Hybrid vehicles will generate annual fuel savings of about \$8,100. Therefore, the recovery period for the extra Capital Cost of the 2 vehicles is estimated to be about 9 months

In addition to yielding further operating cost savings of almost \$19,000 over the 3-Year life of the project, the Hybrid technology will provide environmental benefits as previously stated.

The Project Budget showing the Capital Costs for the acquisition of the 2 Downtown Circulator buses and the Operating Costs over the 3-Year funding of the project is attached. The Attachment shows that the project funding for the purchase of 2 Hybrid vehicles is as follows:

Federal	State	Local	Total
\$ 368,334	\$ 46,042	<u>\$ 46,042</u>	\$460,418

The total funding for the 3-Year Project is as follows:

Federal	State	Local	Total
\$1,101,400	\$ 137,675	<u>\$ 137,675</u>	\$1,376,750

I am available at 621-8801 Ext. 612 if you wish to contact me.

Yours truly,

Carey Roessel
Executive Director

Cc: F. Guinta, Mayor
W. Sanders, Dir. Of Finance

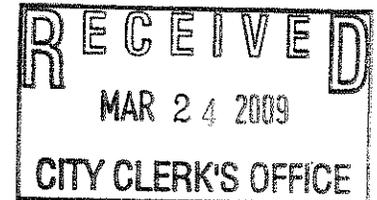


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Sam Maranto *SM*

Date: March 19, 2009

Subject: Neighborhood Stabilization Program Update

On Thursday March 12, Department Staff along with representatives of Manchester Neighborworks, Families In Transition, The Way Home and MHRA attended a briefing at the CDFA Office in Concord to discuss the preliminary NSP applications submitted by the City and these organizations. At this meeting CDFA provided direction as to what Manchester's application should look like in order to be more favorably received. Inasmuch as the 5 preliminary applications totaled in excess of \$40,000,000 with two of the proposals not eligible for consideration, CDFA encouraged a joint City/nonprofit private collaboration. They suggested that the City as lead submit an application of no more than \$15,000,000 with the application to have a geographically narrower focus on a few distinct neighborhoods. This was in contrast to the preliminary applications which identified NSP activities throughout a major portion of the City.

In response to this meeting Staff are now working with these Agencies to put together a revised application that will focus on the City's HUD designated Neighborhood Revitalization Strategy Area, (map attached). Specific areas within the NRSA that are being looked at for the majority of the NSP activity are: the Granite Square Area – Granite St., Douglas Street, Cleveland St., Blaine, etc, the Hollow-Lake Avenue, Cedar St., Hall, & Belmont, etc, and Corey Square – Malvern St., Nashua St, High St. etc. While properties in other areas of the City will definitely be considered provided they meet the program eligibility requirements, for this initial round of funding the City's efforts will primarily be in the areas as noted.

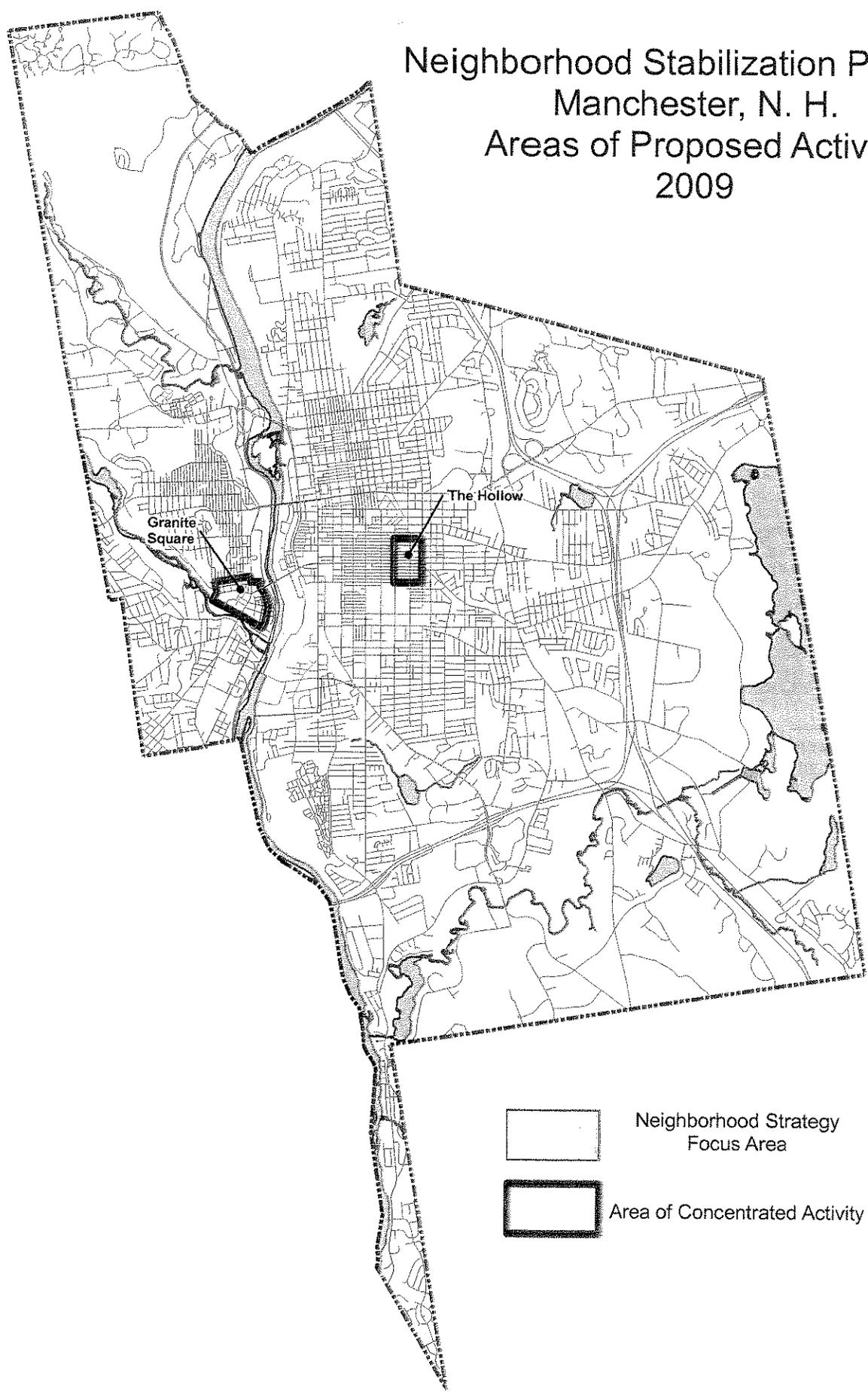
The City's application will be requesting funds to selectively acquire properties that we feel have significant negative impacts upon the surrounding neighborhoods. These

properties are generally foreclosed, vacant, deteriorated, abandoned and poorly maintained. Upon acquisition the options will be to: rehabilitate; demolish and build new, usually to a lesser density; demolish and convert the lot to open space or parking; or, to renovate and sell off particularly in the case of smaller 1-4 units which would be appropriate for first time homebuyers. Neighborworks, FIT and the Way Home intend to acquire and hold onto properties in accordance with the mission of their organizations. Staff have already discussed with them that PILOTs will be expected for properties that they acquire.

The application is due on May 1, with grant notification in early June. In anticipation of an award, solicitation of needed professional services (appraisers, architects, landscape architects & contractors) has begun. Given the sensitivity associated with trying to negotiate the best purchase price for desired properties specific sites have not been discussed in this memo. Should any of the Aldermen have questions regarding these efforts and the NSP Application please contact me.

Attachments:

Neighborhood Stabilization Program Manchester, N. H. Areas of Proposed Activity 2009



Granite Square

The Hollow

-  Neighborhood Strategy Focus Area
-  Area of Concentrated Activity



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

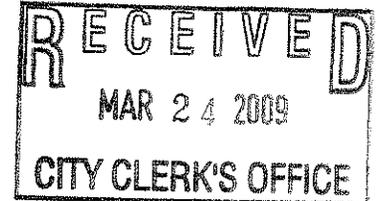
Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 23, 2009

Subject: Residential Anti-Displacement and Relocation Assistance Plan-NSP



In order to apply for Neighborhood Stabilization Program Funds the City needs to have in place an Anti-Displacement and Relocation Plan that pertains to activities funded with NSP monies. Basically, the City through this Plan certifies that it will take all actions possible to avoid displacing and subsequently relocating Manchester residents as a result of the acquisition of properties using NSP monies. The Plan further attests that should the City have no recourse but to acquire occupied properties then it will follow the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. This Plan is also a condition of receiving other HUD Funding and as such the City has had in place a similar Plan for activities funded with HUD CDBG & HOME funds.

The Committee's recommendation to the full Board for approval is respectfully requested.

Attachments:

**CITY OF MANCHESTER
RESIDENTIAL ANTIDISPLACEMENT AND RELOCATION ASSISTANCE PLAN
Neighborhood Stabilization Program**

Every effort will be made to minimize temporary or permanent displacement of persons due to a Neighborhood Stabilization Program project undertaken by the municipality.

However, in the event of displacement as a result of a federally funded award, the City of Manchester will comply with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, to any household, regardless of income which is involuntarily and permanently displaced.

If property is acquired, but will not be used for low/moderate income housing under 104(d) of the Housing and Community Development Act of 1974, as amended, the displacement and relocation plan shall provide that before obligating and spending funds that will directly result in such demolition or conversion the municipality will make public and submit to CDFA the following information:

- a. Comparable replacement housing in the community within three (3) years of the commencement date of the demolition or rehabilitation;
- b. A description of the proposed activity;
- c. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be demolished or converted to a use other than as low and moderate income dwelling units as a direct result of the assisted activity;
- d. A time schedule for the commencement and completion date of the demolition or conversion;
- e. The general location on a map and appropriate number of dwelling units by number of bedrooms that will be provided as replacement dwelling units;
- f. The source of funding and a time schedule for the provision of replacement dwelling units;
- g. The basis for concluding that each replacement dwelling unit will remain a low and moderate income dwelling unit for at least ten (10) years from the date of initial occupancy;
- h. Relocation benefits for all low or moderate income persons shall be provided, including reimbursement for moving expenses, security deposits, credit checks, temporary housing, and other related expenses and either:
 1. Sufficient compensation to ensure that, at least for five (5) years after being relocated, any displaced low/moderate income household shall not bear a ratio of shelter costs to income that exceeds thirty (30) percent, or:
 2. If elected by a family, a lump-sum payment equal to the capitalized value of the compensation available under subparagraph 1. above to permit the household to secure participation in a housing cooperative or mutual housing association, or a Section 8 certificate of voucher for rental assistance provided through New Hampshire Housing Finance Authority.
- i. Persons displaced shall be relocated into comparable replacement housing that is decent, safe, and sanitary, adequate in size to accommodate the occupants, functionally equivalent,

and in an area not subject to unreasonably adverse environmental conditions;

- j. Provide that persons displaced have the right to elect, as an alternative to the benefits in subparagraph 2. above, to received benefits under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 if such persons determine that it is in their best interest to do so; and
- k. The right of appeal to the executive director of CDFA where a claim for assistance under subparagraph 2. above, is denied by the grantee. The executive director's decision shall be final unless a court determines the decision was arbitrary and capricious.
- l. Paragraphs a. through k. above shall not apply where the HUD Field Office objectively finds that there is an adequate supply of decent, affordable low/moderate income housing in the area.

CERTIFICATION OF COMPLIANCE

The City of Manchester anticipates no displacement or relocation activities will be necessitated by this project. Should some unforeseen need arise, the City certifies that it will comply with the Uniform Relocation Act and Section 104 (d) of the Housing and Community Development Act of 1974, as amended.

Printed Municipal Official Name: Frank C. Guinta

Title: Mayor

Signature: _____

Date of Adoption: _____



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

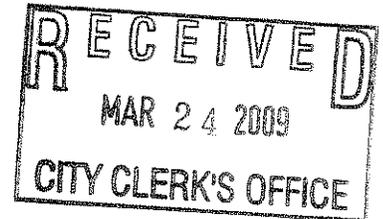
Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 19, 2009

Subject: Additional HUD Funding & Other Opportunities



This Department has been informed that the City will be receiving additional Emergency Shelter Grant Funds (ESG) and Community Development Block Grant Funds (CDBG) from HUD as part of the so called "stimulus package" funded through the American Recovery & Reinvestment Act of 2009. The City will receive \$766,545 of ESG Funds and an additional \$500,831 of CDBG Funds. The ESG funds are for projects that assist the homeless or those at risk of being homeless and the projects must meet very specific eligibility criteria. Staff will be accepting proposals from the various city organizations serving the homeless and will make recommendations for funding that are consistent with the City's Ten Year Strategy to end Homelessness.

Consistent with the intent of the Recovery Act the CDBG monies are to be used for projects that are "shovel ready". Towards that end and considering the current financial status of the City we are respectfully recommending that the CDBG funds be allocated to the following three projects which can be underway quickly and completed within the desired time frame: 1) Neighborhood Revitalization (Kelly Street Improvements)- \$375,000, 2) Infrastructure Access Improvements- \$50,000 & 3) Housing Initiatives (Housing Rehabilitation) - \$75,831.

By allocating the suggested CDBG funds to the Neighborhood Revitalization Project, the \$289,000 of bond funds committed to that project (CIP 612309 & CIP 612407) can be freed up for some other purpose(s). The Highway Department has requested additional funds in the FY2010 CIP for the Infrastructure ADA Access Improvement Project which presently has a balance in the 2009 account of \$25,578. This amount is somewhat small to attract significant bid interest. The additional \$50,000 will allow for a more attractive project and most likely greater interest and better per unit bids.

The funds recommended for the Housing Rehabilitation Project will help to address the present backlog of projects that exist in that Program.

Prior to the receipt of these funds the City will need to conduct a public hearing (March 26th), amend its current Annual Action Plan and then submit the revised Plan and an application to HUD by May 1, 2009. Staff will also prepare the necessary paperwork to amend the CIP allowing for acceptance of these funds. At the time of this writing however, it is unknown exactly when the funds will be made available to the City.

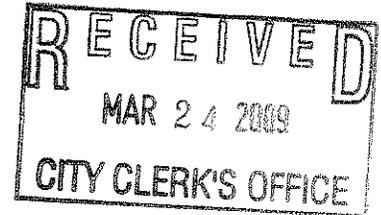


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 23, 2009

Subject: EPD Projects Budget Revisions

Frederick McNeill has submitted to this office several desired revisions to various EPD Projects contained within the 2008 and 2009 CIPs. Generally, the revisions are substituting local EPD monies for anticipated state/federal funds that were anticipated to be made available for these projects but are not presently forthcoming. Mr. McNeil indicates that there is still a possibility that these funds will be made available at a future date but most likely after the various projects have already been completed. We have discussed this with the Finance Department and understand that should those funds come in we will be able to re-open the projects and adjust the revenue sources as appropriate.

Attachments:

19-1

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 & (603) 624-6475 Fax: (603) 624-6529 & (603) 624-6324
E-Mail: planning@manchesternh.gov
www.manchesternh.gov

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Program Initiation	<input type="text" value="07/03/06"/>
2	Program Completion	<input type="text" value="4/7/09"/>
3		
4	Project Closeout	<input type="text" value="4/7/09"/>
5		

Expected Completion Date:

Line Item Budget	ENTERPRISE			TOTAL
Salaries and Wages	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Fringes	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Design/Engineering	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Planning	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Consultant Fees	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Admin	<input type="text" value="\$50,000.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$50,000.00"/>
Land Acquisition	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Equipment	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Overhead	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Construction Contracts	<input type="text" value="\$609,812.26"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$609,812.26"/>
Other	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
TOTAL	<input type="text" value="\$659,812.26"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>	<input type="text" value="\$659,812.26"/>

Revisions #1-Transfer of \$590,187.74 to project 710908.

COMMENTS Funds to be borrowed fthrough State Revolving Fund (SRF).

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	<input type="text" value="07/02/07"/>
2	Program Completion	<input type="text" value="12/31/09"/>
3		
4		
5		
Expected Completion Date:		<input type="text" value="12/31/2009"/>

Line Item Budget

	ENTERPRISE			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	\$280,000.00	\$0.00	\$0.00	\$280,000.00
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	\$1,510,187.74	\$0.00	\$0.00	\$1,510,187.74
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,790,187.74	\$0.00	\$0.00	\$1,790,187.74

Revisions #1- Transfers funds in the amount of \$590,187.74 from project 712307. Deletes \$240,000 State and adds \$240,000 E

COMMENTS

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2007 and 2008 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eight Hundred Thirty Thousand One Hundred Eighty Seven Dollars and Seventy Four Cents (\$830,187.74) for the FY 2008 CIP 710908 Construction Cohas Brook Phase II-Contract 3.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2007 and 2008 CIP as contained in the 2007 and 2008 CIP budgets; and

WHEREAS, Table 5 contains all sources of Enterprises, Fees and Other Dedicated Source funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to approve funds as required to complete the Contract #3 of the Cohas Brook Project Phase 2 estimated to cost \$830,187.74;

WHEREAS, funds in the amount of \$590,187.74 are available from Contract #1 of the Cohas Brook Contract Project Phase 2; and

WHEREAS, additional funds in the amount of \$240,000 are available from EPD user fees;

NOW, THEREFORE, be it resolved that the 2007 and 2008 CIP be amended as follows:

By decreasing:

FY 2007 CIP 712307 – Construction Cohas Brook Phase II, Contract 1-\$590,187.74
From \$1,250,000 Enterprise to \$659,812.26 Enterprise

By amending & increasing:

FY 2008 CIP 710908 – Construction Cohas Brook Phase II, Contract 3-\$830,187.74
From \$960,000 Enterprise and \$240,000 State to \$1,790,187.74 Enterprise

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

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Design/Engineering Initiation	Sept. 2008
2	Design/Engineering Completion	Sept. 2009
3	Construction Initiation	Oct./Nov. 2009
4	Construction Completion	Spring 2011
5		

Expected Completion Date:

Line Item Budget

	ENTERPRISE	STATE		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$1,125,000.00	\$125,000.00	\$0.00	\$1,250,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$5,375,000.00	\$375,000.00	\$0.00	\$5,750,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$6,500,000.00	\$500,000.00	\$0.00	\$7,000,000.00

Revisions #1-Adds \$2,000,000 to revise Construction Contracts

COMMENTS State funds to be received at completion of project.

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events	
1	Program Initiation
2	Program Completion
3	
4	
5	
Expected Completion Date: <input type="text" value="12/31/2009"/>	

Line Item Budget	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$600,000.00	\$0.00	\$0.00	\$600,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$855,000.00	\$0.00	\$0.00	\$855,000.00
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	\$4,545,000.00	\$0.00	\$0.00	\$4,545,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$6,000,000.00	\$0.00	\$0.00	\$6,000,000.00

Revisions #1-Adds \$2,500,000

COMMENTS Project initially funded with Enterprise funds with an anticipation that up to \$700,000 of NHDES and \$336,000 Member Community Contributions will be received to decrease amount of local Enterprise funds ultimately requested.

19-6

CIP BUDGET AUTHORIZATION

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

Project Description:

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

Critical Events

1	Program Initiation	
2	Program Completion	07/02/07
3		12/31/09
4		
5		

Expected Completion Date:

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$935,000.00	\$0.00	\$0.00	\$935,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$65,000.00	\$0.00	\$0.00	\$65,000.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00

Revisions

COMMENTS Project initially funded with Enterprise funds with an anticipation that up to \$150,000 of NHDES and \$72,000 Member Community Contributions will be received to decrease amount of local Enterprise funds ultimately requested.

CIP BUDGET AUTHORIZATION

CIP #:

Project Year:

CIP Resolution:

Title:

Amending Resolution:

Administering Department:

Revision:

Project Description:

Federal Grants

Federal Grant:

Environmental

Review Required:

Grant Executed:

Completed:

Critical Events

1	Program Initiation	
2	Program Completion	07/02/07
3		12/31/09
4		
5		

Expected Completion Date:

Line Item Budget

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$3,750,000.00	\$0.00	\$0.00	\$3,750,000.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$250,000.00	\$0.00	\$0.00	\$250,000.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$4,000,000.00	\$0.00	\$0.00	\$4,000,000.00

Revisions

#1-Adds \$3,250,000

COMMENTS

Project initially funded with Enterprise funds with an anticipation that up to \$150,000 of NHDES and \$72,000 Member Community Contributions will be received to decrease amount of local Enterprise funds ultimately requested.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2008 and 2009 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eight Million Dollars (\$8,000,000) for various FY 2008 and 2009 CIP EPD Projects.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2008 and 2009 CIP as contained in the 2008 and 2009 CIP budgets; and

WHEREAS, Table 5 contains all sources of Enterprises, Fees and Other Dedicated Source funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen desires to approve the funds necessary to complete several design and construction projects funded with EPD users fee;

NOW, THEREFORE, be it resolved that the 2008 and 2009 CIP be amended as follows:

By increasing:

A) CIP 712209-Cohas Brook Phase III Contract 1-\$2,000,000 EPD
From \$5,000,000 EPD to \$7,000,000 EPD

B) CIP 711008-Design & Construction of Incinerator Upgrade at WWTF-\$2,500,000 EPD
From \$3,500,000 EPD to \$6,000,000 EPD

C) CIP 711108-Design of Aeration Upgrade at WWTF-\$250,000 EPD
From \$750,000 EPD to \$1,000,000 EPD

D) CIP 711208-Design of Grit Chamber Upgrade at WWTF-\$3,250,000 EPD
From \$750,000 EPD to \$4,000,000 EPD

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

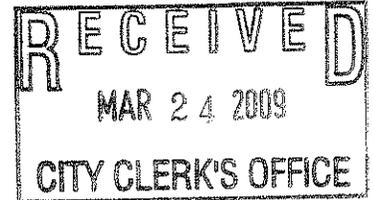


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee



To: Michael Garrity, Chair
CIP Aldermanic Committee

From: Leon LaFreniere, AICP,
Director of Planning & Community Development

Date: March 23, 2009

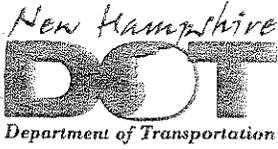
Subject: CIP 713107 Granite St. Project Reimbursement

The City has received a reimbursement check from the State Department of Transportation to cover eligible construction costs on the Granite Street Reconstruction Project paid with local funds. The reimbursement is in the amount of \$1,666,000. In order for the City to accept these funds the attached amending resolution and revised budget authorization will need to be approved by the full Board. Accordingly, the Committee's review of these documents and recommendation to the full Board for their approval is respectfully requested.

Attachments:

20-1

One City Hall Plaza, Manchester, New Hampshire 03101
Phone: (603) 624-6450 & (603) 624-6475 Fax: (603) 624-6529 & (603) 624-6324
E-Mail: planning@manchesternh.gov
www.manchesternh.gov



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



GEORGE N. CAMPBELL, JR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Manchester
14025, 14025C, 14025E and 14025F
Widening of Granite Street from the Merrimack
River bridge to South Main Street Intersection

Bureau of Highway Design
Room 200
Tel: (603) 271-2171
Fax: (603) 271-7025

Date: February 13, 2009

Mr. Dennis Anctil, PE
Manchester Public Works
227 Maple Street
Manchester, NH 03103-5596

Dear Dennis Anctil

The Department has just received approval of the Statewide Transportation Improvement Program (STIP) 2009 to 2012 on January 23, 2009. As I indicated in the June 5, 2008 letter, the City did receive an additional \$1,666,000.00 (Demo Id NH079) in earmark by Senator Gregg for the completion of the Granite Street project. Based on the approval of the STIP, the Department is now authorized to reimburse the City of Manchester for their federally eligible expenditures up to \$1,666,000 for the 14025E project.

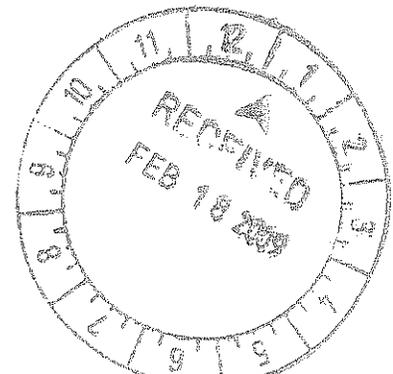
If you or the City has any questions concerning the above, please feel free to contact me.

Sincerely,

L. Robert Landry, Jr., P.E.
Project Manager

cc: Nancy Mayville

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20-2

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	<input type="text" value="02/7/07"/>
2	Program Completion	<input type="text" value="6/30/09"/>
3		
4		
5		

Expected Completion Date:

Line Item Budget

	BOND	STATE		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	\$5,300,000.00	\$1,666,000.00	\$0.00	\$6,966,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$5,300,000.00	\$1,666,000.00	\$0.00	\$6,966,000.00

Revisions

COMMENTS

20-3

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2007 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Six Hundred Sixty Six Thousand Dollars (\$1,666,000) for the FY 2007 CIP 713107 Granite Street Reconstruction-Phase 3 Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2007 CIP as contained in the 2007 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen desires to accept NH Department of Transportation Improvement funds in the amount of \$1,666,000 for reimbursement of eligible costs from the Granite Street project;

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

By increasing:

FY 2007 CIP 713107 – Granite Street Reconstruction-Phase 3 Project - \$1,666,000 State
From \$5,300,000 to \$6,966,000 (\$5,300,000 Bond and \$1,666,000 State)

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

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

The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the request for project funds to be transferred from the Parker Varney project to the Highland Goffs Falls project, be referred to the Committee on Community Improvement.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P.A.

**Manchester Schools Open Concept Classroom Conversion
Highland Goffe's Falls Elementary School
Joint School Building Committee, January 22, 2009**

Highland Goffe's Falls is the third of five schools scheduled for conversion of Open Concept to traditional, enclosed classroom schools. Parker Varney, a design-duplicate to Highland Goffe's Falls was converted in the summer of 2006. The Green Acres Library was enclosed in the summer of 2007. Highland Goffe's Falls is scheduled for construction in the summer of 2009. Webster School and Beech Street Schools remain to be scheduled.

Project Scope: As with Parker Varney, the scope of work at Highland Goffe's Falls includes the erection of walls to convert the open concept classrooms to standard classroom with new doors and hardware. Other updates include white marker boards and tack boards in the classrooms, along with coat hooks and cubbies in the classrooms. New stair towers will be constructed at each end of the building, fire suppression systems, or sprinklers, will be installed. Other upgrades to the school include new mechanical ventilation systems, and energy-efficient, bright lighting. Several pricing alternates will be considered, including:

1. Operable Panel Partitions, allowing two classrooms to be opened into one.
2. Removal of existing rubber roof, and replacing it with a new PVC roof.
3. Re-finishing of the first floor corridor glazed block with a liquid applied, hard finish
4. Refinish the Parent Center rooms.
5. Addition of Controls for corridor lighting, operated by a programmable lighting control system with off-site monitoring and control.

Schedule: The design is underway at this time. Contractor prequalification packages have been received and have been reviewed. Nine General Contractors have been identified as qualified to bid on this project. General Contractor bidding of this project will take place in the winter of 2009, commencing January 26 through February 17. With successful receipt of bids, and prompt contract award, construction is scheduled to start in the spring of 2009.

Financial: \$2,775,742 is budgeted overall.

JOINT SCHOOL BUILDING COMMITTEE

HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT

20-Jan-09

OPEN CONCEPT SCHOOL ELIMINATION -HIGHLAND GOFFES FALLS

\$2,775,742.50

FUNDING	SOURCE:	
FY09 Bond	310209	\$2,750,000.00
FY02 Bond	310402	\$25,742.50

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architect - Highland Goffes Falls Design, Bidding, Construction & Completion	\$25,742.50	\$25,742.50	0%	\$0.00	
Sub-Total Architect Contract	\$25,742.50	\$25,742.50	0%	\$0.00	
FY09 Bond Contractor - Highland Goffes Falls					
Sub-Total HGF Contract	\$0.00	\$0.00		\$0.00	\$0.00
Contingency - Highway Union Leader Corp- News ad RFQ Contractors	\$164.69	\$0.00	100%	\$164.69	
Contingency to Date	\$164.69	\$0.00		\$164.69	

CONSTRUCTION UNCOMMITTED	\$2,749,835.31		
ENCUMBERED/EXPENDED TOTAL	\$25,907.19	\$25,742.50	\$164.69
TOTAL	\$2,775,742.50		

CORZILIUS MATUSZEWSKI KRAUSE ARCHITECTS, P. A.

**Report to the Joint School Building Committee
City of Manchester, Manchester School District
January 22, 2009**

Manchester School of Technology
Additions and Renovations
530 South Porter Street
Manchester, NH 03103

Karen White, Principal

1. Receipt of Bids, Award of Contract:
 - a. On Thursday, May 15, Bid Proposals were received and the contract for construction awarded to Eckman Construction. Work began immediately, and continues on to date. Eckman Construction will remain on site, continuously until the entire project is completed, mid-August, 2009.

2. Project Scope and Schedule:
 - a. Project scope remains as outlined in the presentation to the Building & Sites Committee and the City of Manchester 1 ½ years ago.
 - b. Phase 1, work to commenced immediately, and was completed by August, 2008. Work includes:
 - i. Site work, including relocation of utilities, storm drainage, etc. to allow the expanded Auto Tech has been constructed. The parking lots have been almost doubled in size from 172 spaces to 324 spaces. Driveways have been re-constructed. A portion of the east parking lot is currently being used by Eckman as a staging area.
 - ii. Wing A- The existing PASS classrooms have been converted to Graphics. The existing Print Shop in Wing B has been converted to PASS classrooms.
 - iii. Wing A- Renovation to the Landscape/Horticulture area has taken place.
 - c. Phase 2, work commenced immediately upon awards, and is Substantially Complete. The Auto Tech and Collision programs, and the Administration have moved to their new facilities before the Holiday break. This work includes:
 - i. Wing E- Auto Tech and Collision Expansion...new construction.
 - ii. Wing D-I – New Administrative Offices...new construction.
 - d. Over the holiday break, some areas of B Wing have been re-carpeted, and re-painted.

- e. Beginning in January, and continuing through February, renovations will continue on the existing Auto Tech lab, readying it for occupancy for early spring.
- f. Phase 3, commencing in January 2009, completed in May 2009:
 - i. Wing E- Convert existing Shop areas to Cosmetology. Underway is the demolition of the old Machine Shop, and Sheet Metal and Welding Shops, to convert them to Cosmetology classrooms and salon. This work is expected to reach completion in the spring. Presently, a Cosmetology classroom has relocated to the Administration wing.
- g. Phase 4 and 5, commencing in June 2009, completed August 2009:
 - i. Wing B- Convert existing Administration to Marketing.
 - ii. Wing D- Convert existing Marketing to Intro. to Culinary Arts
 - iii. Wing A- Expand Design Communications
 - iv. Wing C- New Vestibule at Early Childhood; Convert PASS offices and Cosmetology to Public Safety and Health Science
 - v. Wing F- Convert Plumbing, Carpentry to new Lecture Quad and Plumbing Labs.
 - vi. Site work- Complete site work with final paving and work at existing modular classrooms.
- h. 18,750 sq. ft. has been added to the existing 107,558 sq. ft., resulting in a new facility of 126,308 sq. ft. The entire building will be renovated- some areas will receive nominal renovations, Fire Alarm, painting, etc.; some areas, as noted above will receive substantial renovations.
- i. Equipment- A limited scope of equipment was included in the Contractor's Bid Documents. Karen White has assembled equipment lists, and bidding and contracts have been awarded for equipment to Video Production, Horticulture/Landscaping, Graphics. The equipment lists and bidding continues, and is scheduled for completion within the next few months.

3. Financial:

- a. The project is approximately 68% complete through its contract value.

JOINT SCHOOL BUILDING COMMITTEE
HIGHWAY DEPARTMENT / PROJECT FINANCIAL REPORT

20-Jan-08

MANCHESTER SCHOOL OF TECHNOLOGY
RENOVATIONS AND EXPANSION PROJECT

\$10,010,120.00

FUNDING SOURCE:		
FY02 Bond	Proj.# 310402	\$110,120
FY08 State	Proj.# 310308	\$7,425,000
FY08 Bond	Proj.#310308	\$2,475,000

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	COMMITTED	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
CMK Architects	\$550,600.00					
Schematic Design Phase(FY02 Bond)	\$110,120.00		\$0.00	100%	\$110,120.00	
Design through Completion Phases	\$440,480.00		\$132,144.00	70%	\$308,336.00	
Architect Sub-Total	\$550,600.00	\$0.00	\$132,144.00	76%	\$418,456.00	
Construction Administration - Cit:	\$110,000.00					
FY08 City Administration	\$48,086.38		\$0.00	100%	\$48,086.38	
FY09 City Administration	\$61,913.62	\$61,913.62		0%		
Construction Administration Sub-Total	\$110,000.00	\$61,913.62	\$0.00		\$48,086.38	
Construction:	\$6,973,110.00				\$622,900.37	
Eckman Construction Contract						
Base Contract + Alternates 1,3,4,6,7,8,9,&11	\$6,973,110.00		\$2,581,191.02	63%	\$4,391,918.98	\$438,191.90
CO#1 Credit, Roofing Insulation Reuse	(\$102,089.00)		(\$102,089.00)	0%		\$0.00
CO#2 Unsuitable Building Foundation Soil, Repair Wiring, Modify Baseboard & Construct Drywall	\$3,993.00		\$0.00	100%	\$3,993.00	\$399.30
CO#3 Replace Unsuitable Materials @ So. Drive	\$4,000.00		\$0.00	100%	\$4,000.00	\$400.00
CO#4 Complete Work @ Revised CB	\$3,247.00		\$0.00	100%	\$3,247.00	\$324.70
CO#5 Remove Transit Pipe @ Automotive & Rm.	\$2,736.00		\$0.00	100%	\$2,736.00	\$273.60
CO#6 Replace Unsuitable East Parking Lot	\$22,690.00		\$0.00	100%	\$22,690.00	\$2,269.00
CO#7 Abate Vinyl Tile in Rm 113	\$3,468.00		\$0.00	100%	\$3,468.00	\$346.80
CO#8 Relocate Heaters & Add Flag Pole Light	\$4,190.00		\$576.00	86%	\$3,612.00	\$361.20
CO#9 Paint Rms, Ballvalves & Data Pass	\$3,464.00		\$0.00	100%	\$3,464.00	\$346.40
CO#10 Rm B104 Two Telephones w/Outlets	\$4,726.00		\$0.00	100%	\$4,726.00	\$472.60
CO #11 Reset Granite, Yeaton Controls	\$4,751.00		\$9.00	100%	\$4,751.00	\$475.10
CO#12 Fire Alarm Additions, Yeaton Controls	\$3,874.00		\$1,372.00	65%	\$2,502.00	\$250.20
CO#13 Communications, Trees & ACT in Rm-A113	\$4,661.00		\$0.00	100%	\$4,661.00	\$466.10
CO#14 Revised Breaker at MDP, Paint Frames	\$4,806.00		\$0.00	100%	\$4,806.00	\$480.60
CO#15 Additional work in Rm A121	\$3,927.00		\$0.00	100%	\$3,927.00	\$392.70
CO#16 Additional work in Rm A107	\$4,941.00		\$3,445.00	30%	\$1,496.00	\$149.60
CO#17 Roof at Parapet, Relocate Telephone Panels	\$3,941.00		\$0.00	100%	\$3,941.00	\$394.10
CO#18 Trap Primers, Add Phone Lines, Vest Clg.	\$4,367.00		\$2,779.00	36%	\$1,588.00	\$158.80
CO#19 Accent Walls, Flashing, Sills, Trap Covers.	\$4,997.00		\$3,570.00	29%	\$1,427.00	\$142.70
CO#20 Corr, G135, Light Shelf, Grab Bars, G107	\$4,605.00		\$1,184.00	74%	\$3,321.00	\$332.10
CO#21 Roof at Parapet, Relocate Telephone Panels	\$4,902.00		\$4,902.00	0%	\$0.00	\$0.00
Construction Sub-Total	\$6,975,207.00	\$0.00	\$2,496,932.02		\$4,476,274.98	\$447,627.50
Equipment	\$760,000.00	\$557,081.38				
Access AV, LLC -Audio Visual Equipment	\$159,959.00		\$63,208.00	67%	\$106,751.00	
Patriot Welding - Lab Desks	\$12,600.00		\$0.00	100%	\$12,600.00	
Aubin Woodworking - Desks/ops & Countertops	\$4,685.00		\$0.00	100%	\$4,685.00	
Aubin Woodworking - Bookcases	\$3,386.00		\$0.00	100%	\$3,386.00	
Sears - 22 Cu.Ft. Refrigerator	\$1,349.99		\$0.00	100%	\$1,349.99	
Gov Connection - Network Adapters	\$7,707.00		\$0.00	100%	\$7,707.00	
WB Mason, Admn Furniture	\$3,034.00		\$295.00	90%	\$2,739.00	
Union Leader- RFP Manufacturing Equipment	\$197.63		\$0.00	100%	\$197.63	
Equipment Sub-Total	\$192,916.62	\$557,081.38	\$63,603.00		\$139,415.62	
Testing and Miscellaneous Per Joint Mtg 6/0:	\$75,000.00	\$43,662.50				
Miller Engineering - Testing & Inspection Services	\$30,000.00		\$4,303.58	86%	\$25,696.42	
Scott Lawson - Materials Testing	\$1,337.50		\$400.00	70%	\$937.50	
Testing & Misc. Sub-Total	\$31,337.50	\$43,662.50	\$4,703.58		\$26,633.92	
Contingency > \$5,000 needs Joint Approv:	\$1,225,000.00	\$1,205,739.85				
Union Leader-Newsad Prequalification Contractors	\$154.15		\$0.00	100%	\$154.15	
Bob's Locksmith - Rekey 3 Doors for Computer Rms	\$187.00		\$0.00	100%	\$187.00	
Bob's Locksmith - Replace 3 cylinders in Cosmetology	\$100.00		\$0.00	100%	\$100.00	
Union Leader-Newsad Video Equipment	\$177.86		\$0.00	100%	\$177.86	
Robt Half Int'l - Temp labor to Move Computers	\$2,688.00		\$636.00	76%	\$2,052.00	
TNT Install Communications Cable	\$2,014.00		\$0.00	100%	\$2,014.00	
TNT Portable Comm Work	\$85.00		\$0.00	100%	\$85.00	
Fast Signs - 14 signs	\$363.50		\$0.00	100%	\$363.50	
United Oil Recovery - Dispose Oil Auto Lift Pits	\$368.34		\$0.00	100%	\$368.34	
Home Depot - Containers to Remove Photo Chemicals	\$38.74		\$0.00	100%	\$38.74	
College Bound Movers - Move Rooms	\$1,675.00		\$0.00	100%	\$1,675.00	
G.A. Laflamme - Wire Temp Power for Automotive	\$780.36		\$0.00	100%	\$780.36	
G.A. Laflamme - install circuit for drill press/grinder	\$1,449.18		\$0.00	100%	\$1,449.18	
Delta Mechanical - Condensing Unit for Horticulture	\$4,780.00		\$0.00	100%	\$4,780.00	
Leblancs Hardware - Keys for Project	\$15.60		\$0.00	100%	\$15.60	
G.A. Laflamme - Wire RTU and Controls	\$425.36		\$0.00	100%	\$425.36	
G.A. Laflamme - Bypass Dimmers in Video Production	\$167.50		\$0.00	100%	\$167.50	
Safety Kleen - Photo Shop Fuel Removal	\$451.79		\$0.00	100%	\$451.79	
PSNH - Emergency Repairs to Light Poles	\$1,103.77		\$0.00	100%	\$1,103.77	
TNT Move Phonelines during School Break	\$2,235.00		\$2,235.00	0%		
Contingency Sub-Total	\$19,260.15	\$1,205,739.85	\$2,871.00		\$16,389.15	

TOTAL UNCOMMITTED	\$326,313.00					
ENCUMBERED/EXPENDED TOTAL	\$9,683,807.00	\$1,868,397.35	\$2,690,153.60		\$5,125,256.05	
TOTAL	\$10,010,120.00					

21-6



*William E. Sanders
Finance Officer*

CITY OF MANCHESTER
Finance Department

February 11, 2009

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

Re: Summary of CIP Bond Balances

Dear Honorable Committee Members:

As requested, attached is a summary of open CIP bond balances as of February 10, 2009. The first two pages summarize the unencumbered bond balance for each project and the Department's assessment of amounts available for reallocation. The remaining schedules comprise the input received from Department Heads.

Also attached as the last schedule is a summary of amounts due and received for federal (FEMA) and state portions for rain events in 2006 and 2007. Not included in the attached material is the fiscal 2010 \$6 million unissued bond for vehicle replacement.

Respectfully Submitted,

William E. Sanders
Finance Officer

Attachment

cc: Pam Goucher
Samuel Maranto

CIP Projects - Bonds

Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Facilities	341898	1998	City Hall Security/Audio/Visual	77.04	77.04	
Facilities	712107	2007	Municipal Facilities Improvements	35,852.83	-	Funds to be used 2/09-11/09
Facilities	810209**	2009	Strategic Planning for Facilities	1,000,000.00	-	\$400,000 - Police vehicles, \$500,000 - Toters, \$100,000 - Strategic Plan
Facilities	811203	2003	City Space Improvements	1,700.00	1,700.00	
Facilities	8112B3	2003	City Space Improvements	1,066.19	1,066.19	
Facilities	811405	2005	Building Improvements	41,015.96	-	Funds to be used 2/09-11/09
Fire	411304	2004	Facility/Equipment Improvements	8,022.04	-	Requested BMA to purchase 2 Breathing Apparatus'
Fire	411609**	2009	Police Portable Radio Replacement	9.57	9.57	
Fire	411709**	2009	SCBA Update & Replacement	197,225.00	-	80/20 match for AFG Grant
Highway	370795	1995	Sanitary Landfill Closure	88,376.02	-	Ongoing groundwater monitoring
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	Funding to be matched with residents share
Highway	710205	2005	Public Works Infrastructure	-	-	Candia Road reconstruction local match
Highway	710905	2005	Parking & Traffic Improvements	1,019.37	1,019.37	
Highway	711109**	2009	Annual Bridge Rehab Prog - Biron St	29,220.00	-	Preliminary & final design of Biron Bridge
Highway	711209**	2009	Annual ROW Reconstruction Program	1,585,206.67	-	Resurfacing projects including S. Porter/S. Willow & Sundial Ave.
Highway	711507	2007	Annual Bridge Rehab Program	59,887.07	-	Queen City Bridge Joint repair & construction
Highway	711509**	2009	Sidewalk Discretionary Fund	100,000.00	-	Valley Street, Queen City Avenue, Theodore Street & Brook Street
Highway	711607	2007	Annual ROW Reconstruction	590,525.09	-	Gold Street Relocation (\$590,525)
Highway	711609**	2009	Storm Drain Infrastructure	280,622.97	-	Local match for various roads - BMA accepted state portion
Highway	711805	2005	Snow Emergency Strobe Lighting	394.00	394.00	
Highway	711807	2007	PW/Fleet Maintenance Admin	1,972,732.40	-	RFP for design services underway
Highway	711809**	2009	Street Light Safety & Rehab	1,405.00	-	Funds intended for additional downtown electrical receptacles
Highway	711907	2007	Residential 50/50 Sidewalk	5,833.96	5,833.96	
Highway	712009**	2009	Elm Street Mast Arm Replacement	149,961.84	-	Funds to replace mast arms at Merrimack, Hanover & Bridge Streets
Highway	712109**	2009	Traffic Signal Reconstruction	100,000.00	-	Funds to update traffic signals at S. Main and Varney Streets
Highway	713107**	2007	Granite Street Reconstruction - 3	145,623.93	-	Contingency until project closeout later this year
Highway	713206	2006	Street Reconstruction - So. Willow St	35,109.68	-	Funds proposed to be transferred to Candia Road
Highway	810309**	2009	Motorized & Electronic Equip Replacement	16,549.00	-	Funds for equipment replacement
Info Systems	411907	2007	Police/Fire CAD/RMS	2.73	2.73	
Info Systems	820899	1999	Land Management/Mapping/GIS	1,025.89	1,025.89	
Info Systems	810309**	2009	Motorized & Electronic Equip Replacement	37,687.44	-	Network access controls to protect City data
Info Systems	811505	2005	Information/Public Safety Upgrade	3,781.62	-	Project not yet complete, remaining funds for contingency (e.g. fire alarms)
MEDO	613402	2002	Bridge & Elm Development	5,276.62	5,276.62	
Parks	510005	2005	Park Facilities Improvement	32,500.39	-	Funds for completion of Piscataquog Trailway
Parks	510509**	2009	Rockingham Recreational Trail	100,000.00	-	Funds for completion of Rockingham Trailway
Parks	510807	2007	Park Improvement Program	1,227.18	1,227.18	
Parks	510907	2007	Park Improvement Program	79,848.06	-	Funds for completion of Rockingham Trailway
Parks	511603	2003	Recreation Facility Improvements	39,606.94	-	Funds for completion of Piscataquog Trailway
Parks	511605	2005	Veteran Park Memorial	2,115.76	2,115.76	
Parks	511607	2007	Bass Island Stabilization	38,881.97	-	Funds for completion of Bass Island
Parks	511707	2007	Piscataquog River Park Flood Damage	-	-	
Parks	511407	2007	Black Brook Dam Removal	40,000.00	-	Funds for demolition of Black Brook Dam

CIP Projects - Bonds

Dept	Project #	Project Year	Project Description	Remaining Balance	Dept Head Assessment for Reallocation	Comments
Planning	612309**	2009	Neighborhood Revitalization	200,000.00	-	\$100,000 for completion of Kelly Street, \$100,000 for nearby streets
Planning	612407	2007	Neighborhood Revitalization	89,059.20	-	Kelly Street reconstruction
Planning	612503	2003	Visitor's Signage Package	77,573.39	77,573.39	Project on hold due to staffing capacity
Planning	811103	2003	Senior Center	883.91	883.91	
Planning	811502	2002	Municipal Fac Building Acquisition	285.31	285.31	
Planning	830101	2001	City Space Improvements	1,543.32	1,543.32	
			Totals	7,498,735.36	100,034.24	
**Unissued Bond						

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

MUNICIPAL FACILITIES

CIP Res. Date	CIP Project #	Source	Revised or Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?	Timeline
6/4/2002	811203	Bond	\$285,000.00	\$283,300.00	\$0.00	\$1,700.00	Yes	
Project Name: City Space Improvements								
6/4/2002	8112B3	Bond	\$30,000.00	\$28,933.81	\$0.00	\$1,066.19	Yes	
Project Name: City Space Improvements								
6/1/1998	341898	Bond	\$867,500.56	\$847,423.52	\$0.00	\$77.04	Yes	
Project Name: City Hall Security/Audio/Visual								
6/1/2004	811405	Bond	\$4,440,000.00	\$4,398,984.04	\$0.00	\$41,015.96	No	2/09 - 11/09
Project Name: City Building Improvements								
6/12/2006	712107	Bond	\$838,173.72	\$580,883.89	\$221,437.00	\$35,852.83	No	2/09 - 11/09
Project Name: Municipal Facilities Improvements								
5/20/2008	810209	Bond	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	No	
Project Name: Strategic Planning for Facilities, Police, Fire, Highway								

TOTALS \$7,460,674.28 \$6,139,525.26 \$221,437.00 \$1,079,712.02

22-4

SCHOOL FACILITIES

CIP Res. Date	CIP Project #	Source	Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?
5/1/2001	811202	Bond	\$336,071.33	\$334,224.90	\$0.00	\$1,846.43	Yes/HGF
Project Name: Architecture/Engineer Facilities Capital Planning							
6/12/2006	310207	Bond	\$1,500,000.00	\$1,478,696.30	\$0.00	\$21,303.70	Yes/HGF
Project Name: School Facility Improvements - <i>Rodney</i>							

TOTALS \$1,836,071.33 \$1,812,921.20 \$0.00 \$23,150.13

FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

2-2-09

CIP Project #	Project Name	Project Intention	Intended Purpose for Balance
811203	City Space Improvements	Improvements to various City facilities. Library Fire Alarm Installation City Security Measures	Not earmarked
8112B3	City Space Improvements	Library HVAC Design & Engineering	Not earmarked
341898	City Hall Security/Audio/Visual	Security Improvements City Hall	Not earmarked
811405	City Building Improvements	Various improvements to City facilities. Roof Replacements City Security Measures Library HVAC/Facility Improvements Elderly Services Furnishings	Ursula Roofing under construction - \$11,808.34 For Security Improvements - \$156.99 R.Robidas Library Safety Lighting Ready to Bid - \$29,050.63
712107	Municipal Facilities Improvements	Various improvements to City Buildings	Approved for Ursula Roofing Contingency under construction
810209	Strategic Planning for Facilities, Police, Fire, Highway	Feasibility analysis & potential design/ construction of combined Police/Fire facility & Highway Recycling Program	Police vehicles (\$400k), single stream recycling toters (\$500k) and Fire/Police/Highway master planning study (\$100K)

225

CIP Project #	Project Name	Project Intention	Intended Purpose for Balance
811202	Architecture/Engineer Facilities, Capital Planning	School Capital Planning & Engineering	School has not earmarked
310207	School Facility Improvements	Improvements to various school facilities	JSBC approved for Highland GF Open Concept Elimination CIP Committee to approve transfer.

James A. Burkush
Chief of Department



City of Manchester
Fire Department

TO: William Sanders, Finance Director

FROM: Chief James A. Burkush

DATE: February 2, 2009

RE: Fire Bond Projects

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

- The current balance is \$8,022.04 and the project is complete. Request to BMA to purchase 2 Self-Contained Breathing Apparatus.

411609 POLICE PORTABLE RADIO REPLACEMENT

- The current balance is \$9.57 and the project is complete.

411709 SCBA UPDATE & REPLACEMENT

- The current balance is \$197,225.00 and there is no activity in this project. The Department has applied for an AFG grant to replace our SCBA's, which has not been awarded at this date and time. The AFG grant is an 80/20 match and the estimated match for the City is \$197,225.00.

HIGHWAY
 CIP Projects - Bonds
 As of 01/29/2009

Department	Project #	Project Year	Project Description	Original Budget	Expenses to Date	Open Encumbrances	Remaining Balance
Highway	370795	1995	Sanitary Landfill Closure	13,059,932.36	12,969,956.34	1,600.00	88,376.02
Remaining funding to be used for ongoing groundwater monitoring and closure related activities.							
Highway	710109	2009	Residential 50/50 Sidewalk	300,000.00	-	-	300,000.00
Funding to be matched with Residents share for Spring contract for various locations.							
Highway	710205	2005	Public Works Infrastructure	1,700,000.00	1,662,158.80	37,841.20	-
Highway	710905	2005	Parking & Traffic Improvements	280,000.00	278,980.63	-	1,019.37 Available
Highway	711109	2009	Annual Bridge Rehab Program - Biron St	150,000.00	-	120,780.00	29,220.00
Remaining funding to be used on final design of Nazaire Biron Bridge.							
Highway	711209	2009	Annual Row Reconstruction Program	3,211,500.00	1,246,982.73	379,310.60	1,585,206.67
Balance to be used for Highway Dept. projects.							
Highway	711507	2007	Annual Bridge Rehab Program	300,000.00	223,890.93	16,222.00	59,887.07
Remaining funding to be used on construction repair of Queen City Bridge Joint.							
Highway	711509	2009	Sidewalk Discretionary Fund	100,000.00	-	-	100,000.00
Potential projects include several sections of Valley Street, Queen City Avenue (Brown Ave easterly), Theodore Street, and Brook Street (Elm to Chestnut)							

Highway	711607	2007 Annual Row Reconstruction	1,725,000.00	798,070.18	336,404.72	590,525.10
Remaining balance allocated to Gold Street Relocation						
Highway	711609	2009 Storm Drain Infrastructure	500,000.00	219,377.03	-	280,622.97
Projects include local match for South Cypress Street, and Bodwell Road and other drainage projects including North Beech Street (DW Highway to D.E.)						
Highway	711805	2005 Snow Emergency Strobe Lighting	22,000.00	21,606.00	-	394.00
Available						
Highway	711807	2007 PW/Fleet Maintenance Admin	2,000,000.00	27,267.60	-	1,972,732.40
RFP for design services underway. Total design costs anticipated to approach \$2,000,000.						
Highway	711809	2009 Street Light Safety & Rehab	150,000.00	43,240.89	105,354.11	1,405.00
Balance of funds intended for contingency in the downtown electrical receptacles contracts.						
Highway	711907	2007 Residential 50/50 Sidewalk/Curb Program	400,000.00	394,166.04	-	5,833.96
Available						
Highway	712009	2009 Elm Street Mast Arm Replacement	150,000.00	38.16	-	149,961.84
Project to replace mast arms at Merrimack, Hanover and Bridge street currently being bid.						
Highway	712109	2009 Traffic Signal Reconstruction	100,000.00	-	-	100,000.00
Project to update traffic signals at S. Main and Varney and at Elm and Brook currently being bid.						
Highway	713007	2007 Flood Damaged Infrastructure Remed	20,579.00	20,579.34	-	(0.34)
Highway	713107	2007 Granite Street Reconstruction - 3	5,300,000.00	4,793,784.80	360,591.27	145,623.93
Balance of funds should be considered as contingency until Project Closeout later this year.						

Highway	713206	2006 Street Reconstruction - So. Willow St.	80,000.00	44,890.32	-	35,109.68
Remaining funding to be used as part of Candia Road reconstruction Local match (Request to CIP Committee to transfer funds is forthcoming).						
Highway	810309	2009 Motorized & Electronic Equip Replacement	652,650.00	358,211.50	277,889.50	16,549.00
Balance of funds to be used as for FY09 MER program and ongoing purchases.						
						Available

Jennie Angell
Director, Information Services



CITY OF MANCHESTER
Information Systems Department

January 15, 2009

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

Re: Bond Balances

Here is the information on the CIP projects that you have requested.

Number	Name	Funding Source	Fund Status
811505	Public Safety Upgrade	Bond	\$213,207 – under contract \$3,781 – Contingency

The \$213,207 is contracted and must be paid to the vendor as soon as the last milestone is reached.

The \$3,781 is the last of the contingency money on this project. The project is not yet complete. We could still have unexpected expenses to complete this project.

411907	Police Fire CAD	Bond	\$49,466 – under contract \$2.73 – available
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The \$49,466 is contracted and must be paid to the vendor as soon as the last milestone is reached.

820899	GIS	Bond	\$1,025 – available
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This money can be taken back.

810309	MEER	Bond	\$37,687.44 – Required for Current projects
--------	------	------	---

This money will be used to purchase Network Access Control (NAC) which is equipment that is required to protect the city's data from unauthorized access. Failure to purchase this equipment puts the city at significant risk of being hacked which could result in identity theft and unauthorized access to non-public information.

If you have any questions, I will be at the BMA meeting on January 20th.

Sincerely,

Jennie Angell

Sanders, William

From: Minkarah, Jay
Sent: Tuesday, February 03, 2009 1:11 PM
To: Sanders, William
Cc: Palmer, Lisa
Subject: FW: MEDO Bond Projects
Attachments: MEDO Bond Projects.xls

Bill:

Based on a review of our files, this project is complete and there are no encumbrances or outstanding bills. The funds could be rededicated to other purposes.

Jay

Jay Minkarah, Director
Manchester Economic Development Office
One City Hall Plaza
Manchester, NH 03101
www.YourManchesterNH.com
Phone: (603) 624-6505
Fax: (603) 624-6308
Email: jminkarah@ManchesterNH.gov

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

February 10, 2009

Committee on Community Improvement
1 City Hall Plaza
Manchester, NH 03101

RE: CIP bond project update

511603 – Recreation Facility Improvements - \$39,606.94

- Funding required to complete construction of the Piscataquog Trailway
- This project is currently under contract.
- Scheduled completion date of July 2009

511605 – Veteran's Park Memorial - \$2,115.76

- This project is complete.

510005 – Park Facilities Improvement Program - \$32,500.39

- Funding required for project expenditures relating to the Piscataquog Trailway.
- This project is currently under contract.
- Scheduled completion date of July 2009

511607 – Bass Island - \$38,881.97

- This project is currently under contract.
- Project construction to commence in Spring 2009
- Scheduled completion date of August 2009

510907 – Park Improvement Program - \$79,848.06

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009

511407 – Black Brook Dam Removal – \$40,000

- Funding required for the Black Brook Dam demolition, and associated bank stabilization and wetland restoration
- This project is currently under contract.
- This project is under construction.
- Scheduled completion date of July 2009
- Ongoing project monitoring to continue through 2011

510509 - Rockingham Recreational Trailway – \$100,000

- Funding required for the construction of a pedestrian culvert beneath Peabody Avenue to re-establish Rockingham Trail continuity
- Bidding for this project was advertised in February 2009.
- Construction to commence in Spring 2009
- Scheduled completion date of July 2009



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

Planning & Community Development
CIP Bond Balances

✓ **CIP Project #830101 – *City Space Improvements*** – This money is left over from one of the accounts for the renovation of City Hall. The remaining balance of \$1,543.32 from the original \$350,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811502 – *Municipal Facility Building Acquisition*** – This money is left over from the renovation of the Rines Center. The remaining balance of \$285.31 from the original \$2,750,000.00 is surplus, as the project has been completed.

✓ **CIP Project #811103 – *Senior Center*** – This money is left over from the account for the site acquisition and construction of the new Senior Center. The remaining balance of \$883.91 from the original \$2,400,000 bond money is surplus, as the project has been completed.

(Note: In April, 2004, the administrative responsibility for this project was transferred from Planning to Highway-Building Maintenance)

CIP Project #612503 – *Visitor's Signage Package* – This money was set aside for the acquisition and installation of wayfinding signs throughout the downtown and at other significant intersections throughout the City. Of the original \$84,028.49, \$77,573.39 remains. This project was under the purview of the former Planning Director and is on hold pending staff capacity to complete.

CIP Project #612407 – *Neighborhood Revitalization* – This money was set aside to support infrastructure improvements, with the major focus on the City's targeted neighborhoods. Of the original \$200,000 bond money, a balance of \$89,059.20 remains and is required to continue the Kelly Street reconstruction. This project is ongoing with the Highway Department and should be wrapped up in late spring.

✓ **CIP Project #612309 – *Neighborhood Revitalization*** – This money was set aside as a continuation of the infrastructure and other neighborhood improvements in targeted areas across the City. Of the original \$200,000 bond money, and based upon information from the Highway Department, \$100,000 is necessary for the completion of the Kelly Street reconstruction that the Highway Department will be completing in late spring. The plan was to use the remaining balance of \$100,000 to target infrastructure improvements on other nearby targeted streets.

February 3, 2009

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

22-14

FEMA Status Report - Open Projects as of February 5, 2009

Project#	Dept	Project	Total Project Cost	FEDERAL			STATE				
				Originally Approved (75%)	Received	Balance	Amount Expected (12.5%)	Received	Balance		
		Parks & Recreation									
510807	650	Park Improvement Program	92,545.82	20,859.94	20,859.94	-	3,342.94	-	3,342.94		
511607	650	Bass Island Flood Damage Stabilization (2006)	83,233.41	62,470.00	32,067.96	30,402.04	10,411.00	-	10,411.00		3,342.94
511707	650	Piscataquog River Park Flood Damage (2006)	741,232.00	555,924.00	293,042.50	262,881.50	92,654.00	-	92,654.00		10,411.00
511708	650	Piscataquog River Park Flood Damage - 2 (2007)	342,000.00	256,500.00	342,000.00	(85,500.00)	85,000.00	-	85,000.00		92,654.00
		Highway									
713007	500	Flood Damaged Infrastructure Remediation	164,634.00	123,476.00	72,698.48	50,777.52	20,579.00	-	20,579.00		20,579.00
		TOTAL	1,423,705.23	1,019,229.94	760,668.88	258,561.06	211,986.94	-	211,986.94		211,986.94



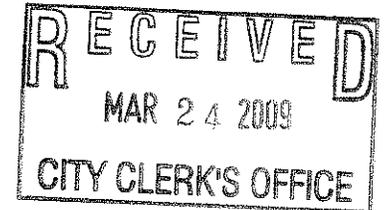
CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

MEMORANDUM



To: Michael Garrity, Chair
CIP Aldermanic Committee 

From: Leon L. LaFreniere, AICP
Director of Planning & Community Development

Date: March 19, 2009

Subject: CIP 650300 Hackett Hill

As directed, Staff from Planning, Finance and City Solicitor's Office met in an effort to identify the source of funds used for the Hackett Hill Development Project referenced above. It was determined that the funds were derived from the proceeds of the sale of land owned by the City on Hackett Hill which was the site of the planned UNH Campus that never materialized. As such, any unencumbered funds in this account may be used for whatever purposes the BMA deems to be in the best interest of the City. Jay Minkarah informs us that he has commitments of \$167,592.65 to be paid out leaving an unencumbered balance of \$250,671.69.

22-16

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from James Burkush, Fire Chief, for \$8,022.04 to be taken out of CIP#411304 to purchase two Self Contained Breathing Apparatus units be approved.

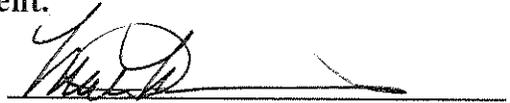
(Unanimous vote)

Respectfully submitted,



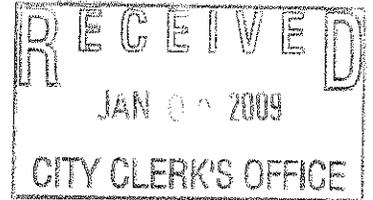
Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Gatsas, duly seconded by Alderman Garrity, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

James A. Burkush
Chief of Department



City of Manchester
Fire Department

January 9, 2009

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

Dear Alderman Garrity:

Recently the Board of Mayor and Alderman passed a "strategic study" for city wide needs, which negates the need to use the \$8,022.04 in CIP #411304 for design services.

We applied for an AFG grant for Self Contained Breathing Apparatus, which has not yet been awarded.

Our CIP #411709 and the AFG grant will not replace all our units. Can we use the \$8,022.04 in CIP #411304 to purchase 2 units?

Respectfully submitted,

James A. Burkush
Chief of Department

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

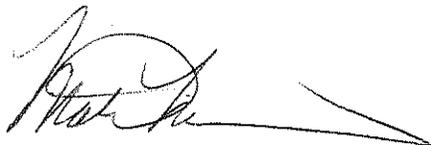
The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the following projects:

- Life Safety-MFD, Required Corridor Doors, Holders, and Closers
- Life Safety-MFD, Required Sprinkler Installation – Webster School
- Life Safety-MFD, Required Bathroom Separation

be referred to the Board of Mayor and Aldermen for funding.

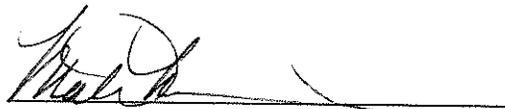
(Unanimous vote)

Respectfully submitted,



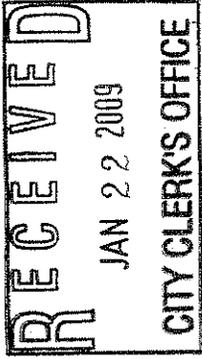
Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

**MANCHESTER SCHOOL DISTRICT
CIP PRIORITY LIST AS VOTED BY THE BOSC 1/12/09
FY10 AND FY11 BUDGET**



<u>Project</u>	<u>Dept</u>	<u>City FY10</u>	<u>Federal FY10</u>	<u>City FY11</u>
1 Life Safety-MFD, Req. Corr. Doors, Holders, Closers	Facilities	308,000		210,000
2 Life Safety MFD, Webster Required Sprinkler Install	Facilities	189,000		512,000
3 Life Safety MFD, Recommended Sprinkler Install	Facilities	567,000		836,268
4 Replace Ten (10) Type C School Buses	District	796,446		
5 Life Safety MFD, Required Bathroom Separation	Facilities	19,440		
6 New Preschool, Warehouse, Admin Facility	Facilities	10,000,000		
7 Potential new Elementary School	Facilities			16,000,000
8 Bakersville ADA Elevator Addition	Facilities		730,000	
9 ADA Door Hardware & Accessories	Facilities		450,000	
10 Open Classroom Elimination, Beech	Facilities	2,970,000		
11 Open Classroom Elimination, Webster	Facilities	621,000		
12 Gossler/Parkside Rehabilitation	P&R	1,800,000		
13 Parker Varney Design	P&R	65,000		
14 Central James H.S. Roof Replacement	Facilities	730,000		
15 Central Classical H.S. Roof Repairs	Facilities	550,800		
16 Beech, Replace Roof over Kitchen	Facilities	49,500		
17 Memorial H.S. Roof Top Units Boys/Girls (Venmar)	Facilities	66,000		
18 State Mandated Oil Piping Upgrades 11 schools, Cash	Facilities	81,000		90,000
19 School Cash Maint Projects	Facilities	494,500		
20 Bakersville, Design & Replace Windows, Waterproofing	Facilities	20,000		800,000
21 Webster Design & Window Replacement	Facilities	21,600		500,000
22 West High, Makin, Design & Window Replacement	Facilities	20,000		520,000
23 West High, Domestic Water Renovations	Facilities	120,000		
24 Central High, Domestic Water Renovations	Facilities	120,000		
25 West High, Design & Replace Boilers	Facilities	75,000		400,000
26 Webster, Install Backup Boiler	Facilities	55,000		
27 Wilson, Install Backup Boiler	Facilities	59,400		
28 Bakersville, Multi Purpose Floor Replacement	Facilities	75,600		
29 McDonough, Design & Hallway & Bathroom Floors	Facilities	20,000		320,000
30 Weston, Hallway and Gym floors, VCT	Facilities			50,000
31 McDonough Exterior Lighting, (PSNH?)	Facilities	10,000		35,000
32 Wilson, Add ACT ceiling and lighting in addition	Facilities			
33 Jewett, Dimmer Switch's and controls on Stage Lighting	Facilities	3,000		
34 West High, Media Center, HVAC Air Cond	Facilities	80,000		
35 Hillside, HVAC in Band Room.	Facilities			45,000
36 Bakersville, Replace Heating Unit-with HRU	Facilities			45,000

24-2

**MANCHESTER SCHOOL DISTRICT
CIP PRIORITY LIST AS VOTED BY THE BOSC 1/12/09
FY10 AND FY11 BUDGET**

<u>Project</u>	<u>Dept</u>	<u>City FY10</u>	<u>Federal FY10</u>	<u>City FY11</u>
37 Hallsville UST Repairs/Replace	Facilities	20,000		
38 McDonough, New Lockers	Facilities	125,000		
39 Green Acres, Cabinetry Renovations 30 Classroom	Facilities	90,000		
40 Hallsville, Addition to remove portable.	Facilities			1,000,000
41 Wilson, Add Adult Bathroom	Facilities			18,000
42 Webster, Office Renovations	Facilities			20,000
43 Beech, Basement Remove old shower room and fitup.	Facilities			23,000
44 Northwest, New Cabinets in Kindergarten	Facilities	51,840		
45 Southside, Food Lab, Renovations	Facilities			30,000
46 Southside, Storage Areas near gym.	Facilities			
47 Weston, Library, Walls and Electric	Facilities			80,000
48 Hillside Jr. High Athletic Field Rehabilitation	P&R	650,000		
49 Clem Lemire Sports Complex Phase 2	P&R	1,850,000		
50 Highland Goffis Falls Athletic Field	P&R	35,000		
51 Central High Track Rehab at Livingston Park	P&R	350,000		
52 Replacement of Artificial Surface at West	District			500,000
53 Security Upgrades for Alarm Systems	HR	100,000		
		<u>\$ 23,259,126</u>	<u>\$ 1,180,000</u>	<u>\$ 22,034,268</u>

24-3

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

The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the Life Safety (MFD) project recommending sprinkler installation at the Smyth Road, Jewett Street, Gossler, Bakersville, Hallsville and Wilson Street schools be referred to the Board of Mayor and Aldermen for funding.

(Unanimous vote)

Respectfully submitted,



Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held February 3, 2009 on a motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to refer to the Committee on Community Improvement.



Acting City Clerk

In board of Mayor and Aldermen

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

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	\$351,904	

Data Source:

- (1) OEP SNHPC
- (2) NHHFA.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 Facifinder

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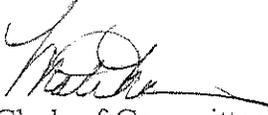
To the Board of Mayor and Aldermen of the City of Manchester:

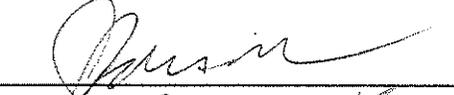
The Committee on Community Improvement respectfully advises, after due and careful consideration, that the communication from Fred Rusczek, Executive Director of Child Health Services, requesting reconsideration of the Mayor's 12% budget cut of FY2009 CIP allocations to his agency has been received and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

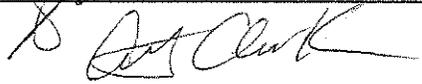
(Unanimous Vote)

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

April 23, 2008

MEDICAL DIRECTOR
Lisa DiBrigida, MD

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

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Joseph A. DiBrigida
Clerk

RE: Reduction in CIP funding for Child Health Services

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

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

DIRECTORS

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Marc Cullerot

Carol Frizzell

Laurie Glaude

Sandra Kinney

Ted Krantz

Kelly Lawrence

Christine Madden

Rachelle M. Moore

Rick Phelps, MD

Christine Rosenwasser, MD

Susan Scacchi

Judy Streeter

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

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

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

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

Sincerely,

Frederick A. Rusczek, MPH
Executive Director

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

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

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www.childhealthservices.org

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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.

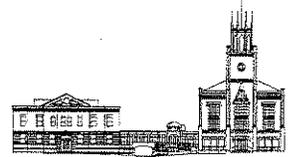
pc: Board of Mayor & Aldermen

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.

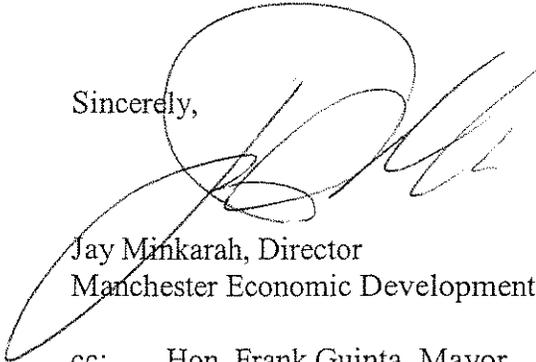
Though it appears that rehabilitation of the existing facility is the favored alternative, interest has been shown in the possibility of developing a new Court facility on the City-Owned Pearl Street Lot, possibly through an exchange of properties for the Superior Court building. Steve Lorentzen, Administrator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

28-7

5/29/2008

Rioux, Claire

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

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

Matthew Normand
Deputy City Clerk
Office of the City Clerk