

AGENDA

BOARD OF MAYOR AND ALDERMEN

December 1, 2009
Mayor and all Aldermen

7:30 PM
Aldermanic Chambers
City Hall (3rd Floor)

1. Mayor Guinta calls the meeting to order.
2. The Clerk calls the roll.

CONSENT AGENDA

3. Mayor Guinta advises if you desire to remove any of the following items from the Consent Agenda, please so indicate. If none of the items are to be removed, one motion only will be taken at the conclusion of the presentation.

Ratify and Confirm Poll Conducted

- A. Accepting the report of the Committee on Public Safety, Health and Traffic advising that the request from Brandy Stanley, Parking Manager, for 40 free parking spaces in Arms Lot on November 19, 2009 for the Greater Manchester Chamber of Commerce Leadership Course has been approved. *(Unanimous vote conducted November 12, 2009, with the exception of Aldermen O'Neil and Sullivan who could not be reached.)*

Information to be Received and Filed

- B. Communication from Bryan Christiansen of Comcast providing an update on Digital Network Enhancement.
- C. Communication from Michelle Miller, Director in Programs Division of the US Department of Housing and Urban Development, regarding the City's HUD grant quarterly report.

REFERRAL TO COMMITTEE

COMMITTEE ON FINANCE

D. Resolutions:

“Amending the FY 2010 Community Improvement Program, transfers, authorizing and appropriating funds in the amount of Eighty Nine Thousand Four Hundred Fifty Dollars (\$89,450) for the FY 2010 CIP 412610 Weed’n Seed Program.”

“Authorizing the Finance Officer to effect a transfer of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents (\$9,722.04) for the FY 2010 CIP 412710 Engine Eight Building Modifications Project.”

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eleven Thousand Nine Hundred Fourteen Dollars and Four Cents (\$11,914.04) and for the FY 2010 CIP 412710 Engine Eight Building Modifications Project.”

REPORTS OF COMMITTEE

COMMITTEE ON COMMUNITY IMPROVEMENT

- E. Advising that the communications from David Mara, Chief of Police, and Tim Soucy, Public Health Director, regarding the City’s Weed and Seed Program has been received and filed.
(Unanimous vote)
- F. Recommending that the petition for discontinuance of Barrister Lane submitted by Chris Rice of Hillsborough County Superior Court be referred to a Road Hearing with a date to be determined by the City Clerk.
(Unanimous vote)
- G. Recommending that the petition for discontinuance of Chalet Court submitted by Howard Wheeler of the Parks, Recreation & Cemetery Department be referred to a Road Hearing with a date to be determined by the City Clerk.
(Unanimous vote)
- H. Recommending that Chuck DePrima, Acting Director of Parks, Recreation & Cemetery Department, be authorized to execute the attached Gift Agreement between the City and the Manchester Historical Association.
(Unanimous vote)

- I. Recommending that Stephanie Lewry, Executive Director of Intown Manchester, fund the installation of an electrical box related to the holiday lights from Intown Manchester's budget.
(Unanimous vote)
- J. Recommending that the Mayor be authorized to enter into a Purchase and Sale agreement for two properties as discussed in a non-public session of the November 24, 2009 Committee meeting.
(Unanimous vote)

LADIES AND GENTLEMEN, HAVING READ THE CONSENT AGENDA, A MOTION WOULD BE IN ORDER THAT THE CONSENT AGENDA BE APPROVED.

4. Nomination(s) to be presented by Mayor Guinta, if available.
Ladies and Gentlemen, what is your pleasure?

5. Confirmations to be presented by Mayor Guinta.

Central Business Service District Board

Justin Gamache as a District Member, term to expire May 1, 2012.
Barbara Potvin as a District Member, term to expire May 1, 2012.

Highway Commission

Raymond Hebert as a member, term to expire January 15, 2013.

Board of Trustees of Trust Funds

William Infantine as a member, term to expire January 1, 2013.

Revolving Loan Fund Board

Christopher Blais as a member, term to expire June 1, 2011.

6. A motion is in order to recess the meeting to allow the Committee on Accounts, Enrollment and Revenue Administration to meet.
7. Mayor Guinta calls the meeting back to order.

8. Report(s) of the Committee on Accounts, Enrollment and Revenue Administration, if available.
Ladies and Gentlemen, what is your pleasure?

9. A motion is in order to recess the meeting to allow the Committee on Finance to meet.

10. Mayor Guinta calls the meeting back to order.

11. Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?

12. Report(s) of the Committee on Community Improvement, if available.
Ladies and Gentlemen, what is your pleasure?

13. Report(s) of the Committee on Human Resources/Insurance, if available.
Ladies and Gentlemen, what is your pleasure?

14. Communication from Steven Hermans, Attorney, submitting 1850 Associates Limited Partnership Community Revitalization Tax Relief Incentive Application.
Ladies and Gentlemen, what is your pleasure?

15. Ordinances: **(A motion is in order to read by titles only.)**

“Amending Section 70.78 Penalty of the Code of Ordinances of the City of Manchester by including a new penalty for parking in a permit parking space without displaying a permit and occupying more than one parking stall.”

“Amending Chapter 70: Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester Section 70.57 (B) Parking lot rates by removing metered parking at the Pine Street Lot.”

“Amending the Code of Ordinances of the City of Manchester by amending Section 118.33 (A) Rates For Fares Established, by increasing the current taxi rates from \$.25 per one-sixth of a mile to \$.40 per one-sixth of a mile.”

These ordinances having had their final reading by titles only, the question is on passing same to be Ordained.

16. Resolutions: (A motion is in order to read by titles only.)

“Amending the FY 2010 Community Improvement Program, transfers, authorizing and appropriating funds in the amount of Eighty Nine Thousand Four Hundred Fifty Dollars (\$89,450) for the FY 2010 CIP 412610 Weed’n Seed Program.”

“Authorizing the Finance Officer to effect a transfer of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents (\$9,722.04) for the FY 2010 CIP 412710 Engine Eight Building Modifications Project.”

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eleven Thousand Nine Hundred Fourteen Dollars and Four Cents (\$11,914.04) and for the FY 2010 CIP 412710 Engine Eight Building Modifications Project.”

A motion is in order that the Resolutions ought to pass and be Enrolled.

17. NEW BUSINESS
A. Communications
B. Aldermen

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

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

The Committee on Public Safety, Health and Traffic respectfully advises, after due and careful consideration, that the request from Brandy Stanley, Parking Manager, for 40 free parking spots in Arms Lot on November 19, 2009, for the Greater Manchester Chamber of Commerce Leadership Course has been approved.

(Unanimous vote conducted via phone poll conducted on November 12, 2009, with the exception of Aldermen O'Neil and Sullivan who could not be reached.)

Respectfully submitted,



Clerk of Committee

Board of Aldermen

Yeas and Nays

Upon Accepting Traffic Phone
poll for GMCC use of Arms
Lot 11/19 11/16, 2009

Aldermen	Yea	Nay	Absent	Pass
Ward 1 - M. Roy <i>N/A</i>				
Ward 2 - Gatsas <i>N/A</i>				
Ward 3 - Sullivan <i>N/A</i>				
Ward 4 - J. Roy	✓			
Ward 5 - Osborne	✓			
Ward 6 - Pinard	✓			
At Large - O'Neil <i>N/A</i>				
At Large - Lopez		✓		
Ward 7 - Shea	✓			
Ward 8 - DeVries <i>N/A</i>				
Ward 9 - Garrity	✓			
Ward 10 - Smith	✓			
Ward 11 - Ouellette	✓			
Ward 12 - Arnold	✓			
TOTAL:	8	1	5	



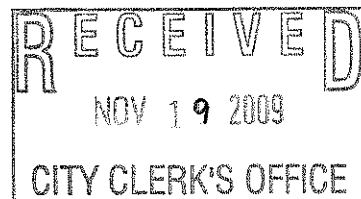
RECEIVED

NOV 09 2009

MAYOR'S OFFICE

November 5, 2009

The Honorable Frank Guinta
Office of the Mayor
City of Manchester
1 City Hall Plaza
Manchester, NH 03101



Dear Mayor Guinta:

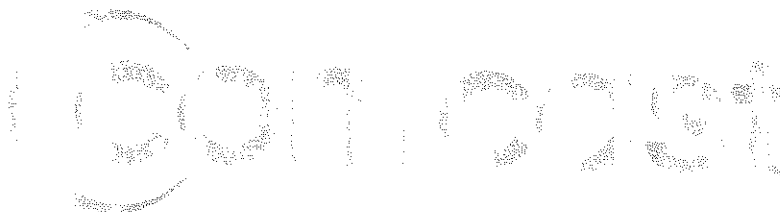
I'm writing to provide an update to our November 2, 2009 communication to you regarding our Digital Network Enhancement. While the details of the enhancement have not changed, the dates associated with implementing the enhancement have changed.

As a result, please find attached a replacement letter which contains the revised dates.

If you should have any questions or concerns regarding this matter, or any other cable matter, please feel free to contact me at 603-224-0957, ext. 202.

Sincerely,

Bryan Christiansen
Senior Manager of Government & Community Relations





November 5, 2009

The Honorable Frank Guinta
Office of the Mayor
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Mayor Guinta:

I am writing to share some exciting news. Coming soon we at Comcast will be enhancing our network in the City of Manchester and delivering the world of digital entertainment to current Comcast subscribers receiving Expanded Basic cable channels 24-69.

WHAT'S HAPPENING?

We will be enhancing our services in order to allow our customers to enjoy the benefits of digital technology at no additional cost. **This is not a promotional offer – when completed, customers will have access to these exciting new features:**

- Access to free On Demand programming;
- An on-screen programming guide, with search and parental control functions;
- A commercial-free music service with over 40 channels of uninterrupted music;
- More HD Choices;
- Faster Internet speeds; and
- More entertainment options than ever before.

In order to bring these customers in Manchester these new features, Expanded Basic cable channels 24-69 will be transmitted only in digital format after we have converted our signals. **This means that customers will need to have either a digital cable box, digital adapter, or CableCard for each television set on which they wish to continue viewing these channels.** Only customers choosing a digital cable box will have access to the Comcast interactive on-screen programming guide, On Demand programming and music service. If a customer does not obtain any digital equipment by the time this digital enhancement is completed, their service will be changed to Basic Service (channels 2-23 and 71) and their price reduced accordingly. Also, some of our channels will be moving to a new service level on or shortly after January 11, 2010.

WHAT DO CUSTOMERS NEED TO DO?

In order to make this enhancement as seamless as possible for our customers, Comcast will begin providing digital equipment to its Standard Cable and digital package customers on or shortly after December 11, 2009 at **no additional cost.**

Standard Cable customers can receive one digital cable box and up to two digital adapters at **no additional cost.** Customers requesting **more** than the one digital cable box and two digital adapters included as part of their package would incur a monthly charge of \$1.95 for each additional digital cable box and a monthly service charge of \$1.99 for each additional digital adapter.

Comcast customers subscribing to a digital package already having a digital cable box for the primary television can now obtain up to two digital adapters for secondary televisions at **no additional cost**. Customers requesting **more** than the one digital cable box and two digital adapters included as part of their package would incur a monthly additional outlet service charge of \$6.95 for each additional digital cable box and a monthly service charge of \$1.99 for each additional digital adapter. A digital adapter will provide access to Basic Service channels (2-23 and 71) and Expanded Basic channels (24-69).

Customers will be able to obtain equipment during a technician visit, by visiting a Comcast service center, by calling a designated 1-877 number or by going on-line to a designated web site to determine the best solution for their homes.

SERVICE LEVEL CHANGES

On or shortly after January 11, 2010, the following digital channels will be moving from the Digital Starter service level to the Expanded Basic service level: **EWTN** ch 238, **Hallmark Channel** ch 208, **Inspirational Channel** ch 234, **MSNBC** ch 251, **TruTV** ch 186, **Fox Business** ch 284 and **Lifetime Movie Network** ch 270. All channel numbers will remain the same. Customers will need to subscribe to a digital package containing Expanded Basic content to view these channels. In addition, customers will need digital capable equipment to view these channels.

Also on or shortly after January 11, 2010, the following digital channels will be moving from the Digital Classic and Digital Preferred service levels to our Digital Starter service level: **Biography Channel** ch 243, **Bloomberg TV** ch 246, **CSPAN-3** ch 249, **G4** ch 219, **History International** ch 242, **Jewelry TV** ch 183 and **PBS Kids Sprout** ch 218. All channel numbers will remain the same. A digital cable box and subscription to our Digital Starter package will be required to receive these digital channels. A subscription to our Digital Starter package includes Basic Service, Expanded Basic content, Digital Starter content, a digital cable box and remote or CableCARD on the primary outlet.

CHANNEL ADDITION

Hallmark Movie Channel ch 199 will be added to our Digital Starter service level on or shortly after January 11, 2010. A digital cable box and subscription to our Digital Starter package will be required to view this channel.

As more information becomes available we will be in contact with you again. In the meantime, if you should have any questions or concerns regarding this matter, or any other cable matter, please feel free to contact me at 603-224-0957, ext. 202.

Sincerely,

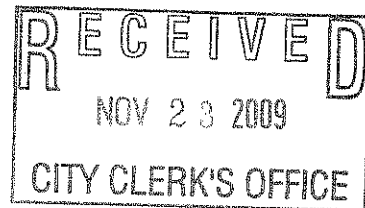


Bryan Christiansen
Senior Manager of Government & Community Relations



OFFICE OF HEALTHY HOMES AND
LEAD HAZARD CONTROL

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, D.C. 20410-3000



November 19, 2009

The Honorable Frank C. Guinta
Mayor of Manchester
Office of the Mayor
One City Hall Plaza
Manchester, NH 03101

RE: Grant Number: NHLHD0154-06

Dear Mayor Guinta:

Thank you for the timely submittal of your Quarterly Report for the period of July through September 2009. HUD's Office of Healthy Homes and Lead Hazard Control (OHHLHC) completed an assessment of your overall performance based on submitted reports and the grant work plan. HUD assesses program performance based on several factors including 1) progress in meeting established benchmarks such as completing lead hazard control in residential units and 2) progress in drawing down grant funds relative to the work performed.

Based upon your quarterly report your program has an overall performance rating of **93 out of 100**.

Your Performance

The City of Manchester has received a **Green** designation, meaning the program is meeting and/or exceeding most of the primary benchmarks or milestones for the quarter. Specifically, the City is ahead of schedule in assessments/evaluations by 103, having completed 378 assessments; and is ahead in Line of Credit Control System (LOCCS) draw downs by \$103,983. The City is behind the benchmark standard for Target Units Completed/Cleared by 35, having completed 193 units. Overall, the City's performance is **Very Good**.

Enclosed is a complete report providing details regarding the strengths and weaknesses and associated corrective actions. If you have any questions or need further assistance, please contact Jeff Simpkins, your Government Technical Representative (GTR), at (202) 402-7180, or by email at jeffrey.w.simpkins@hud.gov.

Sincerely,

Michelle Miller, Director
Programs Division

Enclosure

C-1

Three- Factor Assessment: The data you submitted for the reporting period was used in determining your current designation.

Quarter 11					
Risk Factor	Approved Work Plan Objectives	Quarterly Benchmarks	Cumulative (Actual)	Difference (+or-)	Notes
1. Target Assessments/Evaluations	275	275	378	+103	Ahead of Schedule
2. Target Units Completed/Cleared	240	228	193	-35	Behind Schedule
3. Target LOCCS Drawdowns	1,800,000	1,314,000	1,417,983	+103,983	Ahead of Schedule
Number of Units in Progress or Under Contract	41				
Normalized Final Score	93				

Strengths:

Grantee maintains a strong pipeline of target assessments and evaluations.

Corrective Actions:

No corrective action required at this time.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, transfers, authorizing and appropriating funds in the amount of Eighty Nine Thousand Four Hundred Fifty Dollars (\$89,450) for the FY2010 CIP 412610 Weed ‘n Seed 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 desires to identify funding necessary to continue the operation of the Weed ‘n Seed Program to the end of the 2010 Fiscal Year at an estimated cost of \$89,450; and

WHEREAS, funds in at least that amount are available from another CIP Project;

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

By transferring: \$89,450 Cash

From FY2010 CIP 711610 – Municipal/School Facility Maintenance

By adding:

To FY2010 CIP 412610 – Weed ‘n Seed Program - \$89,450 Cash

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

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

"Authorizing the Finance Officer to effect a transfer of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents (\$9,722.04) for the 2010 412710 Engine Eight Building Modifications Project."

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

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents from the balance of bond authorized as follows:

Section 1.

A) From:

2003 CIP 811203, City Space Improvements
Amount Transferred: \$1,700
Original Resolution Adopted: May 20, 2003
Original Amount: \$285,000

B) 2004 CIP 411304, Facility Equipment Improvements
Amount Transferred: \$8,022.04
Original Resolution Adopted: June 9, 2003
Original Amount: \$270,000

To:

2010 CIP 412710, Engine Eight Building Modifications Project

Section 2. Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eleven Thousand nine Hundred Fourteen Dollars and Four Cents (\$11,914.04) for the FY 2010 CIP 412710 Engine Eight Building Modifications 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 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; 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 provide funding necessary to effect improvements designed to remedy a roof moisture problem existing in the Engine 8 Station estimated to cost approximately \$11,500; and

WHEREAS, funds are available from existing CIP project balances

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

By decreasing:

- 1) FY 2004 CIP 411304 – Facility/Equipment Improvements-\$8,022.04 Bond
- 2) FY 2003 CIP 811203 – City Space Improvements - \$1,700 Bond

By adding:

FY 2010 CIP 412710 – Engine Eight Building Modifications Project - \$11,914.04
(\$9,722.04 Bond, \$2,192.00 Other)

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

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

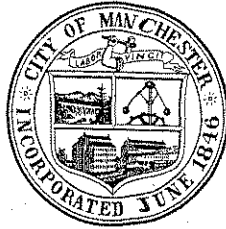
The Committee on Community Improvement respectfully advises, after due and careful consideration, that the communications from David Mara, Chief of Police, and Tim Soucy, Public Health Director, regarding the City's Weed and Seed Program has been received and filed.

(Unanimous vote)

Respectfully submitted,

Kathleen J Gardner
Clerk of Committee *Deputy*

Matthew Normand
City Clerk




Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk

MEMORANDUM

To: Board of Mayor and Aldermen

From: Heather Freeman 
Vital & Legislative Records Supervisor

Date: November 20, 2009

Re: Communications regarding the Weed and Seed Program

Please find a communication from David Mara, Chief of Police and a communication from Timothy Soucy, Public Health Director, enclosed for Item #3 on your November 24, 2009 Committee on Community Improvement agenda.

Enclosures

E-2

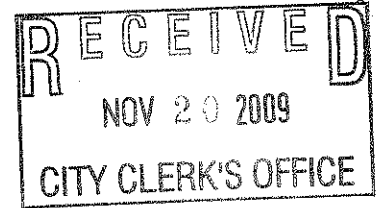
Chief of Police
David J. Mara
Assistant Chief
Gary T. Simmons



Commission
Thomas J. Hammond
Calvin T. Cramer
Richard M. Bunker
Jerome B. Duval
Executive Secretary
Kim R. Demers

CITY OF MANCHESTER
Police Department

November 19, 2009



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

Dear Alderman Garrity and Committee Members:

The Manchester Policing Department is writing in support of the City's *Weed and Seed* program and recommends that it receive the necessary funds to continue the program into the foreseeable future.

The Manchester Police Department has demonstrated a strong commitment to the practices of community policing and considers the *Weed and Seed* program to be an integral part of that effort. The *Weed and Seed* program has been incredibly successful uniting a large number of residents, non-profit organizations, faith-based organizations and public service agencies toward the goal of improving the quality of life for many Manchester residents.

This department's primary asset derived from the *Weed and Seed* program is the funding of one officer assigned to the Community Policing Division whose responsibilities include coordinating the department's crime fighting efforts with 60 community watch groups in Manchester. This task is labor intensive and requires a commitment on the part of this agency to sustain those relationships and foster positive communication between the groups and the policy makers at both the police department and city government.


This officer is also responsible for sustaining relationships with 40 *Weed and Seed* partners. Each of these community partners have a genuine interest in this program and view the Manchester Police Department as a major leader in this program along with the Mayor's Office, the Health Department, and the United States Attorney General's Office. The annual salary for this officer is \$51,967.

Other efforts supported by this program include graffiti operations, park and after-school safety patrols, prostitution operations, sex offender compliance efforts, and cultural competency training. The program has also supported the Salvation Army's Teen Night which serves to provide young people access to service providers as well as curbing juvenile delinquency and victimization. Teen Night is now supported by the generosity of Heritage United Way.

Records will demonstrate that the Manchester *Weed and Seed* program has had federal designation between 2002 and 2007 before being recognized by the National Office of Community Capacity Development as a "graduated site." This recognition marked the end of federal financial assistance, hence the need to sustain the program at a local level.

The positive impact this program has had in this community is very significant and can be expected to continue to yield favorable results for residents. In some respects it has changed the way we do business in terms of unifying resources to achieve positive results.

Sincerely,


David J. Mara
Chief of Police

Ralph Miller Public Safety Center
351 Chestnut Street • Manchester, New Hampshire 03101 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY E-3



Timothy M. Soucy, MPH, REHS
Public Health Director

Anna J. Thomas, MPH
Deputy Public Health Director

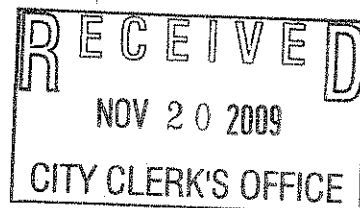


BOARD OF HEALTH
Carol Bednarowski
Robert Duhaime, RN, MBA
Laura Smith Emmick, MD
William Mehan, DMD, MS
Kristin Schmidt, PA-C

CITY OF MANCHESTER
Health Department

November 20, 2009

Alderman Michael Garrity
Chairman, Community Improvement Program
One City Hall Plaza
Manchester, New Hampshire 03101



Dear Alderman Garrity:

The Manchester Health Department is writing in support of the City's Weed & Seed Strategy and requests the necessary funds to continue the program into the foreseeable future.

The Manchester Health Department has provided program management of the Strategy since 2005 through the support of the Weed & Seed Coordinator position charged with promoting a comprehensive approach of reducing crime and revitalizing neighborhoods. This position works closely with the Manchester Police Department's Weed & Seed Police Officer in the coordination of social and health services components of the strategy with those of law enforcement. The Coordinator also assists in the training and development of the 60 neighborhood watch groups. During FY 2010, one of the major deliverables expected of the Weed & Seed Coordinator position is to develop a 5-year Strategic Plan, which will include a comprehensive community work plan, sustainability plan and evaluation plan.

The City of Manchester received its Weed and Seed Strategy federal designation between 2002 and 2007 before being recognized by the U.S. Department of Justice's Office of Community Capacity Development as a "graduated site." This recognition marked the end of federal financial assistance, hence the need to sustain the program at a local level through the Community Improvement Program. In order to nationally benefit from the Weed & Seed "Graduated Site" status, the U.S. Department of Justice requires that local strategies maintain a Weed & Seed Coordinator position. As a result, the Department is seeking \$12,708.38 in salary and benefits to keep the position as full time for the remainder of FY 2010.

For nearly a decade, the Weed & Seed Strategy has been a convener of over 40 community partners representing residents, City government, law enforcement, non-profit organizations and faith-based agencies, aimed at reducing violent and drug crime while increasing quality of life and promoting long-term community health and resilience. This comprehensive multifaceted approach has been replicated throughout over 300 target neighborhoods across the country with demonstrated success. As with all of our community improvement planning, the Weed & Seed strategy is based on a foundation of inclusion and collaboration. We fully support the sustainability of these unified efforts and look forward to their continued success.

Respectfully,

Timothy M. Soucy, MPH, REHS
Public Health Director

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the petition for discontinuance of Barrister Lane submitted by Chris Rice of Hillsborough County Superior Court be referred to a Road Hearing with a date to be determined by the City Clerk.

(Unanimous vote)

Respectfully submitted,

Kathleen J Gardner
Clerk of Committee *Deputy*

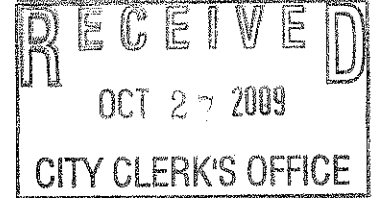
Kevin A. Sheppard, P.E.
Public Works Director

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



October 27, 2009

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

Re: *Discontinuance of Barrister Lane*

Dear Committee Members,


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

Barrister Lane was laid out by the Board of Mayor and Aldermen to service the rear entrance of the Hillsborough County Courthouse on Chestnut Street. It is shown in the Highway Department records as plan 4900. The reviewed petition does not contain the name of the petitioner and it is not signed.

It is our understanding a proposed change the parking area requires the existing street line be altered, therefore we support the discontinuance petition.

This discontinuance petition will require a road hearing as Barrister Lane is a public street.

Sincerely,


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

MJM

cc: file

F-2

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
Vital & Legislative Records Supervisor

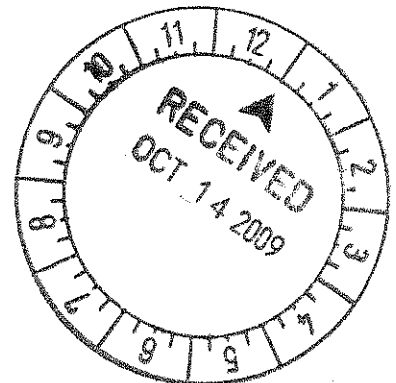
Date: October 13, 2009

Re: Petition for Discontinuance

In accordance with Rule 19 please find the petition to discontinue a portion of Barrister Lane attached. Please note the petition will be submitted to the Committee on Community Improvement.

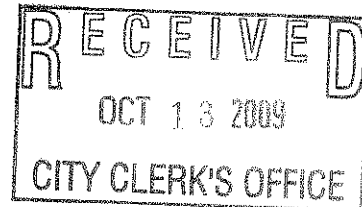
Enclosure

pc: Leon LaFreniere, Director of Planning and Community Development



F-3

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



The Undersigned respectfully represent that for the accommodation of the public there is occasion for discontinuing a highway.

Beginning at a point, said point being the intersection of the center line of Barrister Lane and the northerly sideline of Central Street; thence northerly along the centerline of Barrister Lane to the intersection of the center line of Barrister Lane and the southerly sideline of Merrimack Street. The record of this layout is in Highways, Streets and Bridges Book 16, Page 277, dated 11/25/1972, at the Office of the City Clerk. The above described line being the center line of the highway, the highway being of various widths as shown on a plan on file at the Engineers' Office at the Manchester Highway Department, and known as Barrister Lane.

He, therefore, requests you to discontinue the above-described portion of Barrister Lane.

Dated at the City of Manchester, New Hampshire this _____ day of October 2009.

By: _____
City of Manchester



Civil Engineers
Structural Engineers
Traffic Engineers
Land Surveyors
Landscape Architects
Scientists

48 Constitution Drive
Bedford, NH 03110
Tel: (603) 472-4488
Fax: (603) 472-9747

LETTER OF TRANSMITTAL

DATE 10/13/09	JOB NO. 17427.01
ATTENTION	
RE:	
HILLSBOROUGH COUNTY SUPERIOR COURTHOUSE	
BARRISTER LANE DISCONTINUANCE	

TO CITY OF MANCHESTER - OFFICE OF CITY CLERK

WE ARE SENDING YOU Attached Under separate cover via _____ the following items:

- Shop drawings Prints Plans Samples Specifications
 Copy of letter Change order _____

COPIES	DATE	NO.	DESCRIPTION
2	-	1	DISCONTINUANCE DOCUMENT

THESE ARE TRANSMITTED as checked below:

- For approval Approved as submitted Resubmit _____ copies for approval
 For your use Approved as noted Submit _____ copies for distribution
 As requested Returned for corrections Return _____ corrected prints
 For review and comment **FOR SIGNATURE**
 FOR BIDS DUE _____ PRINTS RETURNED AFTER LOAN TO US

REMARKS PLEASE CONTACT ME WITH ANY QUESTIONS

THANKS,

COPY TO _____

P-5

SIGNED: *CHRIS RICE*

If enclosures are not as noted, kindly notify us at once.

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the petition for discontinuance of Chalet Court submitted by Howard Wheeler of the Parks, Recreation & Cemetery Department be referred to a Road Hearing with a date to be determined by the City Clerk.

(Unanimous vote)

Respectfully submitted,

Kathleen J. Gardner
Deputy
Clerk of Committee

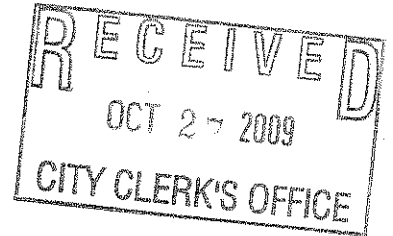
Kevin A. Sheppard, P.E.
Public Works Director

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



October 27, 2009

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

Re: Discontinuance of Chalet Court

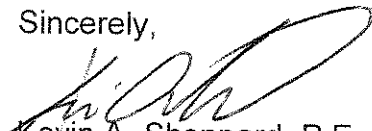
Dear Committee Members,

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

Chalet Court was laid out by the Board of Mayor and Aldermen November 25, 1972 per request of Howard Wheeler of the Manchester Parks and Recreation Department. The Highway Department supports the discontinuance petition.

This discontinuance petition will require a road hearing as Chalet Court is a public street.

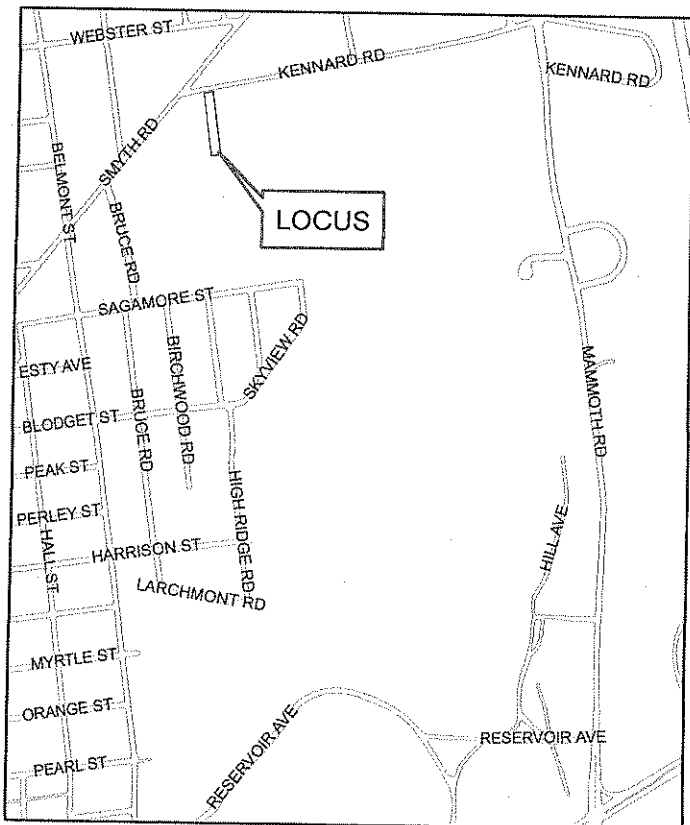
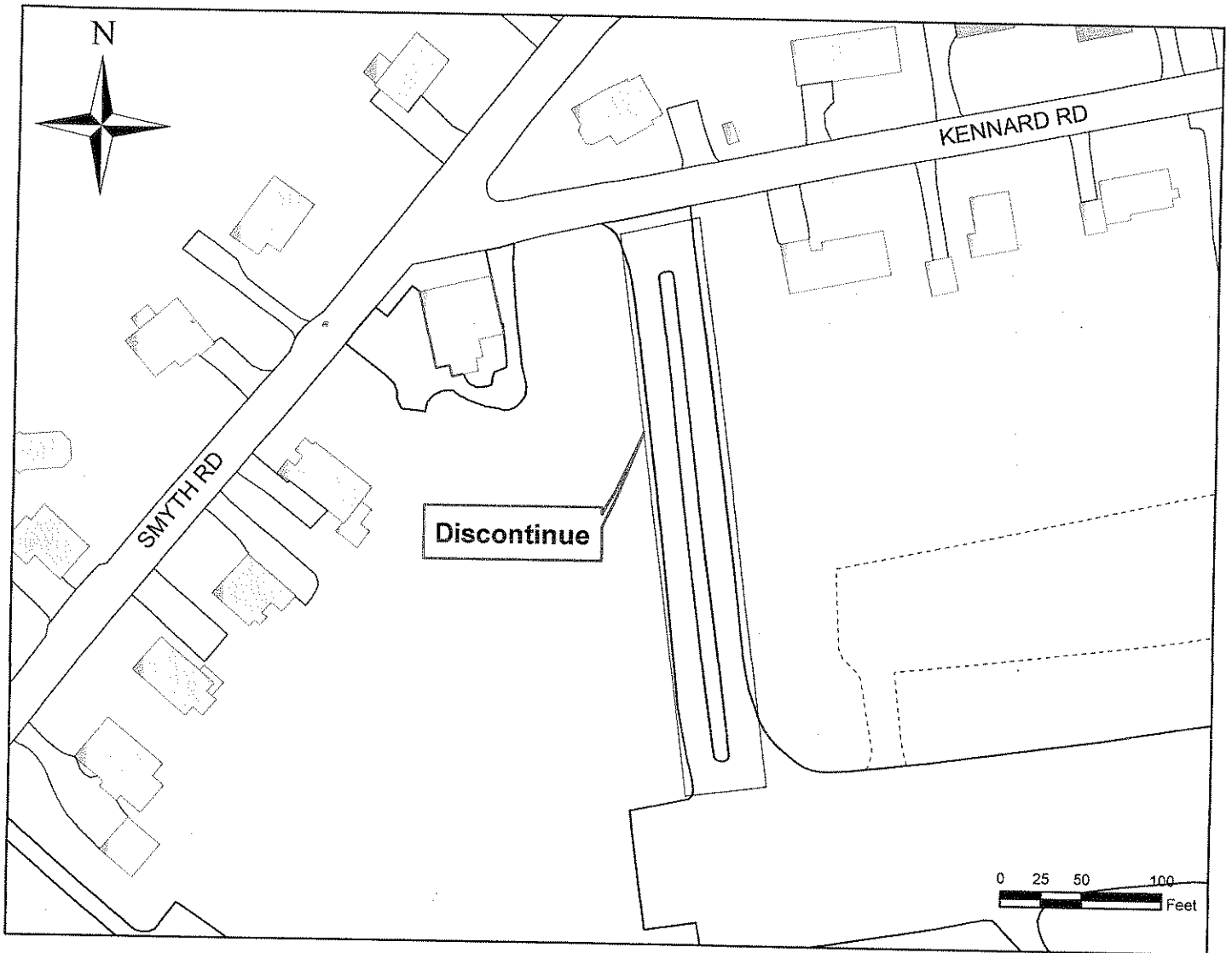
Sincerely,


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

MJM

cc: file

6-2



Proposed Street Discontinuance
Chalet Court



Manchester, NH
 October 19, 2009

G-3

Matthew Normand
City Clerk




Kathleen Gardner
Deputy City Clerk

CITY OF MANCHESTER
Office of the City Clerk

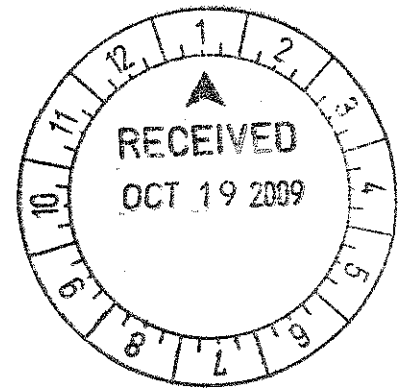
MEMORANDUM

To: Kevin Sheppard
Public Works Director

From: Heather Freeman 
Vital & Legislative Records Supervisor

Date: October 16, 2009

Re: Petition for Discontinuance



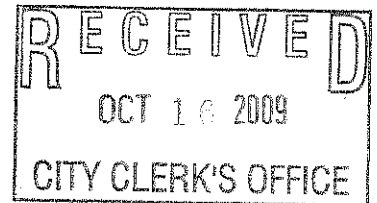
In accordance with Rule 19 please find the petition to discontinue a portion of Chalet Court attached. Please note the petition will be submitted to the Committee on Community Improvement.

Enclosure

pc: Leon LaFreniere, Director of Planning & Community Development

G-4

Chuck DePrima
Acting Director



CITY OF MANCHESTER

Parks Recreation and Cemetery Department

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

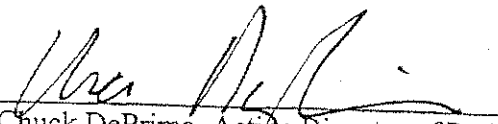
*The Undersigned respectfully represent that for the accommodation of the
public there is occasion for discontinuing a highway.*

Beginning at a point, said point being the intersection of the south street line of Kennard Road and the east line of Chalet Court, thence in a southerly direction along the east street line of Chalet Court a distance of three hundred and twenty-five feet (325'). The above-described line is the easterly line of the highway, the highway to be fifty feet (50') feet in width.

The Board of Mayor and Aldermen laid out Chalet Court on November 25, 1972; the action recorded in the City Clerk's Highways, Streets and Bridges book 16 page 323.

He, therefore, requests you to discontinue the above-described portion of Chalet Court (currently a class IV road).

Dated at the City of Manchester, New Hampshire this 16th day of October 2009.

By: 
Chuck DePrima, Acting Director of Parks, Recreation & Cemetery

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

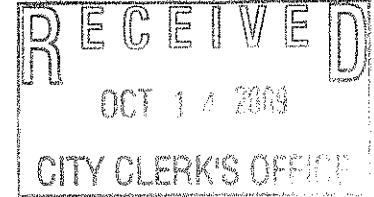
The Committee on Community Improvement respectfully recommends, after due and careful consideration, that Chuck DePrima, Acting Director of Parks, Recreation & Cemetery Department, be authorized to execute the attached Gift Agreement between the City and the Manchester Historical Association.

(Unanimous vote)

Respectfully submitted,

Kathleen J. Gardner
Deputy
Clerk of Committee

Chuck DePrima
Acting Director



CITY OF MANCHESTER
Parks Recreation and Cemetery Department

October 9, 2009

The Honorable Board of Mayor and Aldermen
1 City Hall Plaza

Re: Maxwell Pond Dam Artifacts

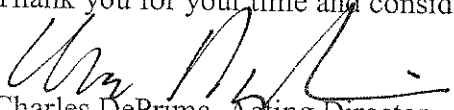
Lady and Gentlemen,

The City of Manchester's Department of Parks, Recreation and Cemeteries recently completed the demolition of the Maxwell Pond Dam and subsequent restoration of Black Brook. During the demolition and restoration phases of the project, numerous artifacts from the dam were recovered. The artifacts consist mostly of tools used at Maxwell Pond when the site was used for ice-harvesting. These items have been carefully removed from the site, and have been catalogued and stored at the New Hampshire Department of Environmental Services and the Manchester Historical Society. A list of the artifacts, their description and their location is attached.

Also attached is a letter from Manchester Historic Association requesting a formal transfer of ownership of the artifacts as a gift from the City of Manchester to the Manchester Historic Association.

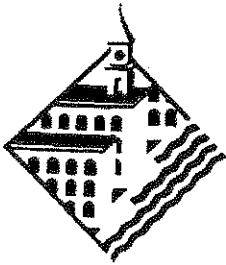
The Department of Parks, Recreation and Cemeteries respectfully requests permission from the Board of Mayor and Aldermen to execute the attached Gift Agreement between the City and The Manchester Historic Association.

Thank you for your time and consideration,


Charles DePrima, Acting Director
Department of Parks, Recreation and Cemeteries

Cc: Tom Arnold, Deputy Solicitor
Deb Loiselle, NHDES, River Restoration Coordinator
Steve Landry, NHDES Merrimack Watershed Supervisor

H-2



MANCHESTER
Historic Association

Millyard Museum
Research Center

MUSEUM COLLECTION GIFT AGREEMENT

Source: Chuck DePrima, Acting Director
City of Manchester Parks, Recreation, and Cemetery Department
Address: 625 Mammoth Road
Manchester, NH 03104
Telephone: w)603 624 -6565 h)
E-mail: parks@manchesternh.gov

Exact form of Donor's Name: _____
(for proper acknowledgment)

Objects:

Artifacts recovered by City of Manchester and New Hampshire Department of Environmental Services at Maxwell Pond Dam Removal/Black Brook Restoration Project Site in 2009. See attached list – items designated for “MHS”.

CERTIFICATE OF GIFT

I hereby unconditionally give, donate, bestow and set over unto the Manchester Historic Association the property described herein to be used and/or disposed of by the Manchester Historic Association in their unrestricted discretion; and for myself, my distributes and personal representatives, I waive all present or future rights in to or near said property, its use or dispositions. I further certify that I am the owner of the above listed property and have good title to, or that I am legally authorized to dispose of same, and that the items listed are free from all liens and encumbrances.

Donor's signature: _____ Date: _____

Witness (third party): _____ Date: _____

Manchester Historic Assoc.: _____ Date: _____

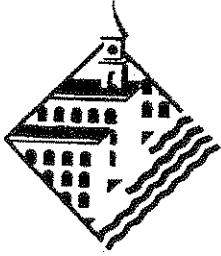
Please complete, sign and return BOTH copies of the form to Registrar, Manchester Historic Association. A copy for your files will be signed by Manchester Historic Association staff and returned to you.

Incorporated in 1896 as
a non-profit institution
to collect, preserve,
and make known
Manchester's history.

129 Amherst Street
Manchester, NH 03101
603-622-7531
Fax 603-641-8191
www.manchesterhistoric.org

**Inventory of Ice Harvesting and Other Artifacts Recovered at the Maxwell Pond Dam/Black Brook
Restoration Project Site - Spring 2009 - Compiled by NHDES**

Item No.	NHDES Filename	Description	Location
1A	2 prong ice pick 1A	wide flat prongs	MHS
1B	2 prong ice pick 1B	narrow round prongs - NHDES	DES
2A	Single prong pick 2-A	same	MHS
2B	Single prong pick 2-B	same	DES
2C	Single prong pick 2-C	same	MHS
2D	Single prong pick 2-D	same	MHS
2E	Single prong pick 2-E	with red paint	MHS
3	Three prong pick	same	MHS
4	Shovel	same	MHS
5A	Wheel hub 5-A	mostly wood on the hub	MHS
5B	Wheel hub 5-B	more metal on the hub	DES
6	Hammer	same	MHS
7	Chisel	same	MHS
8A	Broken ice hook 8A	3.5 foot section	MHS
8B	Broken ice hook 8B	3.5 foot section	MHS
8C	Broken ice hook 8C	3.5 foot section	DES
9	Broken ice hook 9	2 foot section	MHS
10A	4.5' ice hook	AD Maxwell ice hook	MHS
11	6 foot ice hook	same	MHS
12	8 foot ice hook	same	MHS
13	wagon wheel	wagon wheel rim	MHS
14	metal wheel	heavy metal wheel (valve or gate wheel)	MHS
15	broken ice hook 15	1-foot section	MHS
15A	broken ice hook 15A	1-foot section	MHS
16	four nails	four old cut nails	MHS
17	two railroad spikes	same	MHS
18	wooden barrel	small wooden barrel in pieces	MHS
19	hand hook	handheld ice hook	MHS
20	metal burner	part of an old oil lamp	MHS
21	three spoons	same	MHS
22	ceramic plate	same	MHS
23	wood and bolts	two wooden blocks with through bolts	DES
24	leaf spring	old leaf spring from cart?	MHS
25	wagon tailgate	same	MHS
26	car parts	center cap and door handle from old Ford	DES and MHS
27	model truck	old toy truck	MHS
28	two metal files	one broken at the end	MHS
29	two metal hooks	same	DES and MHS
30	underdog toy	plastic childs toy	DES
31	three animal shoes	two horse shoes and an oxen shoe	DES and MHS
32	sled runner	same	MHS
33	pallet part	base of pallet	MHS
34	metal handle	same - unknown purpose	MHS
35	metal chain	with hook and loop ends	MHS
36	metal drive chain	looks like large bicycle chain	MHS
37	three glass bottles	coke, squeeze, moxie	DES
38	metal gear track	same	MHS
39	four metal bolts	same	MHS
40	two brackets	same	MHS
41	metal valve	same	MHS
42	leather strap	horse bridle?	MHS



MANCHESTER
Historic Association

Millyard Museum
Research Center

October 6, 2009

Chuck DePrima, Acting Director
City of Manchester Parks, Recreation, and Cemetery Department
625 Mammoth Road
Manchester, NH 03104



Dear Mr. DePrima:

Please find enclosed a Gift Agreement and copy that relates to the June 23, 2009 gift of Artifacts recovered at the Maxwell Pond Dam Removal/Black Brook Restoration Project site to the Manchester Historic Association. This form will officially transfer title of the City's gift to the MHA.

Please sign both the original and copy, and return them both to the Curator of Museum Collections, Manchester Historic Association, 129 Amherst Street, Manchester, NH 03101. The copy will be signed by the Manchester Historic Association and returned to you for your files.

Should you have any questions, please do not hesitate to contact the Historic Association. Thank you for your kind assistance and cooperation.

Sincerely,

Marylou Ashooh Lazos
Curator of Museum Collections
enc

Incorporated in 1896 as
a non-profit institution
to collect, preserve,
and make known
Manchester's history.

129 Amherst Street
Manchester, NH 03101
603-622-7531
Fax 603-641-8191
www.manchesterhistoric.org

H-5

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that Stephanie Lewry, Executive Director of Intown Manchester, fund the installation of an electrical box related to the holiday lights from Intown Manchester's budget.

(Unanimous vote)

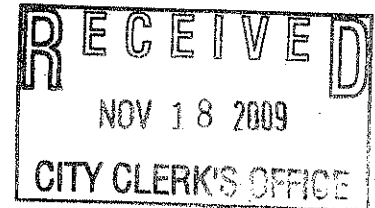
Respectfully submitted,

Kathleen J Gardner
Clerk of Committee *Deputy*



November 17, 2009

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



RE: Boogie Lights – new electric installation

Dear Committee Members,

Several years ago, a decorative lighting display, which we call “Boogie Lights”, was approved through CIP. During the winter months, this playful display of colored lights is installed high over traffic at Hanover and Elm Streets, adding to the vibrancy of downtown and Manchester’s theater district, in particular. PSNH informed us last winter that the “Boogie Lights” can no longer be powered from the Amoskeag Light fixture to which it was attached, as the Amoskeag fixture does not meet code for additional attachments.

In order to continue displaying the “Boogie Lights”, we need appropriate power. After investigating several options, I believe the least expensive option is to have an electric outlet installed on the corner of my building, at 889 Elm Street, about 15 feet high. The estimated cost for installing the electric box and the necessary inside wiring will be no more than \$880.00.

My landlord, Cameron Real Estate, is willing to allow this work to be done on this building, provided he doesn’t have to pay for it. The electricity will be wired through my office, on the ground floor at 889 Elm St., and payment for the electrical use will be billed to the City in the same way it always has been – that is, PSNH analyzes the usage and sends the city a monthly statement.

It is worthwhile to note that in July, the city sent me notice that it would pay a disputed bill of \$664.82 from PSNH for repair to the Amoskeag fixture to which the “Boogie” holiday lights had been attached. Subsequently, the dispute with PSNH was amicably resolved, and I received a notification from PSNH that we were no longer to be held responsible for the repair. ***That approved allocation remains uncollected.*** If this request is approved, the additional allocation should be only about \$115, and the Boogie Lights can be properly installed again this year.

Intown Manchester requests that the City reserve another \$115, to be added to the amount already allocated, as payment of this installation.

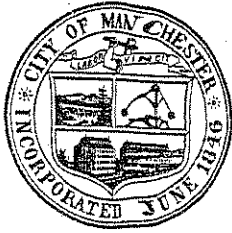
Thank you for your kind and prompt attention to this matter.

Sincerely,

Stephanie Lewry, Executive Director

Enclosure

cc Bill SANDERS, Finance OFFICER I-2



*Matthew Normand
City Clerk*

CITY OF MANCHESTER
Office of the City Clerk

July 10, 2009


Stephanie Lewry
Intown Manchester
889 Elm Street
Manchester, NH 03101

Re: Payment of PSNH bill

Dear Ms. Lewry,

Please be advised that the Board of Mayor and Aldermen at a meeting held July 7, 2009 approved your request to for the use of funds in the amount of \$664.82 from the FY2009 Christmas Account to pay for the PSNH bill for Christmas lights..

Sincerely,


Matthew Normand
City Clerk

Enclosure

pc: William Sanders, Finance Officer


I-3

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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from Stephanie Lewry, Executive Director of Intown Manchester, for the use of funds in the amount of \$664.82 from the FY2009 Christmas Account to pay for the PSNH bill for the Christmas lights be approved.

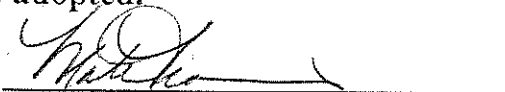
(Unanimous vote)

Respectfully submitted,

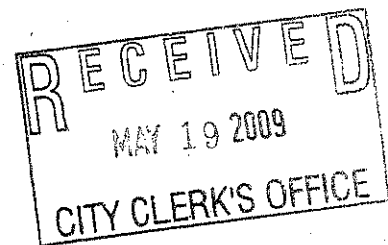
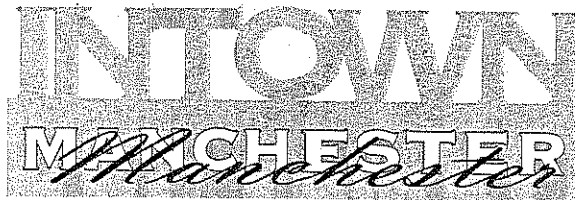


Clerk of Committee

At a meeting of the Board of Mayor and Aldermen held July 7, 2009 on a motion of Alderman O'Neil, duly seconded by Alderman Ouellette, the report of the Committee was accepted and its recommendations adopted.



City Clerk



May 18, 2009

Members of CIP Committee
City of Manchester
One City Hall Plaza
Manchester, NH 03101

RE: Payment of PSNH bill
Request for electrical repair

Dear Aldermen,

For the past three years, the holiday "Boogie Lights" – a CIP funded project - have been part of the Christmas season décor, and payments for electricity have been made through the City's Christmas budget allocation.

This past winter two repairs to the electrical circuits were needed. PSNH was called in to trouble shoot and they made the repair. I have been advised by Sean Thomas that a request to use the FY 09 Christmas funds for the two electrical repairs be directed to you. I believe there are sufficient funds in the FY 09 Christmas account to cover the amount due, which totals **\$664.82 for both bills.**

I have enclosed two invoices for your review. One is for work that occurred on Jan. 8, 2009 and the second is for work on the same light pole on February 9, 2009. Both invoices were to repair the circuit that provided electricity to the "Boogie Lights" that hung across Hanover Street during the holidays. On the second repair, it was determined that the circuits did not meet code, and they were permanently disconnected.

The PSNH representative, Diane Monteith, has informed me that if the Boogie Lights are to be used in the future at the same location, the electricity will have to meet code. I am currently in the process of determining what this will cost, and I will report to you on the result of this effort.

Copies of the two invoices are enclosed for your review.

Sincerely,

A handwritten signature in cursive script that reads "Stephanie Lewry".

Stephanie Lewry, Executive Director
enclosures

I-5



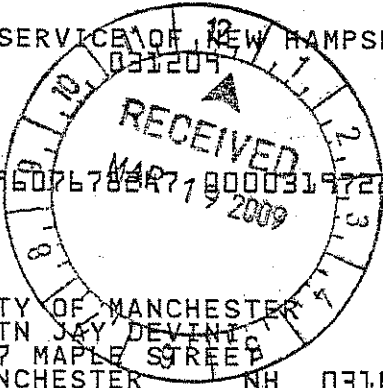
Northeast
Utilities System

AMOUNT PAID

AMOUNT NOW DUE
\$319.72

PUBLIC SERVICE OF NEW HAMPSHIRE

06 0 1 4 3 07



296076782 MAR 12 2009 0000319722 0000319722

CITY OF MANCHESTER
ATTN JAY DEVINTI
227 MAPLE STREET
MANCHESTER NH 03103

SB

NORTHEAST UTILITIES
BOX NUMBER 2957
HARTFORD CT 06104

Please make checks
payable to

PSNH

Please Return This Portion With Your Payment

▶ 296076782	MAR 12, 2009
Account Number	Statement Date

FOR EXPENSES INCURRED BY THIS COMPANY ON 01/08/09
AS A RESULT OF WORK PERFORMED AT HANOVER STREET,
MANCHESTER, NH.

FIXED BOOGIE BANNER

LABOR	\$239.32
VEHICLE	80.40
TOTAL	----- \$319.72 =====

ANY QUESTIONS CONCERNING THIS BILL CALL (603)665-6712 OR (800)286-5000, PRESS 2,
THEN PRESS 1, EXT 723-6712, BETWEEN 8 AM AND 4:30 PM, MONDAY THROUGH FRIDAY.

I-6



Northeast Utilities System

PUBLIC SERVICE OF NEW HAMPSHIRE
031209

06 0 1 4 3 07

AMOUNT PAID

AMOUNT NOW DUE
\$345.10

29607693042 0000345103 0000345103

INTOWN MANCHESTER
P O BOX 659
MANCHESTER NH 03105

SB

NORTHEAST UTILITIES
BOX NUMBER 2957
HARTFORD CT 06104

Please make checks payable to

PSNH

Please Return This Portion With Your Payment

296076930	MAR 12, 2009
Account Number	Statement Date

FOR EXPENSES INCURRED BY THE COMPANY ON 02/09/09 AS A RESULT OF WORK PERFORMED AT HANOVER STREET, MANCHESTER, NH.

DISCONNECTING THE BOOGIE BOARD

LABOR	\$203.00
VEHICLE	67.00
OUTSIDE CONTRACTOR	75.10
TOTAL	\$345.10
	=====

ANY QUESTIONS CONCERNING THIS BILL CALL (603)665-6712 OR (800)286-5000, PRESS 2, THEN PRESS 1, EXT 723-6712, BETWEEN 8 AM AND 4:30 PM, MONDAY THROUGH FRIDAY.

I-7



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

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Mayor be authorized to enter into a Purchase and Sale agreement for two properties as discussed in a non-public session of the November 24, 2009 Committee meeting.

(Unanimous vote)

Respectfully submitted,

Kathleen J Gardner
Clerk of Committee *Deputy*



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: Michael Garrity, Chair
CIP Aldermanic Committee

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

Date: November 17, 2009

Subject: Neighborhood Stabilization Program Property Acquisitions

I would respectfully request that the CIP Committee convene and enter into non-public session, the purpose of which is to follow up on discussions to acquire several properties which took place at the last CIP Meeting. Since that meeting Staff has had additional conversations/negotiations with some of the owners of the noted properties and has engaged an appraiser to determine the value of the property that Habitat for Humanity wishes to acquire. For purposes of addressing some of the questions raised relative to City assessed values and real market values we have asked David Cornell to attend this meeting.

In the interim, please feel free to contact either Sam Maranto or Brian Keating with any questions regarding any of these properties or the NSP in general.

J-2

City of Manchester

11/24/09 Nominated



Office of the Mayor
Hon. Frank C. Guinta

November 24, 2009

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

Re: Nominations

Dear Members of the Board:

Pursuant to Section 3.14 (b) of the City Charter, please find below the following nominations:

- (1) Justin Gamache to succeed George Bruno (term limit) as a District Member of the Central Business Service District Board, term to expire May 1, 2012;
- (2) Raymond Hebert to succeed William Varkas (term limit) as a member of the Highway Commission, term to expire January 15, 2013;
- (3) William Infantine to succeed Kevin Howe (term limit) as a member of the Board of Trustees of Trust Funds, term to expire January 1, 2013;
- (4) Christopher M. Blais to fill a vacancy on the Revolving Loan Fund Board, term expire June 1, 2011.

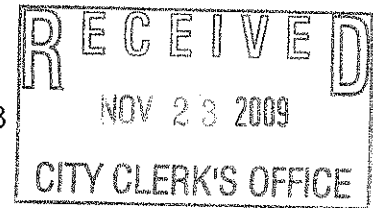
These nominations will layover to the next meeting of the Board pursuant to Rule 20 of the Board of Mayor & Aldermen. Your consideration of these nominees is appreciated.

Sincerely,

Frank C. Guinta
Mayor

5-1

Christopher M. Blais
193 Manning Street, Manchester NH 03103
603-540-2335
ckmblais@comcast.net



Qualifications:

Over 14 years of experience providing financial and wealth management advice. Expertise with both Banking and Investment Brokerage products and services. Held numerous leadership roles, in both professional work and community environments.

Professional Experience:

Bank of America, NH Market: 1993-2009

Vice President, Premier Banking Client Manager

2004-Present

- Managed a book of clients in excess of 400. In conjunction with a Financial Advisor, we managed affluent client relationships by assessing banking and investing needs and fulfilling those needs through financial planning.
- Was a top performer and exceeded performance metrics by 50% in 2008 in both lending and organic deposit growth.(over \$12 million in credit, and \$10 million in deposit growth)
- Selected as a Market Credit Champion for the Maine and New Hampshire Market's from 2007 to Present.
- Produced over \$12 million in Credit in 2008 and finished in the top 2% in the New England Region.
- Increased client delight score by 30% in 2008 through joint appointments and client contact. This represented a "top 2 box" score which reflected the client's perception on how responsive I was to their needs in addition to providing proactive solutions.
- Managed a group of Client Manager's (7) in helping drive revenue through Credit Production, Deposit and Investment Organic growth.

Senior Investment Representative/Consumer Sales Specialist II

1999-2004

- Deepened client relationships and maximized store sales through identifying needs and cross-selling a full spectrum of financial solutions including deposit, credit, and investment products.
- Conducted joint appointments with Senior Financial Consultant partners to retain and acquire new assets of higher net-worth clients and maximizing investment revenue.
- Maintained strong partnerships and referral networks with representatives of other lines of business such as Mortgage Services, Small Business Services, and the Private Bank.
- Ranked in the top 10% of the Corporate Platform Investment Sales Program for 3 straight years (2002,2003,2004), being named to the "Sweet 16" club.
- Selected as a Conversion Coach for the Fleet Bank/Bank of Boston merger in 2000.

Physicians Resources, Amerst NH

Account Manager

1998-1999

- Handled the coding and medical billing for medical specialist in the New Hampshire Region.
- Developed relationships with the doctors and their staff to ensure accurate and efficient billing and effective lines of communication.
- Worked with the medical carries and HMO's to maximize the collection of claims to ensure maximum revenue for the doctors.

Coast to Coast Productions, Nashua NH

Regional Account Manager

1997-1998

- Prospected and developed new business oportunites in the Northeast Region.
- Established relationships with all forms of media (radio, television, and agencies) to maximize business opportunities.
- Managed the creative process through to completion and ultimate implementation.

Fleet Bank, Nashua NH

Senior Customer Service

1993-1997

- Delivered excellent customer service to my clients and partnered with other lines of business to ensure they had access to every product and service they would need.
- Cross Trained as a Senior Teller Manager to help Operations Supervisor oversee a staff of 6 tellers.

Education & Licenses:

- BA, Business Administration, University of NH, Durham NH
- State of NH Life, Accident & Health Insurance License
- NASD Series 6, 63, 26 registered



CITY OF MANCHESTER
Board of Aldermen

11/24/09 Nominated



MEMORANDUM

To: Board of Mayor and Aldermen
From: Alderman Lopez
Date: November 24, 2009
Subject: Nomination

Section 3.14(b) of the City Charter gives the mayor the authority to appoint members of commissions and boards. Section 3.14(g) (1) states that no member of a commission shall serve in holdover status for a period of longer than 90 days. At the end of that 90-day period, the office becomes vacant. Section 3.14 (g) (2) states that if the mayor fails to submit a nomination in the 90-day period, the position shall be filled by the board of aldermen which shall be entitled to nominate and confirm its choice. The confirmation requires the votes of nine aldermen.

The terms of three members of the Central Business Service District Board expired May 1, 2009. These members are Peter Ramsey, George Bruno and Paul Mansback. They have not been renominated or replaced. Therefore, I hereby nominate Barbara J. Potvin, owner of The New England Sampler, to succeed Paul Mansback, term to expire December 1, 2012. Her resume is attached.

There are two other positions that the Aldermen can fill if anyone would like to nominate someone, either now or at the next meeting. I believe that would be in order.

Attachment

5-4

Barbara J. Potvin
17 Watts St
Manchester, NH 03104
603-624-3859

Owner, The New England Sampler, Manchester, NH 10/22/03 to Present

Sole Proprietor of The New England Sampler, a retail establishment specializing in made in New Hampshire & New England Gourmet Gift Baskets, Gourmet, Organic & Specialty Foods, Wedding Favors, Gifts and products.

- Organized, planned and founded startup of New England retail store.
- Daily implementation & management of business including: creative merchandising, retail sales, advertising, marketing, bookkeeping, purchasing inventory, contracting services, hiring & training seasonal staff, developing & refining of website, and everything that's involved in the day to day running of a small retail business.
- Three times award winner: Golden Mike Award 1st place for Individual Retail Commercial; Pride of New England Retail Award for Creative Merchandising, Community Involvement and Excellence in Customer Service; and Fast 50 for Accelerated Gift Basket Growth

Founder, Shoppes of Historic Downtown Manchester Merchants Association 9/08 to Present

Established The Shoppes of Historic Downtown Manchester Merchant's Association

- To cross promote fellow business owners in the downtown Manchester area.
- To share, educate and learn from colleagues business skills.
- To promote shopping in downtown Manchester.
- To gather together as a committee to plan and organize events and fundraisers for non-profit organizations
- To plan joint advertising opportunities.
- To change the image of downtown and community members' perception of shopping downtown.

The Way Home Board Member & Cookbook Fundraising Committee 1/09 to Present

- Board member of the Way Home, March, 09
- Planning & Organizing Cookbook Fundraiser. Developed computerized recipe forms for completion by Greater Manchester Business Leaders and Community Members associated with The Way Home, Non-profit Association to assist people in finding a home. Homelessness prevention, housing counseling & healthy home services.

Making Strides Against Breast Cancer Manchester Walk Planning Committee

& Retention Chair

3/09 to Present

- Planned Manchester's walk held on October 18, 2009

Southern NH Women's Business Network Board Member

12/06 to June 08

- Scheduled, Planned and Organized annual Harvest Auction Fundraiser
- Attended monthly board meetings, planned events, scheduled 3 minute member presentations, alternative scribe.

Employment History

Director of Pupil Services/Assistant Principal, Pittsfield School District

7/02 to 6/03

Special Education Coordinator, Hollis School District & SAU 41

8/00 to 6/02

Director of Special Education, SAU 19, Goffstown, NH

8/1999 to 8/2000

Director of Special Education, Shaker Regional School District

8/1996 to 8/1999

Special Education Coordinator

9/1992 to 7/1996

STEPHEN G. HERMANS
Attorney at Law

Mail Address:
DEKA Research
340 Commercial Street
Manchester, NH 03101
Tel 603/206-0248

November 24, 2009

Honorable Frank Guinta, Mayor
Board of Aldermen
Manchester City Hall
One City Hall Plaza
Manchester, NH 03101

Re: 1850 Associates Limited Partnership Community Revitalization Tax Relief
Incentive Application

Dear Mayor Guinta and Members of the Board:

I represent 1850 Associates Limited Partnership, owner of the Pandora building
situated at 88 Commercial Street.

Enclosed are my client's "Community Revitalization Tax Relief Incentive
Application" and check payable to the City of Manchester for the \$50 application
fee.

As stated in the Application, my client and I believe that this is exactly the type of
project for which RSA 79-E was intended. The availability of tax relief under RSA
79-E was a substantial motivating factor in my client's decision to undertake this
project.

We appreciate your consideration of this Application.

Please get back to me with any questions.

Sincerely,



Stephen G. Hermans

cc: Mr. Jay Minkarah
enc.

CITY OF MANCHESTER
Economic Development Office
Community Revitalization Tax Relief Incentive Application

<p>Building Name (if any) Formerly: "Pandora" and "Manchester Mill No. 2". Building Address 88 Commercial St.</p>	<p>Owner Name(s) 1850 Associates Limited Partnership Applicant Name(s) (if different from owner)</p>
<p>Owner Address (es) 340 Commercial Street Manchester, NH 03101 Phone # Contact Stephen Hermans: 603-206-0248 (Legal counsel) Email: shermans@dekaresearch.com</p>	<p>Applicant Address (if different from owner) Phone # Email address</p>
<p>Map# 837 Lot# 22</p>	<p>Book# 5513 Page # 1677</p>
<p>Year Built: 1850 Square Footage of Building: 144,000</p>	<p>Is the building eligible or listed on the State or National Register of Historic Places or located in a Local, State, or Federal Historic District? Yes X No ____ provide historic district name if applicable) Amoskeag Millyard Historic District. The Pandora building is described as item 31 on the attached "New Hampshire Division of Historical Resources Continuation Form" Exhibit 1).</p>
<p>Existing Uses (describe number of units by type and size) None Proposed Uses (describe number of units by type and size) Office Space. Number of units to be determined.</p>	<p>Is there a change of use associated with this project? Yes X No ____ If so, please describe: Vacant to office. Has an abatement application been filed or has an abatement been awarded on this property within the past year? Yes ____ No X</p>
<p>Will the project include new residential units? ____ Yes X No If yes, please describe:</p>	<p>Will the project include new affordable residential units? ____ Yes X No If yes, please describe:</p>

Note: Application must be accompanied by a \$50 Application Fee made payable to "City of Manchester"

Will any state or federal grants or funds be used in this project? If so, describe and detail any terms of repayment (if applicable)

No grants. Owners may seek available federal income tax credits.

Describe the work to be done and estimated cost: please attach additional sheets if necessary and any written construction estimates

Structural:	\$3,602,320
Electrical:	\$1,425,000
Plumbing/Heating:	\$1,400,000
Mechanical: (included in above)	\$
Other:	\$3,102,150
Total:	\$9,529,470
Note: To qualify for this tax relief incentive, the costs of the project must be at least 15% of the pre-rehabilitation assessed value or \$75,000, whichever is less	

Please attach any plot plans, building plans, sketches, renderings or photographs that would help explain this application.

See Attachment and Exhibits:

1 - Item 31 on pages 27 and 28 of "New Hampshire Division of Historical Resources Continuation Form".

2A, 2B, 2C, and 2D - photos showing building before renovations.

3A and 3B - Elevations of renovated building.

APPROVAL BY A MAJORITY OF MAYOR AND ALDERMEN REQUIRED

I have read and understand the Community Revitalization Tax Relief Incentive RSA Ordinance (see following pages) and am aware that this will be a public process including a public hearing to be held to discuss the merits of this application and the subsequent need to enter into a covenant with the City and pay any reasonable expenses associated with the drafting of the covenant.

1850 Associates Limited Partnership

By: Robert M. Tuttle 24 Nov. 2009

Robert M. Tuttle, partner

Expected project start: Oct. 2008.

Expected project completion: April 2010

One City Hall Plaza, Manchester, NH 03101 Phone (603) 624-6505 Fax (603) 624-6308
E-mail: econddev@manchesterNH.gov www.manchesterNH.gov

TITLE V TAXATION

CHAPTER 79-E
COMMUNITY REVITALIZATION TAX RELIEF INCENTIVE

Section 79-E:1

79-E:1 Declaration of Public Benefit. –

I. It is declared to be a public benefit to enhance downtowns and town centers with respect to economic activity, cultural and historic character, sense of community, and in-town residential uses that contribute to economic and social vitality.

II. It is further declared to be a public benefit to encourage the rehabilitation of the many underutilized structures in urban and town centers as a means of encouraging growth of economic, residential, and municipal uses in a more compact pattern, in accordance with RSA 9-B.

III. Short-term property assessment tax relief and a related covenant to protect public benefit as provided under this chapter are considered to provide a demonstrated public benefit if they encourage substantial rehabilitation and use of qualifying structures as defined in this chapter.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:2

79-E:2 Definitions. – In this chapter:

I. "Qualifying structure" means a building located in a district officially designated in a municipality's master plan, or by zoning ordinance, as a downtown, town center, central business district, or village center, or, where no such designation has been made, in a geographic area which, as a result of its compact development patterns and uses, is identified by the governing body as the downtown, town center, or village center for purposes of this chapter.

II. "Substantial rehabilitation" means rehabilitation of a qualifying structure which costs at least 15 percent of the pre-rehabilitation assessed valuation or at least \$75,000, whichever is less.

III. "Tax relief" means that for a period of time determined by a local governing body in accordance with this chapter, the property tax on a qualifying structure shall not increase as a result of the substantial rehabilitation thereof.

IV. "Tax relief period" means the finite period of time during which the tax relief will be effective, as determined by a local governing body pursuant to RSA 79-E:5.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:3

79-E:3 Adoption of Community Revitalization Tax Relief Incentive Program –

I. Any city or town may adopt the provisions of this chapter by voting whether to accept for consideration requests for community revitalization tax relief incentives. Any city or town may do so by following the procedures in this section.

II. In a town, other than a town that has adopted a charter pursuant to RSA 49-D, the question shall be placed on the warrant of a special or annual town meeting, by the governing body or by petition under RSA 39:3.

III. In a city or town that has adopted a charter under RSA 49-C or RSA 49-D, the legislative body may consider and act upon the question in accordance with its normal procedures for passage of resolutions, ordinances, and other legislation. In the alternative, the legislative body of such municipality may vote to place the question on the official ballot for any regular municipal election.

IV. If a majority of those voting on the question vote "yes," applications for community revitalization tax relief incentives may be accepted and considered by the local governing body at any time thereafter, subject to the provisions of paragraph VI of this section.

V. If the question is not approved, the question may later be voted on according to the provisions of paragraph II or III of this section, whichever applies.

VI. The local governing body of any town or city that has adopted this program may consider rescinding its action in the manner described in paragraph II or III of this section, whichever applies. A vote terminating the acceptance and consideration of such applications shall have no effect on incentives previously granted by the city or town, nor shall it terminate consideration of applications submitted prior to the date of such vote.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:4

79-E:4 Community Revitalization Tax Relief Incentive. –

I. An owner of a qualifying structure who intends to substantially rehabilitate such structure may apply to the governing body of the municipality in which the property is located for tax relief. The applicant shall include the address of the property, a description of the intended rehabilitation, any changes in use of the property resulting from the rehabilitation, and an application fee.

II. Upon receipt of an application, the governing body shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application, to determine whether the structure at issue is a qualifying structure; whether the proposed rehabilitation qualifies as substantial rehabilitation; and whether there is a public benefit to granting the requested tax relief and, if so, for what duration.

III. No later than 45 days after the public hearing, the governing body shall render a decision granting or denying the requested tax relief and, if so granting, establishing the tax relief period.

IV. (a) The governing body may grant the tax relief, provided:

(1) The governing body finds a public benefit under RSA 79-E:7; and

(2) The specific public benefit is preserved through a covenant under RSA 79-E:8; and

(3) The governing body finds that the proposed use is consistent with the municipality's master plan or development regulations.

(b) If the governing body grants the tax relief, the governing body shall identify the specific public benefit achieved under RSA 79-E:7, and shall determine the precise terms and duration of the covenant to preserve the public benefit under RSA 79-E:8.

V. If the governing body, in its discretion, denies the application for tax relief, such denial shall be accompanied by a written explanation. The governing body's decision may be appealed either to the board of tax and land appeals or the superior court in the same manner as provided for appeals of current use classification pursuant to RSA 79-A:9 or 79-A:11 provided, however, that such denial shall be deemed discretionary and shall not be set aside by the board of tax and land appeals or the superior court except for bad faith or discrimination.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:5

79-E:5 Duration of Tax Relief Period. –

I. The governing body may grant such tax assessment relief for a period of up to 5 years, beginning with the completion of the substantial rehabilitation.

II. The governing body may, in its discretion, add up to an additional 2 years of tax relief for a project that results in new residential units and up to 4 years for a project that includes affordable housing.

III. The governing body may, in its discretion, add up to an additional 4 years of tax relief for the substantial rehabilitation of a qualifying structure that is listed on or determined eligible for listing on the National Register of Historic Places, state register of historic places, or is located within and important to a locally designated historic district, provided that the substantial rehabilitation is conducted in accordance with the U.S. Secretary of Interior's Standards for Rehabilitation.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:6

79-E:6 Resumption of Full Tax Liability. – Upon expiration of the tax relief period, the property shall be taxed at its market value in accordance with RSA 75:1.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:7

79-E:7 Public Benefit. – The proposed substantial rehabilitation must provide at least one of the following public benefits in order to qualify for tax relief under this chapter:

- I. It enhances the economic vitality of the downtown;
- II. It enhances and improves a structure that is culturally or historically important on a local, regional, state, or national level, either independently or within the context of an historic district, town center, or village center in which the building is located;
- III. It promotes development of municipal centers, providing for efficiency, safety, and a greater sense of community, consistent with RSA 9-B; or
- IV. It increases residential housing in urban or town centers.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:8

79-E:8 Covenant to Protect Public Benefit. –

I. Tax relief for the substantial rehabilitation of a qualifying structure shall be effective only after a property owner grants to the municipality a covenant ensuring that the structure shall be maintained and used in a manner that furthers the public benefits for which the tax relief was granted.

II. The covenant shall be coextensive with the tax relief period. The covenant may, if required by the governing body, be effective for a period of time up to twice the duration of the tax relief period.

III. The covenant shall include provisions requiring the property owner to obtain casualty insurance, and flood insurance if appropriate. The covenant may include, at the governing body's sole discretion, a lien against proceeds from casualty and flood insurance claims for the purpose of ensuring proper restoration or demolition or damaged structures and property. If the property owner has not begun the process of restoration, rebuilding, or demolition of such structure within one year following damage or destruction, the property owner shall be subject to the termination of provisions set forth in RSA 79-E:9, I.

IV. The local governing body shall provide for the recording of the covenant to protect public benefit with the registry of deeds. It shall be a burden upon the property and shall bind all transferees and assignees of such property.

V. The applicant shall pay any reasonable expenses incurred by the municipality in the drafting, review, and/or execution of the covenant. The applicant also shall be responsible for the cost of recording the covenant.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:9

79-E:9 Termination of Covenant; Reduction of Tax Relief; Penalty. –

I. If the owner fails to maintain or utilize the building according to the terms of the covenant, or fails to restore, rebuild, or demolish the structure following damage or destruction as provided in RSA 79-E:8, III, the governing body shall, after a duly noticed public hearing, determine whether and to what extent the public benefit of the rehabilitation has been diminished and shall determine whether to terminate or reduce the tax relief period in accordance with such determination. If the covenant is terminated, the governing body shall assess all taxes to the owner as though no tax relief was granted, with interest in accordance with paragraph II.

II. Any tax payment required under paragraph I shall be payable according to the following procedure:

(a) The commissioner of the department of revenue administration shall prescribe and issue forms to the local assessing officials for the payment due, which shall provide a description of the property, the market value assessment according to RSA 75:1, and the amount payable.

(b) The prescribed form shall be prepared in quadruplicate. The original, duplicate, and triplicate copy of the form shall be given to the collector of taxes for collection of the payment along with a special tax warrant authorizing the collector to collect the payment under the warrant. The quadruplicate copy of the form shall be retained by the local assessing officials for their records.

(c) Upon receipt of the special tax warrant and prescribed forms, the tax collector shall mail the duplicate copy of the tax bill to the owner responsible for the tax as the notice of payment.

(d) Payment shall be due not later than 30 days after the mailing of the bill. Interest at the rate of 18 percent per annum shall be due thereafter on any amount not paid within the 30-day period. Interest at 12 percent per annum shall be charged upon all taxes that would have been due and payable on or before December 1 of each tax year as if no tax relief had been granted.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:10

79-E:10 Lien for Unpaid Taxes. – The real estate of every person shall be held for the taxes levied pursuant to RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:11

79-E:11 Enforcement. – All taxes levied pursuant to RSA 79-E:9 which are not paid when due shall be collected in the same manner as provided in RSA 80:1-80:42-a.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:12

79-E:12 Rulemaking. – The commissioner of the department of revenue administration shall adopt rules, pursuant to RSA 541-A, relative to the payment and collection procedures under RSA 79-E:9.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:13

79-E:13 Extent of Tax Relief. –

I. Tax relief granted under this chapter shall pertain only to assessment increases attributable to the substantial rehabilitation performed under the conditions approved by the governing body and not to those increases attributable to other factors including but not limited to market forces; or

II. Tax relief granted under this chapter shall be calculated on the value in excess of the original assessed value. Original assessed value shall mean the value of the qualifying structure assessed at the time the governing body approves the application for tax relief and the owner grants to the municipality the covenant to protect public benefit as required in this chapter.

Source. 2006, 167:1, eff. April 1, 2006.

Section 79-E:14

79-E:14 Other Programs. – The provisions of this chapter shall not apply to properties whose rehabilitation or construction is subsidized by state or federal grants or funds that do not need to be repaid totaling more than 50 percent of construction costs from state or federal programs.

Source. 2006, 167:1, eff. April 1, 2006.

Attachment to 1850 Associates Limited Partnership Application

1850 Associates Limited Partnership ("1850") is in the process of totally rehabilitating the 144,000 square foot Pandora building, situated at 88 Commercial Street, into first class office space. See attached Exhibits 2A, 2B, 2C, and 2D showing the building before commencement of the rehabilitation. See attached Exhibits 3A and 3B for renderings of the building post-rehabilitation.

This site is in Manchester's "Downtown", as defined in the "Draft Master Plan for the City of Manchester, New Hampshire" dated August 2009 posted at the City's website at http://www.manchesternh.gov/website/Portals/2/Departments/planning/master_plan/City%20of%20Manchester%20Master%20Plan%20Draft_wq.pdf (see pages 19 and 20). (The site is in the "Central Business District/Millyard Area" in the Master Plan adopted November 10, 1993.)

1850 has obtained Millyard Design Review Committee and Manchester Planning Board approval for this project.

1850 will preserve the historic features and appearance of the building while replacing the roof, windows, doors, floors, electrical, HVAC, plumbing, sprinkler and life safety systems. After commencing this project, 1850 discovered far more deterioration of the structural timbers than expected, so the project will be substantially more expensive than originally expected.

When 1850 commenced this project, 1850 intended to file this Application. The tax relief available under RSA 79-E was a substantial motivating factor for 1850 to undertake this project.

The Pandora building is precisely the type of "Qualifying Structure" for which RSA 79-E was intended. It was "underutilized" and is in an urban center. See RSA 79-E:1, II. Rehabilitation of the Pandora building will provide "public benefit" as described in RSA 79-E:7 by enhancing economic vitality of downtown Manchester by construction worker employment during construction, office worker employment once occupied, and enhancement and improvement of a massive, beautiful, historically important mill building standing prominently at an important gateway into Manchester center.

The rehabilitated building, with its copper-clad tower, will help promote Manchester's municipal center and will become a landmark in which Manchester may take pride, contributing to our sense of community.

NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES
CONTINUATION FORM

Inventory Form Area Form

NHDHR Inventory#
NHDHR Area Letter
Town/City Manchester
County Hillsborough

Sheet 27 of 132

SOUTHERN DIVISION

31. Manchester Mill #2 (Pandora), Commercial Street, 1850 with 1874 and 1881 alterations. Contributing building.
[Figures 48-52; Photo 27]

Manchester Mill No. 2 is a five-story brick building oriented with its 324 foot long elevation running in a north-south direction and the principal facade facing Commercial Street to the east. The facade is punctuated by a regular rhythm of rectangular window openings with rough granite sills and lintels. The original windows were replaced by translucent panels c.1960. There are diamond tie rods between the stories and a corbel course surrounds the building at the base of the flat roof.

Centered on the east elevation is a distinctive six-story c.1870 tower three bays wide with eighteen bays of openings to the north and the south of the tower. Above the fifth floor is a continuous brick corbel course with semicircular corbelled arches marking the ends of the elevation. The arched belfry openings above alternate brick and stone voussoirs with stone springblocks. At the base of the openings are wrought iron railings. The corner piers are topped by granite caps and there is corbelling above the arches. The tall hip roof is sheathed in standing seam copper and is topped by iron cresting and a weathervane bearing "MM" for Manchester Mills. There are hip wall dormers on the east and west faces with circular openings covered with louvers and topped by polychromatic voussoirs. The north and south wall dormers have gable profiles with stepped granite tops. At the base of the tower the entrance is sheltered by a metal canopy and now contains metal doors above a concrete stoop.

Centered on the west elevation is a windowless gable projection capped by a brick corbel course and topped by a rectangular chimney stack. To the north of the chimney is a corbelled, two-story section with blind arches on the west side and small raised windows on the south side. Just to the north of this is a two-story section of lesser height featuring continuous segmental arched openings which have been filled. Above the arcade are small rectangular openings. These two buildings may have originally served as a wool washing house. At the northwest corner of the building is a five-story building, roughly square in plan, which formerly functioned as a picker house.

The north end of the building is seven bays wide and markings indicate the previous location of an upper story connector to Mill No. 1 to the north (no longer extant).

The Manchester Mills were established in 1839 (eight years after the Amoskeag Manufacturing Company was chartered) to produce *mousseline de laines*, printed woolen fabrics. Several of the original incorporators of the Manchester Mills, including Ezekiel Straw, were among the leading stock-holders of the Amoskeag Manufacturing Company. Initially production was centered in Hooksett but in 1845 construction began on a mill in Manchester for the Manchester Mills which would allow for complete manufacture and printing of the fabric. The Amoskeag Company was engaged to build a four-story mill, which was completed in 1846. The company was renamed Merrimack Mills in 1847 and the name was changed again, to Manchester Print Works, just two years later. Between 1846 and 1850 the Amoskeag Company built several additional mills for the Print Works, as well as tenements and boarding houses. Fires destroyed the main building of the Print Works and half of Mill No. 1 in 1853 and 1855 respectively but the company rebuilt.

The No. 2 Mill was originally constructed by the Manchester Print Works in 1850 and measured 324 feet long by 60 feet wide.⁵⁹ The building was used for carding, spinning and dressing with an adjacent picker building. The mill building was originally 5 1/2 stories in height and capped by a gable roof with dormers. The front tower was also originally gabled.

⁵⁹ Browne, p. 107.

NEW HAMPSHIRE DIVISION OF HISTORICAL RESOURCES
CONTINUATION FORM

Inventory Form Area Form

NHDHR Inventory#
NHDHR Area Letter
Town/City Manchester
County Hillsborough

Sheet 28 of 132

At the end of the Civil War, a surplus of the material led to the bankruptcy of the Manchester Print Works. The entire mill complex was sold in 1874 and it was renamed the Manchester Mills by its new owners. According to records of the Manchester Mills Board of Directors, "alterations and renewals" to both Mill #2 and Mill #6 were authorized in 1874 for the manufacture of cotton and worsted goods. The exact nature of the alterations is not specified although the cost of the project was set at \$125,000, a considerable sum considering Mill No. 2 was valued at \$150,000 in 1874.⁶⁰ A survey of the property published in 1877 shows that the building still had a gable roof at that time and the front tower had not yet been altered.⁶¹ The front tower does not yet appear to have been altered. A view of the Manchester Mills published in 1879 shows Mill No. 2 with a low, hip roof and new front tower.⁶² In 1881, additional improvement work at a cost of \$50,000 was completed on Mill No. 2 including rebuilding the picker building and increasing the mill's opening and carding machinery.⁶³ Writing in 1875, Clarke noted that Mill No. 2 then contained a thousand looms, ten thousand worsted spindles and 20,000 cotton spindles. The mill employed 165 males and 700 females and produced 200,000 yards of worsted goods a week.⁶⁴

The product line of the Manchester Mills included cassimeres, flannels, cashmeres, and printed cottons. In 1883 the company employed a total of 2,000 workers operating 2,700 looms, 100,000 spindles and 16 printing machines. In 1900-1 the company built the world's largest print and finishing works on the land south of Granite Street, although the anticipated market failed to materialize and the building became known as a white elephant. In 1906 the Manchester Mills were purchased by the Amoskeag. The company's buildings and equipment became part of the Amoskeag's printing and finishing departments and was known from then on as the Southern Division of the Millyard.

The 1939 Sanborn Map shows the building was then owned by Silver Brothers Co., Inc. However soon thereafter the building was taken over by Pandora Industries. Pandora Industries was founded in New York City in 1931 as a children's sweater maker and moved to Manchester in 1940. The company was founded by Saul and May Sidore and her parents. The company was a major sweater and sportswear maker into the early 1980s and at its height employed 1,00 workers and produced 60,000 knitted sweaters each week. In 1983 when the company was sold to Kayser-Roth, part of Gulf & Western, the company had 800 employees. The company was sold two additional times before it was finally forced to close in 1990. May Sidore Gruber retained ownership of the mill building until 1991 when she gave the building to the Mental Health Center of Manchester. In 1994 the Pandora Mill was sold to Dean Kamen.

The bell tower of the Pandora Mill was restored about 1977 at a cost of about \$36,000. The trustees of the Norwin and Elizabeth Bean Foundation and Amoskeag Industries each donated \$2,500. Pandora paid \$5,000 and agreed to maintain the tower. The federal government paid two-thirds of the balance with the City paying the remaining one-third.

The single-story Wet Finishing Building to the west of the Pandora Mill was acquired by Pandora from the Manchester Housing Authority in 1977. The building was later demolished. Manchester Mill No. 1 to the north was demolished as part of Urban Renewal.

32. Manchester Mill #3, Southern Division (Seal Tanning), 1880. Contributing building. [Figures 52-53; Photo 28]

Originally an unbroken line of brick mills forming a continuous river facade, only sections survive of what was known as Mills 3, 5, 6 & 7 in Amoskeag's Southern Division. At the northern end of the complex, Mill No. 3 is currently under renovation. Its east elevation measures 42 bays wide, presents four full stories to Commercial Street and is capped by a

⁶⁰ Records of the Board of Directors, Manchester Mills, September 4, 1874. [Manchester Historic Association].

⁶¹ "Manchester Mills, Manchester, N.H.," insurance map, No. 4801, surveyed May 1877 [Manchester Historic Association]

⁶² Van Slyck, J.D. Representatives of New England: Manufacturers. Boston: Van Slyck & Co., 1879, vol. 2, p. 338.

⁶³ Records of the Board of Directors, Manchester Mills, March 19, 1881.

⁶⁴ Clarke, History of Manchester, p. 299.

14-10

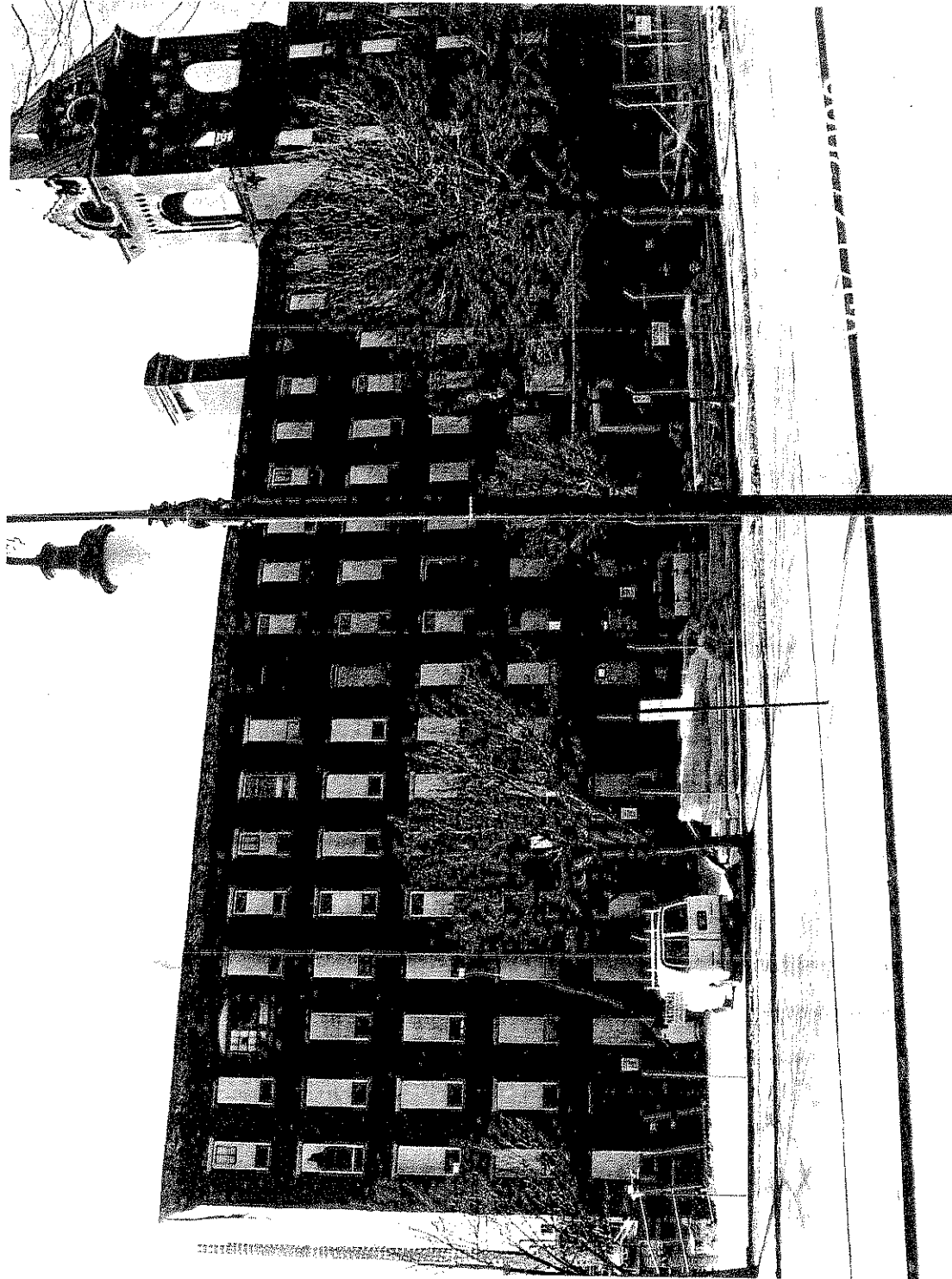
SYHIRT 1

PANDORA BUILDING RENOVATION



14-11

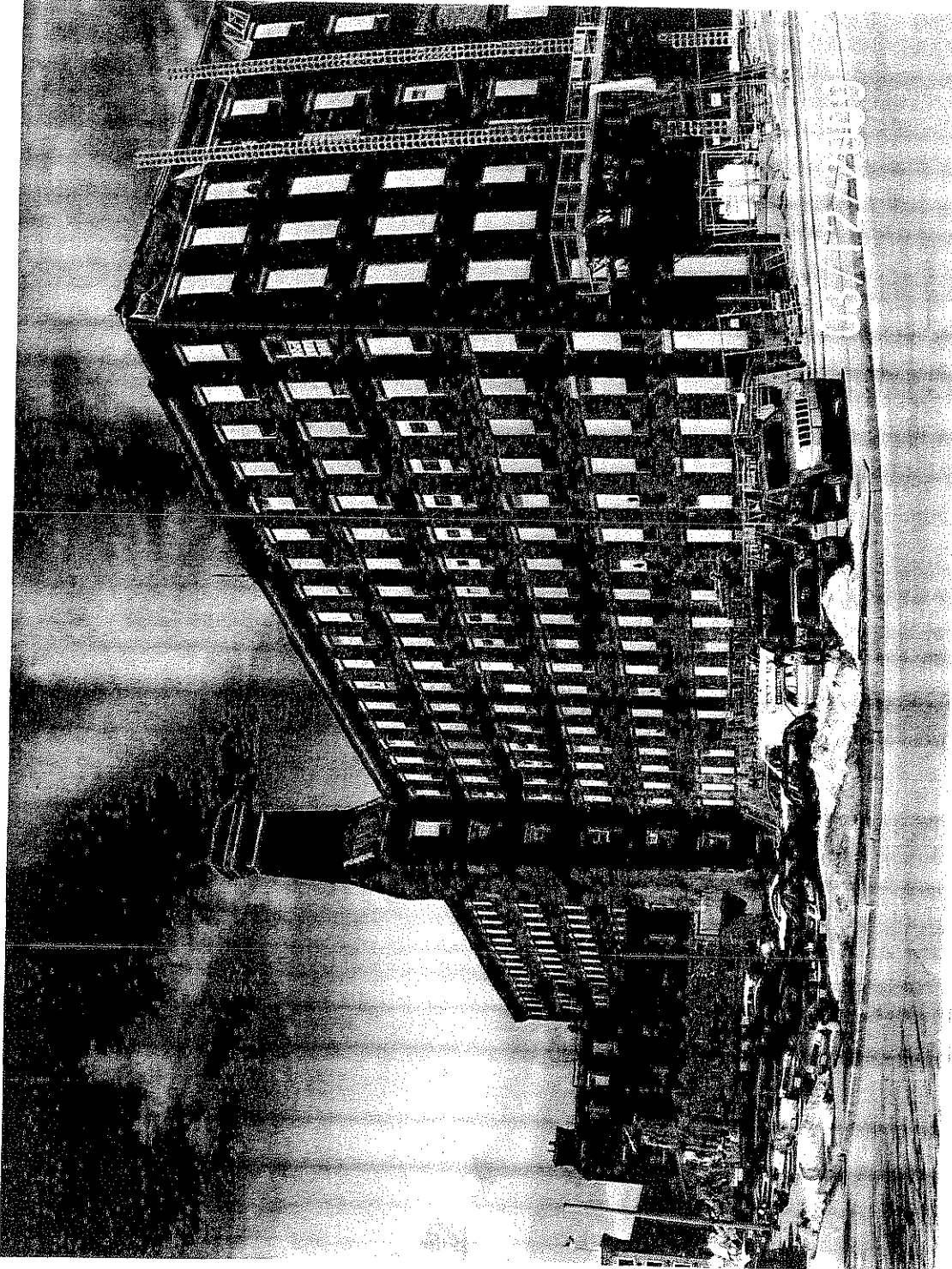
EXHIBIT 21A



EAST SIDE ALONG COMMERCIAL STREET

14-12

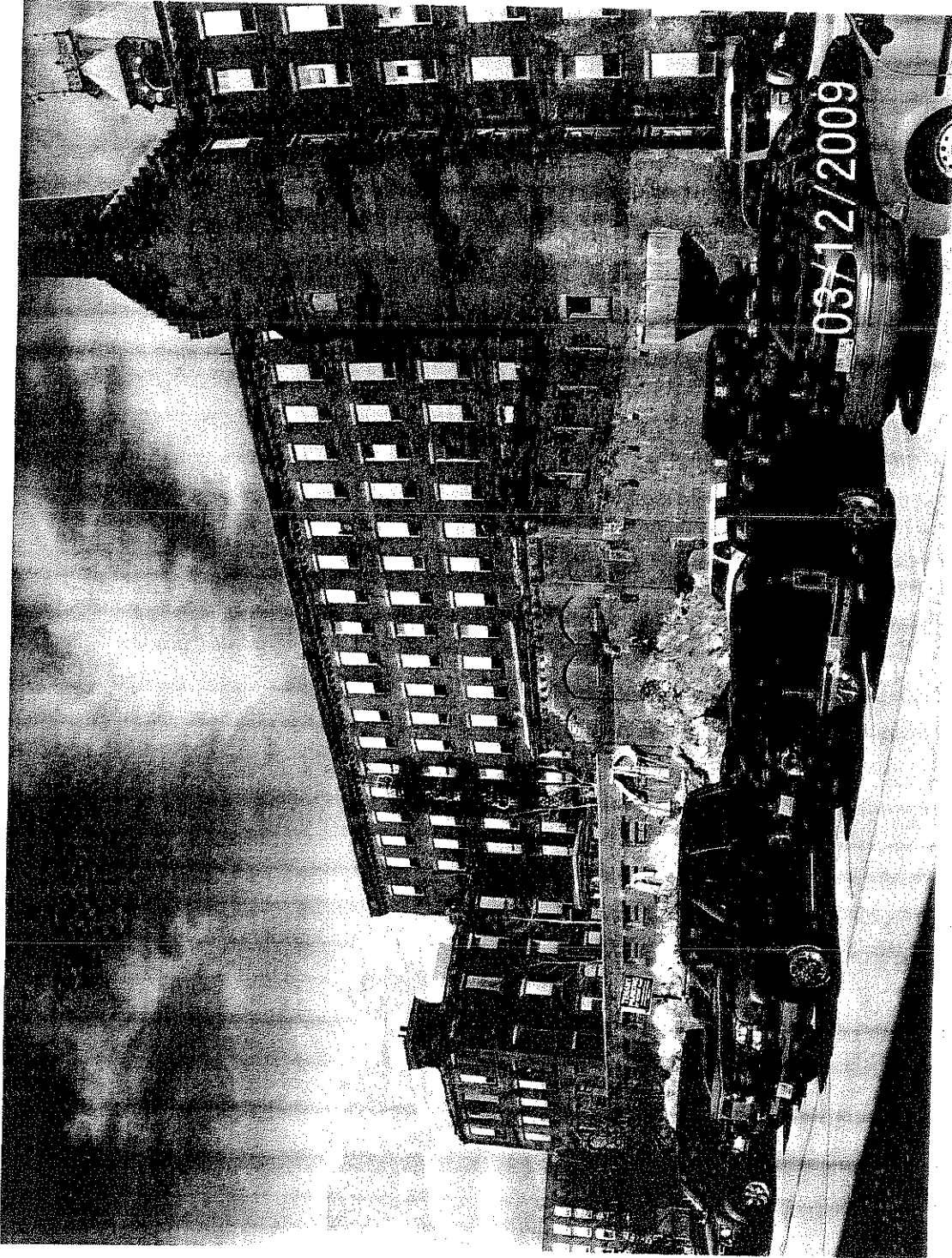
EXHIBIT 2.R



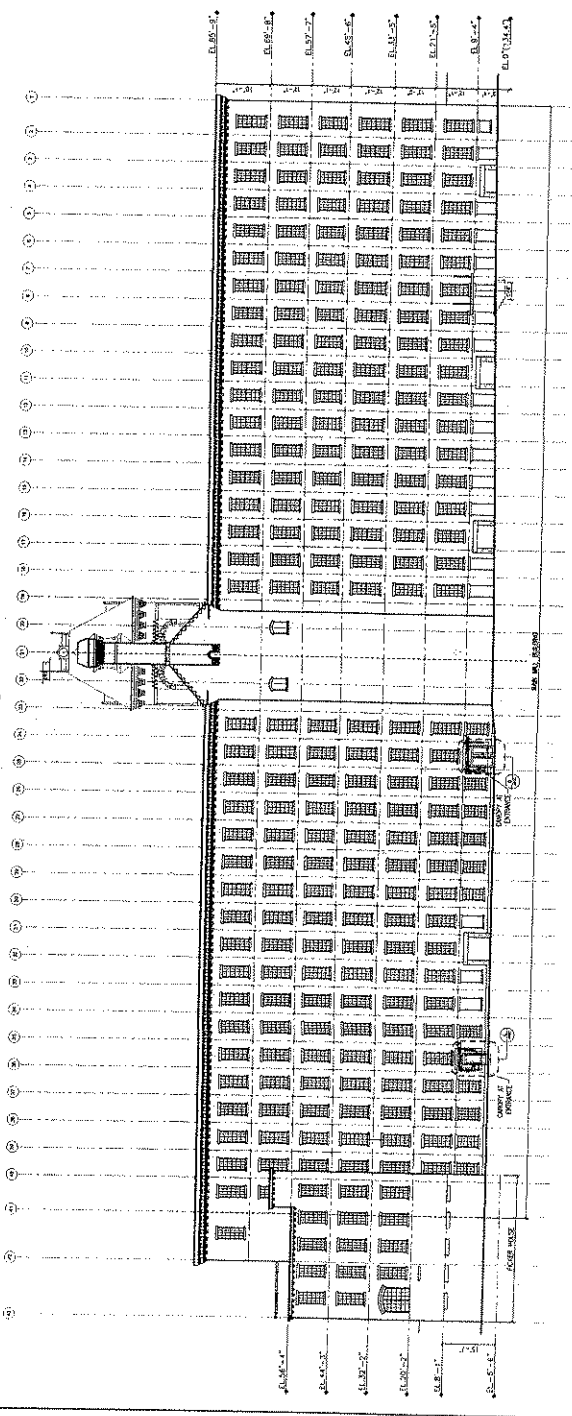
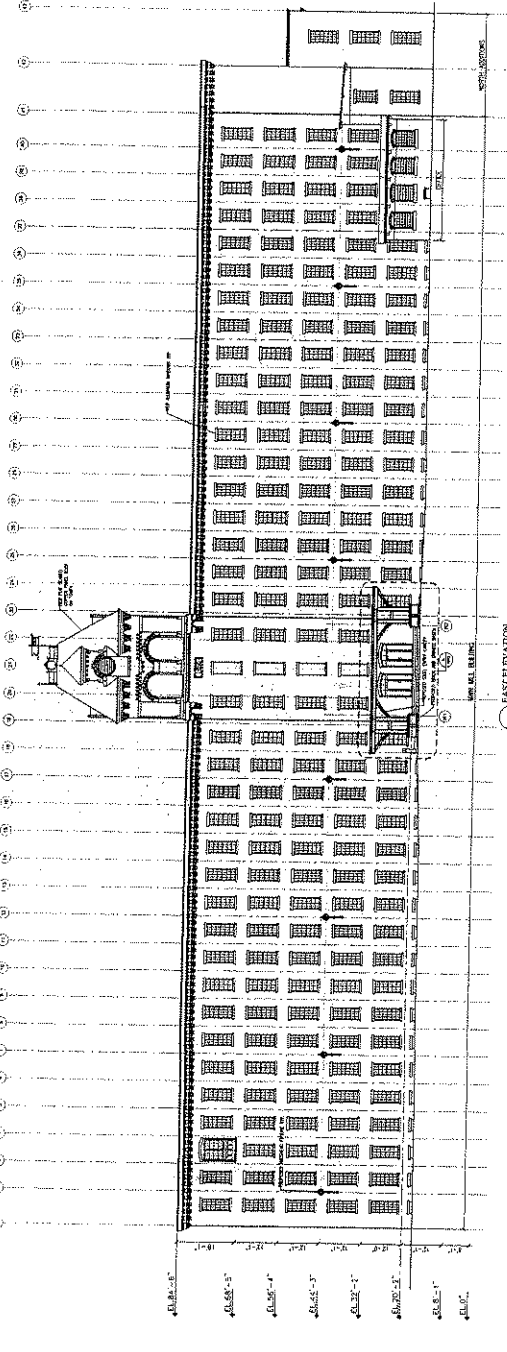
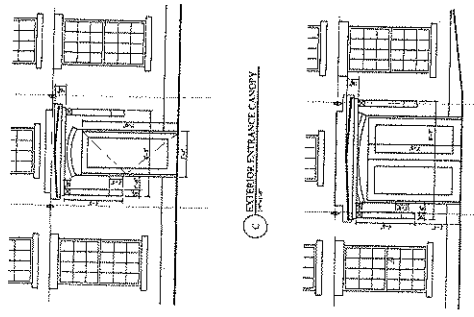
WEST SIDE ALONG PHILLIPPE COTE STREET

14-13

SKINNY 20



NORTHWEST CORNER BUILDING ADDITIONS



PROJECT NAME AND LOCATION:
 PANDORA MILL RENOVATION
 88 COMMERCIAL STREET
 MANCHESTER, NEW HAMPSHIRE

ARCHITECT:
 JORDAN DESIGN PLLC
 1000 WASHINGTON STREET
 MANCHESTER, NH 03102

CONTRACT NO.:
 10/20/14

SHEET NO.:
 A-200

DATE:
 10/22/09

SCALE:
 1/8" = 1'-0"

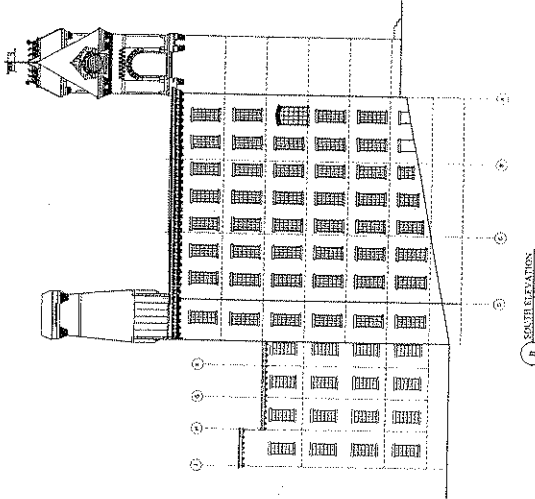
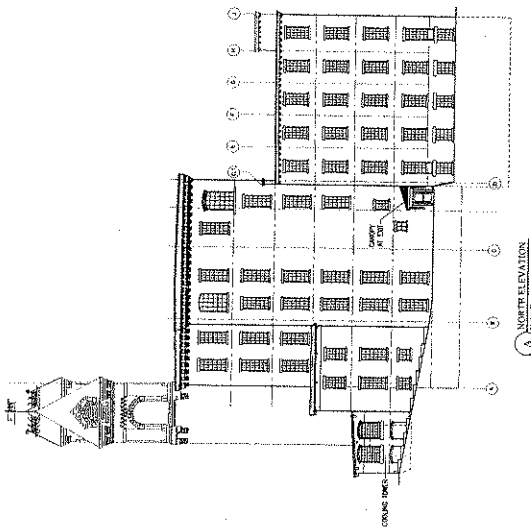
DRAWN BY:
 JEL


PROJECT NO.:
 09-09

CONTENT:
 BUILDING ELEVATIONS

14-15

EXHIBIT 3A



	JORDAN DESIGN PLC ARCHITECTS & PLANNERS 1000 BROADWAY, SUITE 2000 MANCHESTER, NEW HAMPSHIRE 03102		PROJECT NAME AND LOCATION RANDORSA MILL RENOVATION 88 COMMERCIAL STREET MANCHESTER, NEW HAMPSHIRE		CONTENTS: BUILDING ELEVATIONS		DRAWN BY: JSD PROJECT NO.: 08A-08 DATE: 10/27/09 SCALE: 1/8" = 1'-0"		DWG AND NO.: A-201 <small>THIS DRAWING IS THE PROPERTY OF JORDAN DESIGN PLC. IT IS TO BE USED ONLY FOR THE PROJECT AND LOCATION SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, WITHOUT THE WRITTEN PERMISSION OF JORDAN DESIGN PLC.</small>	
	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE	NO. _____ REVISION / DATE

14-16

EXHIBIT 3B

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Section 70.78 Penalty of the Code of Ordinances of the City of Manchester by including a new penalty for parking in a permit parking space without displaying a permit and occupying more than one parking stall.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

- I. Amend the Code of Ordinances by deleting language as stricken (-----) and inserting new as bolded (**bold**). Sections of the following chapters that remain unchanged appear in regular type.

§ 70.78 PENALTY.

(A) Each owner or operator of a vehicle found in violation of any provision of Chapter 70 may pay in person or by mail to the Ordinance Violations Bureau the penalty for each violation pursuant to the following table:

VIOLATION	BASIC PENALTY	INCREASED PENALTY (After 30 days from the notice of violation)	INCREASED PENALTY (After 60 days from the notice of violation)
Expired parking meter	\$10	\$20	\$24
Overtime parking meter	\$15	\$30	\$36
Permit parking only	\$15	\$30	\$36
Occupying more than one parking stall	\$15	\$30	\$36
Overtime parking - no meter	\$30	\$60	\$72
No parking zone	\$50	\$75	\$90
No parking tow zone	\$50	\$75	\$90
Fire lane	\$50	\$75	\$90
Parking within 15 feet of fire hydrant	\$50	\$75	\$90
Parking within 5 feet of private driveway	\$50	\$75	\$90
Handicapped parking space - access aisle	\$100	\$200	\$240
Handicapped zone	\$250	\$300	\$360
Failure to display pay & display receipt	\$10	\$20	\$24
Commercial Vehicle Prohibited Overnight Parking	\$50	\$100	\$120

(B) Any violation of Chapter 70 not identified elsewhere in the code shall be issued pursuant to § 38.06(B) of this code.

- II. This Ordinance shall take effect upon passage.

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Section 70.57(B) Parking lot rates Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester by removing metered parking at the Pine Street Lot.”

Page 1 of 3

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

- I. Amend the Code of Ordinances by deleting language as stricken (-----) and inserting new as bolded (**bold**). Sections of the following chapters that remain unchanged appear in regular type.

§ 70.57 PARKING RATES.

Except as otherwise ordered by the Board of Mayor and Aldermen, rates shall be charged for parking in city-owned facilities and on-street as follows:

(B) Parking lot rates:

- (1) Hourly rates - as established by the Committee on Traffic and Public Safety subject to approval of the Board of Mayor and Aldermen and are outlined herein

- (2) By permit as established pursuant to § 70.54

- (3) Event Parking Fees --

- (a) To be posted Event Parking:

Pine Street Lot	\$6.00 - \$10.00 prepay
Canal Street Lot	\$5.00 - \$10.00 prepay

- (b) Civic Center Event Decal \$30.00 per month, 5:30 p.m. to 8:00 p.m. Monday through Friday

Permit and metered sections - Pine Street Lot, Pearl Street Lot, Seal Lot, Arms Lot, Bedford Lot, Hartnett Lot; and 10 hour metered spaces Pearl Street Lot, Granite Street Lot, and Arms Outer Lot

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester Section § 70.57(B) Parking lot rates by removing metered parking at the Pine Street Lot.”

Page 2 of 3

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

(4) Parking Lots (rates and time limits).

(a)	Lot	Maximum Hours	Rate	Per Hour
	Pine Street Lot	2 Hours N/A – Permit Only Mon-Fri 8am-5:30pm		\$.50 See Permits
	Hartnett Lot	10 hours Mon-Fri 8am-5:30pm		\$.50
	Arms Lot	10 hours Mon-Fri 8am-5:30pm		\$.50
	Bedford Lot	10 hours Mon-Fri 8am-5:30pm		\$.50
	Seal Lot	N/A – Permit Only Mon-Fri 8am-5:30pm		See Permits
	Middle Street Lot	2 Hours Mon-Fri 8am-8pm		\$.75
	Arms, Extension	10 hours Mon-Fri 8am-5:30pm		\$.50
	Arms Outer Lot	10 hours Mon-Fri 8am-5:30pm		\$.50
	Pearl Street lot	2 Hours/10 Hours Mon-Fri 8am-5:30pm		\$.50
	1155 Elm Street	10 Hours Mon-Fri 8am-8pm		\$.75
	Canal Street Lot	10 Hours Mon-Fri 8am-8pm		\$.75

City of Manchester New Hampshire

In the year Two Thousand and Nine

AN ORDINANCE

“Amending Chapter 70: Motor Vehicles And Traffic of the Code of Ordinances of the City of Manchester Section § 70.57(B) Parking lot rates by removing metered parking at the Pine Street Lot.”

Page 3 of 3

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

(b) Myrna Lot	Hours	Rate Per Hour
	0-1	\$.75
	1-2	\$1.50
	2-3	\$2.25
	3-4	\$5.25
	4-5	\$8.25
	5-6	\$11.25
	6-7	\$14.25
	Daily Maximum 7-12	\$17.00

II. This Ordinance shall take effect upon passage.

City of Manchester New Hampshire

In the year Two Thousand and^{Nine}

AN ORDINANCE

“Amending the Code of Ordinances of the City of Manchester by amending §118.33 (A) Rates For Fares Established, by increasing the current taxi rates from \$.25 per one-sixth of a mile to \$.40 per one-sixth of a mile.”

BE IT ORDAINED, By the Board of Mayor and Aldermen of the City of Manchester, as follows:

- I. Amend the Code of Ordinances by inserting new language as bolded (**bold**), and deleting existing language as ~~struckthrough~~. Portions of the following sections that remain unchanged appear in regular type.

§ 118.33 RATES FOR FARES ESTABLISHED.

No owner or driver of a taxicab shall charge any passenger or passengers any rate for service within the limits of the city other than is provided for in this section or as allowed by § 118.34 of this subchapter.

(A) Metered fares. For the first one-sixth mile or fraction thereof for one passenger, \$3; and for each one-sixth mile or fraction thereof thereafter, ~~\$.25~~ **\$.40** and for each additional passenger, \$.25.

- II. This ordinance shall take effect upon passage.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, transfers, authorizing and appropriating funds in the amount of Eighty Nine Thousand Four Hundred Fifty Dollars (\$89,450) for the FY2010 CIP 412610 Weed ‘n Seed 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 desires to identify funding necessary to continue the operation of the Weed ‘n Seed Program to the end of the 2010 Fiscal Year at an estimated cost of \$89,450; and

WHEREAS, funds in at least that amount are available from another CIP Project;

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

By transferring: \$89,450 Cash
From FY2010 CIP 711610 – Municipal/School Facility Maintenance

By adding:
To FY2010 CIP 412610 – Weed ‘n Seed Program - \$89,450 Cash

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

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Authorizing the Finance Officer to effect a transfer of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents (\$9,722.04) for the 2010 412710 Engine Eight Building Modifications Project.”

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

That: Pursuant to RSA 33:33-a there is hereby authorized to be expended for purposes stated in Section 3 of the Municipal Finance Act, the sum of Nine Thousand Seven Hundred Twenty Two Dollars and Four Cents from the balance of bond authorized as follows:

Section 1.

A) From:

2003 CIP 811203, City Space Improvements
Amount Transferred: \$1,700
Original Resolution Adopted: May 20, 2003
Original Amount: \$285,000

B) 2004 CIP 411304, Facility Equipment Improvements
Amount Transferred: \$8,022.04
Original Resolution Adopted: June 9, 2003
Original Amount: \$270,000

To:

2010 CIP 412710, Engine Eight Building Modifications Project

Section 2. Resolved, that this Resolution shall take effect upon its passage.

City of Manchester New Hampshire

In the year Two Thousand and Nine

A RESOLUTION

“Amending the FY 2010 Community Improvement Program, transferring, authorizing and appropriating funds in the amount of Eleven Thousand nine Hundred Fourteen Dollars and Four Cents (\$11,914.04) for the FY 2010 CIP 412710 Engine Eight Building Modifications 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 4 contains all sources of General Obligation Bond funds to be used in the execution of projects; 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 provide funding necessary to effect improvements designed to remedy a roof moisture problem existing in the Engine 8 Station estimated to cost approximately \$11,500; and

WHEREAS, funds are available from existing CIP project balances

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

By decreasing:

- 1) FY 2004 CIP 411304 – Facility/Equipment Improvements-\$8,022.04 Bond
- 2) FY 2003 CIP 811203 – City Space Improvements - \$1,700 Bond

By adding:

FY 2010 CIP 412710 – Engine Eight Building Modifications Project - \$11,914.04
(\$9,722.04 Bond, \$2,192.00 Other)

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