

# AGENDA

## BOARD OF MAYOR AND ALDERMEN

**February 7, 2012**  
**Mayor and all Aldermen**

**7:30 p.m.**  
**Aldermanic Chambers**  
**City Hall (3<sup>rd</sup> Floor)**

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

### **CONSENT AGENDA (ITEMS 3-44)**

3. Mayor Gatsas 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.

### **Accept BMA Minutes**

4. Minutes of meetings held November 1, 2011 (two meetings), November 15, 2011 (one meeting) and December 6, 2011 (one meeting).

### **Approve under supervision of the Department of Highways**

5. Pole Petitions:
  - 11-1334 (1) Corning Road
  - 11-1335 (1) W. Auburn Street
  - 11-1340 (1) Ronald Street
  - 11-1336 (1) Calef Road

### **Information to be Received and Filed**

6. Approved minutes from the MTA Commission meeting held November 29, 2011, November and December 2011 Financial Report, and November and December 2011 Ridership Report submitted by Michael Whitten, Executive Director MTA.
7. 2012 Winter Preparedness Checklist submitted by the Health Department.
8. Communication from James W. Michael, President of the Manchester Fire Supervisors, advising the Board of a ratification vote taken on January 18, 2012, in regards to a tentative agreement reached on January 10<sup>th</sup>.
9. Communication from Journey Ewell, Co-President of the Manchester Animal Shelter, regarding shelter expansion.

### **REFERRALS TO COMMITTEES**

#### **COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS**

10. Communication from Leon LaFreniere, Director of Planning & Community Development, requesting approval of the proposed cell phone policy for the Planning & Community Development Department.
11. Communication from Jennie Angell, Director of Information Services, requesting approval of a contract extension with Fairpoint Communications for Centrex Service.

#### **COMMITTEE ON COMMUNITY IMPROVEMENT**

12. Communication from Captain Kevin Kelly, Police Department, requesting approval to place a 2005 GMC Yukon into service.

- 13.** Summary of sewer abatement requests submitted by Leon LaFreniere, Director of Planning & Community Development on behalf of EPD.
- 14.** Communication from Elizabeth Richards, Chairperson of the Adopt-A-Block Project – 2012, requesting the City provide the annual Adopt-A-Block city-wide clean-up program with a grant of \$5,000 for the upcoming project to be held on April 14, 2012.
- 15.** Amending Resolution and budget authorization providing for acceptance and expenditure of \$75,000 for CIP project #412412 – Operation Streetsweeper Program. [Police-New funding]
- 16.** Amending Resolution and budget authorization providing for acceptance and expenditure of \$30,000 for CIP project #412612 – Intelligence Liason Officer Program. [Police-New funding]
- 17.** Amending Resolution and budget authorization providing for acceptance and expenditure of \$2,000 for CIP project #511611 – Livingston Park Improvements Account. [Highway/Parks-New funding]
- 18.** Communication from Leon LaFreniere, Director of Planning & Community Development, requesting extensions of various CIP Projects.
- 19.** Communication from James Burkush, Fire Chief, requesting approval and acceptance of a \$14,959 Hazardous Materials Emergency Preparedness (HMEP) grant from the NH Department of Safety.
- 20.** Communication from Leon LaFreniere, Director of Planning & Community Development, submitting a request from Chief Engineer Fred McNeil for several EPD projects to be closed out.
- 21.** Communication from Leon LaFreniere, Director of Planning & Community Development, regarding the Phase II CSO Program/Elm Street Drainage Project.

22. Odd Fellows Building Status update submitted by Sam Maranto, CIP Manager.

### **COMMITTEE ON HUMAN RESOURCES/INSURANCE**

23. Communication from Jane Gile, Human Resources Director, recommending that the City contracts its Group Life and AD&D Insurance with The Hartford for 39 months, April 1, 2012 through June 30, 2015, at the combined rate of \$0.095/\$1,000 and that the City contracts with LTD (Disability) Insurance with the Hartford for 39 months April 1, 2012 through June 30, 2015, at the base rate of \$0.08/\$100 and the optional rate of \$0.18/\$100 of covered payroll.
24. Summaries of outstanding arbitrations and grievances submitted by the Human Resources Director.  
*(Note: Provided for informational purposes only; no action required)*

### **COMMITTEE ON LANDS AND BUILDINGS**

25. Communication from Jay Minkarah, Economic Development Director, submitting a Letter of Intent from the Andrade Management Group for the purchase of two city-owned parking lots located at Granite and Second Streets for the purpose of developing a Dunkin Donuts restaurant.
26. Communication from Jay Minkarah, Economic Development Director, submitting a proposed lease agreement between the City and Gallery Artra, LLC for the McIninch Family Gallery space located at 1528 Elm Street.  
*(Note: A proposal and additional materials from the Artra Gallery are attached.)*
27. Communication from Matthew Normand, City Clerk, requesting on behalf of former Alderman Mike Lopez that a marker and plaque be placed at Stark Landing to honor former Mayor Emile Beaulieu.  
*(Note: Communication from Jane Beaulieu is attached.)*

### **COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC**

28. Communication from Leon LaFreniere, Director of Planning & Community Development, regarding parking regulations relative to the issue of driveway visual obstructions.
29. Communication from Michael and Tina Beaulé requesting two-way traffic be restored to the alley between Pine and Liberty Streets.
30. Communication from Stan Kuzia Sr., 37 Everett Street, requesting handicapped parking signs be placed in front of his residence.

### **SPECIAL COMMITTEE ON THE MANCHESTER MUNICIPAL COMPLEX**

31. Summary regarding equipment purchase and contingency transfer for the Municipal Complex submitted by Timothy Clougherty, Deputy Public Works Director.

### **REPORTS OF COMMITTEES**

#### **COMMITTEE ON ACCOUNTS, ENROLLMENT & REVENUE ADMINISTRATION**

32. Advising that the travel summary reports have been accepted.  
*(Unanimous vote)*
33. Advising that it has accepted the following Finance Department reports:
  - a) Accounts Receivable over 90 days
  - b) Department Legend
  - c) Open Invoice report over 90 days
  - d) Outstanding Receivables*(Unanimous vote)*

- 34.** Recommending that the second quarter fiscal year 2012 write-off list for the accounts receivable module be approved.  
*(Unanimous vote)*
  
- 35.** Advising that it has accepted the City's Monthly Financial Reports (unaudited) for the first six months of fiscal year 2012.  
*(Unanimous vote)*

### **COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS**

- 36.** Recommending that the request from the Relay for Life Logistics Chair to use Livingston Park for an event to be held on Friday, June 2, 2012, through Saturday, June 3, 2012, be approved.  
*(Unanimous vote)*
  
- 37.** Recommending that the Information Services Director and the Tax Collector be permitted to implement an advertising proposal for motor vehicle renewal notices.  
*(Unanimous vote)*
  
- 38.** Recommending that the Tax Collector be permitted to move forward with the electronic motor vehicle registration pilot program.  
*(Unanimous vote)*
  
- 39.** Recommending that the ordinance amendments related to secondhand dealers in the city submitted by the Assistant Chief of Police be approved and forwarded to the Committee on Bills on Second Reading for technical review.  
*(Unanimous vote)*
  
- 40.** Advising that the communication from Attorney Bradford E. Cook regarding public access programs by public officials has been received and filed.  
*(Unanimous vote)*

- 41.** Advising that the communication from Keith Murphy, Murphy's Taproom, regarding the adoption of the International Building and Fire Codes has been received and filed.  
*(Unanimous vote)*

### **COMMITTEE ON BILLS ON SECOND READING**

- 42.** Advising that the proposed Ordinance:

“Amending the Zoning Map of the City of Manchester by rezoning an area currently zoned as Residential One Family Medium Density District (R-1A) to Residential One Family High Density District (R-1B); by rezoning areas currently Residential Suburban Multifamily District (R-SM) to Residential One Family High Density District (R-1B); by rezoning areas currently zoned as Residential One Family Medium Density District (R-1A) to Residential Suburban Multifamily District (R-SM); and by rezoning an area currently zoned Residential Suburban Multifamily District (R-SM) to Residential One Family Medium Density District (R-1A); with all areas generally located in the vicinity between Radburn Street, Interstate 93, Leda Avenue, and Fox Hollow Road.”

has been received and filed.

*(Unanimous vote with the exception of Alderman Arnold who voted in opposition)*

### **JOINT COMMITTEE OF ADMINISTRATION/INFORMATION SYSTEMS AND HUMAN RESOURCES/INSURANCE**

- 43.** Recommending that the Human Resources Director be directed to initiate the search for a department head (Central Fleet Manager) of the proposed Central Fleet Management Department.  
*(Aldermen Shea, Levasseur, Roy, Ouellette and Katsiantonis voted yea; Aldermen Ludwig, Greazzo and O'Neil voted nay.)*

### **SPECIAL COMMITTEE ON SOLID WASTE ACTIVITIES**

- 44.** Recommending that the Public Works Director be authorized to go out for a RFP for advertising on City recycling totes and return to the committee with the results.  
*(Unanimous vote with the exception of Alderman Osborne who voted in opposition)*

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

**REGULAR BUSINESS**

- 45.** Communication from Real Pinard advising the Board of his resignation from the Fire Commission.  
**Ladies and Gentlemen, what is your pleasure?**
- 46.** Communication from Robert Martel advising the Board of his resignation from the Planning Board.  
**Ladies and Gentlemen, what is your pleasure?**
- 47.** Nomination(s) to be presented by Mayor Gatsas, if available.
- 48.** Confirmations to be presented by Mayor Gatsas:  
**Office of Youth Services Advisory Board**  
Sister Jacqueline R. Verville, CSC to succeed Robert J. Champagne as a member, term to expire January 1, 2015.  
Nabil Migalli to succeed Toni H. Pappas as a member, term to expire January 1, 2015.  
Antonio Feliciano to succeed Tricia H. Lucas as a member, term to expire January 1, 2015.  
**Manchester Housing and Redevelopment Authority**  
Fern Gelinas to succeed himself as a member, term to expire December 1, 2016.  
**Ladies and Gentlemen, what is your pleasure?**
- 49.** Communication from Alderman Osborne proposing a revision to the Special Committee on the Manchester Municipal Complex.  
**Ladies and Gentlemen, what is your pleasure?**

50. Communication from Chairman O'Neil proposing a Special Committee on Job Creation/Job Retention & Economic Development.  
**Ladies and Gentlemen, what is your pleasure?**
  
51. Ratify and confirm agreement between the Manchester Police Patrolman's Association (MPPA) and the City of Manchester as presented on January 17, 2012.  
**Ladies and Gentlemen, what is your pleasure?**
  
52. Ratify and confirm agreement between the Manchester Association of Police Supervisors (MAPS) and the City of Manchester as presented on January 17, 2012.  
**Ladies and Gentlemen, what is your pleasure?**
  
53. Communication from Thomas Brennan, Superintendent, requesting permission to utilize \$550,000 of the health insurance expendable trust to fund the shortfall in the state retirement line item for fiscal year 2012.  
**Ladies and Gentlemen, what is your pleasure?**
  
54. FY 2012 budget projections submitted by William Sanders, Finance Officer, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
55. A motion is in order to recess the meeting to allow the Committee on Finance to meet.
  
56. Mayor Gatsas calls the meeting back to order.
  
57. Report(s) of the Committee on Finance, if available.  
**Ladies and Gentlemen, what is your pleasure?**
  
58. Report(s) of the Committee on Public Safety, Health and Traffic, if available.  
**Ladies and Gentlemen, what is your pleasure?**

- 59. A motion is in order to recess the meeting to discuss strategy or negotiations with respect to collective bargaining pursuant to the provisions of RSA 91-A:2 I(a).**

**NEW BUSINESS**

- 60. A. Communications  
B. Aldermen**

**TABLED ITEM**

- 61. Report of the Special Committee on Energy Contracts and Related Activities**

Recommending that the recommendation to award a three-year contract for energy consultant services to Competitive Energy Services (CES) be approved subject to the review and approval of the City Solicitor.

*(Unanimous vote)*

*(Tabled 12/20/11; a copy of the contract has been submitted by the Highway Department and is attached.)*

- 62. Communication from the Bright Ideas Evaluation Committee recommending approval of a Bright Idea award in the amount of \$1,500 to be shared equally by Brenda Masewic Adams and Anthony Schaffer for their cost savings suggestion.**

*(Note: Tabled 1/17/12)*

**ADJOURNMENT**

- 63. If there is no further business, a motion is in order to adjourn.**