

AGENDA

COMMITTEE ON COMMUNITY IMPROVEMENT

May 12, 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. Discussion regarding the FY2010 CIP Budget.
Gentlemen, what is your pleasure?

TABLED ITEMS

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

4. Communication from Ronald Robidas, Security Manager/ADA Coordinator, regarding CIP expenditure for ADA training.
(Tabled 5/5/09)
5. 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.
(Tabled 3/31/09)
6. 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.
(Tabled 3/31/0, Bond Resolution was passed to be Enrolled on 05/05/09.)

7. Discussion relative to CIP bond projects.
(Note: Report attached from William Sanders, Finance. Communication from Leon LaFreniere, Planning & Community Development, identifying the source of funding for Hackett Hill Development Project CIP # 650300. Report of the Committee on Joint School Buildings attached as per the Committee on 3/31/09. Communication from Pam Goucher, Planning & Community Development, with updated project balances on 4/10/09 and also identifying CIP Project #510807 as available for transfer to contingency. Item tabled 2/17/09.)

8. 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)

9. 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)

10. Report from Mayor's Housing Task Force.
(Note: Referred by the Board of Mayor and Aldermen 12/16/08; Tabled 1/6/09. Attached tables related to HOME funds as previously forwarded to the Committee on 01/12/09.)

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



*Matthew Normand
Acting City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

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

FROM: Matthew Normand 
Acting City Clerk

DATE: May 3, 2009

RE: Communication from MHRA regarding Northwest Business Park Expenses

Please be advised that the attached communication from Ken Edwards of MHRA was received on Friday afternoon (May 1, 2009).

3-1

Dick Dunfey
Executive Director



MANCHESTER
HOUSING AND REDEVELOPMENT AUTHORITY

George N. Copadis
Chair

William B. Cashin
Vice-Chair

Fern G. Gelinis
Commissioner

M. Mary Mongan
Commissioner

Marion C. Russell
Commissioner

Manchester Housing and Redevelopment Authority
MEMORANDUM

TO: Matthew Normand, Acting City Clerk

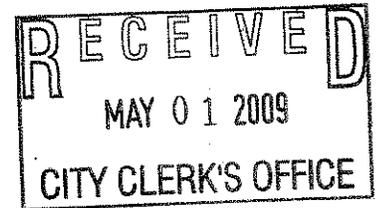
FROM: Ken Edwards, Assistant Executive Director 

SUBJ: Northwest Business Park Expenses

DATE: April 30, 2009

The attached letter is for distribution to the Community Improvement Program Committee.

Thank you.



3-2



Dick Dunfey
Executive Director


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

George N. Copadis
Chair
William B. Cashin
Vice-Chair
Fern G. Gelinas
Commissioner
M. Mary Mongan
Commissioner
Marion C. Russell
Commissioner

May 1, 2009

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

RE: Northwest Business Park Expenses

Dear Chairman Garrity:

Attached for your review is a summary of expenses associated with development of the Northwest Business Park through March 31, 2009. The budget approved by the Board of Mayor and Aldermen in 2005 totaled \$785,000. Through March 31, 2009 \$734,143.05 has been spent leaving a balance of

\$50,856.95

The following is a list of open encumbrances:

- | | | |
|--|--------------|------------|
| 1. Balance of contract for engineering services.
(excludes infrastructure construction administration of \$32,000) | -\$25,770.00 | |
| 2. MHRA administrative costs at an average of \$4,000 per month from April through August 2009 for the following project activities: | -\$20,000.00 | |
| Water tower antenna installation with Verizon to begin soon
Project coordination (entry road lot lines, easement issues (PSNH, Dalsar Realty)
Coordinating with CBRE regarding marketing
Review of construction bid documents (plans, specifications and cost estimates)
PSNH and National Grid utility coordination
Job Corps administration | | |
| 3. Liability insurance, due in September 2009 | -\$1,600.00 | |
| 4. Leaves a contingency of | | \$3,486.95 |

Based on the above, we project continuance of work on the project with the remaining funds through August of 2009. After September 1, 2009 we anticipate the need for additional funding from the City to continue administration of the project.

Sincerely,

MANCHESTER HOUSING AND REDEVELOPMENT AUTHORITY


Kenneth R. Edwards
Assistant Executive Director

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NWBP 2										
Budget	Acquisition	Construct.					Permit	Job	Engineering	
	Costs	Costs	Engineer.	Admin.	Appraisal	Insurance	Fees	Corps	Wetlands	Total
									AOT	
Budget	300,000.00	210,000.00	175,000.00	100,000.00	0.00	0.00	0.00	0.00	0.00	785,000.00
3/1/2005										0.00
7/31/2005	5,000.00									5,000.00
8/31/2005										0.00
9/30/2005										0.00
10/31/2005				1,844.39		566.54				2,410.93
11/30/2005	270,628.37			5,001.86						275,630.23
12/31/2005	4,922.91			2,593.17						7,516.08
1/31/2006	344.85			4,104.91						4,449.76
2/28/2006				1,224.97						1,224.97
3/31/2006	11.32			1,476.04		566.54				2,053.90
4/30/2006	11.32			3,543.87		566.54				4,121.73
5/31/2006	10.54		8,500.00	1,595.29		566.54				10,672.37
6/30/2006				1,010.73		566.54				1,577.27
7/31/2006	10.88			1,538.63		566.54				2,116.05
8/31/2006	9.16		13,500.00	1,949.50						15,458.66
9/30/2006	12.09			710.05		260.00				982.14
10/31/2006	10.88		24,900.00	3,015.86		120.56				28,047.30
11/30/2006	10.76			2,110.54		120.56				2,241.86
12/31/2006	10.10			1,561.98		120.56	7,804.70			9,497.34
1/31/2007	10.11			2,805.64		120.56				2,936.31
2/28/2007	10.11		30,450.00	1,458.32		120.56				32,038.99
3/31/2007	9.99			4,854.85		120.56				4,985.40
4/30/2007	10.25			2,439.83		120.56		1,618.75		4,189.39
5/31/2007	9.99			1,468.80		120.56				1,599.35
6/30/2007	10.11		22,800.00	1,882.24		167.01		187.94		25,047.30
7/31/2007	10.98			2,500.69				11,445.89		13,957.56
8/31/2007	10.85			1,255.72				2,275.00		3,541.57
9/30/2007	11.26		29,970.00	2,644.49						32,625.75
10/31/2007	10.72			3,843.38				167.70		4,021.80
11/30/2007	10.98			3,427.82				130.31		3,569.11
12/31/2007	12.06			4,240.62		1,597.00		15.19		5,864.87
1/31/2008	11.13			5,018.58				7.69	2,836.50	7,873.90
2/28/2008	13.89			7,972.31					5,148.85	13,135.05
3/31/2008	13,300.00			4,875.27				236.20	9,033.73	27,445.20
4/30/2008				8,388.27				222.20	17,498.03	26,108.50
5/31/2008	1,100.00			4,002.39				304.29	9,501.97	14,908.65
6/30/2008				5,359.14	7,800.00			129.81	6,722.32	20,011.27
7/31/2008			34,305.00	5,904.57				42.79	3,661.39	43,913.75
8/31/2008				3,560.10					1,950.00	5,510.10
9/30/2008			3,288.48	3,408.36		1,597.00				8,293.84
10/31/2008				4,223.62					1,800.00	6,023.62
11/30/2008				3,752.89						3,752.89
12/31/2008				3,477.05						3,477.05
1/31/2009			30,865.00	5,090.12						35,955.12
2/28/2009				5,822.54						5,822.54
3/31/2009				4,533.58						4,533.58
										0.00
Total Expense	295,545.61	0.00	198,578.48	141,492.98	7,800.00	7,984.73	7,804.70	16,783.76	58,152.79	734,143.05

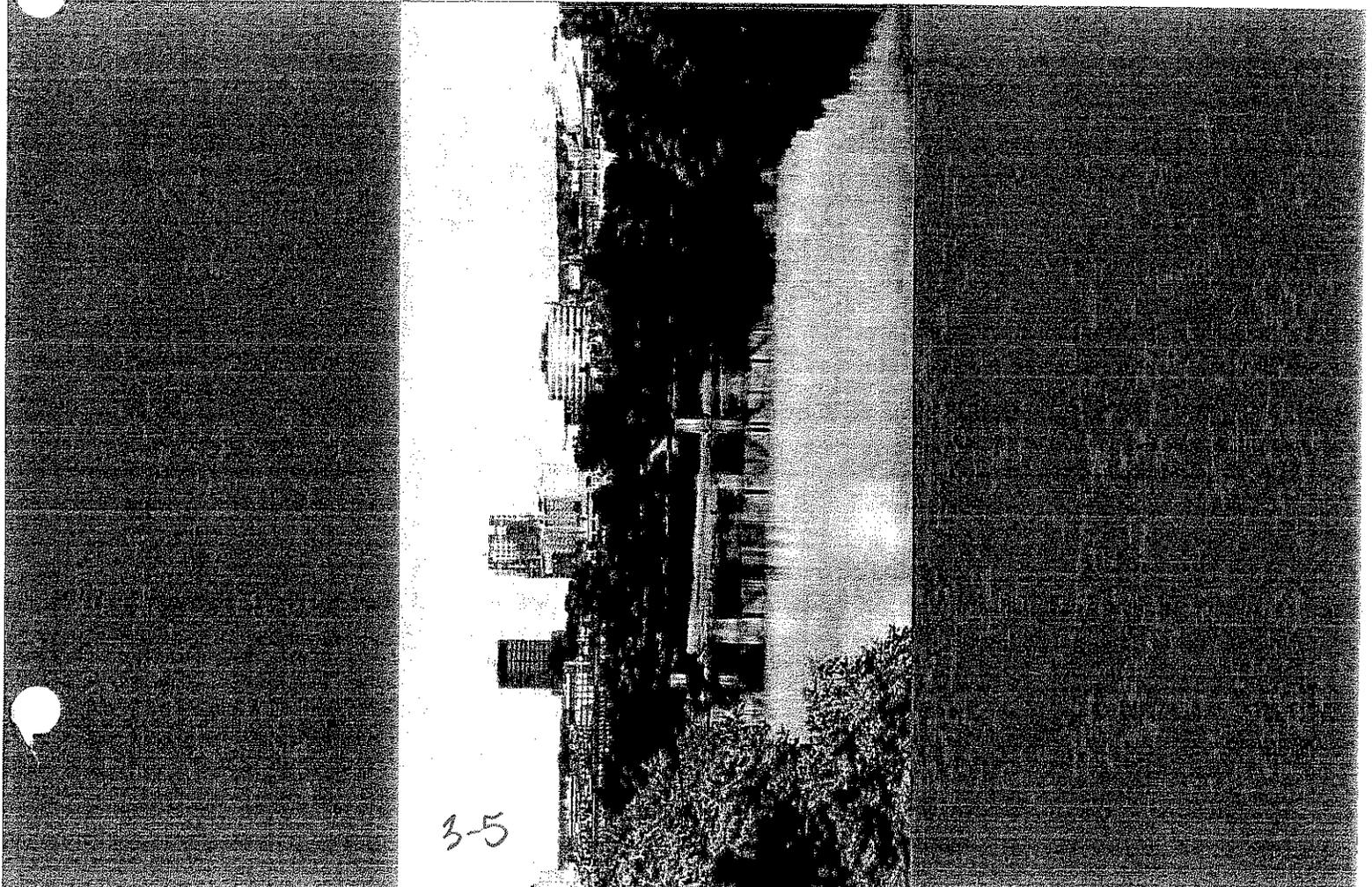
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City of Manchester, NH

Community Improvement Program

Fiscal Year 2010

Mayor Frank C. Guinta



CIP Description

The Community Improvement Program is both a planning tool and a budgeting program. It is designed to coordinate the capital and special project needs of the City with the available resources. It integrates the planning and policy aspects of the City's Capital Budget and determines their conformance with City goals. There are five separate Tables representing different sources of funds. The Program is adopted as part of the City's overall budget process.

CIP Resolution

Total amount

Table 1

Federal, State and Other Funds

Includes Federal and State Grants (other than HUD), private contributions, trust funds and similar funding.

\$ 56,387,690

Table 2

Community Development Block Grant, Emergency Shelter, and HOME funds

Includes all funds received from the Department of Housing and Urban Development.

\$ 2,957,457

Table 3

City Cash

Includes special projects funded under the FY 2010 operating budget of Manchester.

\$ 3,004,600

Table 4

General Obligation Bonds

Includes all projects funded by General Obligation Bonds of the City of Manchester.

\$ 0

Table 5

Projects financed through Enterprises, Fees and Other Dedicated Sources

Includes capital projects of the Airport, Manchester Water Works, Environmental Protection Division, MEDO/Parking & Parks Recreation Enterprise Fund, and similar projects.

\$ 21,583,021

Total CIP

\$ 83,932,768

Table 1 - Federal, State, Other Funds

Priority #	Department Project Name	FY10			FY2010			Notes
		Allocated	Requested	Recommended	Federal	State	Other	
Health and Human Services								
Health Department								
12	HIV Counseling & Testing	\$55,000	\$55,000	\$55,000	\$0	\$55,000	\$0	
14	Homeless Healthcare	\$167,553	\$334,376	\$334,376	\$334,376	\$0	\$0	
Health Department								
9	Immunization Services	\$88,400	\$88,400	\$88,400	\$0	\$88,400	\$0	
Health Department								
10	Lead Poisoning Prevention	\$36,900	\$36,900	\$36,900	\$0	\$36,900	\$0	
Health Department								
13	Public Health Preparedness	\$575,704	\$532,621	\$532,621	\$0	\$532,621	\$0	
Health Department								
6	Refugee Translation Services	\$22,000	\$20,000	\$20,000	\$0	\$20,000	\$0	

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Department	Priority #	Project Name	FY09	FY10	Requested	Recommended	Federal	State	Other	Total
Health Department	8	School Based Dental Services	\$20,000	\$43,000	\$43,000	\$0	\$0	\$20,000	\$23,000	\$86,000
Health Department	11	STD Clinical & DIS Program	\$83,817	\$83,817	\$83,817	\$0	\$0	\$83,817	\$0	\$167,634
Health Department	7	TB Prevention & Control	\$35,000	\$35,000	\$35,000	\$0	\$0	\$35,000	\$0	\$70,000
Health Department	15	VISTA	\$0	\$290,000	\$290,000	\$290,000	\$0	\$0	\$0	\$580,000
Office of Youth Services	2	Alcohol and Drug Education Program	\$0	\$45,000	\$39,020	\$39,020	\$0	\$0	\$0	\$78,040
Office of Youth Services	3	Delinquency Prevention (Hills Cty)	\$0	\$8,000	\$8,000	\$0	\$0	\$0	\$8,000	\$16,000
Office of Youth Services	1	Fire Safe Project	\$10,000	\$6,000	\$6,000	\$0	\$0	\$0	\$6,000	\$22,000

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Department	Priority #	Project Name	FY09		FY10		FY11		FY2010		Notes
			Allocated	Requested	Requested	Recommeneded	Federal	State	Other		
School Department	1	School Projects	\$14,000,000	\$14,000,000	\$14,000,000	\$0	\$0	\$0	\$0	\$14,000,000	Combination of Federal/State Funds breakdown of source unknown at this time
Public Safety											
Fire Department	6	Homeland Security Grant Place Holder	\$500,000	\$500,000	\$500,000	\$0	\$500,000	\$0	\$0	\$0	
Police Department	1	Drugs and Guns Program	\$0	\$313,500	\$200,000	\$0	\$0	\$0	\$0	\$200,000	
Police Department	21	Enforcing Underage Drinking Laws	\$17,000	\$25,000	\$25,000	\$0	\$25,000	\$0	\$0	\$0	
Police Department	8	GTEAP&EPOP (Domestic Violence Funding)	\$0	\$400,000	\$400,000	\$0	\$400,000	\$0	\$0	\$0	
Police Department	23	Homeland Security	\$0	\$100,000	\$100,000	\$0	\$100,000	\$0	\$0	\$0	
Police Department	9	Justice Assistance Grant	\$275,000	\$100,000	\$100,000	\$0	\$100,000	\$0	\$0	\$0	

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Department	Priority #	Project Name	FY09		FY10		FY2010		Notes
			Allocated	Requested	Recommended	Federal	State	Other	
Police Department	11	MHRA Community Policing	\$90,000	\$90,000	\$90,000	\$0	\$0	\$90,000	
Police Department	18	NH Clique Program	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	
Police Department	12	NH Drug Task Force	\$60,000	\$40,000	\$40,000	\$40,000	\$0	\$0	
Police Department	14	NH DWI Patrol Program	\$20,000	\$10,000	\$10,000	\$0	\$10,000	\$0	
Police Department	20	NH Red Light Enforcement Program	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	
Police Department	19	NH Rt. 101 Enforcement Program	\$0	\$10,000	\$10,000	\$0	\$10,000	\$0	
Police Department	17	NH School Bus Enforcement Patrols	\$10,000	\$10,000	\$10,000	\$0	\$10,000	\$0	

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Priority #	Department	Project Name	FY2010			Notes
			Allocated	Requested	Recommended	
			FY09	FY10	FY10	
					State	Other
16	Police Department	NH Sobriety Checkpoint Program	\$20,000	\$25,000	\$25,000	\$0
15	Police Department	NH Speed Enforcement Program	\$20,000	\$10,000	\$10,000	\$0
22	Police Department	Project Safe Neighborhoods	\$40,000	\$40,000	\$40,000	\$0
10	Police Department	VAWA (State Domestic Violence Funding)	\$150,000	\$75,000	\$75,000	\$0
24	Police Department	Weed n'Seed	\$210,000	\$225,827	\$164,000	\$35,000
13	Police Department	Youth Attendant Program	\$50,000	\$50,000	\$50,000	\$0
Recreation and Leisure						
1	Intown Manchester	Veterans Park Tent Installation	\$3,000	\$3,000	\$3,000	\$0
						\$3,000 CBDRRF

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Department	Priority #	Project Name	FY09 Allocated	FY10 Requested	FY10 Recommended	FY2010			Other	Notes
						Federal	State	Local		
Majestic Theatre	1	Summer Youth Program	\$5,000	\$5,000	\$3,000	\$0	\$0	\$3,000	Arts Fund	
Open Doors Manchester	1	Art Trolley	\$3,000	\$4,380	\$2,500	\$0	\$0	\$2,500	Arts Fund	
Palace Theatre Trust	1	Operations	\$75,000	\$75,000	\$25,000	\$0	\$0	\$25,000	\$10,000 Arts Fund and \$5,000 CBDRRF Also funded in Table 3	
Parks, Recreation & Cemetery	5	Project Greenstreets (Donations)	\$29,399	\$0	\$10,023	\$0	\$0	\$10,023	Also funded in Table 2	
The Acting Loft	1	Off the Streets and onto the Stage	\$5,000	\$15,000	\$3,000	\$0	\$0	\$3,000		

3-12

Housing and Community Development

Families in Transition	1	Spruce Street Transitional Housing Program	\$15,000	\$20,000	\$15,000	\$0	\$0	\$15,000	AHTF
Manchester Emergency Housing	1	Operational Assistance	\$8,000	\$10,000	\$8,000	\$0	\$0	\$8,000	AHTF

Department	Priority #	Project Name	FY09		FY10		FY2010		Other	Notes
			Allocated	Requested	Requested	Recommended	Federal	State		
New Horizons for NH	3	Capital Improvements (Windows)	\$40,000	\$60,000	\$60,000	\$0	\$0	\$60,000	AHTF Loan	
	3	Operating Subsidy	\$0	\$36,000	\$36,000	\$0	\$0	\$36,000	AHTF	
Planning and Community Development	2	Housing Initiatives	\$160,000	\$125,000	\$100,000	\$0	\$0	\$100,000	AHTF-Also funded in Table 2	

Transportation and the Environment

Airport	1	Airside Improvement	\$0	\$4,233,333	\$4,233,333	\$1,750,000	\$116,667	\$2,366,666	Also funded in Table 5
	4	Equipment Replacement	\$0	\$300,000	\$300,000	\$225,000	\$15,000	\$60,000	Also funded in Table 5
Airport	2	Property Acquisition	\$0	\$5,250,000	\$5,250,000	\$4,200,000	\$0	\$1,050,000	
Airport	3	Terminal and Buildings	\$0	\$17,750,000	\$17,750,000	\$375,000	\$25,000	\$17,350,000	Also funded in Table 5

3-13

Department	Priority #	Project Name	FY09		FY10		FY11		FY2010		Notes
			Allocated	Requested	Requested	Recommended	Federal	State	Other		
Highway - EPD	1	Aeration System Upgrade-Construction	\$0	\$3,000,000	\$3,000,000	\$0	\$2,000,000	\$1,000,000		Also funded in Table 5	
Highway - EPD	2	Cohas Brooke Phase III Contract #2 Design and Construction	\$0	\$500,000	\$500,000	\$0	\$500,000	\$0		Also funded in Table 5	
Highway - EPD	4	Phase II CSO-Engineering Services for Study & Design	\$0	\$200,000	\$200,000	\$0	\$200,000	\$0		Also funded in Table 5	
Highway - EPD	3	Sewer/Pump Station Infrastructure Repair Study, Design, Co.	\$1,300,000	\$150,000	\$150,000	\$0	\$150,000	\$0		Also funded in Table 5	
Highway Department	18	Dwntwn Revitlz.-Elm St. & Gas Light District	\$0	\$6,500,000	\$0	\$0	\$0	\$0		Refer to Section 108	
Highway Department	0	MER	\$3,000,000	\$0	\$1,300,000	\$1,300,000	\$0	\$0		To offset '09 reduction	
Highway Department	27	Nazaire Biron Street Bridge Rehab	\$150,000	\$5,558,500	\$5,558,500	\$5,558,500	\$0	\$0		Local Share-Bond Balance	

3-14

Department	Priority #	Project Name	FY09		FY10		FY10		Notes
			Allocated	Requested	Recommended	Federal	State	Other	
Transit Authority	1	One 30' Transit Bus-Replacement	\$0	\$316,800	\$316,800	\$281,600	\$35,200	\$0	Refer to MER
Transit Authority	2	One ADA Lift Van-Replacement	\$0	\$103,200	\$103,200	\$103,200	\$0	\$0	Additional Funding in Table 2
Transit Authority	3	One Supervisory Auto-Replacement	\$18,400	\$19,200	\$19,200	\$19,200	\$0	\$0	Refer to MER-20% local share
				\$61,856,854		\$15,884,896	\$3,998,605	\$36,504,189	

4/6/2009

3-15

Table 2 - Community Development Block Grant, Emergency Shelter Grant, and Home Funds

Priority #	Department Project Name	FY09 Allocated FY09 Source	FY10 Request Recommended	FY2010		Notes
				CDBG	ESG	
Health and Human Services						
American Red Cross						
1	Department of Emergency Services	\$11,000 Cash	\$15,025	\$11,000	\$11,000	
1	Big Brothers Big Sisters of Greater Manchester One-to-One Mentoring	\$10,000 CDBG/Cash	\$40,000	\$10,000	\$10,000	
1	Boys & Girls Club of Manchester Inner City After School Program	\$40,000 CDBG/Cash	\$40,000	\$40,000	\$40,000	
1	Child and Family Services Home Care-Homemaker Program	\$30,000 CDBG/Cash	\$36,000	\$30,000	\$30,000	
2	Child and Family Services Runaway and Homeless Youth	\$13,400 CDBG/ESG	\$13,400	\$13,400	\$13,400	
1	Child Health Services Child Health Services	\$120,000 CDBG/Cash	\$150,000	\$120,000	\$120,000	

3-16

Priority	Department Project Name	FY09 Allocated		FY10 Request	Recc.	ended	CDBG	FY2010		Notes
		FY09 Source						ESG	HOME	
1	City Year New Hampshire City Year Young Heroes	\$20,000 CDBG/Cash		\$37,500		\$20,000		\$20,000		
1	Court Appointed Special Advocated CASA of NH Support to Abused and Neglected Children	\$13,000 CDBG		\$20,000		\$13,000		\$13,000		
2	Girls Incorporated of NH Café Lauren (Dinner Program)	\$10,000 CDBG		\$10,000		\$10,000		\$10,000		
1	Girls Incorporated of NH Girls Center Program	\$15,000 CDBG		\$20,000		\$15,000		\$15,000		
1	Granite State Federation of Families Greater Manchester Fun	\$10,000 CDBG		\$16,035		\$10,000		\$10,000		
2	Health Department Center City Disease Prevention	\$15,000 CDBG		\$15,000		\$15,000		\$15,000		
1	Health Department Children's Health & Nutrition Program	\$20,000 CDBG		\$20,000		\$20,000		\$20,000		

3-17

Priority #	Department Project Name	FY09 Allocated		FY10 Request Recg. ended		FY2010		Notes
		FY09 Source	FY09	FY10	FY10	ESG	HOME	
3	Health Department Community Oral Health Collaboration	\$20,000 CDBG	\$20,000	\$20,000	\$20,000	\$20,000		
24	Health Department Weed n' Seed Coordinator	\$210,000 Cash	\$57,445	\$46,000	\$46,000	\$46,000		Additional Funding in Table 1
1	Home Health and Hospice Care Indigent Care	\$5,000 CDBG	\$10,000	\$5,000	\$5,000	\$5,000		
2	Manchester Community Health Center Pharmaceutical Program- Coordinator	\$13,800 CDBG	\$13,800	\$13,800	\$13,800	\$13,800		
1	Manchester Community Health Center Pharmaceutical Program- Medications	\$44,000 CDBG	\$44,000	\$44,000	\$44,000	\$44,000		
1	Mental Health Center of Greater Manchester Family Coach	\$12,681 CDBG	\$13,061	\$12,681	\$12,681	\$12,681		
1	New Hampshire Minority Health Coalition Bright Start	\$19,000 CDBG	\$19,000	\$19,000	\$19,000	\$19,000		

8-18

Department Project Name FY09 Allocated FY09 Source FY10 Request Recd FY10 ended CDBG ESG HOME Notes

9 Planning and Community Development \$48,000 \$43,000 \$43,000
 New Citizen Assimilation CDBG

1 St. Joseph Community Services, Inc. \$30,700 \$30,700 \$30,700
 Elder Nutrition Programs Cash

1 The Salvation Army \$25,000 \$25,000 \$25,000
 Kids Café CDBG

1 VNA Child Care & Family Resource Center \$40,000 \$40,000 \$40,000
 VNA Child Care CDBG/Cash

1 YMCA \$22,000 \$20,000 \$20,000
 Youth Opportunities Unlimited CDBG

2 Manchester Community Resources Center, Inc. \$75,000 \$70,000 \$70,000
 Workforce Development CDBG

Recreation and Leisure

3-19

Department	FY09 Allocated	FY10	FY2010						
Priority #	Project Name	FY09 Source	FY10 Request	Recc	ended	CDBG	ESG	HOME	Notes
1	Manchester Housing & Redevelopment Authority Youth Recreation Program	\$60,000 CDBG	\$155,800	\$60,000		\$60,000			
3	Parks, Recreation & Cemetery Fun in the Sun	\$33,660 CDBG	\$37,500	\$30,000		\$30,000			
5	Parks, Recreation & Cemetery Project Greenstreets (CDBG)	\$29,399 CDBG/Cash/O ther	\$7,033	\$15,000		\$15,000			Also funded in Table 1
2	Parks, Recreation & Cemetery Youth Recreation Activity	\$91,800 CDBG	\$102,500	\$91,800		\$91,800			

3-20

Housing and Community Development

1	Amoskeag Business Incubator	\$0	\$20,000	\$10,000		\$10,000			
4	Economic Development Revolving Loan Fund	\$0	\$100,000	\$100,000		\$100,000			

Priority	Department Project Name	FY09 Allocated FY09 Source	FY10 Request Rec'd	FY2010			Note
				ended	ESG	HOME	
2	Economic Development Strategies Implementation	\$0	\$55,000	\$40,000	\$40,000		
2	Neighborworks Greater Manchester Down Payment and Closing Cost Assistance	\$150,000 HOME	\$200,000	\$150,000		\$150,000	
1	Neighborworks Greater Manchester Neighborworks Homeownership Ctr.	\$50,000 HOME	\$50,000	\$50,000		\$50,000	
1	New Hampshire Community Loan Fund MicroEnterprise Program	\$8,000 CDBG	\$12,000	\$8,000	\$8,000		
3	New Horizons for NH Capital Improvements	\$0	\$84,567	\$24,000	\$24,000		
1	New Horizons for NH Operational Expenses	\$15,000 ESG	\$22,700	\$8,196		\$8,196	Additional Funding in Table 1
2	New Horizons for NH Shelter Staffing (Angie's Place)	\$8,160 ESG	\$12,500	\$8,160		\$8,160	

3-21

Priority #	Department Project Name	FY09 Allocated		FY10 Requested		FY2010		Notes
		Source	Amount	Rec.	ended	ESG	HOME	
1	NH Legal Assistance NHLA Housing Justice Project	\$12,800		\$12,800		\$12,800		
		CDBG						
1	NH Small Business Development Center Small Business Management	\$10,000		\$10,000		\$10,000		
		CDBG						
4	Planning and Community Development Community Development Initiatives	\$30,000		\$25,000		\$25,000		Support of NSP Stimulus Projects
		CDBG						
3	Planning and Community Development Community/Neighborhood Planner	\$60,000		\$32,000		\$32,000		
		CDBG						
5	Planning and Community Development Concentrated Code Enforcement Inspector	\$22,000		\$56,900		\$20,000		Utilize existing balance to fund project
		CDBG						
8	Planning and Community Development HOME/CHDO Projects	\$120,000		\$250,000		\$120,000		TBD-Upon expenditure of other funding
		HOME						
2	Planning and Community Development Housing Initiatives	\$573,754		\$540,000		\$531,420		See Table 1 also
		CDBG/HOME						
						\$65,000	\$16,420	\$450,000

3-22

Priority	Department Project Name	FY09 Allocated FY09 Source	FY10 Request Recd	FY10		FY2010		Notes	
				ended	CDBG	ESG	HOME		
6	Planning and Community Development Neighborhood Revitalization	\$200,000 Bond	\$300,000	\$300,000	\$300,000				
1	YWCA of Manchester Emily's Place Operation- Essential Services	\$12,000 ESG	\$18,890	\$12,000		\$12,000			
Transportation and the Environment									
4	Highway Department Municipal Infrastructure	\$400,000 CDBG	\$550,000	\$350,000	\$350,000				
2	Transit Authority One ADA Lift Van-Replacement	\$0	\$12,900	\$6,500	\$6,500			See Table 1	
Community Management									
1	Planning and Community Development Administration	\$275,000 CDBG/HOME	\$230,000	\$226,000	\$166,000		\$60,000		
			\$3,760,928	\$2,045,281	\$82,176	\$830,000			

4/6/2009

3-23

Table 3 - City Cash

Requested Priority #	Project Name	FY2009 Allocated	FY2010 Requested	FY2010 Recommended	Notes
Public Safety					
Fire Department					
6	Portable Radio Replacement	\$275,000	\$287,062	\$50,000	
Fire Department					
1	SCBA Replacement	\$197,225	\$750,000	\$750,000	Special Revenue Account
Recreation and Leisure					
Palace Theatre Trust					
1	Operations	\$75,000	\$75,000	\$25,000	Also funded in Table 1
Parks, Recreation & Cemetery					
8	Annual Park Improvement Program	\$50,000	\$75,000	\$50,000	
Parks, Recreation & Cemetery					
4	Fun in the Sun/Special Sports	\$61,200	\$65,100	\$52,600	
Parks, Recreation & Cemetery					
1	Hazard Tree Removal	\$10,000	\$50,000	\$10,000	
Parks, Recreation & Cemetery					
8	Rockingham Recreational Trail*	\$100,000	\$100,000	\$100,000	Special Revenue Account (*09 Bond Rescinded)
Transportation and the Environment					
Highway Department					
0	MER	\$3,000,000	\$0	\$1,700,000	Special Revenue Account-To offset '09 reduction
Highway Facilities Division					
2	Highway UST Repairs/Updates "Required by State"	\$0	\$27,000	\$27,000	
Highway Facilities Division					
3	Municipal/School Facilities Maintenance Cash Program	\$180,000	\$100,000	\$100,000	

3-24

Requested Priority	Project Name	FY2009 Allocated	FY2010 Requeste	FY2010 Recommended	Notes
Community Management					
Information Systems					
1	MIS Equipment	\$147,350	\$211,000	\$140,000	
			\$1,740,162	\$3,004,600	

4/6/2009

3-25

Table 4 - General Obligation Bonds

Department	Priority #	Project Name	FY09 Allocated	FY2010 Requested	FY2010 Recommended	Notes
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No Bond Allocation Authorized this Year

4/6/2009

3-26

Table 5 - Projects financed through Enterprises, Fees, and Other Dedicated Sources

Priority #	Department Project Name	FY09 Allocated	FY 2010 Requested	FY 2010 Recommended	Notes
Transportation and the Environment					
1	Airport Airside Improvement	\$0	\$900,000	\$900,000	Also funded in Table 1
4	Airport Equipment Replacement	\$0	\$2,000,000	\$2,000,000	Also funded in Table 1
3	Airport Terminal and Buildings	\$0	\$550,000	\$550,000	Also funded in Table 1
4	Finance - Parking Division On-Street/25 Pay & Display Meters	\$500,000	\$200,000	\$200,000	
3	Finance - Parking Division On-Street/Citation Equipment Replacement/Interface	\$0	\$120,000	\$120,000	
7	Finance - Parking Division Parking Division/On Call Engineering	\$15,000	\$15,000	\$15,000	

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Priority #	Department Project Name	FY09 Allocated	FY 2010 Requested	FY 2010 Recommended	Notes
6	Finance - Parking Division Pearl Lot/Resealing & Crack Repair	\$0	\$25,000	\$25,000	
5	Finance - Parking Division Pine Lot/Resealing & Crack Repair	\$0	\$10,000	\$10,000	
2	Finance - Parking Division Victory Garage/Concrete Structural Repairs	\$80,000	\$80,000	\$80,000	
1	Finance - Parking Division Victory Garage/Elevator Replacement	\$0	\$300,000	\$300,000	Bond
1	Highway - EPD Aeration System Upgrade-Construction	\$0	\$7,000,000	\$7,000,000	Also funded in Table 1
2	Highway - EPD Cohas Brooke Phase III Contract #2 Design and Construction	\$0	\$4,500,000	\$4,500,000	Also funded in Table 1
4	Highway - EPD Phase II CSO-Engineering Services for Study & Design	\$0	\$800,000	\$800,000	Also funded in Table 1

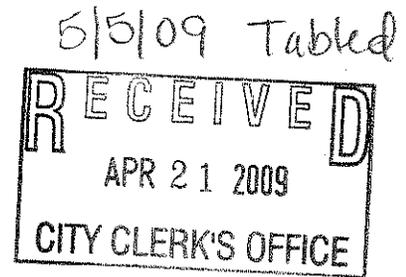
3-28

Department	Priority #	Project Name	FY09 Allocated	FY 2010 Requested	FY 2010 Recommended	Notes
Highway - EPD	3	Sewer/Pump Station Infrastructure Repair Study, Design, Co.	\$1,300,000	\$1,350,000	\$1,350,000	Also funded in Table 1
Water Works	1	Manchester Water Works Capital Improvement		\$3,733,021	\$3,733,021	
				\$21,583,021	\$21,583,021	

4/6/2009

3-29

Jane Gile
Human Resources Director



CITY OF MANCHESTER Human Resources Department

April 20, 2009

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

Re: CIP Expenditure ADA Training

Honorable Committee Members;

The purpose of this correspondence is to apprise the Committee of training received utilizing CIP funding. On Thursday, April 16, 2009 I attended a day long training session relating to "The American With Disabilities Act and the Impact of the 2008 Amendments in New Hampshire."

The seminar was conducted by Attorney Judith Feinberg Albright of Nelson, Kindeer, Mousseau & Saturley PC, Attorney's Andrea G. Chatfield and Charla Bizios Stevens of McLane, Graf, Raulerson, & Middleton, P.A.

The topics included the ADA Amendments Act of 2008, dealing with purposes of the Amendments Act, the broader definition of "Major Life Activities" perceived disabilities, where the courts are going with interpretations, reasonable accommodations, medical testing and information and the interconnections of ADA, Family Medical Leave Act (FMLA) and Workmen's Compensation.

The fee of \$329.00 was paid through CIP ADA funding. The conference was held in Manchester, therefore no travel or meal expenses were incurred.

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

Respectfully submitted,

Ronald Robidas, CPP
Security Manager/ADA Coordinator

cc: Jane Gile, Human Resources Director
Sam Maranto, CIP

1 City Hall Plaza • Human Resources Department • Manchester, New Hampshire 03101 • (603) 624-6543 •
FAX: (603) 628-6065

E-mail: HumanResources@ManchesterNH.gov • Website: www.manchesternh.gov

3/31/09 Tabled

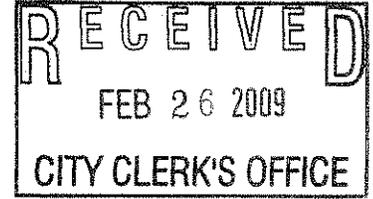
Kevin A. Sheppard, P.E.
Public Works Director

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

3/31/09 Tabled



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Community Improvement Program

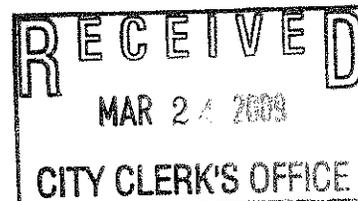
Staff to:
Planning Board
Zoning Board of Adjustment
Heritage Commission
Millyard Design Review Committee

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.

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

Timothy J. Clougherty
Deputy Public Works Director

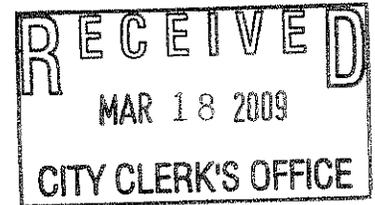


Commission
William A. Varkas
Henry R. Bourgeois
Joan Flurey
William F. Houghton Jr.
Robert R. Rivard

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.

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



*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	713205	2006	Street Reconstruction - So. Willow St	35,109.68	-	Funds purposed 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	Project Name	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	City Space Improvements	\$285,000.00	\$283,300.00	\$0.00	\$1,700.00	Yes	
6/4/2002	8112B3	Bond	City Space Improvements	\$30,000.00	\$28,933.81	\$0.00	\$1,066.19	Yes	
6/1/1998	341898	Bond	City Hall Security/Audio/Visual	\$867,500.56	\$847,423.52	\$0.00	\$77.04	Yes	
6/1/2004	811405	Bond	City Building Improvements	\$4,440,000.00	\$4,398,984.04	\$0.00	\$41,015.96	No	2/09 - 11/09
6/12/2006	712107	Bond	Municipal Facilities Improvements	\$838,173.72	\$580,883.89	\$221,437.00	\$35,852.83	No	2/09 - 11/09
5/20/2008	810209	Bond	Strategic Planning for Facilities, Police, Fire, Highway	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	No	

TOTALS

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

7-4

SCHOOL FACILITIES

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

TOTALS

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

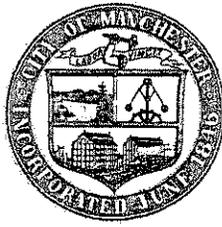
FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

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 tofers (\$500k) and Fire/Police/Highway master planning study (\$100K)

7-5

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.						

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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
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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

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FEIMA 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)	83,293.41	62,470.00	32,067.96	30,402.04	10,411.00	-	10,411.00		
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		
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		
		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		
		TOTAL	1,423,705.23	1,019,229.94	760,668.88	258,561.06	211,986.94	-	211,986.94		

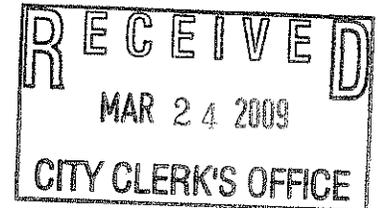


CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

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.

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-1 – 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-09

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-Tota	\$550,600.00	\$0.00	\$132,144.00	76%	\$418,466.00	
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-Tota	\$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	\$439,191.90
CO#1 Credit, Roofing Insulation Reuse	(\$102,089.00)		(\$102,089.00)	0%	\$0.00	\$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 @ Go. 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 & Rim	\$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		\$578.00	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 Telepoles w/Outlets	\$4,726.00		\$0.00	100%	\$4,726.00	\$472.60
CO #11 Reset Granite, Yeaton Controls	\$4,751.00		\$0.00	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 Subtotal	\$6,973,207.00	\$0.00	\$2,496,932.02		\$4,476,274.98	\$447,627.80
Equipment	\$750,000.00	\$557,081.38				
Access AV, LLC -Audio Visual Equipment	\$159,959.00		\$53,208.00	67%	\$106,751.00	
Patriot Welding - Lab Desks	\$12,600.00		\$0.00	100%	\$12,600.00	
Aubin Woodworking - Desktops & 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, Admin Furniture	\$3,034.00		\$295.00	90%	\$2,739.00	
Union Leader- RFP Manufacturing Equipment	\$197.63		\$0.00	100%	\$197.63	
Equipment Sub-Tota	\$750,000.00	\$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-Tota	\$75,000.00	\$43,662.50	\$4,703.58		\$26,633.92	
Contingency > \$5,000 needs Joint Approvs	\$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 Cosmatology	\$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		\$536.00	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. Lafamme - Wire Temp Power for Automotive	\$780.36		\$0.00	100%	\$780.36	
G.A. Lafamme - 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	
Leblanc Hardware - Keys for Project	\$15.60		\$0.00	100%	\$15.60	
G.A. Lafamme - Wire RTU and Controls	\$425.36		\$0.00	100%	\$425.36	
G.A. Lafamme - 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-Tota	\$1,225,000.00	\$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					

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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

April 10, 2009

Alderman Michael Garrity, Chair
Committee on Community Improvement
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Re: CIP Cash & Bond Balances

Dear Chairman Garrity:

We have reviewed the open bond balances and cash balances of CIP projects, provided to us today by the Finance Department, and concur with the numbers that are shown.

Additionally, in reviewing the CIP tabled items on the most recent Finance Committee Meeting Agenda (4/7/09), we observed that CIP Project #510807 (a cash project) is not shown. While this project was on our original list of requested extensions, it appears to have been omitted when the list was transcribed to the Board's agenda. We are enclosing a copy of the extension list with updated balances. This particular project was one of three CIP cash projects that were *not* on the list of cash projects to be transferred to the contingency fund.

Should the Committee have additional questions, CIP staff will be available at the next CIP meeting.

Respectfully submitted,

Pamela H. Goucher
Deputy Director, Planning & Zoning

copy: Leon L. LaFreniere, AICP

enclosure

MEMORANDUM

To: Committee on Community Improvement Program

From: Leon LaFreniere, AICP
Planning and Community Development Director

Date: April 10, 2009

Subject: Project Extensions

The following projects are requested to be extended until June 30, 2009:

<u>Year</u>	<u>Fund Type</u>	<u>Project #</u>	<u>Project Name/Department</u>	<u>As of April 6, 2009 Balance/Encumbrance</u>
2008	CDBG	212708	New Citizen Assimilation Initiatives-Planning	\$ 13,418.00
2008	State	214008	Cities Readiness Initiative-State	\$ 3,740.65
2008	State	214108	Naccho Accreditation Improvement-Health	\$ 2,499.26
2008	Federal	410008	Homeland Security Grant-Fire	\$ 6,661.99
2008	CDBG	511008	Martineau Park-Parks	\$ 37,603.04
2008	CDBG	610408	Concentrated Code Enforcement-Building*	\$ 29,341.63
2008	CDBG	611408	Manchester Micro Enterprise Program-MicroCredit	\$ 2,000.00
2008	CDBG	611608	Neighborhood Pride-Business Incentive-MEDO	\$ 125,000
2008	CDBG	710508	School Sidewalk Program-Highway	\$ 12,044.45
2008	CDBG	810008	ADA Compliance-Planning	\$ 75,000
2008	CDBG	810108	Community Development Initiative-Planning	\$ 4,370.06
2008	State	810808	Vista Initiative Program-Health	\$ 132,249.91
2007	State	210607	School Based Dental Services-Health	\$ 6,902.17
2007	State	412407	Public Safety Interoperability-Fire/Police	\$ 3,409.25
2007	State	412607	Security Fiber Connections Project-Fire	\$ 87,613.24
2007	Cash	510807	Park Improvement Program-Parks	\$ 1,860.00
2007	NH DOT	510907	Parks improvement Project	\$ 390,359.21
2007	ST/FED	511407	Black Brook Dam Removal (Watershed Rest.)	\$ 96,135.13
2007	ST/FEMA	511607	Bass Island Flood Damage	\$ 683.82
2007	CDBG	611507	Revolving Loan Fund-MEDO	\$ 19,351.26
2007	CDBG	710807	School Sidewalk Program-Highway	\$ 81,896.52
2007	Cash	710907	Annual Bridge Maintenance-Highway	\$ 18,326.64
2007	CDBG	810807	Master Plan Support-Planning	\$ 31,213.74
2007	CDBG	810907	Neighborhood Revitalization/CBD Impr.-Planning	\$ 160,327.69
2006	Federal	410006	Mobile Data Terminal/AVL'S-Fire	\$ 1,726.47
2006	CDBG	612406	Neighborhood Revitalization Program-MEDO	\$ 32,457.67
2006	CDBG	810306	Economic Development/Master Plan-MEDO/Planning	\$ 1,578.44
2006	CDBG	810606	ADA Compliance-Planning	\$ 14,117.90
2000	Cash	650300	Hacket Hill Development-MEDO	\$ 418,264.34

* Budget authorization to be revised from Building Department Administration to Planning and Community Development Department.

7-24

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,



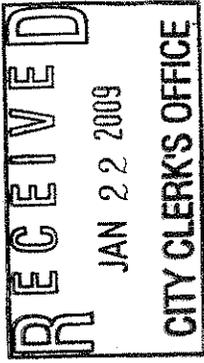
Clerk of Committee

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



Project	Dept	City FY10	Federal FY10	City FY11
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		16,000,000
7 Potential new Elementary School	Facilities			
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		90,000
18 State Mandated Oil Piping Upgrades 11 schools, Cash	Facilities	81,000		
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	10,000		50,000
31 McDonough Exterior Lighting, (PSNH?)	Facilities			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

8 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 Goffs 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>

8-3

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. pevries

Second by Ald. O'Neil

Voted Refer to Committee on Community
Improvement


City Clerk

1/6/09 tabled

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

Task Force Members

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

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

David Cornell; Chairman; Assessors Office – City of Manchester

Ron Dupont; President; Red Oak Property Management

Mark Laliberte; Public Policy Advisor – Office of the Mayor

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

Robert MacKenzie; Former Planning Director – City of Manchester

Sam Maranto; Planner; Planning Department – City of Manchester

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

Mike Skelton; Director of Economic Development and Advocacy;

Greater Manchester Chamber of Commerce

Linda Tremblay; Vice President; Citizens Bank

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Executive Summary

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

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

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

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

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

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

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

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

Process of the Task Force

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

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

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

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

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

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

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

Dick Anagnost – The Anagnost Companies (manages more than 700 units)

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

Data Source:

- (1) OEP SNHPC
- (2) 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 Factfinder

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

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

City of Manchester Housing Activities 2003 - 2009

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

City of Manchester Housing Activities 2003 - 2009

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

City of Manchester Housing Activities 2003 - 2009

Project Name	CIP #	CIP Funds Approved	Other Monies Leveraged	CIP Funding Source	Number of units	Type of Housing	Type of Construction
Energy Efficiency Program	611709	\$ 90,000.00	\$ -	CDBG	100	Owner/Rental Single/Multi	Renovation
Subtotal		\$ 4,243,487.00	\$ 33,763.00		534		
Tenant Assistance - Security Deposits							
The Way Home Tenant/Security Deposit	611903	\$ 55,000.00	\$ 285,100.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	611304	\$ 63,250.00	\$ 245,000.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612505	\$ 65,700.00	\$ 310,000.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612006/612106	\$ 68,000.00	\$ 205,175.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612007	\$ 58,000.00	\$ 289,400.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	611808	\$ 60,000.00	\$ 299,400.00	HOME	200	Rental - Multi	N/A
The Way Home Tenant/Security Deposit	612009	\$ 52,000.00	\$ 300,000.00	HOME	200	Rental - Multi	N/A
Subtotal		\$ 431,950.00	\$ 1,934,075.00		1400		
Totals All Programs		\$ 12,782,466.00	\$ 99,930,750.00		4510		

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

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