

## AGENDA

### COMMITTEE ON COMMUNITY IMPROVEMENT

March 1, 2010  
Aldermen O'Neil, Ludwig,  
Shea, Craig, Greazzo

6:30 PM  
Aldermanic Chambers  
City Hall (3<sup>rd</sup> Floor)

1. Chairman O'Neil calls the meeting to order.
2. The Clerk calls the roll.
3. Presentation of the Combined Sewer Overflow (CSO) Program.  
**Ladies and Gentlemen, what is your pleasure?**
4. Presentation of the Airport's 5-year CIP summary.  
**Ladies and Gentlemen, what is your pleasure?**
5. Discussion relative to Neighborhood Stabilization Program.  
**Ladies and Gentlemen, what is your pleasure?**
6. Discussion regarding First Time Homebuyers Review.  
**Ladies and Gentlemen, what is your pleasure?**
7. Petition to release and discharge from public servitude a portion of West Mitchell Street.  
**A motion would be in order to refer the petition to a Road Hearing with the date to be set by the City Clerk.**
8. Communication from Rick Groleau, Chairperson Adopt-A-Block Project 2010, requesting funds for the upcoming project be released to the Service and Community Involvement Fund.  
**Ladies and Gentlemen, what is your pleasure?**

9. Communication from Matthew Normand, City Clerk, requesting permission to apply for a \$9,692 grant from New Hampshire State Library Moose Plate Program to restore six journals of the Board of the Overseers of the Poor, 1855-1910.  
**Ladies and Gentlemen, what is your pleasure?**
  
10. Communication from Matthew Normand, City Clerk, withdrawing a FY2011 CIP request for restoration of Board Minutes.  
**Ladies and Gentlemen, what is your pleasure?**
  
11. Communication from Chuck Deprima, Acting Director of Parks, Recreation and Cemetery Department, requesting the City consider funding \$222,400 for the local portion of a CMAQ program grant prior to applying.  
**Ladies and Gentlemen, what is your pleasure?**
  
12. Communication from Chuck Deprima, Acting Director of Parks, Recreation and Cemetery Department, requesting funding for the rehabilitation of Hunt Pool.  
**Ladies and Gentlemen, what is your pleasure?**
  
13. Communication from Bruce Thomas, Engineering Manager, requesting approval to modify CIP 713709 Traffic Signal Reconstruction and for such purposed an Amending Resolution and Budget Authorization have been provided.  
**Ladies and Gentlemen, what is your pleasure?**
  
14. Amending Resolution and Budget Authorization providing for acceptance of funds in the amount of \$5,000 from the National Association of County and City Health Officials for CIP project #214910 – Medical Reserve Corp. Program.  
**Ladies and Gentlemen, what is your pleasure?**
  
15. Amending Resolution and Budget Authorization providing for acceptance of funds in the amount of \$3,845 from the State of New Hampshire Highway Safety Agency for CIP project #412810 – Manchester Radar System (2) Project.  
**Ladies and Gentlemen, what is your pleasure?**

16. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting a transfer of funds in the amount of \$15,200 for CIP project #611810 – Concentrated Code Enforcement Inspector and for such purpose an Amending Resolution and Budget Authorization have been provided.

**Ladies and Gentlemen, what is your pleasure?**

17. Communication from Leon LaFreniere, Director of Planning & Community Development, submitting a request for the transfer of funds in the amount of \$33,953.32 for Phase II of the Cohas Brook Construction Project and \$90,000 for completion of Phase II of the Wastewater Treatment Plan project and for such purposed an Amending Resolution and Budget Authorization have been provided.

**Ladies and Gentlemen, what is your pleasure?**

18. Communication from Leon LaFreniere, Director of Planning & Community Development, submitting a request from MHRA for funds in the amount of \$235,893, as a part of the 2011 CIP Budget, for Phase II of their South Porter Street Housing project.

**Ladies and Gentlemen, what is your pleasure?**

19. Communication from Leon LaFreniere, Director of Planning & Community Development, regarding Neighborworks Greater Manchester Home Ownership Programs.

**Ladies and Gentlemen, what is your pleasure?**

20. Communication from Leon LaFreniere, Director of Planning & Community Development, regarding a funding transfer for the American Red Cross.

**Ladies and Gentlemen, what is your pleasure?**

**TABLED ITEM**

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

21. Communication from James Burkush, Fire Chief, requesting permission to apply for a US Department of Homeland Security FY 2010 Emergency Operations Center grant opportunity.

*(Note: Tabled 2/1/10)*

22. 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. Finance Officer to provide an update.)*
  
23. If there is no further business, a motion is in order to adjourn.

# MANCHESTER'S PHASE II CSO ABATEMENT PLAN

## CIP Committee Briefing – March 1, 2010

### Background and Phase I CSO Abatement Program

- The Clean Water Act, US EPA's 1994 National CSO Control Policy, and NH DES regulations require municipalities to reduce or eliminate combined sewer overflows (CSOs).
- Manchester reached an agreement with US EPA in 1999 to eliminate CSO's on the west side (\$58 million over 10 years) and to submit a plan to EPA on how it intends to eliminate or reduce CSOs from the east side of the Merrimack River by mid March 2010.
- As part of Phase I, the west side's urban infrastructure was upgraded (53 miles of new/rehabilitating drains, sewers, water, and gas mains and 25 miles of new streets, including some sidewalks and curbing). This enabled the City to address other, related problems, such as flooding, inadequate sewer/drain capacity, and aging infrastructure.



*Cemetery Brook outfall discharge CSOs (1/25/10)*



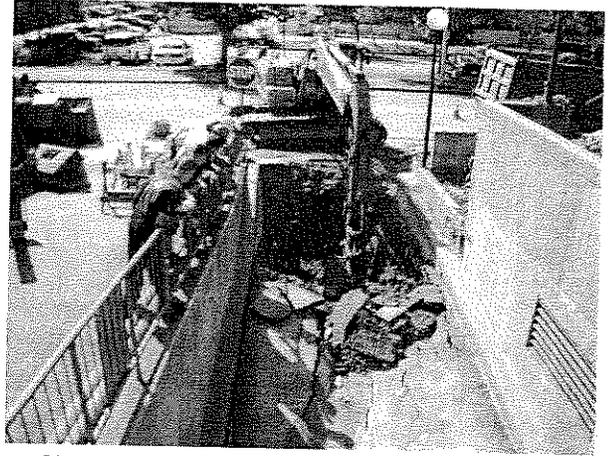
*Valley Cemetery flooding with CSOs*

### Existing Combined Sewer System and its Condition

- Over 100 miles of the City's 365 miles of sewer are over 100 years old, some dating back to the 1870s.
- 11 CSO outfalls on the east side discharge an annual average of 280 million gallons which results in exceeding bacterial limits established by NH Water Quality Standards.
- Known sewer capacity issues, such as sewer surcharging in manholes and cross connections between sewers and drains, is well documented.
- Five brooks enter the sewer system and represent approximately 17% of the flow to the wastewater plant.
- Recent sewer failures have resulted in costly emergency repairs two to five times the cost of pro-active repairs.
- A City wide survey resulted in 1,700 questionnaires stating that they have street flooding, as well as 1,100 questionnaires stating that they have sewer backups.
- Like the west side, the east side has not just a CSO problem, but also an aging infrastructure and a capacity (flooding/sewer backups) problem that needs to be addressed.

## Alternatives Analysis

- The solution to the twin problems of failing infrastructure and CSO abatement will involve a long term program – spanning several decades - and not surprisingly, be very expensive.
- A wide range of alternatives was evaluated including:
  - Estimated sewer infrastructure repair of 50% of the existing pipelines - \$80 million
  - Brook removal (also increases plant capacity and reduces O&M costs) - \$160 million
  - Focused cost-effective CSO reduction (\$90M for multiple storage tanks) - \$225 million
  - Full separation (addressing capacity problems and sewer repair) - \$390 million
  - Full separation and CSO reduction (\$115M for multiple storage tanks) - \$500 million
  - Staged program which consists of the merging of CSO abatement, sewer repair, and capacity improvements - \$105 to \$350 million



*Sinkhole at Police Station ramp which resulted in \$1.5 million in damages in September 2008*

## Proposed Solution

- The estimated cost of the proposed 40 year multipurpose program is \$347 million in 2010 dollars. The proposed program includes a multi staged approach which includes:
  - **Proposed Phase II CSO Abatement Program :**  
Real-Time Control, WWTP improvements, Remove Cemetery Brook with new Cemetery Brook drain, Separate areas to new drain - \$165 million (20 years)
  - **Recommended Long-Term CSO Control Plan:**  
Includes proposed Phase II plus New Cemetery Brook interceptor, remove 4 brooks, separate priority areas, Cemetery Brook CSO storage - \$347 million (40 years)



*Combined sewer flooding Revere Avenue*

## Recommendation and Fiscal Impacts

- Based on workshop recommendations, the proposed Phase II program (\$165 million over 20 years) will be submitted to EPA as the recommended CSO abatement program. Annual sewer rate increases of 6 percent or less per year will be required starting in 2014 and continuing through 2033.
- The proposed implementation of the entire multipurpose \$347 million program (recommended long-term plan) over 40 years would include annual sewer rate increases of 6 percent or less per year starting in 2014 and continuing through 2053.

**CITY of MANCHESTER**  
**PHASE II CSO ABATEMENT PROGRAM**

**CIP Committee Briefing – March 1, 2010**  
**Comparison of Phase I to Proposed Phase II**

**Completed Phase I CSO Abatement Program**

- Total of \$58 million spent over 10 years (in 1994 dollars) broken down as follows:
  - \$5.6 million for Supplemental Environmental Project Program
  - \$1.0 million for Wastewater Treatment Plant improvements
  - About \$51.4 million (\$65 million escalated to January 2010 dollars) of sewer separation over 10 years including:
    - 58,030 feet (11 miles) of new/rehabilitated sewers
    - 102,155 feet (19 miles) of new drains
    - 135,000 feet (26 miles) of new roads
    - 48,185 feet (about 100 city blocks) of new/reset curbing
    - 33,830 feet (about 70 city blocks) of new sidewalks

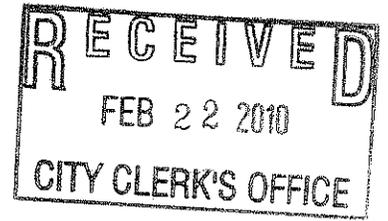
**Proposed Phase II CSO Abatement Program**

- Total of \$165 million over 20 years (all estimated costs are in January 2010 dollars) that will be broken down as follows:
  - \$20 million for Wastewater Treatment Plant improvements
  - \$3 million for maximizing use of existing infrastructure with real-time control
  - \$65 million for new 2.5 mile Cemetery Brook box culvert which will be the center piece of the east side sewer separation program
  - About \$77 million in sewer separation which, based on Phase I construction rates, will provide about:
    - 100,000 feet (19 miles) of new drain
    - 95,000 feet (18 miles) of new/rehabilitated sewer
    - 125,000 feet (24 miles) of new roads
    - 50,000 feet (about 100 city blocks) of new/reset curbing
    - 35,000 feet (about 70 city blocks) of new sidewalks

Manchester-Boston Regional Airport  
 City CIP FY 2011 - 2015  
 Summary

City Fiscal Year	Roadway & Parking	AIRSIDE IMPROVEMENTS	PROPERTY ACQUISITIONS	TERMINAL & BLDG IMPROVEMENTS	EQUIPMENT REPLACEMENT	Residential Sound Insulation Program	Totals
2011	\$1,000,000	\$6,256,000	\$0	\$2,700,000	\$1,655,000	\$500,000	\$12,111,000
2012	\$1,600,000	\$5,300,000	\$2,500,000	\$1,000,000	\$2,000,000	\$0	\$12,400,000
2013	\$4,400,000	\$4,400,000	\$0	\$1,000,000	\$2,000,000	\$0	\$11,800,000
2014	\$9,216,667	\$5,800,000	\$0	\$1,000,000	\$2,000,000	\$0	\$18,016,667
2015	\$8,644,444	\$6,150,000	\$6,200,000	\$1,000,000	\$2,368,334	\$0	\$24,362,778
<b>Totals</b>	<b>\$24,861,111</b>	<b>\$27,906,000</b>	<b>\$8,700,000</b>	<b>\$6,700,000</b>	<b>\$10,023,334</b>	<b>\$500,000</b>	<b>\$78,690,444</b>

Funding Summary	
Airport	\$ 35,239,522
Federal (FAA)	\$ 41,061,400
State	\$ 2,389,522
Other	\$ -
<b>TOTAL</b>	<b>\$ 78,690,444</b>



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Manchester-Boston Regional Airport  
 City CIP FY 2011 - 2015  
 Roadway & Parking

8-Dec-09

City Fiscal Year	Roadway & Parking	Funding Sources			
		Airport	Federal	State	Other
2011	\$1,000,000	\$1,000,000			
2012	\$1,600,000	\$1,600,000			
2013	\$4,400,000	\$1,740,000	\$2,520,000	\$140,000	
2014	\$9,216,667	\$4,950,000	\$4,000,000	\$266,667	
2015	\$8,644,444	\$4,422,222	\$4,000,000	\$222,222	
<b>Totals</b>	<b>\$24,861,111</b>	<b>\$13,712,222</b>	<b>\$10,520,000</b>	<b>\$628,889</b>	<b>\$0</b>

Manchester-Boston Regional Airport  
 City CIP FY 2011 - 2015  
 Airside Improvements

8-Dec-09

City Fiscal Year	Airside Improvements	Funding Sources			
		Airport	Federal	State	Other
2011	\$6,256,000	\$1,737,800	\$4,280,400	\$237,800	
2012	\$5,300,000	\$1,690,000	\$3,420,000	\$190,000	
2013	\$4,400,000	\$1,200,000	\$3,000,000	\$200,000	
2014	\$5,800,000	\$1,240,000	\$4,320,000	\$240,000	
2015	\$6,150,000	\$1,590,000	\$4,320,000	\$240,000	
<b>Totals</b>	<b>\$27,906,000</b>	<b>\$7,457,800</b>	<b>\$19,340,400</b>	<b>\$1,107,800</b>	<b>\$0</b>

Manchester-Boston Regional Airport  
 City CIP FY 2011 - 2015  
 Property Acquisition

8-Dec-09

City Fiscal Year	Property Acquisition	Funding Sources			
		Airport	Federal	State	Other
2011	\$0				
2012	\$2,500,000	\$2,500,000			
2013	\$0				
2014	\$0				
2015	\$6,200,000	\$1,933,333	\$4,000,000	\$266,667	
<b>Totals</b>	<b>\$8,700,000</b>	<b>\$4,433,333</b>	<b>\$4,000,000</b>	<b>\$266,667</b>	<b>\$0</b>

Manchester-Boston Regional Airport  
 City CIP FY 2011 - 2015  
 Terminal & Buildings

8-Dec-09

City Fiscal Year	Terminal & Buildings	Funding Sources			
		Airport	Federal	State	Other
2011	\$2,700,000	\$1,085,000	\$1,530,000	\$85,000	
2012	\$1,000,000	\$1,000,000			
2013	\$1,000,000	\$1,000,000			
2014	\$1,000,000	\$1,000,000			
2015	\$1,000,000	\$1,000,000			
<b>Totals</b>	<b>\$6,700,000</b>	<b>\$5,085,000</b>	<b>\$1,530,000</b>	<b>\$85,000</b>	<b>\$0</b>



**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

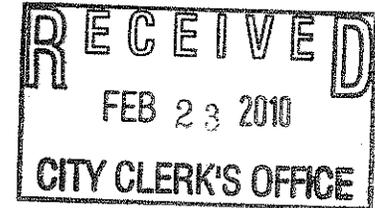
Matthew M. Sink  
Deputy Director - Building Regulations

**To:** Daniel P. O'Neil, Chair  
CIP Aldermanic Committee

**From:** Sam Maranto <sup>SM</sup> Manager  
Community Improvement Program

**Date:** February, 22, 2010

**Subject:** Neighborhood Stabilization Program Update



Chairman O'Neil has asked that I put together, for the benefit of the new Board & Committee members, a brief synopsis of the City's Neighborhood Stabilization Program, (NSP) which will be an ongoing topic of discussion of this Committee over the next 12 to 18 months. As such, I have copied an earlier memo distributed to the full Board last June which explained the program and the planned distribution of the \$7.74 million of NSP funds between the City and three local housing advocacy organizations. The activities noted have gone pretty much to plan with a few variances such as the City's acquisition of 167-175 Manchester Street and Manchester Neighborworks' acquisition and planned transfer of 159 Douglas Street to the City. To date, of the \$7.74 awarded to the City approximately 28 % or \$2,208,000 has been committed and or expended.

As noted at the end of the following memo should any of the Committee members have questions relative to the NSP Program either I or Neighborhood Planner Brian Keating are available to address those questions. The memo is as follows:

**To:** Alderman Michael Lopez, Chair  
and Board of Mayor and Alderman

**From:** Sam Maranto

**Date:** June 15, 2009

**Subject:** Update on Award of Neighborhood Stabilization Funds

Neighborhood Stabilization Funds. I am writing to provide specific and first hand information regarding the award, the accompanying responsibilities and actions to be taken in order to accept and expend these funds.

On Thursday June 4<sup>th</sup> the Advisory Committee of the New Hampshire Community Development Finance Authority (CDFA) approved a Staff recommendation to allocate \$7.74 million dollars of NSP funds to the City of Manchester. Inasmuch as the City submitted an application in partnership with Neighborworks® Greater Manchester, The Way Home and Families In Transition, the award stipulates that each of these three organizations are to receive sub-awards from the City to carry out projects in specific identified neighborhoods. The City will be the responsible entity for fiscal and administrative oversight and will provide technical assistance and monitoring of these sub grantees to ensure program compliance.

The level of funding for each organization and areas of project activity are as follows:

- 1) City of Manchester - \$2,590,000 to be used in the so called "Hollow Neighborhood", the focus will be on the acquisition and retrofitting of the former Odd Fellows Building located at 434 Lake Avenue into housing with potential for commercial space on the ground floor and in the basement. Included as part of this project would be the utilization of a portion of the adjacent Harriman Park for tenant parking with a replacement green space/neighborhood tot-lot proposed on a nearby vacant parcel to be acquired with NSP funds. We are hopeful that we will be able to access additional non-NSP funds for this project which will free up some of these funds for other projects within the Hollow.
- 2) The Way Home- \$300,000 towards the rehabilitation of 234 Spruce St. a property adjacent to their administrative offices which they recently (June 4<sup>th</sup>) acquired. It is anticipated that this agency will be receiving an additional grant of \$650,000 through the New Hampshire Housing Finance Authority which is necessary to complete the rehabilitation work required.
- 3) Families In Transition - \$2,320,000 to acquire and redevelop properties that will serve households with incomes less than 50% of the City's median income. These funds are to be used on properties that are within the Corey Square Area. The organization is hopeful that a vacant foreclosed property located at 63 Malvern Street will be able to be acquired and redeveloped into 10 to 14 units of housing. Presently two other potential properties have been identified in that area and FITS will be pursuing their acquisition as well.
- 4) Neighborworks® Greater Manchester - \$ 2,530,000 to be used in the West Granite Street/Douglas Street Area. Neighborworks® is seeking to develop first time homeownership opportunities and as such is focusing on 1-4 unit properties to be acquired and rehabilitated. Using funding provided by the City this organization has recently acquired two area properties. They will be leveraging these City funds with NSP funding to rehabilitate the two properties before offering them for sale to first time low income homeowners. Additionally, Neighborworks is looking to acquire selective

properties for demolition in order to provide needed green or parking space for the surrounding neighborhood.

Although the CDFA has approved this recommended allocation, the contracts will need to be reviewed and approved by Governor's Council before the funds will be made available to the City. I anticipate receipt of the grant agreement by the last week of this month with Governor's Council approval within 4 weeks of our return of the executed contract. Although the NSP funds are actually not Stimulus Funds as reported in the Sunday News article, having been appropriated in the Bush administration, there is still urgency in their expenditure and the clock is already ticking to get the projects underway and completed. All project funds need to be committed within 15 months and projects completed within 4 years and CDFA will be closely monitoring the City's performance and progress.

The required amending resolution to the 2010 CIP accepting these funds and budget authorization forms will be submitted to the CIP Committee for review at the next meeting to be held on the 23<sup>rd</sup> and hopefully to the full Board at the July Aldermanic meeting.

Should any member of the Board have questions regarding the proposed activities or program specifics please feel free to contact me or if I am not available, Neighborhood Planner Brian Keating in this office.



**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Leon L. LaFreniere, AICP  
Director

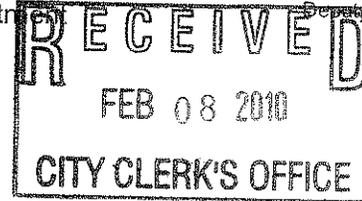
Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations

February 8, 2010

Committee on Lands and Buildings  
City Hall  
One City Hall Plaza  
Manchester, NH 03101



Re: *Request to Release & Discharge of portion of West Mitchell "paper" Street*

Honorable Committee Members:

This is to provide a report pursuant to Section 34.20 pertaining to the above-referenced matters.

**Background:** The above referenced matter involves a petition submitted by Berchmans and Lucille Vaillancourt, the owners of a residential property at 412 West Mitchell Street (aka TM 676, Lots 3 & 4) situated near the intersection of Riverdale Avenue and Dunbar Street in south Manchester (see accompanying map).

A 50-foot wide portion of West Mitchell Street situated between the paved portion of Dunbar Street and the B & M New Hampshire Division Main Line rail ROW appears to have "paper street status" in that it has never been accepted by the City. The petitioners, who are abutters to this paper street, have recently asked the City to release and discharge that half portion of this paper street which abuts the north side of (a) their residential property at 412 West Mitchell Street, (b) the 30-foot wide Owens Avenue "paper street" which is situated between the rail ROW and their 412 West Mitchell Street property, and (c) city-owned TM 676, Lot 5, which they have separately petitioned to acquire.

At the present time, a city-maintained sewer pipe, a stormwater drainage pipe, and a water main connecting to similar systems running down Dunbar Street and Riverdale Avenue are situated at varied locations under this portion of West Mitchell "paper" Street. Also sited on the surface of this paper street are several sewer and draining pipe manholes. The petitioner also uses a portion of this paper street for their driveway.

**Disposition:** After discussing this request with appropriate City agencies, and after ascertaining that the involved portion of West Mitchell "paper" Street is not used for public travel, and that because Owens Avenue "paper street" running along the east side of their 412 West Mitchell Street property has never been accepted by the City and is, thus, still under the ownership control of the petitioners, we have determined that there are no known reasons why the City should not agree to release and discharge to the petitioner the requested portion of West Mitchell "paper" Street under the following conditions:

- (a) The petitioners will grant appropriate water, sewer, and drainage pipe and infrastructure easements to the City to the satisfaction of the Highway and Water Works Departments and the Solicitors Office; and
- (b) If the petitioner does not, as a separate matter, acquire city-own TM 676, Lot 5, from the City, then the western extent of the released and discharge portion of West Mitchell "paper" Street would not extend along Lot 5.

If you have any questions, our staff will be available at your next meeting.

Sincerely,

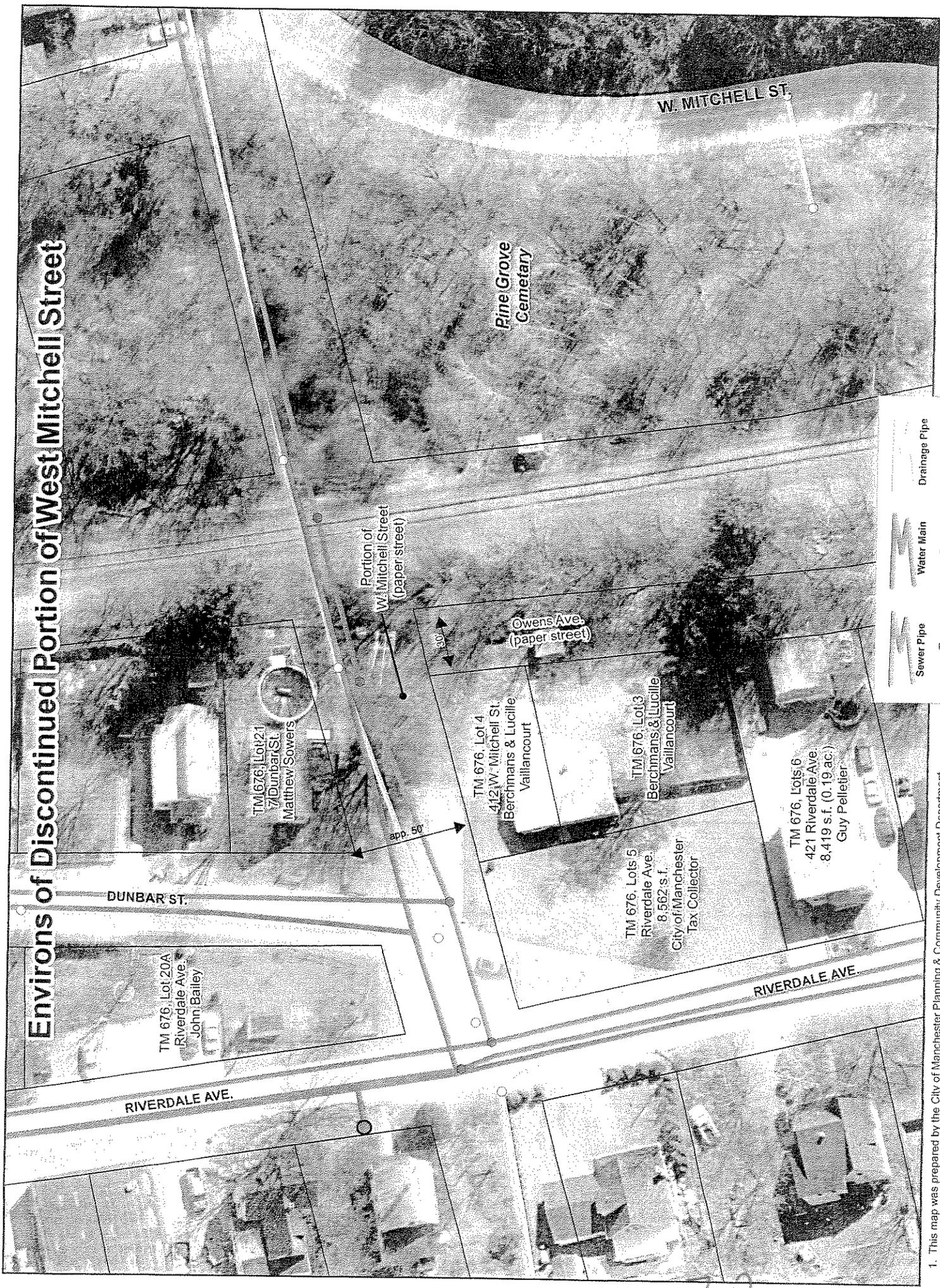
Leon LaFreniere, AICP  
Director of Planning and Community Development

One City Hall Plaza, Manchester, New Hampshire 03101  
Phone: (603) 624-6450 or (603) 624-6475 Fax: (603) 624-6529 or (603) 624-6324

E-Mail: [pcd@manchesternh.gov](mailto:pcd@manchesternh.gov)  
[www.manchesternh.gov](http://www.manchesternh.gov)

7-1

# Environs of Discontinued Portion of West Mitchell Street



	Sewer Pipe		Drainage Pipe
	Sewer Manhole		Water Main
	Water Hydrant		Drainage Manhole

1. This map was prepared by the City of Manchester Planning & Community Development Department (D. Beauchesne) on January 13, 2010.  
 2. All surface feature and photography shown on this map were derived from the City of Manchester Geographic Information System (GIS). Aerial photo taken in April, 2003.

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

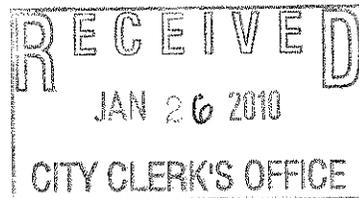
*Timothy J. Clougherty*  
*Deputy Public Works Director*



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

**CITY OF MANCHESTER**  
*Highway Department*

January 13, 2010



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

RE: PETITION TO RELEASE AND DISCHARGE A PORTION OF WEST MITCHELL STREET

Dear Committee Members,

We have reviewed the referenced item and have found the following:

This portion of West Mitchell Street, between Riverdale Avenue and the railroad was dedicated by plan entitled "Brown Avenue Terrace No. 2" dated January 4, 1911 and recorded as HCRD plan 503-73.

No formal acceptance or layout was found in the City Clerks records for this section of West Mitchell Street. Being the dedication was prior to 1913 the City Solicitor's Office has advised these dedications require a release and discharge by the City.

This portion of West Mitchell Street was never opened nor built for public travel. However, as shown on the City GIS map, there are water, sewer, and drain lines under this portion of West Mitchell Street, which also cross the railroad land.

If the petitioners grant appropriate easements to the City for these utilities, the Highway Department supports this petition to release and discharge.

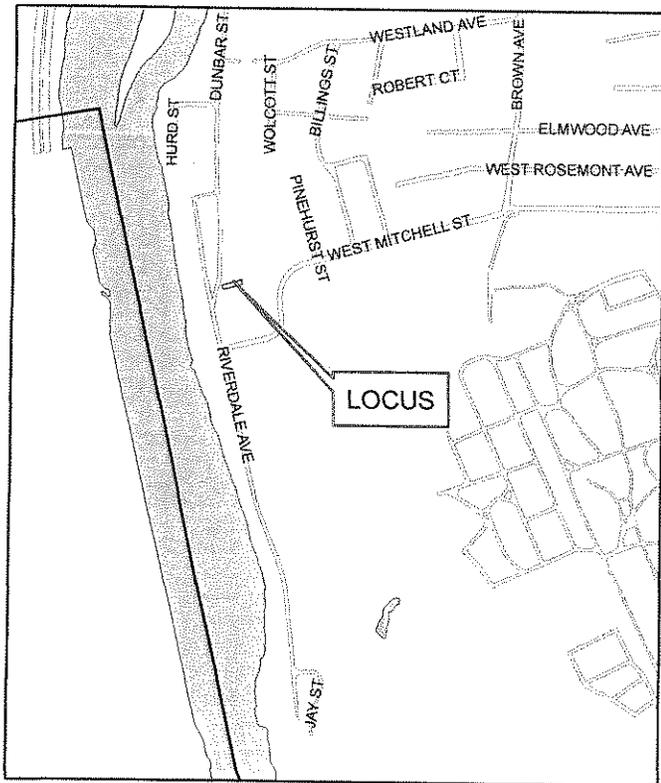
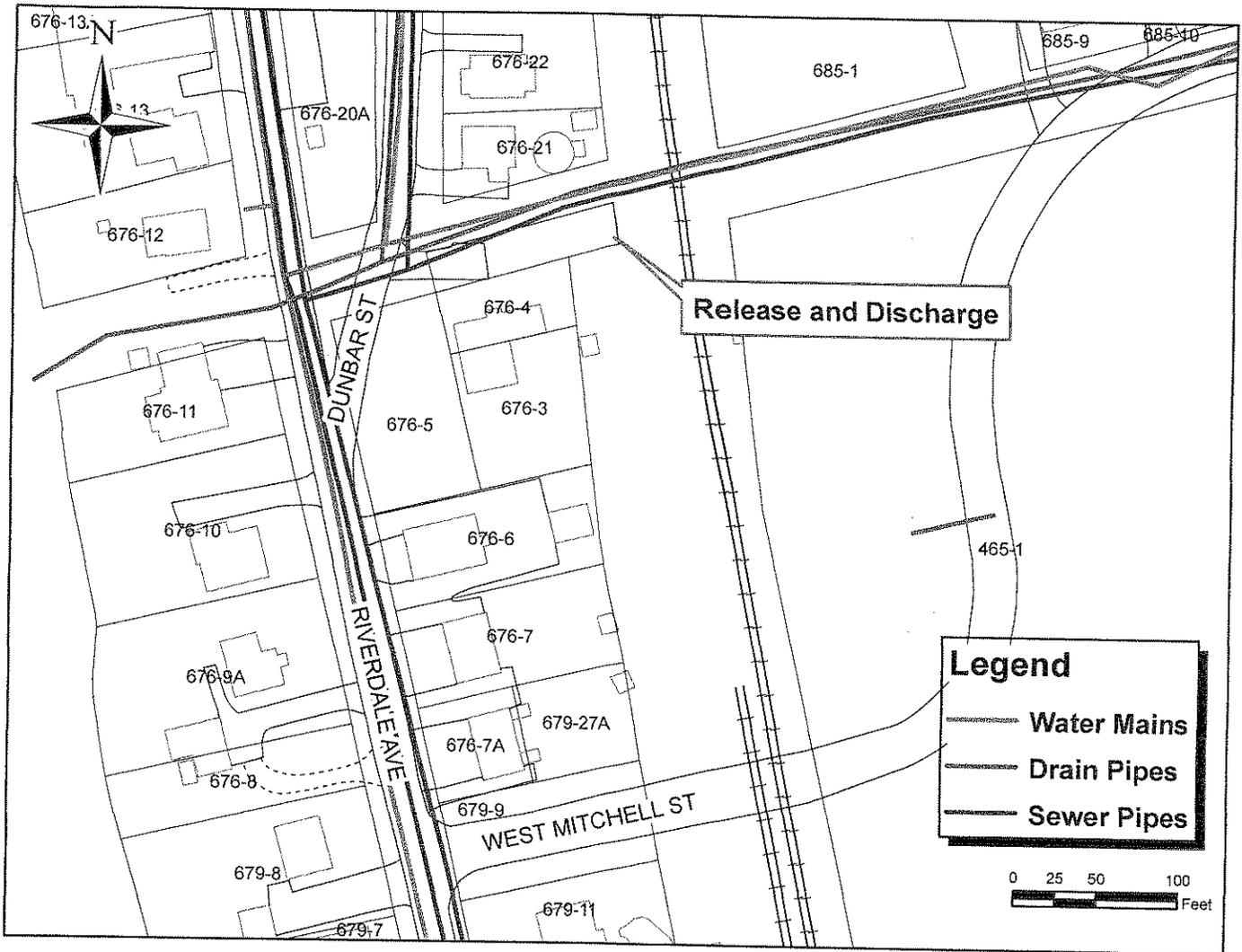
Sincerely,

Kevin Sheppard, P.E.  
Public Works Director

MJM

cc: File

D. Beauchesne



Proposed Release and Discharge

**A Portion of  
West Mitchell Street**



Manchester, NH

January 13, 2010

*Matthew Normand*  
*City Clerk*



*Kathleen Gardner*  
*Deputy City Clerk*

**CITY OF MANCHESTER**  
*Office of the City Clerk*

**MEMORANDUM**

To: Kevin Sheppard  
Public Works Director

From: Heather Freeman ~~HA~~  
Vital & Legislative Records Supervisor

Date: November 2, 2009

Re: Petition for Release and Discharge

In accordance with Rule 19 please find the petition to Release and Discharge a portion of West Mitchell Street attached. Please note the petition will be submitted to the Committee on Community Improvement.

Enclosure

pc: Leon LaFreniere, Director of Planning & Community Development

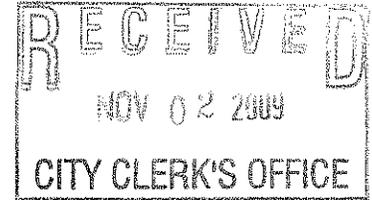
RICHARD J. JOYAL

Attorney at Law

63 High Street  
Manchester, New Hampshire 03104-6116

Telephone (603) 622-7452  
Admitted in New Hampshire & Massachusetts

November 2, 2009



The City of Manchester  
Matthew Normand, Clerk  
1 City Hall Plaza  
Manchester, NH 03101

Re: Petition to Release and Discharge "*paper street*"  
Known as West Mitchell Street

Dear City Clerk Normand:

I represent the interests of Berchmans Vaillancourt and Lucille Vaillancourt, owners of land identified as Map 676 and Lot 3 in South Manchester on the east side of Riverdale Avenue and immediately west of the North-South railroad line now or formerly owned by the Boston and Maine Railroad Company.

Immediately north of and abutting my clients' land is a portion of a "*paper street*" known as *West Mitchell Street*. It is not used for public travel and has not been so used for at least 43 years.

Please let this letter serve to formally request that the City of Manchester through its Board of Mayor and Aldermen address and vote pursuant to RSA 231-52 to release and discharge that portion of West Mitchell Street between Riverdale Avenue and the railroad property line.

Thank you.

Very truly yours,

A large, stylized handwritten signature in black ink, appearing to read "Richard J. Joyal".

Richard J. Joyal, Esq.

RJJ:km

Enc.

cc: Client

**DUVAL SURVEY, INC.**  
**LAND SURVEYOR**

14 BARTWOUTH STREET  
 HOOKSETT, N.H., 03106  
 (603) 688-2125

**BOSTON & MAINE  
 RAILROAD**

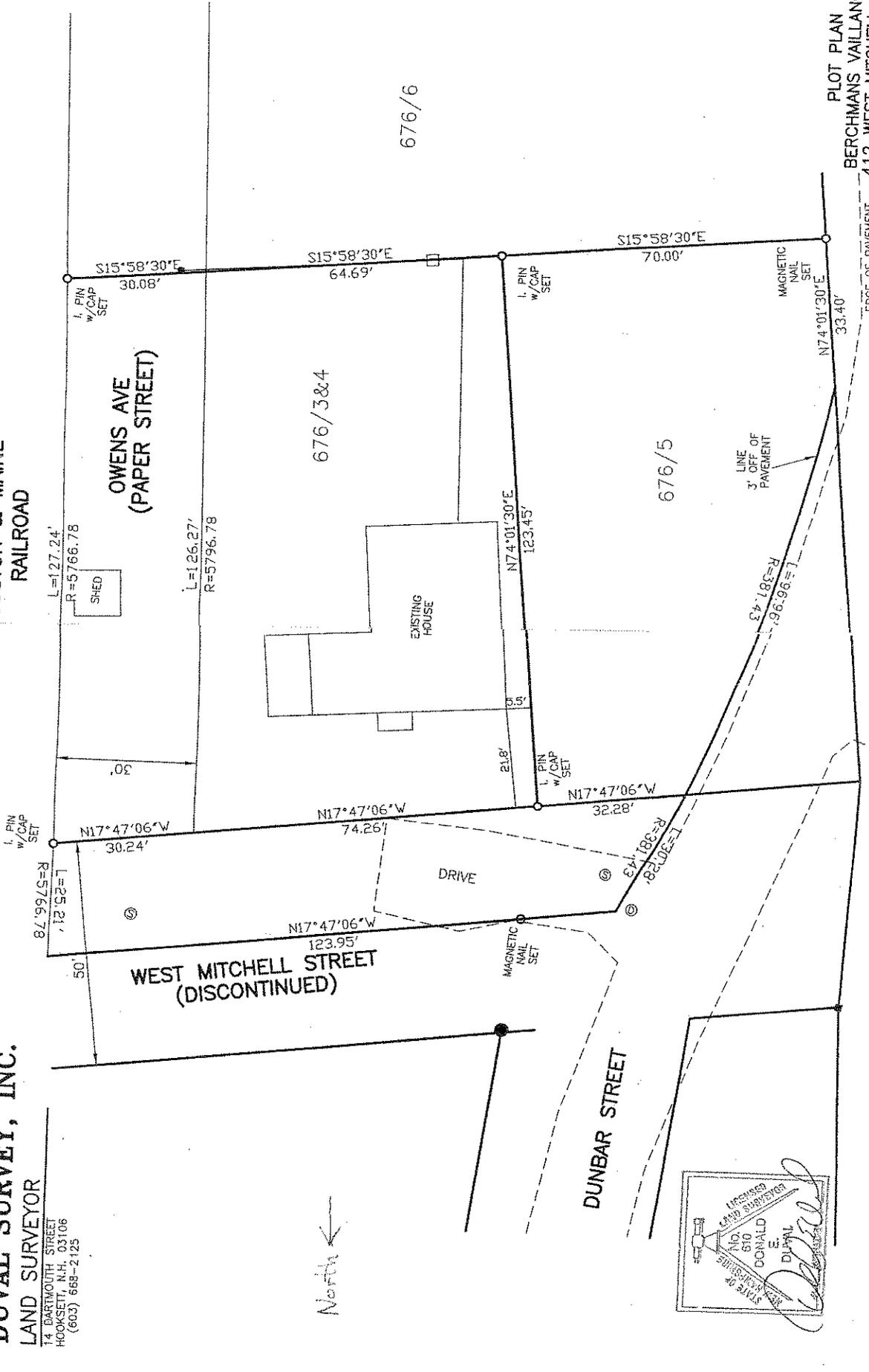
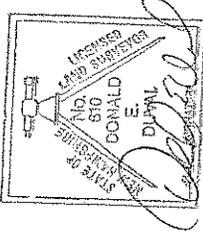
**OWENS AVE  
 (PAPER STREET)**

**WEST MITCHELL STREET  
 (DISCONTINUED)**

**DUNBAR STREET**

**RIVERDALE AVE.**

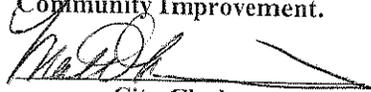
**PLOT PLAN**  
**BERCHMANS VAILLANCOURT**  
**412 WEST MITCHELL STREET**  
**MANCHESTER, NH**  
**1"=20' 9/11/2009**  
**JN 4724**



January 28, 2010

Ms. Samantha Piatt  
Mayor's Office  
1 City Hall Plaza  
Manchester, NH 03101

In Board of Mayor and Aldermen  
Date: 2/16/10  
On motion of Ald. O'Neil  
Seconded by Ald. Lopez  
Voted to refer to the Committee on  
Community Improvement.

  
City Clerk

Dear Ms. Piatt:

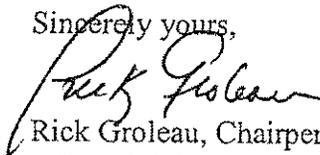
For the past 10 years the City of Manchester has provided the Annual Adopt-A-Block city wide clean up with a grant of \$5,000.00. We would like to request funds for the upcoming project to be held on Saturday, April 17, 2010 be released to the "Service and Community Involvement Fund" a fund used by the Southern New Hampshire University's Service and Community Involvement Office.

The check for \$5,000.00 should be made payable to "The Service and Community Involvement Fund of SNHU" the campus organization account officially for the Adopt-A-Block Project. I have enclosed a copy of our 501©3 tax-exempt status for your convenience. The check should be mailed to: Southern New Hampshire University, Service and Community Involvement Fund, 2500 North River Road, Manchester, NH 03106.

I extend our thanks to the city for considering this a worthwhile project to assist financially.

If I can be of any further assistance in this matter please do not hesitate to contact me.

Sincerely yours,

  
Rick Groleau, Chairperson  
Adopt-A-Block Project - 2010



CERTIFICATION  
PROGRAM

DEPARTMENT OF THE TREASURY  
INTERNAL REVENUE SERVICE  
PHILADELPHIA, PA 19255

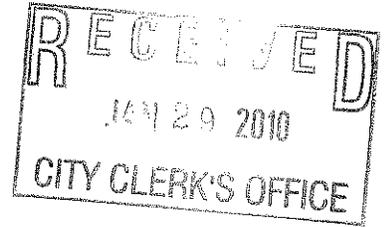
Date: 09/26/2001

Taxpayer: SOUTHERN NEW HAMPSHIRE UNIVERSITY  
TIN: 02-0274509

Tax Year: 2000

I certify that, to the best of our knowledge, the above-named entity is an exempt organization under section 501(c) of the U.S. Internal Revenue Code, or a religious or apostolic organization under section 501(d), which is exempt from U.S. taxation under section 501(a), and is a resident of the United States of America for purposes of U.S. taxation.

David L. Medeck  
Director, Philadelphia Customer Service Center



January 28, 2010

Chuck Deprima, Acting Director  
Manchester Parks, Recreation and Cemeteries  
625 Mammoth Road  
Manchester, NH 03104

Dear Mr. Deprima:

The Southern New Hampshire University High School Partnership Program has begun to organize the 16th Annual Adopt-A-Block Project - 2010. The project involved over 600 students, neighbors and friends working together to clean-up 100 city blocks and 7 parks last year.

We hope to return to the same areas this year and perhaps expand the project to incorporate other parks across the city. The day selected for the project is Saturday, April 17, 2010. We would like to request the use of Veterans Park again this year to have our volunteers come together before and after the project is completed. The park would be needed from 7:00am - 1:30pm.

A tentative schedule of events for the day could be:

8:30am	Participants gather at their blocks ready to work!
9:00am - 12:00pm	Blocks/parks are given a spring cleaning!
12:00 - 1:30pm	Volunteer lunch and wrap-up!

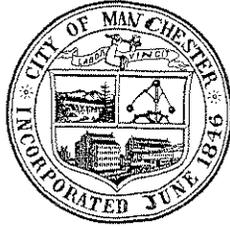
We would also like to request the use of the Veterans Park Comfort Station. Southern New Hampshire University will be requesting an insurance rider for that day from their respective insurance company. That document will be made available upon receiving your confirmation of the use of the park.

The support from your office through the tireless efforts of your staff has been greatly appreciated and we look forward to working with you again this year.

Sincerely yours,

Rick Groleau, Chairperson  
Adopt-A-Block Project 2010

*Matthew Normand*  
*City Clerk*



*Kathleen Gardner*  
*Deputy City Clerk*

**CITY OF MANCHESTER**  
*Office of the City Clerk*

MEMORANDUM

TO: Committee on Community Improvement  
Aldermen O'Neil, Ludwig, Shea, Craig, Greazzo

FROM: Matthew Normand  
City Clerk

DATE: January 27, 2010

RE: New Hampshire State Library Moose Plate Program

We are requesting permission to apply for a \$9,692.00 grant from the New Hampshire State Library Moose Plate Program to restore six journals of the Board of the Overseers of the Poor, 1855-1910. The Board was established to review and approve expenses incurred in support of the poor of Manchester and the surrounding communities as well as the support individuals who were confined to the House of Corrections.

The Moose Plate Fund is dedicated to preservation and conservation activities conducted on publicly owned documents. Grants are awarded for activities that will enhance access to resources and safeguard rare or endangered activities. If we are awarded the grant, we will have the Overseers of the Poor volumes de-acidified, mended, rebound and microfilmed so they will be accessible to the public here at the Manchester City Archives, at the New Hampshire State Library and at the New Hampshire State Archives.

Matthew Normand  
City Clerk



Kathleen Gardner  
Deputy City Clerk

**CITY OF MANCHESTER**  
*Office of the City Clerk*

MEMORANDUM

TO: Committee on Community Improvement  
Aldermen O'Neil, Ludwig, Shea, Craig, Greazzo

FROM: Matthew Normand  
City Clerk 

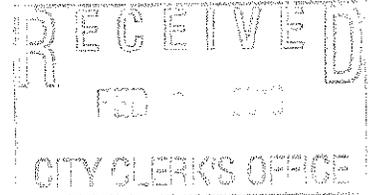
DATE: February 19, 2010

RE: FY2011 CIP Request for Restoration of Board Minutes

On December 9<sup>th</sup>, 2009, I submitted a request of \$7,766 for the FY2011 CIP to begin the restoration of the 1985 – 1991 Board of Mayor and Aldermen minutes (four volumes). This request remains a critical need due to our obligation under RSA 33-A to maintain these records permanently and the extreme fragility of their present state. These records can no longer be viewed without causing irreparable damage.

Recently, we were successful in negotiating a much lower than anticipated quote for the 2010 publishing of the City Government book. As a result of these savings, approximately \$3,000, in addition to a projected surplus within our FY2010 "Printing, Publishing, and Binding" line item, I am able to fund this project and hereby withdraw this request. Given the challenges the City faces in funding the overall CIP, I intend to move forward with the restoration project using funds currently available to the department.

Chuck DePrima  
Acting Director



**CITY OF MANCHESTER**  
*Parks Recreation and Cemetery Department*

January 20, 2010

Alderman Dan O'Neil, Chairman  
Community Improvement Program  
One City Hall Plaza  
Manchester, NH 03101

**RE: 2009 – 2010 Congestion Mitigation and Air Quality Program (CMAQ)**

Dear Alderman O'Neil,

We recently received notice from the Southern NH Planning Commission and the New Hampshire DOT regarding the new grant round for the above referenced program administered by the New Hampshire Department of Transportation. This is an 80/ 20 (federal/ local) matching grant program that was used to fund the first phase of the South Manchester Trailway behind Shaws that begins at Spring Garden Road and ends at Gold Street. On November 25, 2009 the New Hampshire Department of Transportation announced the schedule for the upcoming grant round. To date our department submitted a letter of intent that was due on January 8, 2010 and the grant applications are due by April 1, 2010.

Prior to submitting the grant application we are respectfully request that the committee consider funding the local matching portion in the amount of \$222,400 to leverage \$889,400 of federal funds for a total project budget of \$1,111,800. This project would allow us to continue south from the existing Gold Street crossing to connect to the sidewalk on Goffs Falls Road in front of the post office.

The first phase of this project has been very successful and popular for people to walk from their homes in surrounding neighborhoods to the stores and Precourt Park for soccer and little league games. By expanding this pedestrian trailway beyond the existing facilities and businesses it serves to Goffs Falls Road we feel that the number of vehicle trips and subsequent congestion and pollution in the South Willow Street area will be further reduced.

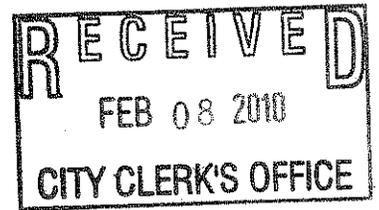
Since we already have fully engineered plans consultant fees will be minimal and the majority of funding will be used for construction. Therefore we request authorization to submit a CMAQ application for this next critical phase of the trail.

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

Best regards,

Chuck DePrima, Acting Director

Chuck DePrima  
Acting Director



**CITY OF MANCHESTER**  
*Parks Recreation and Cemetery Department*

Alderman Daniel P. O'Neil, Chairman  
Committee on Community Improvements Program  
1 City Hall Plaza  
Manchester, NH 03101

February 8, 2010

**RE: Hunt Pool Rehabilitation Project**

Dear Alderman O'Neil,

The Department of Parks, Recreation and Cemeteries respectfully requests the CIP Committee provides funding for the above referenced project so that we may move forward hiring a consultant. At the request of the committee we have provided clarification for cost associated with each phase (part) of the proposal towards the ultimate goal of construction drawings.

With budget constraints in mind it is our recommendation to minimally fund Part A (inventory, analysis, conceptual design). Since this phase will incorporate input from City staff and the community we will have a much better illustration of what direction this facility will ultimately take and how much it will cost to take it there upon its completion. I would like to remind the Committee that although this facility currently remains operational, very costly repairs that would disrupt service to the approximately 14,000 seasonal users could occur at any time due to the existing conditions.

To date the Parks Department has selected a short list of qualified architectural and engineering design teams whom specialize in the design of aquatic facilities. Each team will have the opportunity to respond to our Request for Proposals for the planning, final design and oversight during the construction phase of the project.

Outlined below is each part of the proposal with an approximate cost and completion date:

**Part A – Inventory, Analysis and Conceptual Design:**

Estimated completion date: 07/15/2010  
Estimated cost to complete: \$25,000 - \$35,000

The first and most extensive part of the project is a preliminary study and survey of the site's existing conditions. In addition to neighborhood surveys, community meetings, crime data research and site use observations, the selected design firm will also perform an inventory and ground survey of the site's existing features, providing a base to develop and engineer a properly sized and structurally sound facility. Once the existing conditions information has been collected, the selected firm will deliver a report of their findings and meet with City and Department officials to recommend and develop a

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

12-1

program for the new facility and a prioritized list of the programmed features. Once approved, the facility's program and prioritized list, as well as the preliminary summary report will be utilized to develop four conceptual plans, one as a null-option (simply doing repairs to the existing facility) and three options, one of them to be recommended by the design firm to the City and Department officials. The Department and City Officials will select a concept based on the concepts presented, the conceptual cost estimates and estimated schedules to complete the project.

**Part B – Design Development:**

Estimated completion date: 09/15/2010  
Estimated cost to complete: \$20,000 - \$30,000

The second part of the proposal is the design development of the project. The design firm will develop the approved concept into a plan set to be used for permitting and eventually bidding. The process will require review intervals with the City at 30%, 60% and 90% completion. The 90% approval will authorize the design firm to prepare the documents for a public bid. Another summary report will be submitted with the final design and bid documents outlining the revised estimated construction schedule and estimated construction cost, as well as any design modifications made during the design development process. This Part will also require the design firm to submit for necessary local, state, and federal permits required to complete the project. The final design plans will be used for a public bid, which the design firm will be required to answer questions relating to the bid documents, as well as issue addenda as required by the inquiries. Once qualified bids are received, opened and recorded, the design firm will consult with the City to determine the validity of the bids and the qualifications of the selected contractor.

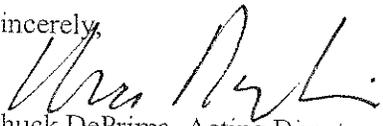
**Part C – Construction Documents, Administration, and Project Oversight:**

Estimated completion date: 05/15/2010  
Estimated cost to complete: \$20,000 - \$30,000

The third and final part of the proposal is to administer construction documents, respond to contractor's inquiries during construction and develop required design changes based on unforeseen field conditions. The designer shall also periodically inspect the project's progress, approve material submissions and review material testing documents. At the completion of construction, the designer shall inspect the project for substantial completion, and identify items for repair and/or replacement. Based on the final as-built condition of the project, the designer shall issue an operations and maintenance plan for the facility, which will require training the facility's personnel in the optimal operation and maintenance schedule to ensure minimal operating cost and repairs.

Please feel free to contact me if you have any comments or questions.

Sincerely,



Chuck DePrima, Acting Director

cc: Andrew Vachon, Acting Recreation Enterprise Manager  
Jessica Fleming, Parks Planner  
Leon LaFreniere, Director Planning and Community Development  
Sam Maranto, CIP

# POOL ATTENDANCE SPREADSHEET - SUMMER 2009

Week ending:

	Crystal	Dupont	Hunt	Livingston	Raco Theodore	Weekly Totals:
7/4/2009	407	568	984	1,230	168	3,357
7/11/2009	957	1,129	1,475	3,764	821	8,146
7/18/2009	1,222	1,644	2,810	5,795	1,959	13,430
7/25/2009	892	927	1,466	3,303	1,123	7,711
8/1/2009	1,397	1,489	2,124	4,913	1,881	11,804
8/8/2009	1,338	1,244	1,912	4,302	1,893	10,689
8/15/2009	1,420	973	1,697	4,348	1,415	9,853
8/22/2009	1,457		1,467	5,002	2,055	9,981
8/29/2009			103	2,442		2,545
9/5/2009				270		270
<b>2009 Pool Totals:</b>	<b>9,090</b>	<b>7,974</b>	<b>14,038</b>	<b>35,369</b>	<b>11,315</b>	<b>77,786</b>
<b># of Days Open:</b>	<b>52</b>	<b>47</b>	<b>56</b>	<b>63</b>	<b>55</b>	

*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 1, 2010

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

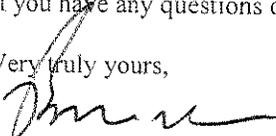
Re: Request to Revise CIP 713709 – Traffic Signal Reconstruction  
Bridge Street/Beech Street Intersection

Gentlemen:

The Manchester Highway Department hereby requests your approval to modify the referenced startup form as shown on the attached form. The purpose of the revision is to allow us to accept \$135,000 of State funding to be used as a 90% match to fund the replacement of mast arms at the intersection. The existing balance of this CIP account will be used to fund the City 10% share of approximately \$15,000.

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

Very truly yours,

  
Bruce A. Thomas  
Engineering Manager

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

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	<input type="text" value="5/6/09"/>
2	Construction Award	<input type="text" value="5/2009"/>
3	Project Completion	<input type="text" value="12/2009"/>
4		
5		

Expected Completion Date:

**Line Item Budget**

	BOND	STATE		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$120,000.00	\$0.00	\$0.00	\$120,000.00
Other	\$30,000.00	\$135,200.00	\$0.00	\$165,200.00
<b>TOTAL</b>	<b>\$150,000.00</b>	<b>\$135,200.00</b>	<b>\$0.00</b>	<b>\$285,200.00</b>

**Revisions** #1-Increases budget by \$135,200 State funds from NHDOT

**COMMENTS:**

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2009 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Thirty Five Thousand Dollars (\$135,000) for the FY 2009 CIP 713709 Intersection Improvement Project.”

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

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

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

WHEREAS, the Board of Mayor and Aldermen desires to accept State Department of Transportation funds in the amount of \$135,000 to be used for traffic signalization improvements at the Beech Street and Bridge Street intersection;

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

**By increasing:**

FY 2009 CIP 713709 Intersection Improvements Project - \$135,000 State  
From \$150,000 Bond to \$285,000 (\$150,000 Bond and \$135,000 State)

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



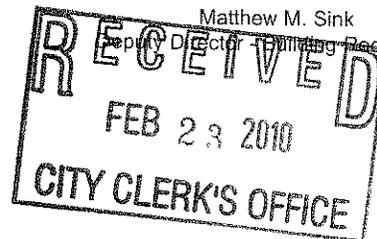
**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program

From: Leon L. LaFreniere, AICP <sup>SMP & JF</sup>  
Director of Planning and Community Development

Date: February 22, 2010

Subject: Health Department – CIP #214910 – Medical Reserve Corps. Program

The Health Department has notified us that the City has received a grant from the National Association of County and City Health Officials totaling \$5,000 for the implementation of the Medical Reserve Corps. Program.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	
2	Program Completion	1/22/2010
3		6/30/2011
4		
5		

Expected Completion Date:

**Line Item Budget**

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$5,000.00	\$0.00	\$0.00	\$5,000.00
<b>TOTAL</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>

**Revisions**


**COMMENTS**

Funds received from the National Association of County and City Health Officials. Program initiation and completion dates determined by the grantor.

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Five Thousand Dollars (\$5,000) for the FY 2010 CIP 214910 Medical Reserve Corps. Program.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$5,000 from the National Association of County and City Health Officials for the implementation of the Medical Reserve Corps. Program;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

**By adding:**

FY 2010 CIP 214910 Medical Reserve Corps. Program - \$5,000 Other

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



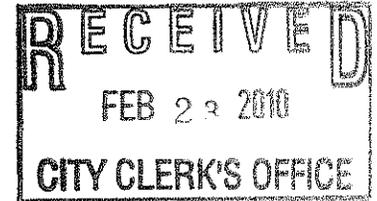
**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program

From: Leon L. LaFreniere, <sup>SM + PC</sup>AICP  
Director of Planning and Community Development

Date: February 22, 2010

Subject: Police Department – CIP #412810 – Manchester Radar System (2) Project

The Police Department has notified us that the City has received funding from the State of New Hampshire Highway Safety Agency totaling \$3,845 to pay for the purchase of two radar display systems. Required matching funds totaling \$3,845 to come from FY 2010 police budget.

As such, we have prepared the appropriate CIP Amending Resolution and Budget Authorization Form necessary for program initiation.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

Attachments:

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	<input type="text" value="3/2/2010"/>
2	Program Completion	<input type="text" value="6/30/2010"/>
3		
4		
5		

Expected Completion Date:

**Line Item Budget**

	STATE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$3,845.00	\$0.00	\$0.00	\$3,845.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$3,845.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,845.00</b>

**Revisions**


**COMMENTS** 50% local match (\$3,845) to come from the FY 2010 police budget.

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2010 Community Improvement Program, authorizing and appropriating funds in the amount of Three Thousand Eight Hundred Forty Five Dollars (\$3,845) for the FY 2010 CIP 412810 Manchester Radar Display (2) Project.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to accept grant funds in the amount of \$3,845 from the State of New Hampshire Highway Safety Agency for the purchase of two radar display systems;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

**By adding:**

FY 2010 CIP 412810 -- Manchester Radar Display (2) Project - \$3,845 State

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



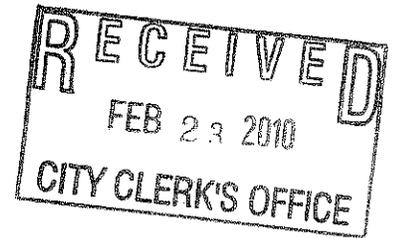
**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations



**To:** Daniel P. O'Neil, Chair  
CIP Aldermanic Committee

**From:** Leon LaFreniere, <sup>Sr P & D</sup> AICP,  
Director of Planning & Community Development

**Date:** February, 22, 2010

**Subject:** Concentrated Code Enforcement Officer

Current funding within the 2010 CIP for this position will run out in the middle of April. While additional funding is recommended in the 2011 CIP to fund this position through the next fiscal year there is a shortfall this year of \$15,200. Therefore, it will be necessary to transfer funds in that amount to this project in order to keep the Code Officer employed until the new fiscal year begins.

We have available sufficient unprogrammed CDBG monies to effect this transfer and as such have included a CIP amending resolution and revised budget authorization for the Committee's review. The Committee's recommendation for approval to the full Board is respectfully sought.

Attachments:

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	<input type="text" value="7/1/2009"/>
2	Program Completion	<input type="text" value="6/30/2010"/>
3		
4		
5		

Expected Completion Date:

**Line Item Budget**

	CDBG			TOTAL
Salaries and Wages	\$20,966.27	\$0.00	\$0.00	\$20,966.27
Fringes	\$14,233.73	\$0.00	\$0.00	\$14,233.73
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$35,200.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$35,200.00</b>

**Revisions** #1 Increases budget by \$15,200 derived from Unprogrammed CDBG Program Income

**COMMENTS:** Line item adjustment to move appropriate amounts into salary and fringes from other.

16-2

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Fifteen Thousand Two Hundred Dollars (\$15,200) for the FY2010 CIP 611810 Concentrated Code Enforcement Inspector.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2010 CIP as contained in the 2010 CIP budget; and

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

WHEREAS, the Board of Mayor and Aldermen wishes to transfer \$15,200 to cover salary and benefits related to the Concentrated Code Enforcer; and

WHEREAS, funds in at least that amount from Un-Programmed CDBG/Program Income are available;

NOW, THEREFORE, be it resolved that the 2010 CIP be amended as follows:

**By increasing:**

CIP 611810 Concentrated Code Enforcement Inspector – \$15,200 Un-Programmed CDBG Program Income  
From \$20,000 to \$35,200 CDBG

**By decreasing:**

Un-Programmed CDBG Program Income

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



**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations

**To:** Daniel P. O'Neil, Chair  
CIP Aldermanic Committee

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

**Date:** February, 22, 2010

**Subject:** CIP 712309 & 712707 EPD Projects

Fred McNeil has requested that we put together the necessary paperwork to effect transfers to two EPD projects that require additional funding for project completion. As such we have enclosed for the Committee's review amending resolutions transferring funds in the amount of \$33,953.32 for Phase II of the Cohas Brook Construction Project and \$90,000 for completion of Phase 2 of the Wastewater Treatment Plan Project. The revised budget authorizations of the four affected projects are included as well.

We respectfully request the Committee's recommendation for approval of these documents to the full Board.

Attachments:

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	
2	Program Completion	07/03/06
3		12/31/10
4		
5		

Expected Completion Date:

**Line Item Budget**

	STATE	ENTERPRISE		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$79,105.00	\$570,895.00	\$0.00	\$650,000.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$90,000.00	\$0.00	\$90,000.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$79,105.00</b>	<b>\$660,895.00</b>	<b>\$0.00</b>	<b>\$740,000.00</b>

**Revisions** #1-Increases budget by \$90,000 Enterprise from CIP 740001

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

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Design Separation Projects	
2	Start Construction of separation projects	10/2000
3	Start Basin Study	4/2001
4	Project Completion	04/2001
5		12/31/10

Expected Completion Date:

**Line Item Budget**

	Enterprise		Other Funds	TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$2,220,000.00	\$0.00	\$0.00	\$2,220,000.00
Planning	\$1,175,000.00	\$0.00	\$0.00	\$1,175,000.00
Consultant Fees	\$12,800.00	\$0.00	\$0.00	\$12,800.00
Construction Admin	\$1,960,000.00	\$0.00	\$0.00	\$1,960,000.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$11,020,000.00	\$0.00	\$0.00	\$11,020,000.00
Other	\$762,200.00	\$0.00	\$0.00	\$762,200.00
<b>TOTAL</b>	<b>\$17,150,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$17,150,000.00</b>

**Revisions**

- #1 - reallocates funding among line items./#2 - Extends project to 12/31/05.
- #3 - transfers \$300,000 to 711806 - CSO Crescent Road Basin and \$410,000 to 711105 - CSO Phase I (Bremer St)
- #4 - increases budget by \$250,000 of Enterprise funds from 710203 CSO Projects.
- #5 - Transfer \$90,000 to 712707 WWTF Facility Plan Phase

COMMENTS:

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2001 and FY 2007 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Ninety Thousand Dollars (\$90,000) for the FY 2007 CIP 712707 WWTF Facility Plan-Phase 2.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2001 and 2007 CIP as contained in the 2001 and 2007 CIP budgets; and

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

WHEREAS, the Board of Mayor and Aldermen desires to transfer funds in the amount of \$90,000 to evaluate CSO related flows at WWTP during facility planning;

WHEREAS, funds in the amount of \$90,000 are available from CSO Abatement Projects;

NOW, THEREFORE, be it resolved that the 2001 and 2007 CIP be amended as follows:

**By decreasing:**

FY 2001 CIP 740001 – CSO Abatement Projects-\$90,000 Enterprise  
From \$17,240,000 Enterprise to \$17,150,000 Enterprise

**By increasing:**

FY 2007 CIP 712707 – WWTF Facility Plan-Phase 2-\$90,000 Enterprise  
From \$79,105 State and \$570,895 Enterprise to \$79,150 State and \$660,895 Enterprise

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

**CIP BUDGET AUTHORIZATION**

CIP #:

Project Year:

CIP Resolution:

Title:

Amending Resolution:

Administering Department:

Revision:

Project Description:

**Federal Grants**

Federal Grant:

**Environmental**

Review Required:

Grant Executed:

Completed:

**Critical Events**

1	Construction Initiation	
2	Construction Completion	Sept. 2008
3		Dec. 2009
4		
5		

Expected Completion Date:

**Line Item Budget**

	ENTERPRISE	STATE	BOND	TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$433,953.32	\$100,000.00	\$0.00	\$533,953.32
Other	\$0.00	\$0.00	\$500,000.00	\$500,000.00
<b>TOTAL</b>	<b>\$433,953.32</b>	<b>\$100,000.00</b>	<b>\$500,000.00</b>	<b>\$1,033,953.32</b>

**Revisions**

#1-Increases budget by \$33,953.32 from CIP 712407 and \$500,000 Bond

**COMMENTS:**

State funds to be received upon completion of project.

**CIP BUDGET AUTHORIZATION**

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

Project Description:

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

**Critical Events**

1	Program Initiation	
2	Program Completion	07/03/06
3		12/31/07
4		
5		

Expected Completion Date:

**Line Item Budget**

	ENTERPRISE			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$350,000.00	\$0.00	\$0.00	\$350,000.00
Land Acquisition	\$150,000.00	\$0.00	\$0.00	\$150,000.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$3,461,046.68	\$0.00	\$0.00	\$3,461,046.68
Other	\$5,000.00	\$0.00	\$0.00	\$5,000.00
<b>TOTAL</b>	<b>\$3,966,046.68</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,966,046.68</b>

**Revisions**

Revision #1 - transfers \$150,000 from Construction Contracts to Land Acquisition.  
 Revision #2-Transfers out \$33,953.32 to CIP 712309

**COMMENTS:**

Funds to be borrowed through State Revolving Fund (SRF).

17-6

# City of Manchester New Hampshire

*In the year Two Thousand and Ten*

## A RESOLUTION

“Amending the FY 2007 and FY 2009 Community Improvement Programs, transferring, authorizing and appropriating funds in the amount of Thirty Three Thousand Nine Hundred Fifty Three Dollars and Thirty Two Cents (\$33,953.32) for the FY 2009 CIP 712309 Construction of Cohas Brook Phase II.”

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

WHEREAS, the Board of Mayor and Aldermen has approved the 2007 and 2009 CIP as contained in the 2007 and 2009 CIP budgets; and

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

WHEREAS, the Board of Mayor and Aldermen desires to transfer funds in the amount of \$33,953.32 to complete Phase II Cohas Brook I Interceptor construction work;

WHEREAS, funds in the amount of \$33,953.32 are available from Cohas Phase 2-Contract 2;

NOW, THEREFORE, be it resolved that the 2007 and 2009 CIP be amended as follows:

**By decreasing:**

FY 2007 CIP 712407 – Cohas Phase 2-Contract 2-\$33,953.32 Enterprise  
From \$4,000,000 Enterprise to \$3,966,046.68 Enterprise

**By increasing:**

FY 2009 CIP 712309 – Construction of Cohas Brook Phase II-\$33,953.32 Enterprise  
From \$100,000 State and \$400,000 Enterprise to \$100,000 State and \$433,953.32 Enterprise

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



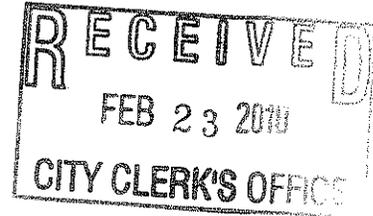
**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

Matthew M. Sink  
Deputy Director - Building Regulations



**To:** Daniel P. O'Neil, Chair  
CIP Aldermanic Committee

**From:** Leon LaFreniere, AICP, *swt/gp*  
Director of Planning & Community Development

**Date:** February, 22, 2010

**Subject:** MHRA Pledge of Support Request

As part of the 2011 CIP Budget Process the Manchester Housing & Redevelopment Authority requested funding in the amount of \$235,893 for Phase II of their South Porter Street Housing project. As you may recollect the City allocated \$200,000 to the Authority in the current 2010 CIP for the first phase of this project. For FY 2011, the Mayor is proposing that \$135,893 of the City's HOME grant be designated for Phase II of this project with the difference (\$100,000) of what was requested considered in the following 2012 CIP.

The MHRA indicates that it is applying for additional funding through the New Hampshire Housing & Finance Authority and its application will be significantly more competitive if it can show a maximum amount of local funds dedicated to this project. As such, it is requesting that the Board demonstrate its support for this project through a vote to endorse the current amount of funds identified in the proposed 2011 CIP and to consider an additional \$100,000 in the 2012 CIP.

This has been discussed with the City Solicitor and the Board does have an ability to endorse the allocation of future funds subject to the various legal requirements such as review at a public hearing.

Attachments:

**Maranto, Samuel**

---

**From:** Dick Webster [dwebster@manchesterhousing.org]  
**Sent:** Wednesday, February 17, 2010 3:23 PM  
**To:** Maranto, Samuel  
**Cc:** Dick Dunfey; Ken Edwards  
**Subject:** South Porter Street Phase II

Hi Sam,

This message is to follow up on our conversation earlier today. As you know, our application to New Hampshire Housing Finance Authority for Low Income Housing Tax Credits and Capital Subsidy Funds will score far better if we can demonstrate the City's commitment to the project and that we have adequate funds to complete the project. We have been planning on a total of \$235,893.00 in funds with \$135,893.00 from FY 2011 and \$100,000.00 from FY 2012. I understand that there is reluctance to making a final commitment of FY 2012 funds at this time. Would it be possible to approve the FY 2012 funds this year subject to ratification by the Board next year?

Thank you for your consideration and for your ongoing assistance.

Dick

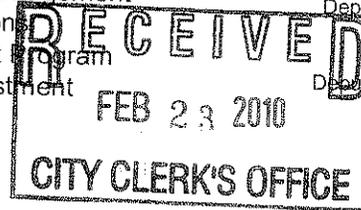


**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Leon L. LaFreniere, AICP  
Director

Planning and Land Use Management  
Building Regulation  
Community Improvement Program  
Zoning Board of Adjustment

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning  
Matthew M. Sink  
Deputy Director - Building Regulations



Memo to: Members of the Committee on Community Improvement Program  
From: Todd D. Fleming, <sup>SDF</sup> Senior Planner  
Department of Planning and Community Development  
Date: February 22, 2010  
Subject: Neighborworks Greater Manchester Home Ownership Programs

For several years Neighborworks Greater Manchester has received CIP funding to manage two homeownership programs for the City, the Neighborworks Homeownership Center and the Down Payment Assistance Program.

In the 2010 CIP \$50,000 of HOME funding was allocated for the Neighborworks Homeownership Center. The Homeownership Center provides low-income households with free educational seminars, pre and post-purchase counseling, foreclosure counseling and access to low-interest mortgage products. One of the mortgage products that participants have access to is the City's Down Payment Assistant Program.

In the 2010 CIP \$150,000 of HOME funding has been provided to Neighborworks to manage this Program. The Down Payment Assistance Program provides a \$20,000 subsidy to income eligible families to assist them with the purchase of a house. The HOME subsidy is in the form of a deferred no interest loan that is only repaid upon sale of the property. In addition to City funding, Neighborworks has access to other mortgage products managed by private lenders, NH Housing Finance Authority and the NH Community Loan Fund. Neighborworks staff performs application intake and loan underwriting.

On an annual basis Neighborworks has been providing counseling to a minimum of 800 individuals and down payment assistance to approximately ten households. Neighborworks has received funding from the City to operate these programs since 2001. Eligibility for both of these programs is restricted to households with incomes that are equal to or less than 80% of Manchester's median income. 80% of the median income for a family of four in Manchester is \$61,500. If you have any questions, please do not hesitate to contact me at 624-6475.



**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

Planning and Land Use Management  
Building Regulations  
Community Improvement Program  
Zoning Board of Adjustment

Leon L. LaFreniere, AICP  
Director

Pamela H. Goucher, AICP  
Deputy Director - Planning & Zoning

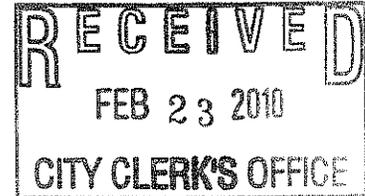
Matthew M. Sink  
Deputy Director - Building Regulations

**To:** Daniel P. O'Neil, Chair  
CIP Aldermanic Committee

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

**Date:** February, 22, 2010

**Subject:** American Red Cross



The City allocated in the 2010 Community Improvement Program, \$11,000 of Community Development Block Grant (CDBG) Funds to the American Red Cross to be used to support their local emergency services efforts. To date however, those funds have not been used as the Red Cross indicates it cannot comply with the reporting requirements associated with the use CDBG monies. According to their director, the provision of assistance is given based upon a need as a result of an emergency occurrence and per their mission statement they are not allowed to ask any questions of the recipients as a condition of the assistance. As such, the HUD requirement that each agency provide information on the beneficiaries of the services is viewed by the Red Cross as inconsistent with their mission statement. The result being that they have not accessed any of the CDBG funds.

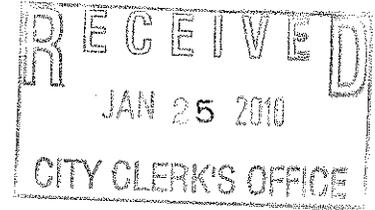
This Agency previously approached former Mayor Guinta and recently Mayor Gatsas about the possibility of the City identifying alternate funding that could be substituted for the CDBG funds to support their organization. Staff has determined that local funds could be identified through a swapping of some of the remaining unused school charge back funds within the Highway Department's Budget. This would involve transferring \$11,000 out of Highway's CIP maintenance account #711610 Municipal Facilities and substituting \$11,000 of the unused school charge back funds for the removed funds.

Should the Committee wish to approve this recommendation Staff will prepare the appropriate CIP amending resolution and budget authorization for submission to the full Board.

James Burkush  
Chief of Department



**CITY OF MANCHESTER**  
**Fire Department**



January 25, 2010

Alderman Daniel O'Neil  
Chair, Community Improvement Committee  
Board of Mayor and Alderman  
City of Manchester  
One City Hall Plaza  
Manchester, NH 30101

Dear Alderman O'Neil:

The Fire Department is writing this letter to obtain permission to apply for a US Department of Homeland Security FY 2010 Emergency Operations Center grant opportunity. This is a competitive grant which will fund construction and improvements to local jurisdictional emergency operations centers (EOC). The Fire Department, in conjunction with the City's Information Systems Department, would be requesting funding in the amount of \$963,000.00. The City would be required to match this grant with both soft and hard funding. This would equate to \$171,674.00 in municipal funding (hard match) and \$63,000 in city personnel installation costs (soft match), with an additional \$6,326.00 in funding coming from the Radiological Emergency Response Plan grant funding the City receives for providing host city capability for Seabrook Power Station.

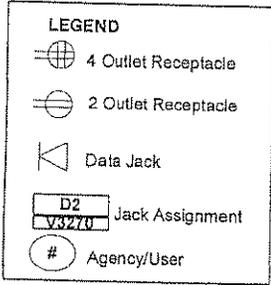
The grant request would provide funding to complete infrastructure upgrades to the existing EOC, located at fire headquarters and would include data and power line installation, VOIP telephone service, blast resistant windows, and an IPIC system which will allow the interfacing of all email, radio, telephone and internet into one "seamless" communication system.

I have attached diagrams of the proposed improvements for your reference. If you require any additional information or have any questions, please feel free to contact me.

Respectfully,

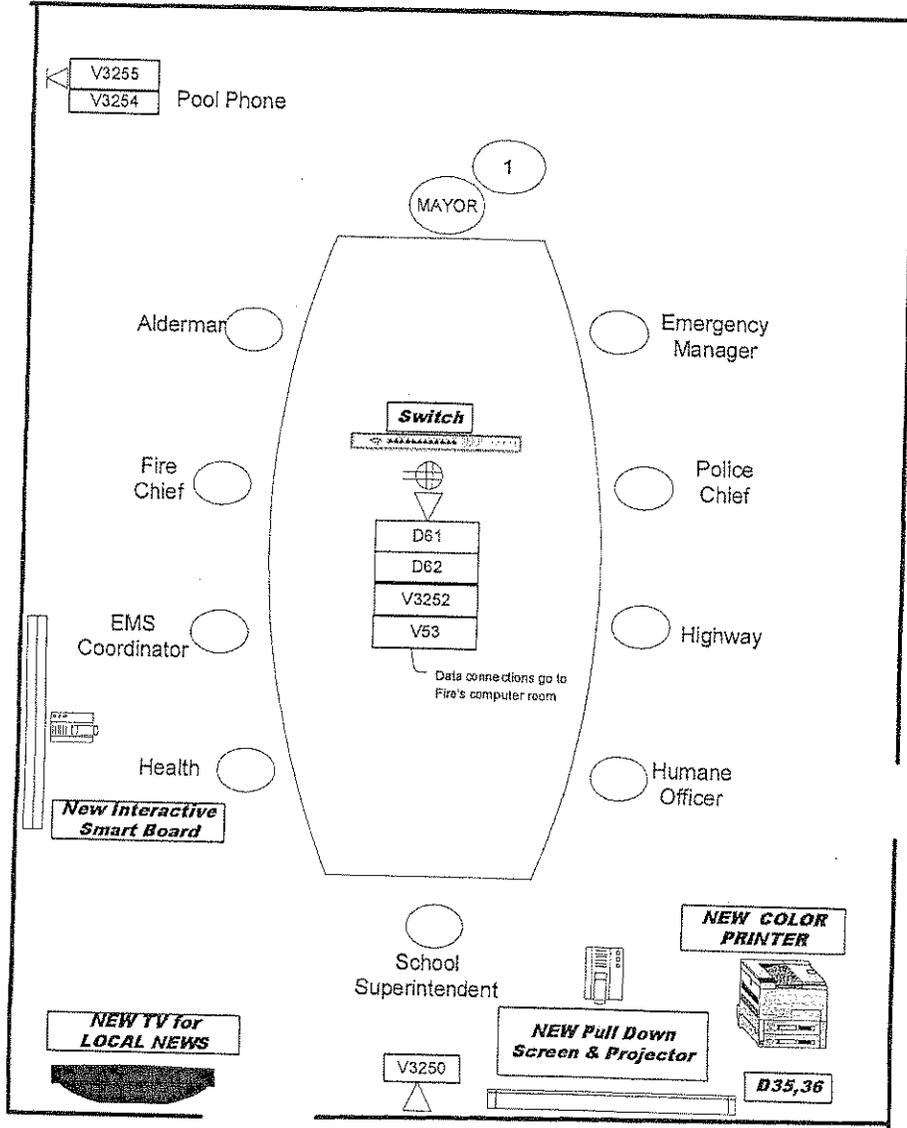
*James A Burkush*  
James A. Burkush  
Chief

# Fire Conference Room



**Proposed Expansion (in BOLD & ITALICS)**

- ADD DROPS - 2**
- EXISTING DROPS - 2**
- ADD NETWORK SWITCH - 1**
- ADD COLOR PRINTER - 1**
- ADD PULL DOWN SCREEN & PROJECTOR - 1**
- ADD LARGE TV FOR LOCAL NEWS - 1**
- ADD SMART BOARD - 1**



① Fire Conference Room Management Team



# Training Classroom II

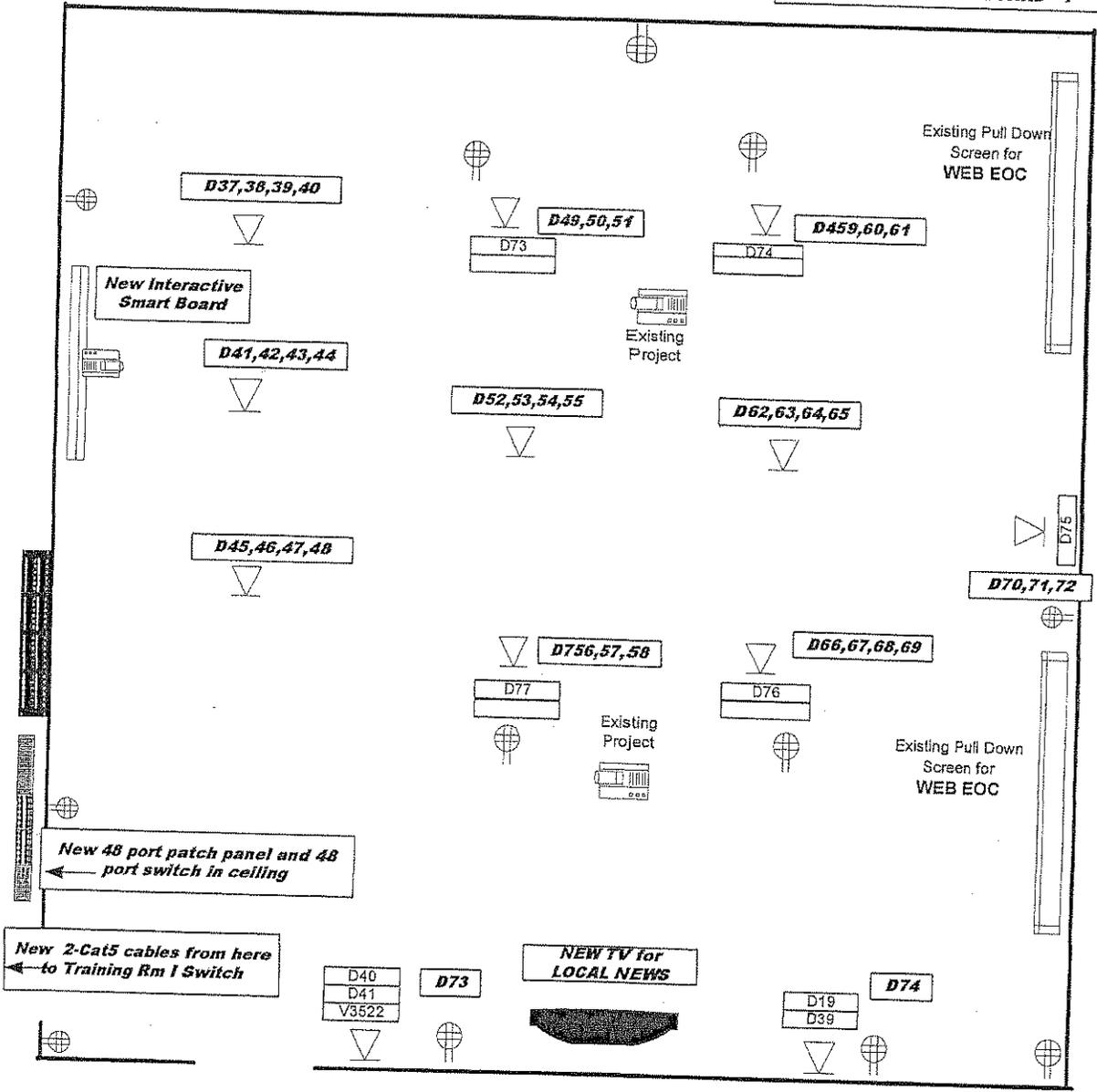
**LEGEND**

-  4 Outlet Receptacle
-  2 Outlet Receptacle
-  Data Jack
- |       |
|-------|
| D2    |
| V3276 |

 Jack Assignment
-  Agency/User

**Proposed Expansion (in BOLD & ITALICS)**

**ADD DROPS -38**  
**EXISTING DROPS - 9**  
**DROPS INCLUDE VOICE**  
**ADD LARGE TV FOR LOCAL NEWS-1**  
**ADD NETWORK SWITCH - 1**  
**ADD SMART BOARD - 1**





*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	811283	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	712009**	2009	Residential 50/50 Sidewalk	5,833.96	5,833.96	
Highway	712009**	2009	Elm Street Mast Arm Replacement	149,961.84	-	Funds to replace mast arms at Merrimack, Hanover & Bridge Streets
Highway	712109**	2009	Traffic Signal Reconstruction	100,000.00	-	Funds to update traffic signals at S. Main and Varney Streets
Highway	713107**	2007	Granite Street Reconstruction - 3	145,623.93	-	Contingency until project closeout later this year
Highway	713206	2006	Street Reconstruction - So. Willow St	35,109.68	-	Funds 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	
			<b>Totals</b>	<b>7,498,735.36</b>	<b>100,034.24</b>	
<b>**Unissued Bond</b>						

FACILITIES DIVISION BOND AND CASH PROJECTS/OPEN BALANCE REPORT

**MUNICIPAL FACILITIES**

CIP Res. Date	CIP Project #	Source	Revised or Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?	Timeline
6/4/2002	811203	Bond	\$285,000.00	\$283,300.00	\$0.00	\$1,700.00	Yes	
Project Name: City Space Improvements								
6/4/2002	8112B3	Bond	\$30,000.00	\$28,933.81	\$0.00	\$1,066.19	Yes	
Project Name: City Space Improvements								
6/1/1998	341898	Bond	\$867,500.56	\$847,423.52	\$0.00	\$77.04	Yes	
Project Name: City Hall Security/Audio/Visual								
6/1/2004	811405	Bond	\$4,440,000.00	\$4,398,984.04	\$0.00	\$41,015.96	No	2/09 - 11/09
Project Name: City Building Improvements								
6/12/2006	712107	Bond	\$838,173.72	\$580,883.89	\$221,437.00	\$35,852.83	No	2/09 - 11/09
Project Name: Municipal Facilities Improvements								
5/20/2008	810209	Bond	\$1,000,000.00	\$0.00	\$0.00	\$1,000,000.00	No	
Project Name: Strategic Planning for Facilities, Police, Fire, Highway								
<b>TOTALS</b>				<b>\$7,460,674.28</b>	<b>\$6,139,525.26</b>	<b>\$221,437.00</b>	<b>\$1,079,712.02</b>	

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**SCHOOL FACILITIES**

CIP Res. Date	CIP Project #	Source	Original Allocation	1/31/2009 Expenses to Date	1/31/2009 Open Encumbrances	1/31/2009 Unencumbered Balance	Available?	
5/1/2001	811202	Bond	\$336,071.33	\$334,224.90	\$0.00	\$1,846.43	Yes/HGF	
Project Name: Architecture/Engineer Facilities Capital Planning								
6/12/2006	310207	Bond	\$1,500,000.00	\$1,478,696.30	\$0.00	\$21,303.70	Yes/HGF	
Project Name: School Facility Improvements - <i>Redacted</i>								
<b>TOTALS</b>				<b>\$1,836,071.33</b>	<b>\$1,812,921.20</b>	<b>\$0.00</b>	<b>\$23,150.13</b>	

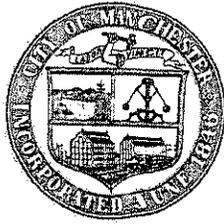
FACILITIES DIVISION BOND AND CASH PROJECTS/ OPEN BALANCE REPORT

<u>Project #</u>	<u>Project Name</u>	<u>Project Intention</u>	<u>Intended Purpose for Balance</u>
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)

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<u>Project #</u>	<u>Project Name</u>	<u>Project Intention</u>	<u>Intended Purpose for Balance</u>
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
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)							

92 1 2

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)
Available						
Highway	713107	2007 Granite Street Reconstruction - 3	5,300,000.00	4,793,784.80	360,591.27	145,623.93
Balance of funds should be considered as contingency until Project Closeout later this year.						

Highway	713206	2006 Street Reconstruction - So. Willow St.	80,000.00	44,890.32	35,109.68
Remaining funding to be used as part of Candia Road reconstruction Local match (Request to CIP Committee to transfer funds is forthcoming).					
Highway	810309	2009 Motorized & Electronic Equip Replacement	652,650.00	358,211.50	277,889.50
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 20<sup>th</sup>.

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](http://www.YourManchesterNH.com)  
Phone: (603) 624-6505  
Fax: (603) 624-6308  
Email: [jminkarah@ManchesterNH.gov](mailto: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

22-12

**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](mailto:planning@manchesternh.gov)  
[www.manchesternh.gov](http://www.manchesternh.gov)

22-14

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

Project#	Dept	Project	Total Project Cost	FEDERAL			STATE			
				Originally Approved (75%)	Received	Balance	Amount Expected (12.5%)	Received	Balance	
		<b>Parks &amp; Recreation</b>								
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 (2008)	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	
		<b>Highway</b>								
713007	500	Flood Damaged Infrastructure Remediation	164,634.00	123,476.00	72,698.48	50,777.52	20,579.00	-	20,579.00	
		<b>TOTAL</b>	<b>1,423,705.23</b>	<b>1,019,229.94</b>	<b>760,668.88</b>	<b>258,561.06</b>	<b>211,986.94</b>	<b>-</b>	<b>211,986.94</b>	



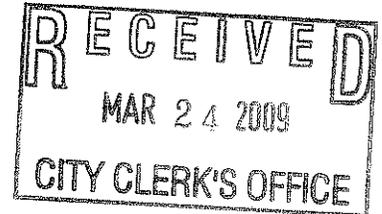
**CITY OF MANCHESTER**  
**PLANNING AND COMMUNITY DEVELOPMENT**

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

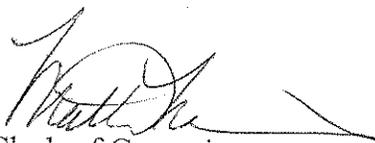
As directed, Staff from Planning, Finance and City Solicitor's Office met in an effort to identify the source of funds used for the Hackett Hill Development Project referenced above. It was determined that the funds were derived from the proceeds of the sale of land owned by the City on Hackett Hill 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:**

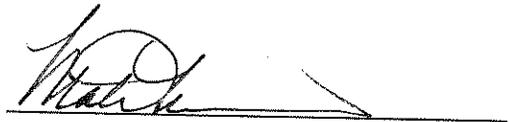
The Committee on Joint School Buildings respectfully recommends, after due and careful consideration, that the request for project funds to be transferred from the Parker Varney project to the Highland Goffs Falls project, be referred to the Committee on Community Improvement.

*(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**

<b>\$2,775,742.50</b>
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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	
<b>Sub-Total Architect Contract</b>	<b>\$25,742.50</b>	<b>\$25,742.50</b>	0%	<b>\$0.00</b>	
FY09 Bond Contractor - Highland Goffes Falls					
<b>Sub-Total HGF Contract</b>	<b>\$0.00</b>	<b>\$0.00</b>		<b>\$0.00</b>	<b>\$0.00</b>
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	

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

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.#310306	\$2,475,000

AUTHORIZED VENDOR DESCRIPTION AND APPROVAL DATE	BUDGET	COMMITTED	AMOUNT ENCUMBERED	PERCENT COMPLETE	AMOUNT EXPENDED	RETAINAGE HELD
<b>CMK Architects</b>	<b>\$560,600.00</b>					
Schematic Design Phase(FY02 Bond)	\$110,120.00					
Design Through Completion Phases	\$440,480.00		\$0.00	100%	\$110,120.00	
<b>Architect Sub-Total</b>	<b>\$560,600.00</b>	<b>\$0.00</b>	<b>\$132,144.00</b>	<b>70%</b>	<b>\$308,336.00</b>	
<b>Construction Administration - City</b>	<b>\$110,000.00</b>					
FY08 City Administration	\$48,086.38					
FY09 City Administration	\$61,913.62	\$61,913.62	\$0.00	100%	\$48,086.38	
<b>Construction Administration Sub-Total</b>	<b>\$110,000.00</b>	<b>\$61,913.62</b>	<b>\$0.00</b>	<b>0%</b>	<b>\$48,086.38</b>	
<b>Construction</b>	<b>\$6,973,110.00</b>					
<b>Eckman Construction Contract</b>	<b>\$6,973,110.00</b>				<b>\$622,900.37</b>	
Base Contract + Alternates 1,3,4,6,7,8,9,&11	\$6,973,110.00					
CO#1 Credit, Roofing Insulation Reuse	(\$102,089.00)		\$2,581,191.02	63%	\$4,397,918.86	\$439,191.80
CO#2 Unsuitable Building Foundation Soil, Repair Wiring, Modify Baseboard & Construct Drywall	\$3,893.00		(\$102,089.00)	0%		\$0.00
CO#3 Replace Unsuitable Materials @ So Drive	\$4,000.00		\$0.00	100%	\$3,893.00	\$399.30
CO#4 Complete Work @ Revised CB	\$3,247.00		\$0.00	100%	\$4,600.00	\$400.00
CO#5 Remove Transite Pipe @ Automotive & Rim	\$2,736.00		\$0.00	100%	\$3,247.00	\$324.70
CO#6 Replace Unsuitables East Parking Lot	\$2,690.00		\$0.00	100%	\$2,736.00	\$273.60
CO#7 Abate Vinyl Tile in Rm 113	\$3,468.00		\$0.00	100%	\$22,690.00	\$2,269.00
CO#8 Relocate Heaters & Add Flag Pole Light	\$4,190.00		\$0.00	100%	\$3,468.00	\$346.80
CO#9 Paint Rms, Ballvalves & Data Pass	\$3,464.00		\$578.00	86%	\$3,612.00	\$361.20
CO#10 Rm B104 Two Telepoles w/Outlets	\$4,726.00		\$0.00	100%	\$3,464.00	\$346.40
CO #11 Reset Granite, Yeaton Controls	\$4,751.00		\$0.00	100%	\$4,726.00	\$472.60
CO#12 Fire Alarm Additions, Yeaton Controls	\$3,874.00		\$0.00	100%	\$4,751.00	\$475.10
CO#13 Communications, Trees & ACT in Rm A113	\$4,661.00		\$1,372.00	65%	\$2,502.00	\$250.20
CO#14 Revised Breaker at MDP, Paint Frames	\$4,806.00		\$0.00	100%	\$4,661.00	\$466.10
CO#15 Additional work in Rm A121	\$3,927.00		\$0.00	100%	\$4,806.00	\$480.60
CO#16 Additional work in Rm A107	\$4,941.00		\$0.00	100%	\$3,927.00	\$392.70
CO#17 Roof at Parapet, Relocate Telephone Panels	\$3,941.00		\$3,445.00	30%	\$1,496.00	\$149.60
CO#18 Trap Primers, Add Phone Lines, Vest Cig.	\$4,367.00		\$0.00	100%	\$3,941.00	\$394.10
CO#19 Accent Walls, Flashing, Sills, Trap Covers.	\$4,957.00		\$2,779.00	36%	\$1,998.00	\$199.80
CO#20 Corr, G135, Light Shelf, Grab Bars, G107	\$4,505.00		\$3,570.00	29%	\$1,427.00	\$142.70
CO#21 Roof at Parapet, Relocate Telephone Panels	\$4,902.00		\$1,184.00	74%	\$3,321.00	\$332.10
			\$4,902.00	0%	\$0.00	\$0.00
<b>Construction Subtotal</b>	<b>\$6,973,207.00</b>	<b>\$0.00</b>	<b>\$2,496,932.02</b>		<b>\$4,476,274.98</b>	<b>\$447,627.50</b>
<b>Equipment</b>	<b>\$760,000.00</b>					
Access AV, LLC -Audio Visual Equipment	\$159,959.00	\$557,081.38				
Patriot Welding - Lab Desks	\$12,600.00		\$53,208.00	67%	\$106,751.00	
Aubin Woodworking - Desktops & Countertops	\$4,685.00		\$0.00	100%	\$12,600.00	
Aubin Woodworking - Bookcases	\$3,386.00		\$0.00	100%	\$4,685.00	
Sears - 22 Cu.Ft. Refrigerator	\$1,349.99		\$0.00	100%	\$3,386.00	
Gov Connection - Network Adapters	\$7,707.00		\$0.00	100%	\$1,349.99	
WB Mason, Admin Furniture	\$3,034.00		\$0.00	100%	\$7,707.00	
Union Leader- RFP Manufacturing Equipment	\$197.63		\$295.00	90%	\$2,739.00	
			\$0.00	100%	\$197.63	
<b>Equipment Sub-Total</b>	<b>\$192,916.62</b>	<b>\$557,081.38</b>	<b>\$53,603.00</b>		<b>\$139,415.62</b>	
<b>Testing and Miscellaneous Per Joint Mtg 6/01</b>	<b>\$75,000.00</b>					
Miller Engineering - Testing & Inspection Services	\$30,000.00	\$43,662.50				
Scott Lawson - Materials Testing	\$1,337.50		\$4,303.58	86%	\$25,696.42	
			\$400.00	70%	\$937.50	
<b>Testing &amp; Misc. Sub-Total</b>	<b>\$31,337.50</b>	<b>\$43,662.50</b>	<b>\$4,703.58</b>		<b>\$26,633.92</b>	
<b>Contingency &gt; \$5,000 needs Joint Approvz</b>	<b>\$1,225,000.00</b>					
Union Leader-Newsad Prequalification Contractors	\$154.15	\$1,205,739.85				
Bob's Locksmith - Rekey 3 Doors for Computer Rms	\$187.00		\$0.00	100%	\$154.15	
Bob's Locksmith - Replace 3 cylinders in Cosmetology	\$100.00		\$0.00	100%	\$187.00	
Union Leader-Newsad Video Equipment	\$177.86		\$0.00	100%	\$100.00	
Robot Hall Intl - Temp labor to Move Computers	\$2,698.00		\$0.00	100%	\$177.86	
TNT Install Communications Cable	\$2,014.00		\$636.00	76%	\$2,052.00	
TNT Portable Comm Work	\$85.00		\$0.00	100%	\$2,014.00	
Fast Signs - 14 signs	\$363.50		\$0.00	100%	\$85.00	
United Oil Recovery - Dispose Oil Auto Lift Pits	\$368.34		\$0.00	100%	\$363.50	
Home Depot - Containers to Remove Photo Chemicals	\$36.74		\$0.00	100%	\$368.34	
College Bound Movers - Move Rooms	\$1,675.00		\$0.00	100%	\$36.74	
G. A. Lafamme - Wire Temp Power for Automotive	\$780.36		\$0.00	100%	\$1,675.00	
G. A. Lafamme - Install circuit for drill press/grinder	\$1,449.18		\$0.00	100%	\$780.36	
Delta Mechanical - Condensing Unit for Horticulture	\$4,780.00		\$0.00	100%	\$1,449.18	
Leblancs Hardware - Keys for Project	\$15.60		\$0.00	100%	\$4,780.00	
G. A. Lafamme - Wire RTU and Controls	\$425.36		\$0.00	100%	\$15.60	
G. A. Lafamme - Bypass Dimmers in Video Production	\$167.50		\$0.00	100%	\$425.36	
Safety Kleen - Photo Shop Fuel Removal	\$451.79		\$0.00	100%	\$167.50	
PSNH - Emergency Repairs to Light Poles	\$1,103.77		\$0.00	100%	\$451.79	
TNT Move Phonelines during School Break	\$2,235.00		\$0.00	100%	\$1,103.77	
			\$2,235.00	0%		
<b>Contingency Sub-Total</b>	<b>\$19,260.15</b>	<b>\$1,205,739.85</b>	<b>\$2,871.00</b>		<b>\$16,389.15</b>	

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.

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