# AGENDA

## BOARD OF MAYOR AND ALDERMEN

**December 7, 2004**

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

1. Mayor Baines calls the meeting to order.

2. The Clerk calls the roll.

3. Presentation to Felix Torres for services to the community.

## CONSENT AGENDA

4. Mayor Baines 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 polls

**A.** Poll conducted November 22 approving free parking 6PM to 8PM December 20 to January 1, and lifting of odd/even parking restrictions Christmas Eve and Christmas Day subject to snow emergency provisions.

**B.** Poll conducted December 1, 2004 granting a one week extension (to December 5) of unpaid leave of absence for Fire Dispatcher Jay Heath.

**Informational – to be Received and Filed**

**C.** Communication from Gerard E. Fleury, Executive Director, City of Manchester Employees' Contributory Retirement System, advising of two pieces of legislation to be introduced in the 2005 State legislative session: LSR H-0378-R a housekeeping item not intended to be referred to the voters; and LSR H-0379-R submitted as a benefit enhancement anticipated to be subject to submission to the voters via a referendum.

**D.** Communication from Bryan Christiansen, Comcast, providing information regarding pricing changes for January 2005 and updates on customer service.

**E.** Minutes of the November 17, 2004 Mayor's Utility Coordinating Committee.

**F.** Minutes of October 26, 2004 MTA meeting and Ridership Reports for the month of October 2004.

**Accept funds and remand for purpose intended**

**G.** Receipt of $3,500.00 from the Manchester Dealers Charitable Fund towards purchasing equipment and supplies for the Police Department's Mounted Patrol.

**H.** Receipt of $200.00 from Texas Instruments toward purchase of equipment and supplies for the Canine Unit and Crime Prevention.

**Approve under the supervision of Highway**

**I.** PSNH and Verizon New England, Inc. Pole Petitions:
#11-1036 located on Old Wellington Road;
#11-1037 five poles on Summer South Back St., one pole on Lincoln St.
#11-1038 three poles on Eastern Avenue
#11-1039 thirty-four poles on North River Rd., one pole on Ward St., one pole on McCarthy St., one pole on Ridge Rd., one pole on Bennington Rd., and six poles on road to State Industrial School (aka Youth Development Center).

**J.** PSNH pole petition #1101040 covering four poles on South Ridge Road.

## *REPORTS OF COMMITTEES*

### COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

**K.** Advising that it has accepted the audit status updates submitted by the Finance Department and forwarding same for informational purposes.

**L.** Recommending the Finance Department be authorized to write off accounts receivable for the first quarter FY2005 as submitted.

**M.** Advising that it has accepted the City's Monthly Financial Statements for the four months ended October 31, 2004 for FY2005 as submitted by the Finance Department and forwarding same to the Board for informational purposes.

**N.** Advising that it has accepted the following Finance Department reports:
a) department legend;
b) open invoice report over 90 days by fund;
c) open invoice report all invoices for interdepartmental billings only;
d) open invoice report all invoices due from the School Dept. only;
e) listing of invoices submitted to City Solicitor for legal determination; and
f) accounts receivable summary;
and forwarding same to the Board of informational purposes.

### COMMITTEE ON LANDS AND BUILDINGS

**O.** Recommending that the Board of Mayor and Aldermen approve a purchase and sales agreement between the City and Manchester Housing and Redevelopment Authority for disposition of property commonly known as the Brown School, and authorize the Mayor to execute such agreement as referenced herein subject to the review and approval of the City Solicitor. The Committee notes that it is understood the agreement provides that the City shall receive the full tax rate as it applies to the property inclusive of any city school, county and state taxes commonly included in the tax billing for other properties.

**P.** Recommending that the Hackett Hill Master Plan as enclosed herein be adopted.

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

**5.** Nominations to be presented by Mayor Baines, if available.

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

**7.** Report of Committee on Lands and Buildings advising that it has requested the Manchester Housing and Redevelopment Authority to appear before the Board of Mayor and Aldermen with recommendations on disposition of the French Hall property at the December 7 meeting of the Board.
**Ladies and Gentlemen, what is your pleasure?**

**8.** Mayor Baines advises that a motion is in order to recess the meeting to allow the Committee on Finance to meet.

**9.** Mayor Baines calls the meeting back to order.

**10.** Report of the Committee on Finance, if available.
**Ladies and Gentlemen, what is your pleasure?**

**11.** Update regarding Economic Development Director position.

**12.** Presentation by Christine Martinsen, Human Resources Analyst, regarding City Clerk position.
**Ladies and Gentlemen, what is your pleasure?**

***TABLED ITEMS***

**A motion is in order to remove any items from the table for discussion.**

**13.** Report of Committee on Community Improvement recommending that pursuant to RSA 232:22a Hillcrest Avenue be reclassified from a Class VI to a Class IV highway contingent upon a design plan of improvements acceptable to the highway Department submitted by a licensed NH engineer, and a bond for the cost of construction presented in the design plan that is acceptable to the Highway Department being received by the Highway Department. Such reclassification to become effective upon certification by the Public Works Director to the City Clerk that such items have been received and are acceptable to the Highway Department.
(Tabled 11/16/2004 at request of Alderman Garrity)

**14.** Report of Committee on Traffic/Public Safety recommending that Ordinance:

> "Amending Section 70.57(A) Parking Rates of the Code of Ordinances of the City of Manchester by increasing the monthly parking garage rates."

Providing for increase of parking garage rates from $65.00 monthly to $70.00 monthly, as enclosed herein, be adopted with an effective date of January 1, 2005.
(Tabled 11/16/2004 at request of Alderman Guinta)

**15.** ***NEW BUSINESS***

a) Communications
b) Aldermen

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

# CITY OF MANCHESTER

## Office of the City Clerk

Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

Memo To: Committee on Traffic

From: C. Johnson
Deputy City Clerk

Date: November 22, 2004

Re: Holiday Parking – Poll

In recent years the odd/even parking restrictions have not been enforced on Thanksgiving Eve, Thanksgiving night, Christmas Eve, and Christmas Day. We are asking the Committee's approval to support the Police and Highway Departments with this request.

Additionally, Mayor Baines has recommended that the City consider offering free parking at the downtown meters from 6:00 PM to 8:00 PM the week prior to Christmas day and the week prior to New Year's Day (December 20 to January 1). Police and Traffic Departments have indicated no objections to this recommendation.

Your consideration and response to both items would be appreciated.

C: All Aldermen

4-yes 1-yes 7-yes
12-yes Mid-yes
10-yes 5-yes
9-yes 2-yes
6-yes Lope 3-yes

A

One City Hall Plaza, Manchester, NH 03101 Phone (603) 624-6455 Fax (603) 624-6481
www.ManchesterNH.gov

# City of Manchester
## Fire Department

100 Merrimack Street • Manchester, NH 03101-2208
(603) 669-2256 Business • (603) 669-7707 Fax
www.ci.manchester.nh.us

Joseph P. Kane
Chief of Department


December 1, 2004

Board of Mayor and Aldermen
City Hall
Manchester, NH 03101

Dear Members of the Board:

This letter is to request a one-week extension (to December 5, 2004) of the unpaid leave of absence granted to Fire Dispatcher Jay Heath.

He has submitted documentation of his return to work as of December 5.

Thank you for your consideration.

Yours truly,

Joseph P. Kane
Chief of Department

| | |
|---|---|
| 1 - Yes | 8 - 1/m |
| 2 - 1/m | 9 - Yes |
| 3 - Yes | 10 - Yes |
| 4 - Yes | 11 - Yes |
| 5 - Yes | 12 - Yes |
| 6 - ~~Ha~~ Yes | Ald. Lopez - Yes |
| 7 - Yes | Ald. O'Neil - Yes |

CITY OF
MANCHESTER
EMPLOYEES'
CONTRIBUTORY
RETIREMENT
SYSTEM

1045 ELM ST. • SUITE 403
MANCHESTER, NH 03101-1824
PHONE (603) 624-6506
FAX (603) 624-6342

November 30, 2004

RECEIVED
NOV 30 2004
CITY CLERK'S OFFICE

Honorable Board of Mayor & Aldermen
C/O Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

Honorable Members:

An Advisory Committee to the Manchester Employee's Contributory Retirement System has obtained sponsorship for two pieces of legislation for the 2005 session of the New Hampshire Legislature. As you are likely aware, the MECRS has maintained a practice of sending all legislative changes to the voters of Manchester via the referendum process for a number of years now, but I am writing to inform you that it is not our intention to seek ratification by referendum on one of the two measures being proposed for 2005.

During 2004 the MECRS questioned whether every instance of legislative reform required the approval of the voters through referendum or whether issues which would not impact the cost of benefits and served largely to correct conflicting language in existing statutes could be approved solely by the State Legislature and with notification to the Mayor and Aldermen. It is our understanding that this later process is not only appropriate in certain circumstance but is actually preferable because of the nature of the changes contemplated.

As case in point examples, Chapter 159 Laws of 2004 created a potential condition whereby individuals who voluntarily upgrade the service credit multiplier for service they have earned in the plan prior to 1999 exercise that option and then become disabled, the existing disability benefit language serves to disallow their upgrade and sets the stage for litigation. Elsewhere in Chapter law, the Retirement System is given responsibility for performing medical examinations on disability recipients and for mandating the return to service of any thought to be capable of returning to work. This existing provision forces a confrontation between the Retirement Board and the City with the disability recipient caught in the middle. Corrections and the elimination of conflicts such as these via administrative housekeeping are difficult to explain in a referendum question and might be rejected by the voters to the detriment of all. For that reason, we are hereby notifying you of our intent not to go to referendum on Legislative Service Request, (LSR) H-0378-R "relative to participation in and administration of the Manchester Retirement System".

The second piece of legislation, (LSR H-0379-R) is clearly a benefit enhancement proposal with cost implications to all and so it will be subject to the referendum process as has been past practice.

I will be happy to make myself available should anyone have questions or concerns regarding this matter.

Sincerely,

Gerard E. Fleury – Executive Director

comcast
**Bryan Christiansen**
460 Amherst Street
Nashua, NH 03063
603-889-1363 ext. 3014

November 22, 2004

*Via UPS Overnight Mail*

Mayor/Board of Alderman
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Mayor and Members of the Board:

As part of our ongoing efforts to keep you informed about key aspects of our service, I am writing to tell you about some important pricing changes that will soon go into effect for certain Comcast services. I have also provided brief updates on customer service, the competitive environment and other aspects of our business. Enclosed with this letter is a copy of the January 2005 price adjustment notice that will be mailed to all customers within the next ten days.

- **Prices:** Comcast makes every effort to minimize costs and increase choice for its customers. Price changes reflect the increased value of the service, new product developments and a $350 million investment to improve customer service, enhance the reliability and quality of our network and introduce new technology that gives customers more choice and control.
- **Competitive Environment:** Comcast continues to operate in a very competitive market and is well aware that customers have numerous options for service. Virtually every customer we serve chooses Comcast from among several options for television entertainment, Internet or telephone, where available. We continue to work hard in providing the most value, choice and control to our customers at competitive prices.
- **Investment in Innovation:** During the past year in New England, Comcast has invested more than $265 million in our network and services to offer more choice and control in our programming and products. This investment has made it possible to rapidly offer products such as Comcast Digital Cable, Video on Demand (VOD), High Definition Television (HDTV), and Digital Video Recorders (DVR). We have also doubled the number of networks available on VOD and now have more than 2,000 programs available including hit movies, PBS Kids, Nickelodeon, The NFL Network, A&E Biography, Discovery, music videos and concerts and much more.
- **Customer Service Excellence**: Comcast is committed to the philosophy that we want to be the communications company that connects people to what is important in their lives. Comcast has hired hundreds of customer service representatives throughout New England to ensure that 100 percent of cable television service calls are handled by well-trained employees who live and work in New England. This year, we've also added more home appointments in the early morning, late evening and weekends, enhanced our online support and added flexibility to our policies to ensure that our technicians arrive promptly, answer all questions and stay until the job is completed. The results have been outstanding – our surveys show that 90 percent of our customers are satisfied with Comcast's service.

RECEIVED
NOV 23 2004
CITY CLERK'S OFFICE

D

- **Value into the Home:** Cable television continues to be an excellent value for our customers. For about $2 a day, customers who subscribe to Comcast Digital Cable can receive approximately 170 channels, including 46 music channels, an interactive on-screen guide, and hundreds of Video on Demand offerings such as movies, sports highlights, children's shows and even local news available anytime. Additionally, many more programming options are available for those customers subscribing to our Digital Package offerings, such as dozens of commercial free premium movie channels, 14 HDTV cable networks and an array of full-season sports packages.
- **Community Investment**: Comcast is proud to be a good corporate citizen and recognizes the importance of giving back to the community. To that end, Comcast continues to work with many local and non-profit organizations, schools and libraries in the areas we serve. This year in New England, Comcast has provided more than $3.2 million in donations and in-kind services to these groups.

Comcast is committed to offering the best value in home entertainment, with a wide variety of programming and programming packages to accommodate customers' personal preferences. Furthermore, we continue to invest in new technology to add choice and control to the programming and services that we offer, including High Speed Internet service, Video on Demand and high-definition television.

Please do not hesitate to contact me at 603-889-1363 ext. 3014 should you have any questions about the information I have enclosed here or about our service in general.

Respectfully,

Bryan Christiansen

Bryan Christiansen
Manager of Government & Community Relations

Enclosures

D

Comcast

Comcast
676 Island Pond Road
Manchester, NH 03109

Dear Valued Comcast Customer,

Comcast is committed to keeping you informed about the products and services we offer in your town. For this reason, we are providing you with advance notice of our 2005 prices for your cable services, effective with your January billing statement. These price changes will allow us to continue to invest in our network and services as we strive to deliver the very best in cable television programming, customer service and new technology.

Comcast offers dozens of programming packages, from Basic Cable to Digital Cable with ON DEMAND and high-definition television (HDTV), to accommodate customers' personal preferences.

During the past year, Comcast has invested significantly in our network to offer more choice and control in our programming, products and services. Our cable systems are highly reliable and are maintained to the most stringent technical standards in the industry. This investment has made it possible to rapidly introduce new products such as Comcast Digital Cable with Video On Demand, HDTV and now our Digital Video Recorder. Our Video On Demand library now contains more than 2,000 hours of programming including hit movies, PBS Kids, Nickelodeon, extended highlights of NFL games, A&E Biography, Discovery, music videos and concerts and much more. We also offer high-speed Internet services with home networking, enhanced download speeds, increased e-mail storage space, and our most recent addition, video e-mail.

We have made a substantial investment to improve customer service and are proud of the many achievements made over the past year. Comcast has hired hundreds of customer service representatives to ensure that all cable television service calls are handled by well-trained employees who live and work in New England. We've also expanded our service center hours, added 30 percent more appointment availability including early mornings, late evenings and weekends, enhanced online support and changed our policies to ensure that our technicians arrive on time, answer all your questions and stay until the job is completed. You have our commitment that we will remain focused and we will continue to be there when you need support from Comcast.

Please review the enclosed notification for updated pricing information. If you have any questions, please call us at 1-866-660-6137. We have also designed a web site, www.comcast-ne.com/information, to provide you with more information on our prices and programming changes. In addition, we would like to hear from you via our online feedback survey available at this site.

Thank you for choosing Comcast; we value your business.

Sincerely,

Comcast

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I12204-RESPC-MA

ear Customer:

omcast is committed to keeping you informed about our products and services. As part of our efforts, we are providing you with advance notice of a price crease for your Digital Cable Package, effective with your January bill.

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| igital Standard Movie | $10.95 | $12.95 |
| igital Standard Family | $10.95 | $12.95 |
| igital Standard Knowledge | $10.95 | $12.95 |
| igital Standard 3 Pack | $13.95 | $15.95 |
| Digital Starter Pack w/Showtime or Starz | $16.95 | $18.95 |
| Digital Starter Pack w/HBO | $17.95 | $18.95 |
| Digital Plus Package | $31.95 | $35.95 |
| Digital Cable Select | $36.95 | $41.95 |
| Digital Preferred Package | $43.95 | $48.95 |

re you getting the most entertainment out of your cable package? Your digital package includes access to hundreds of free shows with ON DEMAND, cluding NFL and NBA game highlights, kid s favorites on Nickelodeon, PBS Kids, Cartoon Network, music videos, home improvement shows and more! st tune to Channel 1 for more information.

you have any questions, or would like information about our Digital Packages, please call 1-866-660-6137.

ncerely,

omcast

comcast.

12/04 A

ear Customer:

omcast is committed to keeping you informed about our products and services. As part of our efforts, we are providing you with advance notice of a price crease for your Digital Cable Package, effective with your January bill.

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| igital Bronze | $ 5.95 | $ 7.95 |
| igital Premier Pk (Old) | $ 6.95 | $ 6.95 |
| igital Bronze vith a Variety Pack | $10.95 | $12.95 |
| igital Standard | $13.95 | $15.95 |
| Digital Bronze + Premium Pack | $19.95 | $22.95 |
| Digital Silver (Old) | $26.95 | $29.95 |
| Digital Gold (Old) | $36.95 | $39.95 |
| Digital Platinum (Old) | $46.95 | $50.95 |

re you getting the most entertainment out of your cable package? Your digital package includes access to hundreds of free shows with ON DEMAND, cluding NFL and NBA game highlights, kid s favorites on Nickelodeon, PBS Kids, Cartoon Network, music videos, home improvement shows and more! st tune to Channel 1 for more information.

you have any questions, or would like information about our current Digital Packages, please call 1-866-660-6137.

ncerely,

omcast

comcast.

12/04 B

## Line-up

**Premier Pack**

- Turner Classic Movies
- Oxygen
- Bloomberg
- Speed Channel
- International Channel
- Outdoor Channel
- Fox Sports World
- NBA TV
- Cellovision
- fuse
- BET on Jazz
- Fox Movies FXM

**Premium Channels**

- HBO
- HBO2
- HBO Signature
- HBO Family
- HBO Comedy
- HBO Zone
- HBO Latino
- STARZI
- STARZI Theater
- Black STARZI
- STARZI Family
- STARZI Cinema
- STARZI Kids
- Cinemax
- MoreMAX
- ActionMAX
- ThrillerMAX
- Showtime
- Showtime Too
- Showtime Showcase
- Showtime Extreme
- Showtime Beyond
- Flix
- The Movie Channel
- TMC Xtra

**High-Definition Programming**

- WGBH PBS (Boston**)
- WBZ CBS (Boston**)
- WCVB ABC (Boston**)
- WHDH NBC (Boston**)
- WFXT FOX (Boston**)
- Discovery HD***
- ESPN HD***
- Cinemax HD***
- HBO HD***
- STARZI HD***
- Showtime HD***
- INHD***
- INHD2/NESN HD/FSN HD***

**Pay-Per-View**

- Home Theater
- Home Theater
- Pleasure
- Playboy
- Spice
- Playboy español
- The Hot Network
- The Hot Zone

**Music Choice**

- Showcase
- Today's Country
- Classic Country
- Bluegrass
- R & B and Hip-Hop
- Classic R & B
- Smooth R & B
- R & B Hits
- Rap
- Metal
- Rock
- Arena Rock
- Classic Rock
- Alternative
- Retro-Active
- Electronica
- Dance
- Adult Alternative
- Soft Rock
- Hit List
- Party Favorites
- 90's
- 80's
- 70's
- Solid Gold Oldies
- Singers and Standards
- Big Band and Swing
- Easy Listening
- Smooth Jazz
- Jazz
- Blues
- Reggae
- Soundscapes
- Classical Masterpieces
- Opera
- Light Classical
- Show Tunes
- Contemporary Christian
- Gospel
- Radio Disney
- Sounds of the Seasons
- Musica Urbana
- Salsa y Merengue
- Rock en español
- Pop Latino
- Mexicano

**International Channels**

- RAI
- SPT
- TVS
- Zee TV
- Zhong Tian
- RTN

**Canales Selecto Package**

- Supercanal
- TVE Internacional
- Discovery en español
- Cine Latino
- Fox Sports en español
- CNN en español
- Toon Disney en español
- MTV español
- Casa Club TV
- Cine Mexicano
- Gol TV (English)
- NFL Network (English)
- The History Channel en español

Broadcast channels are available as part of a Basic cable subscription.
required.
ing local signals, are subject to availability. A High-Definition (HD)
box and remote control are required. A High-Definition or
ive Digital Cable channels.
ded with Basic Service subscription and HD cable box

## INSTALLATION, SERVICE & Equipment◊

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| **Installation Charges (one-time charge):** | | |
| Installation of cable, never had service before (primary outlet only) | $45.75 | $48.95 |
| Activation of cable, had service before (primary outlet only) | $30.25 | $30.95 |
| Installation/Activation of each additional outlet at time of initial installation | $15.75 | $15.95 |
| Installation/Activation of each additional outlet at any other time | $23.99 | $23.95 |
| Relocation of an existing cable outlet | $20.50 | $21.95 |
| Install Amplifier at time of initial installation | $15.25 | $16.95 |
| Install Amplifier at any other time | $35.75 | $38.95 |
| Connection of VCR/DVD at initial installation | $ 6.50 | $ 7.95 |
| Connection of VCR/DVD at any other time | $14.50 | $14.95 |
| Install A/B switch at time of initial installation | N/A | $ 9.95 |
| Install A/B switch at any other time | $14.50 | $16.95 |
| **Service Charges & Transaction Fees (one-time charge):** | | |
| Returned check fee | $20.00 | $20.00 |
| Late Fee (45 days past due) | 5% | 5% |
| Reactivation of service to overdue account | $15.00 | $15.00 |
| Change of service (requiring a visit) | $15.25 | $11.95 |
| Administrative fee for activation, change of service or digital upgrade (via computer, not available for HD upgrades) | $ 1.99 | $ 1.99 |
| Digital Service or High-Definition Upgrade (requiring a visit) | $15.99 | $16.95 |
| Hourly Service Charge for Technician visit (1/2 hour minimum) (connection of customer equipment including all equipment not owned by Comcast such as game systems, home theater, stereos, etc.) | $30.75 | $32.95 |
| Customer Trouble Call | $19.99 | $19.95 |
| **Equipment Charges (each):** | Replacement Cost | Replacement Cost |
| Unreturned or Damaged Equipment | | |
| A/B Switch or RF Bypass Purchase | $10.00 | $10.00 |
| Home Amplifier Purchase | $44.50 | $44.50 |
| **Monthly Charges:** | | |
| Basic Service Only Cable Box | $ 2.00 | $ 1.25 |
| Digital or Non-Digital Cable Box | $ 5.20 | $ 4.75 |
| High-Definition Cable Box | $ 6.95 | $ 7.95 |
| Remote Control | $ 0.30 | $ 0.30 |
| Service Protection Plan | $ 2.30 | $ 2.30 |

◊ Prices do not apply to Digital Phone Service. Commercial and premium installations are priced separately. Depending on levels of service or programming taken, additional charges for equipment, time and materials may apply. Prices do not include federal, state, and local taxes, FCC user and franchise fees and related costs. HDTV capable cable box only available to customers with an HDTV capable television set.

## COMCAST High-Speed Internet*

| | |
|---|---|
| **Monthly price when purchased with Comcast Cable or Digital Phone service (3Mb)** | $ 42.95 |
| **Monthly price when purchased without Comcast Cable or Digital Phone service (3Mb)** | $ 57.95 |
| **4Mb Speed Tier**** | Just $10 More! |
| **Modem Lease (monthly)** | $ 3.00 |
| **Self-Installation*** | $ 29.95 |
| **Premium Installation*** | $ 99.95 |

**NEW! — Wireless Home Networking*** (including monthly High-Speed Internet service)**

Introducing Comcast Wireless Home Networking. Connect up to 5 devices to your High-Speed Internet account. All without wires.

| | |
|---|---|
| **Monthly price when purchased with Comcast Cable or Digital Phone service (3Mb)** | $ 42.95 |
| **Monthly price when purchased without Comcast Cable or Digital Phone service (3Mb)** | $ 57.95 |
| **4Mb Speed Tier**** | Just $10 More! |
| **Gateway Lease (monthly)** | $ 5.00 |
| **Professional Installation (up to 5 devices)** | $149.99 |

* Self-Installation Kit includes: software, splitter and necessary cabling, and requires customer self-installation. Self-installation Kit may not be available in all areas. Customer responsible for installation of software, Ethernet device, and connection of computer to cable modem. Premium Installation limited to standard Installation of one computer to one data outlet. Ethernet device may be required for service and is available from Comcast for an additional fee. Compatible cable modems can be purchased through Comcast or at select retail locations. Additional charges apply for Comcast Bundle, Basic Service and Standard Cable.

**Maximum download speed: 4.0Mbps. Maximum upload speed: 384Kbps. Actual speeds may vary and are not guaranteed. Many factors affect download speed. Increased download speeds not yet available in all areas.

***Home Networking terms and conditions apply. Prices vary for non-Comcast cable subscribers. Professional Installation is required. Limit of 5 networked devices per account. Service to equipment other than that supplied by Comcast not provided. Computers must be within 150 feet of router, and interference may occur near certain obstacles. For questions about minimum computer requirements and complete details about the service and prices call 1-866-660-6137. Taxes and other fees may apply, with the actual amount depending on location and services ordered. Certain restrictions apply. Services subject to availability.

## COMCAST Digital Phone~

Comcast Digital Phone is the local and long distance connection you need for a great value in home phone service. Our calling packages give you the freedom to make the calls you like all for one low monthly rate! Plus, you may also qualify for a bundle discount, simply by subscribing to other Comcast services (see "Comcast Bundle Package Savings").

**Comcast Connections Any Distance™** ..... **$48.95**
*Features Call Waiting, Caller ID, Call Waiting with Caller ID, Long Distance Alert, Call Return, and unlimited local and domestic direct-dialed long distance calls from home.*

**Comcast Connections™ Plus***** ..... **$28.95**
*Includes basic line, Value Pack‡, and By The Minute Long Distance Calling Plan*

**Comcast Complete™ Plus***** ..... **$31.95**
*Includes basic line, Premium Pack**, and By The Minute Long Distance Calling Plan*

**‡Value Pack:** *Call Waiting, Caller ID^, Call Waiting with Caller ID, LD Alert, Call Return*
****Premium Pack:** *Anonymous Call Rejection, Call Forwarding Selective, Call Forwarding Variable, Call Return, Call Screening, Call Waiting, Call Waiting with Caller ID, Caller ID, Repeat Dial, Speed Dial 30, Three-Way Calling*

~Not available in all areas. ^Requires Caller ID equipment. ***Does not include long distance charges, a Subscriber Line Charge, a Universal Connectivity Charge, and other state and local charges that may apply. Inside wiring and outlet fees may apply. Comcast Connections Any Distance Package is only available to Comcast residential customers who select Comcast Digital Phone as their local, local toll and long distance provider. Plan includes domestic direct-dialed calls from home and calls to Puerto Rico, Guam, the U.S. Virgin Islands and the Commonwealth of the Northern Mariana Islands. Plan does not include international calls. Certain restrictions apply. Services subject to availability. ©2004 Comcast Cable Communications, LLC. All rights reserved. Comcast is a registered trademark of Comcast Corporation or its subsidiaries.

**For more information**
**visit us at www.comcast-ne.com/information**
**or call us at 1-866-660-6137**

comcast.

# IMPORTANT
Information

Manchester, NH

**SERVICE, INSTALLATION**
& Equipment Prices

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| | $ 9.15 | $10.25 |
| | $30.75 | $33.25 |
| ce | $39.90 | $43.50 |
| | $ 0.05 | $ 0.05 |
| **** | $39.95 | $43.55 |
| h FRC | | |

able includes Basic Service and Expanded Basic Service.

are costs associated with providing public, educational or government access facilities, equipment or other related costs in your community. Franchise Related Costs s of service.

tomers age 65+ who are head of household and qualify for the City of Manchester's "Elderly Exemption." Restrictions apply.

may purchase is BASIC SERVICE. As a cable customer, you must purchase BASIC SERVICE to subscribe to any other video service offered by Comcast. Service, programming and equipment are subject to availability. All pricing, programming a. Please call 1-866-660-6137 for further information. The purchase of premium channels, packages and a la carte services (including IN DEMAND, Pay-Per-View and ON DEMAND) requires the appropriate Comcast cable box. Prices for these ; FCC user and franchise fees, federal, or state & local taxes.

## Package Savings:

ribe to:
us Digital Cable with
t and Digital Phone*
$25 Monthly!
eed Internet and $5 off Digital phone)

ribe to:
Cable with High-Speed Internet*
$20 Monthly!
$15 off High-Speed Internet)

ribe to:
peed Internet and Digital Phone*
; $20 Monthly!
et and $5 off Digital Phone)

ribe to:
ital Cable with Digital Phone*
; $10 Monthly!
nd $5 off Digital Phone)

**e that's right for you!**

s of Comcast Cable Policies and Practices. d with other promotional discounts. Certain a subscriber in good standing with two or ounted services subject to any noticed price vent a bundle service is cancelled, standard e(s).

r any Digital International Channel Selection. cal and long distance calling plan. or owned modem. Digital Cable service based on $5 per month a purchased. Savings for High-Speed Internet

## Comcast Digital Value Packages — *All without purchasing a new TV or expensive equipment.*

**All packages include: On-Screen Program Guide, ON DEMAND, Digital PPV and 46 channels of music****

| Comcast Digital Classic | Comcast Digital Plus | Comcast Digital Silver | Comcast Digital Gold | Comcast Digital Platinum |
|---|---|---|---|---|
| ABC News Now†† | Digital Classic | Digital Plus | Digital Plus | Digital Plus |
| BBC America | Biography Channel | Any *ONE* Premium Pack Choice | Any *TWO* Premium Pack Choices | *ALL* Premium Pack Choices |
| Black Family Channel | Discovery Home Channel | $24.95** | $34.95** | $46.95** |
| Discovery HD*** | Discovery Times | | | |
| Discovery Health | Discovery Wings | | | |
| Discovery Kids | Do It Yourself Network | | | |
| ESPN HD*** | Encore | | | |
| ESPNews | Encore Action | | | |
| EWTN | Encore Love Stories | | | |
| G4techTV | Encore Mystery | | | |
| Independent Film Channel | Encore True Stories | | | |
| INHD*** | Encore Westerns | | | |
| INHD2/NESN HD | Fine Living Channel | | | |
| FSN HD*** | FitTV | | | |
| Jewelry TV by ALDC | Great American Country | | | |
| MTV2 | History International | | | |
| National Geographic Channel | ILife TV | | | |
| Nick GAS | Lifetime Movie Network | | | |
| Nicktoons | MTV español | | | |
| Noggin | MTV Hits | | | |
| style | MTV Jams | | | |
| The Science Channel | NFL Network | | | |
| The Word Network | Nick Too | | | |
| Trinity Broadcast Network | Sundance Channel | | | |
| VH-1 Classic | Toon Disney | | | |
| VH-1 Country | VH-1 Soul | | | |
| Weatherscan Local | WAMI | | | |
| Women's Entertainment | | | | |
| WGBH Create†† | | | | |
| WGBH Kids†† | | | | |
| WGBH World†† | | | | |
| $5.95** | $10.95** | | | |

**Premium Pack Choices:**

**HBO Pack** — *Includes:* 8 HBO channels; HBO, HBO2, HBO Signature, HBO Family, HBO Comedy, HBO Zone, HBO Latino, HBO ON DEMAND & HBO HD***

**Cinemax Pack** — *Includes:* 5 Cinemax channels; Cinemax, MoreMAX, ActionMAX, ThrillerMAX, Cinemax ON DEMAND & Cinemax HD***

**STARZI Pack** — *Includes:* 7 STARZI channels; STARZI, STARZI Theater, STARZI Family, STARZI Cinema, Black STARZI, STARZI Kids, STARZI ON DEMAND & STARZI HD***

**Showtime Pack** — *Includes:* 7 Showtime channels; Showtime, Showtime Too, Showtime Showcase, Showtime Extreme, Showtime Beyond, Flix, Showtime ON DEMAND & Showtime HD***

**The Movie Channel Pack** — *Includes:* 2 channels; The Movie Channel, TMC Xtra & The Movie Channel ON DEMAND

** Digital or High-Definition cable box, remote and Standard Cable not included in Digital Package pricing. These Digital Packages are the current packages offered. Packages not listed are no longer available. Certain restrictions apply. Service subject to availability.

*** Minimum service level required in order to receive this channel.

†† ABC News Now and WGBH Digital Broadcast channels are available as part of a Basic cable subscription.

## A LA CARTE Choices

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| HBO (Non-Digital) | $18.95 | $18.95 |
| Comcast Digital Premium‡ — Choose from HBO, Cinemax, STARZI, Showtime or The Movie Channel. | $18.95 | $18.95 |
| Digital Video Recorder Service† — Monthly fee for digital box and remote is additional** | $ 9.95 | $ 9.95 |
| TV Guide℠ Weekly Digest | $ 4.20 | $ 4.20 |
| Service Plus (Non-Digital) — Charge for reception of premium service(s) or package on additional outlets. (per household) | $ 2.00 | $ 2.00 |
| Digital Access (High-Definition or Digital) — Charge for reception of premium service(s) or package on additional outlets. (per outlet) | $ 2.00 | $ 2.45 |
| Digital On-Screen Program Guide — Includes: On-Screen Program Guide, Music Choice & Pay-Per-View access (per outlet) | $ 2.95 | N/A |

## DIGITAL VALUE PACKAGES*

| | | |
|---|---|---|
| Comcast Digital Classic | $ 4.95 | $ 5.95 |
| Comcast Digital Plus | $ 9.95 | $10.95 |
| Comcast Digital Silver | $23.95 | $24.95 |
| Comcast Digital Gold | $33.95 | $34.95 |
| Comcast Digital Platinum | $46.95 | $46.95 |
| Comcast Digital Platinum Plus Premier Pack | $49.95 | $50.95 |
| All above packages include access to ON DEMAND | | |
| Comcast Digital Premier Pack† | $ 6.95 | $ 6.95 |
| Comcast Digital Sports Pack† — CSTV, Fox Sports World, Gol TV, NBA TV, NFL Network, Outdoor Channel, Speed Channel & TV Game | $ 4.95 | $ 4.95 |

## International Channels‡

| | | |
|---|---|---|
| Canales Selecto (Hispanic) — Including Gratis en español On Demand | $ 6.95 | $ 6.95 |
| RAI (Italian) | $ 9.95 | $ 9.95 |
| RTN (Russian) | $14.95 | $14.95 |
| SPT (Portuguese/Brazilian) | $ 9.95 | $ 9.95 |
| TV5 (French) | $ 9.95 | $ 9.95 |
| Zee TV (South Asian) | $14.95 | $14.95 |
| Zhong Tian (Chinese) | $11.95 | $11.95 |

## ON DEMAND/iN Demand PPV‡

| | | |
|---|---|---|
| General Entertainment Programming | FREE**** | |
| HBO, Cinemax, Showtime, TMC, Starzi — Included with Digital Premium subscription only. | Access | |
| Hollywood Movies | $ 2.99/Movie | $ 2.99/Movie |
| New Released Movies | $ 3.99/Movie | $ 3.99/Movie |
| High-Definition Movies | $ 5.99/Movie | $ 5.99/Movie |
| Feature Length Adult | $10.99/Movie | $10.99/Movie |
| Programming | $13.99/Movie | $13.99/Movie |
| Live Sports Events & Concerts | Prices Vary By Event | |

* These Digital Packages are the current packages offered. Packages not listed are no longer available. Prices do not include digital box & remote. Certain restrictions apply. Service subject to availability.

** DVR recording times are limited. DVR is HDTV compatible. ON DEMAND programs can not be recorded with DVR service. Prior to obtaining a DVR from Comcast, additional documentation and a credit verification may be necessary.

*** With subscription to Digital Classic or above.

† Minimum service level of Digital Classic required to receive this service or package.

‡ Digital cable box and remote required to view these services.

## Analog (Standard Cable) Channel Line-up

| | | | | | |
|---|---|---|---|---|---|
| 2 | WGBH-2 (PBS) | 27 | Court TV | 53 | Bravo |
| 3 | CN8 | 28 | MTV | 54 | Food Network |
| 4 | WBZ-4 (CBS) | 29 | VH-1 | 55 | Spike TV |
| 5 | WCVB-5 (ABC) | 30 | fX | 56 | EWTN/INSP |
| 6 | CKSH-9 (Canadian) | 31 | TBS | 58 | Hallmark Channel |
| 7 | WHDH-7 (NBC) | 32 | Home & Garden TV | 59 | AMC |
| 8 | WLVI-56 (WB) | 33 | TNT | 60 | Cartoon Network |
| 9 | WWDP-46 (Shop NBC) | 34 | El Entertainment | 61 | Comedy Central |
| 10 | New England Cable News | 35 | USA Network | 62 | Sci-Fi Channel |
| | | 36 | Lifetime Television | 63 | Animal Planet |
| 11 | WENH-11 (PBS) | 37 | A&E | 64 | TV Land |
| 12 | WMUR-9 (ABC) | 38 | The Learning Channel | 65 | Outdoor Life Netwo |
| 13 | WFXT-25 (FOX) | 39 | Discovery Channel | 66 | History Channel |
| 14 | WSBK-38 (UPN) | 40 | MSNBC | 67 | Travel Channel |
| 15 | WNEU-21 (PAX) | 41 | Fox News | 68 | GSN/ Leased Access |
| 16 | Access Channel | 42 | CNN | | |
| 17 | WUNI-27 (IND) | 43 | CNN Headline News | 69 | The Golf Channel |
| 18 | WNDS-50 (IND) | 44 | C-SPAN | 70 | HSN |
| 19 | WNEU-60 (Telemundo) | 45 | C-SPAN2 | 71 | QVC |
| 20 | WMFP-62 (IND) | 46 | CNBC | 72 | HBO |
| 21 | WUTF-66 (Telefutura) | 47 | The Weather Channel | 95 | Product Information Network |
| 22 | Access Channel | 48 | ESPN Classic | | |
| 23 | Access Channel | 49 | ESPN | 96 | WYDN-48 (Daystar) |
| 24 | Disney Channel | 50 | ESPN2 | | |
| 25 | Nickelodeon | 51 | NESN | | |
| 26 | ABC Family Channel | 52 | Fox Sports Net | | |

* Subject to availabili

Basic Service — Expanded Basic Service — Premium

Manchester 01/

## Channel Changes

| Channel Name | Old Channel | New Channel |
|---|---|---|
| Women's Entertainment | 58 | Digital 215 |
| Hallmark Channel | N/A | 58 |
| QVC | 71 | 71 |

These programming service changes will be made to your channel line-up on or before Jan. 1, 2005. V063

Comcast
**Bryan Christiansen**
460 Amherst Street
Nashua, NH 03063
603-889-1363 ext. 3014

November 22, 2004

***Via UPS Overnight Mail***

Mayor/Board of Alderman
City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Mayor and Members of the Board:

As part of our ongoing efforts to keep you informed about key aspects of our service, I am writing to tell you about some important pricing changes that will soon go into effect for certain Comcast services. I have also provided brief updates on customer service, the competitive environment and other aspects of our business. Enclosed with this letter is a copy of the January 2005 price adjustment notice that will be mailed to all customers within the next ten days.

- **Prices:** Comcast makes every effort to minimize costs and increase choice for its customers. Price changes reflect the increased value of the service, new product developments and a $350 million investment to improve customer service, enhance the reliability and quality of our network and introduce new technology that gives customers more choice and control.
- **Competitive Environment:** Comcast continues to operate in a very competitive market and is well aware that customers have numerous options for service. Virtually every customer we serve chooses Comcast from among several options for television entertainment, Internet or telephone, where available. We continue to work hard in providing the most value, choice and control to our customers at competitive prices.
- **Investment in Innovation:** During the past year in New England, Comcast has invested more than $265 million in our network and services to offer more choice and control in our programming and products. This investment has made it possible to rapidly offer products such as Comcast Digital Cable, Video on Demand (VOD), High Definition Television (HDTV), and Digital Video Recorders (DVR). We have also doubled the number of networks available on VOD and now have more than 2,000 programs available including hit movies, PBS Kids, Nickelodeon, The NFL Network, A&E Biography, Discovery, music videos and concerts and much more.
- **Customer Service Excellence**: Comcast is committed to the philosophy that we want to be the communications company that connects people to what is important in their lives. Comcast has hired hundreds of customer service representatives throughout New England to ensure that 100 percent of cable television service calls are handled by well-trained employees who live and work in New England. This year, we've also added more home appointments in the early morning, late evening and weekends, enhanced our online support and added flexibility to our policies to ensure that our technicians arrive promptly, answer all questions and stay until the job is completed. The results have been outstanding – our surveys show that 90 percent of our customers are satisfied with Comcast's service.

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CITY CLERK'S OFFICE

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- **Value into the Home:** Cable television continues to be an excellent value for our customers. For about $2 a day, customers who subscribe to Comcast Digital Cable can receive approximately 170 channels, including 46 music channels, an interactive on-screen guide, and hundreds of Video on Demand offerings such as movies, sports highlights, children's shows and even local news available anytime. Additionally, many more programming options are available for those customers subscribing to our Digital Package offerings, such as dozens of commercial free premium movie channels, 14 HDTV cable networks and an array of full-season sports packages.
- **Community Investment**: Comcast is proud to be a good corporate citizen and recognizes the importance of giving back to the community. To that end, Comcast continues to work with many local and non-profit organizations, schools and libraries in the areas we serve. This year in New England, Comcast has provided more than $3.2 million in donations and in-kind services to these groups.

Comcast is committed to offering the best value in home entertainment, with a wide variety of programming and programming packages to accommodate customers' personal preferences. Furthermore, we continue to invest in new technology to add choice and control to the programming and services that we offer, including High Speed Internet service, Video on Demand and high-definition television.

Please do not hesitate to contact me at 603-889-1363 ext. 3014 should you have any questions about the information I have enclosed here or about our service in general.

Respectfully,

Bryan Christiansen

Bryan Christiansen
Manager of Government & Community Relations

Enclosures

D

Comcast
676 Island Pond Road
Manchester, NH 03109

Dear Valued Comcast Customer,

Comcast is committed to keeping you informed about the products and services we offer in your town. For this reason, we are providing you with advance notice of our 2005 prices for your cable services, effective with your January billing statement. These price changes will allow us to continue to invest in our network and services as we strive to deliver the very best in cable television programming, customer service and new technology.

Comcast offers dozens of programming packages, from Basic Cable to Digital Cable with ON DEMAND and high-definition television (HDTV), to accommodate customers' personal preferences.

During the past year, Comcast has invested significantly in our network to offer more choice and control in our programming, products and services. Our cable systems are highly reliable and are maintained to the most stringent technical standards in the industry. This investment has made it possible to rapidly introduce new products such as Comcast Digital Cable with Video On Demand, HDTV and now our Digital Video Recorder. Our Video On Demand library now contains more than 2,000 hours of programming including hit movies, PBS Kids, Nickelodeon, extended highlights of NFL games, A&E Biography, Discovery, music videos and concerts and much more. We also offer high-speed Internet services with home networking, enhanced download speeds, increased e-mail storage space, and our most recent addition, video e-mail.

We have made a substantial investment to improve customer service and are proud of the many achievements made over the past year. Comcast has hired hundreds of customer service representatives to ensure that all cable television service calls are handled by well-trained employees who live and work in New England. We've also expanded our service center hours, added 30 percent more appointment availability including early mornings, late evenings and weekends, enhanced online support and changed our policies to ensure that our technicians arrive on time, answer all your questions and stay until the job is completed. You have our commitment that we will remain focused and we will continue to be there when you need support from Comcast.

Please review the enclosed notification for updated pricing information. If you have any questions, please call us at 1-866-660-6137. We have also designed a web site, www.comcast-ne.com/information, to provide you with more information on our prices and programming changes. In addition, we would like to hear from you via our online feedback survey available at this site.

Thank you for choosing Comcast; we value your business.

Sincerely,

Comcast

## DIGITAL Channel Line-up

[illegible]

- ON DEMAND
- ABC News Now††
- WGBH World††
- National Geographic Channel
- Style
- Independent Film Channel
- Women's Entertainment
- GBH Kids††
- G4techTV
- Nicktoons
- Discovery Kids
- Noggin
- Nick GAS
- Discovery Health
- The Science Channel
- Trinity Broadcast Network
- Jewelry TV by ACN
- Black Family Channel
- The Word Network
- WGBH Create††
- EWTN
- BBC America
- Weatherscan Local
- ESPNews
- MTV2
- VH-1 Country
- VH-1 Classic
- Discovery HD***
- ESPN HD***
- INHD***
- INHD2/NESN HD/FSN HD***

[illegible]

- Sundance Channel
- Encore Action
- Encore Love Stories
- Encore Mystery
- Encore True Stories
- Encore Westerns
- Toon Disney
- WAM!
- Nick Too
- RTN
- Lite TV
- Discovery Home Channel
- Fine Living Channel
- Do It Yourself Network
- History International
- Biography Channel
- Discovery Times
- Discovery Wings
- NFL Network
- Lifetime Movie Network
- MTV Hits
- VH-1 Soul
- Great American Country
- MTV Jams
- Encore
- MTV español

[illegible]

- Speed Channel
- Outdoor Channel
- Fox Sports World
- NBA TV
- TV Game
- CSTV
- NFL Network
- Gol TV

[illegible]

- Turner Classic Movies
- Oxygen
- Bloomberg
- Speed Channel
- International Channel
- Outdoor Channel
- Fox Sports World
- NBA TV
- Deltovision
- fuse
- BET on Jazz
- Fox Movies FXM

[illegible]

- HBO
- HBO2
- HBO Signature
- HBO Family
- HBO Comedy
- HBO Zone
- HBO Latino
- STARZ!
- STARZ! Theater
- Black STARZ!
- STARZ! Family
- STARZ! Cinema
- STARZ! Kids
- Cinemax
- MoreMAX
- ActionMAX
- ThrillerMAX
- Showtime
- Showtime Too
- Showtime Showcase
- Showtime Extreme
- Showtime Beyond
- Flix
- The Movie Channel
- TMC Xtra

[illegible]

- WGBH PBS (Boston*)
- WBZ CBS (Boston*)
- WCVB ABC (Boston*)
- WHDH NBC (Boston*)
- WFXT FOX (Boston*)
- Discovery HD***
- ESPN HD***
- Cinemax HD***
- HBO HD***
- STARZ! HD***
- Showtime HD***
- INHD***
- INHD2/NESN HD/FSN HD***

**Pay-Per-View**

- Home Theater
- Home Theater
- Pleasure
- Playboy
- Spice
- Playboy español
- The Hot Network
- The Hot Zone

**Music Choice**

- Showcase
- Today's Country
- Classic Country
- Bluegrass
- R & B and Hip Hop
- Classic R & B
- Smooth R & B
- R & B Hits
- Rap
- Metal
- Rock
- Arena Rock
- Classic Rock
- Alternative
- Retro-Active
- Electronica
- Dance
- Adult Alternative
- Soft Rock
- Hit List
- Party Favorites
- 90's
- 80's
- 70's
- Solid Gold Oldies
- Singers and Standards
- Big Band and Swing
- Easy Listening
- Smooth Jazz
- Jazz
- Blues
- Reggae
- Soundscapes
- Classical Masterpieces
- Opera
- Light Classical
- Show Tunes
- Contemporary Christian
- Gospel
- Radio Disney
- Sounds of the Seasons
- Musica Urbana
- Salsa y Merengue
- Rock en español
- Pop Latino
- Mexicano

[illegible]

- RAI
- SPT
- TV5
- Zee TV
- Zhong Tian
- RTN

**Canales Selecto Package**

- Supercanal
- TVE Internacional
- Discovery en español
- Cine Latino
- Fox Sports en español
- CNN en español
- Toon Disney en español
- MTV español
- Casa Club TV
- Cine Mexicano
- Gol TV (English)
- NFL Network (English)
- The History Channel en español

†† ABC News Now and WGBH Digital Broadcast channels are available as part of a Basic cable subscription. A digital cable box and remote are required.

* High-Definition (HD) channels, including local signals, are subject to availability. A High-Definition (HD) television set (not provided), cable box and remote control are required. A High-Definition or Digital Cable box is required to receive Digital Cable channels.

** HD local broadcast signals are included with Basic Service subscription and HD cable box (see equipment pricing).

*** Minimum service level required in order to receive this channel. Some restrictions apply.

## INSTALLATION, SERVICE & Equipment◊

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| **Installation Charges (one-time charge):** | | |
| **Installation of cable, never had service before** (primary outlet only) | $45.75 | $48.95 |
| **Activation of cable, had service before** (primary outlet only) | $30.25 | $30.95 |
| **Installation/Activation of each additional outlet at time of initial installation** | $15.75 | $15.95 |
| **Installation/Activation of each additional outlet at any other time** | $23.99 | $23.95 |
| **Relocation of an existing cable outlet** | $20.50 | $21.95 |
| **Install Amplifier at time of initial installation** | $15.25 | $16.95 |
| **Install Amplifier at any other time** | $35.75 | $38.95 |
| **Connection of VCR/DVD at initial installation** | $ 6.50 | $ 7.95 |
| **Connection of VCR/DVD at any other time** | $14.50 | $14.95 |
| **Install A/B switch at time of initial installation** | N/A | $ 9.95 |
| **Install A/B switch at any other time** | $14.50 | $16.95 |
| **Service Charges & Transaction Fees (one-time charge):** | | |
| **Returned check fee** | $20.00 | $20.00 |
| **Late Fee (45 days past due)** | 5% | 5% |
| **Reactivation of service to overdue account** | $15.00 | $15.00 |
| **Change of service** (requiring a visit) | $15.25 | $11.95 |
| **Administrative fee for activation, change of service or digital upgrade** (via computer, not available for HD upgrades) | $ 1.99 | $ 1.99 |
| **Digital Service or High-Definition Upgrade** (requiring a visit) | $15.99 | $16.95 |
| **Hourly Service Charge for Technician visit** (1/2 hour minimum) (connection of customer equipment including all equipment not owned by Comcast such as game systems, home theater, stereos, etc.) | $30.75 | $32.95 |
| **Customer Trouble Call** | $19.99 | $19.95 |
| **Equipment Charges (each):** | Replacement Cost | Replacement Cost |
| **Unreturned or Damaged Equipment** | Cost | Cost |
| **A/B Switch or RF Bypass Purchase** | $10.00 | $10.00 |
| **Home Amplifier Purchase** | $44.50 | $44.50 |
| **Monthly Charges:** | | |
| **Basic Service Only Cable Box** | $ 2.00 | $ 1.25 |
| **Digital or Non-Digital Cable Box** | $ 5.20 | $ 4.75 |
| **High-Definition Cable Box** | $ 6.95 | $ 7.95 |
| **Remote Control** | $ 0.30 | $ 0.30 |
| **Service Protection Plan** | $ 2.30 | $ 2.30 |

◊ Prices do not apply to Digital Phone Service. Commercial and premium installations are priced separately. Depending on levels of service or programming taken, additional charges for equipment, time and materials may apply. Prices do not include federal, state, and local taxes, FCC user and franchise fees and related costs. HDTV capable cable box only available to customers with an HDTV capable television set (not provided by Comcast). Certain restrictions apply. HDTV signal subject to availability.

## COMCAST High-Speed Internet*

**Monthly price when purchased with**
**Comcast Cable or Digital Phone service (3Mb)** .............. $ 42.95
**Monthly price when purchased without**
**Comcast Cable or Digital Phone service (3Mb)** .............. $ 57.95
**4Mb Speed Tier**** .............. Just $10 More!
**Modem Lease (monthly)** .............. $ 3.00
**Self-Installation*** .............. $ 29.95
**Premium Installation*** .............. $ 99.95

### NEW! — Wireless Home Networking*** (including monthly High-Speed Internet service)

Introducing Comcast Wireless Home Networking. Connect up to 5 devices to your High-Speed Internet account. All without wires.

**Monthly price when purchased with**
**Comcast Cable or Digital Phone service (3Mb)** .............. $ 42.95
**Monthly price when purchased without**
**Comcast Cable or Digital Phone service (3Mb)** .............. $ 57.95
**4Mb Speed Tier**** .............. Just $10 More!
**Gateway Lease (monthly)** .............. $ 5.00
**Professional Installation (up to 5 devices)** .............. $149.99

* Self-Installation Kit includes, software, splitter and necessary cabling, and requires customer self installation. Self-installation Kit may not be available in all areas. Customer responsible for installation of software, Ethernet device, and connection of computer to cable modem. Premium installation limited to standard installation of one computer to one data outlet. Ethernet device may be required for service and is available from Comcast for an additional fee. Compatible cable modems can be purchased through Comcast or at select retail locations. Additional charges apply for Comcast Bundle, Basic Service and Standard Cable.

**Maximum download speed: 4.0Mbps. Maximum upload speed: 384Kbps. Actual speeds may vary and are not guaranteed. Many factors affect download speed. Increased download speeds not yet available in all areas.

***Home Networking terms and conditions apply. Prices vary for non-Comcast cable subscribers. Professional installation is required. Limit of 5 networked devices per account. Service to equipment other than that supplied by Comcast not provided. Computers must be within 150 feet of router, and interference may occur near certain obstacles. For questions about minimum computer requirements and complete details about the service and prices call 1-866-660-6137. Taxes and other fees may apply, with the actual amount depending on location and services ordered. Certain restrictions apply. Services subject to availability.

## COMCAST Digital Phone~

Comcast Digital Phone is the local and long distance connection you need for a great value in home phone service. Our calling packages give you the freedom to make the calls you like all for one low monthly rate! Plus, you may also qualify for a bundle discount, simply by subscribing to other Comcast services (see "Comcast Bundle Package Savings").

**Comcast Connections Any Distance™** .............. $48.95
*Features Call Waiting, Caller ID, Call Waiting with Caller ID, Long Distance Alert, Call Return, and unlimited local and domestic direct-dialed long distance calls from home.*

**Comcast Connections™ Plus***** .............. $26.95
*Includes basic line, Value Pack‡, and By The Minute Long Distance Calling Plan*

**Comcast Complete™ Plus***** .............. $31.95
*Includes basic line, Premium Pack**, and By The Minute Long Distance Calling Plan*

**‡Value Pack:** *Call Waiting, Caller ID^, Call Waiting with Caller ID, LD Alert, Call Return*
****Premium Pack:** *Anonymous Call Rejection, Call Forwarding Selective, Call Forwarding Variable, Call Return, Call Screening, Call Waiting, Call Waiting with Caller ID, Caller ID, Repeat Dial, Speed Dial 30, Three-Way Calling*

~Not available in all areas. ^Requires Caller ID equipment. ***Does not include long distance charges, a Subscriber Line Charge, a Universal Connectivity Charge, and other state and local charges that may apply. Inside wiring and outlet fees may apply. Comcast Connections Any Distance Package is only available to Comcast residential customers who select Comcast Digital Phone as their local, local toll and long distance provider. Plan includes domestic direct dialed calls from home and calls to Puerto Rico, Guam, the U.S. Virgin Islands and the Commonwealth of the Northern Mariana Islands. Plan does not include international calls. Certain restrictions apply. Services subject to availability. ©2004 Comcast Cable Communications, LLC. All rights reserved. Comcast is a registered trademark of Comcast Corporation or its subsidiaries.

**For more information**
**visit us at www.comcast-ne.com/information**
**or call us at 1-866-660-6137**

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Comcast.

# IMPORTANT
Information

Manchester, NH

# SERVICE, INSTALLATION
& Equipment Prices

**All prices listed in this notice are per month charges unless otherwise specified.**

## CABLE TV Prices^

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| **Manchester, NH** | | |
| LEVELS OF SERVICE: | | |
| Basic Service† | $ 9.15 | $10.25 |
| Expanded Basic Service | $30.75 | $33.25 |
| **STANDARD CABLE*** | **$39.90** | **$43.50** |
| Franchise Related Costs**† | $ 0.05 | $ 0.05 |
| Total Standard Cable with FRC | $39.95 | $43.55 |

* The price for Standard Cable includes Basic Service and Expanded Basic Service.

** Franchise Related Costs are costs associated with providing public, educational or government access facilities, equipment or other related costs in your community. Franchise Related Costs are applicable to all levels of service.

† Discount available to customers age 65+ who are head of household and qualify for the City of Manchester's "Elderly Exemption." Restrictions apply.

^The minimum level of cable service you may purchase is BASIC SERVICE. As a cable customer, you must purchase BASIC SERVICE to subscribe to any other video service offered by Comcast. Service, programming and equipment are subject to availability. All pricing, programming and channel locations are subject to change. Please call 1-866-660-6137 for further information. The purchase of premium channels, packages and a la carte services (including iN DEMAND, Pay-Per-View and ON DEMAND) requires the appropriate Comcast cable box. Prices for these services do not include applicable regulatory, FCC user and franchise fees, federal, or state & local taxes.

## Comcast Bundle Packages Savings

Subscribe to:
- Standard Cable plus Digital Cable with High-Speed Internet and Digital Phone*

Total Savings $25 Monthly!
($8 off Digital Cable, $15 off High Speed Internet and $5 off Digital phone)

Subscribe to:
- Standard Cable plus Digital Cable with High-Speed Internet*

Total Savings $20 Monthly!
($5 off Standard Cable and $15 off High-Speed Internet)

Subscribe to:
- Standard Cable with High Speed Internet and Digital Phone*

Total Savings $20 Monthly!
($15 off High Speed Internet and $5 off Digital Phone)

Subscribe to:
- Standard Cable plus Digital Cable with Digital Phone*

Total Savings $10 Monthly!
($5 off Digital Cable and $5 off Digital Phone)

**Choose the Package that's right for you!**

*Service subject to availability and terms of Comcast Cable Policies and Practices. Bundled packages may not be combined with other promotional discounts. Certain restrictions apply. Customer must remain a subscriber in good standing with two or more qualifying Comcast services. All discounted services subject to any noticed price increases within discount year. In the event a bundle service is cancelled, standard prices shall apply to any remaining service(s).

**Minimum Qualifying Service Levels:**
*Video:* Standard Cable and Digital Silver or any Digital International Channel Selection
*Phone:* Local line and Value Pack plus local and long distance calling plan.
*Internet:* 5Mb speed service with leased or owned modem.

**Savings:** Savings for Digital Phone and Digital Cable service based on $5 per month discount off standard retail price of service purchased. Savings for High Speed Internet consists of $15 reduced service price based on standard prices of High-Speed Internet of $57.95 per month and monthly modem rental fee of $3.00.

## Comcast Digital Value Packages — *All without purchasing a new TV or expensive equipment.*

All packages include: On-Screen Program Guide, ON DEMAND, Digital PPV and 46 channels of music**

| Comcast Digital Classic | Comcast Digital Plus |
|---|---|
| ABC News Now†† | Digital Classic |
| BBC America | Biography Channel |
| Black Family Channel | Discovery Home Channel |
| Discovery HD*** | Discovery Times |
| Discovery Health | Discovery Wings |
| Discovery Kids | Do It Yourself Network |
| ESPN HD*** | Encore |
| ESPNews | Encore Action |
| EWTN | Encore Love Stories |
| G4techTV | Encore Mystery |
| Independent Film Channel | Encore True Stories |
| INHD*** | Encore Westerns |
| INHD2/NESN HD/ FSN HD*** | Fine Living Channel |
| Jewelry TV by ACN | FXTV |
| MTV2 | Great American Country |
| National Geographic Channel | History International |
| Nick GAS | iLife TV |
| Nicktoons | Lifetime Movie Network |
| Noggin | MTV español |
| style. | MTV Hits |
| The Science Channel | MTV Jams |
| The Word Network | NFL Network |
| Trinity Broadcast Network | Nick Too |
| VH-1 Classic | Sundance Channel |
| VH-1 Country | Toon Disney |
| Weatherscan Local | VH-1 Soul |
| Women's Entertainment | WAMI |
| WGBH Create†† | |
| "GBH Kids" | |
| WGBH World†† | |
| $5.95** | $10.95** |

| Comcast Digital Silver | Comcast Digital Gold | Comcast Digital Platinum |
|---|---|---|
| Digital Plus | Digital Plus | Digital Plus |
| Any *ONE* Premium Pack Choice | Any *TWO* Premium Pack Choice | *ALL* Premium Pack Choices |
| $24.95** | $34.95** | $46.95** |

**Premium Pack Choices:**

**HBO Pack** — *Includes:* 8 HBO channels; HBO, HBO2, HBO Signature, HBO Family, HBO Comedy, HBO Zone, HBO Latino, HBO ON DEMAND & HBO HD***

**Cinemax Pack** — *Includes:* 5 Cinemax channels; Cinemax, MoreMAX, ActionMAX, ThrillerMAX, Cinemax ON DEMAND & Cinemax HD***

**STARZ! Pack** — *Includes:* 7 STARZ! channels; STARZ!, STARZ! Theater, STARZ! Family, STARZ! Cinema, Black STARZ!, STARZ! Kids, STARZ! ON DEMAND & STARZ! HD***

**Showtime Pack** — *Includes:* 7 Showtime channels; Showtime, Showtime Too, Showtime Showcase, Showtime Extreme, Showtime Beyond, Flix, Showtime ON DEMAND & Showtime HD***

**The Movie Channel Pack** — *Includes:* 2 channels; The Movie Channel, TMC Xtra & The Movie Channel ON DEMAND

** Digital or High-Definition cable box, remote and Standard Cable not included in Digital Package pricing. These Digital Packages are the current packages offered. Packages not listed are no longer available. Certain restrictions apply. Service subject to availability.

*** Minimum service level required in order to receive this channel

†† ABC News Now and WGBH Digital Broadcast channels are available as part of a Basic cable subscription. A digital cable box and remote are required.

## A LA CARTE Choices

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| HBO (Non-Digital) | $18.95 | $18.95 |
| Comcast Digital Premium‡ (Choose from HBO, Cinemax, STARZ!, Showtime or The Movie Channel) | $18.95 | $18.95 |
| Digital Video Recorder Service‡ (Monthly fee for digital box and remote is additional**) | $ 9.95 | $ 9.95 |
| TV Guide** Weekly Digest | $ 4.20 | $ 4.20 |
| Service Plus (Non-Digital) (Charge for reception of premium service(s) or package on additional outlets (per household)) | $ 2.00 | $ 2.00 |
| Digital Access (High-Definition or Digital) (Charge for reception of premium service(s) or package on additional outlets (per outlet)) | $ 2.00 | $ 2.45 |
| Digital On-Screen Program Guide (Includes: On-Screen Program Guide, Music Choice & Pay-Per-View access (per outlet)) | $ 2.95 | N/A |

## DIGITAL VALUE PACKAGES*

| | | |
|---|---|---|
| Comcast Digital Classic | $ 4.95 | $ 5.95 |
| Comcast Digital Plus | $ 9.95 | $10.95 |
| Comcast Digital Silver | $23.95 | $24.95 |
| Comcast Digital Gold | $33.95 | $34.95 |
| Comcast Digital Platinum | $46.95 | $46.95 |
| Comcast Digital Platinum Plus Premier Pack | $49.95 | $50.95 |
| All above packages include access to ON DEMAND | | |
| Comcast Digital Premier Pack‡ | $ 6.95 | $ 6.95 |
| Comcast Digital Sports Pack‡ (CSTV, Fox Sports World, Gol TV, NBA TV, NFL Network, Outdoor Channel, Speed Channel & TV Game | $ 4.95 | $ 4.95 |

## International Channels‡

| | | |
|---|---|---|
| Canales Selecto (Hispanic) (Including Gratis en español On Demand) | $ 6.95 | $ 6.95 |
| RAI (Italian) | $ 9.95 | $ 9.95 |
| RTN (Russian) | $14.95 | $14.95 |
| SPT (Portuguese/Brazilian) | $ 9.95 | $ 9.95 |
| TV5 (French) | $ 9.95 | $ 9.95 |
| Zee TV (South Asian) | $14.95 | $14.95 |
| Zhong Tian (Chinese) | $11.95 | $11.95 |

## ON DEMAND/iN Demand PPV‡

| | | |
|---|---|---|
| General Entertainment Programming | FREE*** | |
| HBO, Cinemax, Showtime, TMC, Starz! included with Digital Premium subscription only. | Access | |
| Hollywood Movies | $ 2.99/Movie | $ 2.99/Movie |
| New Released Movies | $ 3.99/Movie | $ 3.99/Movie |
| High-Definition Movies | $ 5.99/Movie | $ 5.99/Movie |
| Feature Length Adult | or $10.99/Movie | $10.99/Movie |
| Programming | $13.99/Movie | $13.99/Movie |
| Live Sports Events & Concerts | Prices Vary By Event | |

* These Digital Packages are the current packages offered. Packages not listed are no longer available. Prices do not include digital box & remote. Certain restrictions apply. Service subject to availability.

** DVR recording times are limited. DVR is HDTV compatible. ON DEMAND programs can not be recorded with DVR service. Prior to obtaining a DVR from Comcast, additional documentation and a credit verification may be necessary.

*** With subscription to Digital Classic or above.

‡ Minimum service level of Digital Classic required to receive this service or package.

§ Digital cable box and remote required to view these services.

## ANALOG (Standard Cable) Channel Line-up*

| | | |
|---|---|---|
| 2 WGBH-2 (PBS) | 27 Court TV | 53 Bravo |
| 3 CN8 | 28 MTV | 54 Food Network |
| 4 WBZ-4 (CBS) | 29 VH-1 | 55 Spike TV |
| 5 WCVB-5 (ABC) | 30 fX | 56 EWTN/INSP |
| 6 CKSH-9 (Canadian) | 31 TBS | 58 Hallmark Channel |
| 7 WHDH-7 (NBC) | 32 Home & Garden TV | 59 AMC |
| 8 WLVI-56 (WB) | 33 TNT | 60 Cartoon Network |
| 9 WWOR-46 (Shop NBC) | 34 E! Entertainment | 61 Comedy Central |
| 10 New England Cable News | 35 USA Network | 62 Sci-Fi Channel |
| 11 WENH-11 (PBS) | 36 Lifetime Television | 63 Animal Planet |
| 12 WMUR-9 (ABC) | 37 A&E | 64 TV Land |
| 13 WFXT-25 (FOX) | 38 The Learning Channel | 65 Outdoor Life Network |
| 14 WSBK-38 (UPN) | 39 Discovery Channel | 66 History Channel |
| 15 WNEU-21 (PAX) | 40 MSNBC | 67 Travel Channel |
| 16 Access Channel | 41 Fox News | 68 GSN/ Leased Access |
| 17 WUNI-27 (IND) | 42 CNN | 69 The Golf Channel |
| 18 WNDS-50 (IND) | 43 CNN Headline News | 70 HSN |
| 19 WNEU-60 (Telemundo) | 44 C-SPAN | 71 QVC |
| 20 WMFP-62 (IND) | 45 C-SPAN2 | 72 HBO |
| 21 WUTF-66 (Telefutura) | 46 CNBC | 95 Product Information Network |
| 22 Access Channel | 47 The Weather Channel | 96 WYDN-48 (Daystar) |
| 23 Access Channel | 48 ESPN Classic | |
| 24 Disney Channel | 49 ESPN | |
| 25 Nickelodeon | 50 ESPN2 | |
| 26 ABC Family Channel | 51 NESN | |
| | 52 Fox Sports Net | |

* Subject to availability.

Basic Service — Expanded Basic Service — Premium

Manchester 01/05

**Channel Changes**

| Channel Name | Old Channel | New Channel |
|---|---|---|
| Women's Entertainment | 58 | Digital 215 |
| Hallmark Channel | N/A | 58 |
| QVC | 71 | 71 |

These programming service changes will be made to your channel line-up on or before Jan. 1, 2005. V083

Dear Customer:

Comcast is committed to keeping you informed about our products and services. As part of our efforts, we are providing you with advance notice of a price increase for your Digital Cable Package, effective with your January bill.

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| Digital Standard Movie | $10.95 | $12.95 |
| Digital Standard Family | $10.95 | $12.95 |
| Digital Standard Knowledge | $10.95 | $12.95 |
| Digital Standard 3 Pack | $13.95 | $15.95 |
| Digital Starter Pack w/Showtime or Starz | $16.95 | $18.95 |
| Digital Starter Pack w/HBO | $17.95 | $18.95 |
| Digital Plus Package | $31.95 | $35.95 |
| Digital Cable Select | $36.95 | $41.95 |
| Digital Preferred Package | $43.95 | $48.95 |

Are you getting the most entertainment out of your cable package? Your digital package includes access to hundreds of free shows with ON DEMAND, including NFL and NBA game highlights, kid s favorites on Nickelodeon, PBS Kids, Cartoon Network, music videos, home improvement shows and more! Just tune to Channel 1 for more information.

If you have any questions, or would like information about our Digital Packages, please call 1-866-660-6137.

Sincerely,

Comcast

comcast

12/04

Dear Customer:

Comcast is committed to keeping you informed about our products and services. As part of our efforts, we are providing you with advance notice of a price increase for your Digital Cable Package, effective with your January bill.

| | Current Price | New Price Jan. 1, 2005 |
|---|---|---|
| Digital Bronze | $ 5.95 | $ 7.95 |
| Digital Premier Pk (Old) | $ 6.95 | $ 6.95 |
| Digital Bronze with a Variety Pack | $10.95 | $12.95 |
| Digital Standard | $13.95 | $15.95 |
| Digital Bronze + Premium Pack | $19.95 | $22.95 |
| Digital Silver (Old) | $26.95 | $29.95 |
| Digital Gold (Old) | $36.95 | $39.95 |
| Digital Platinum (Old) | $46.95 | $50.95 |

Are you getting the most entertainment out of your cable package? Your digital package includes access to hundreds of free shows with ON DEMAND, including NFL and NBA game highlights, kid s favorites on Nickelodeon, PBS Kids, Cartoon Network, music videos, home improvement shows and more! Just tune to Channel 1 for more information.

If you have any questions, or would like information about our current Digital Packages, please call 1-866-660-6137.

Sincerely,

Comcast

comcast

12/04

# MAYOR'S UTILITY COORDINATING COMMITTEE

November 17, 2004

**It would be greatly appreciated if a representative from each Department or Utility attend the monthly meetings so that any essential information could best assist and/or work with affected parties.**

~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~ ~

The meeting was called to order by Peter Capano at 10:00 AM.

## MANCHESTER HOUSING AUTHORITY

**Ward**

**#3** 89 Pine Street – Looking to relocate construction division.

**#4** MHRA is in a joint venture with Southern NH Services to construct 28 units of elderly housing on the vacant lot at #628 Hanover Street. The lot is formerly the Somascan property. $2.6 million grant received from HUD. David White is the architect. Bids were opened last week, construction scheduled to begin April 2005.

**#11** Brown School – Venture to rehab as elderly housing with addition.

**#2** Old Wellington Rd. – Purchase and Sales o.k.'d by Aldermen for property on Old Wellington Road. Construction is underway.

## STATE PROJECTS

**#6** Candia Road [Bypass 28-I-93]

- NH Department of Transportation has developed ROW plans. A two-year construction period is expected. Advertising for bid in Fall 2004. Utility work is on-going.

Phase 3: Continental Paving has begun the last phase of widening from S. Willow to I-93 split.

E

**Ward**

**#11** Granite St./F.E. Everett Trnpk Imprv. - The Department of Transportation has hired CLD Engineers to complete the design and dovetail ramp work with the City's widening of Granite Street. Work will be performed in two phases: Granite Street work will be re-bid this Spring combining City bridge work with State bridge work.

**#8** Airport Access - The NH Department of Transportation's preliminary design is progressing. Some building demolition will take place this year. Construction is expected to begin late 2005. The project will be split into multiple contracts and construction is expected to take be complete in 2009.

## PLANNING/BUILDING

SUBDIVISIONS

**#12** Legacy Dr. - 11 lot subdivision located between Straw Rd. and Goffstown Road, base pavement is down.

**#9** Brown Ave. - Proposed Dunkin' Donuts has Planning Board approval.

**#2** 721 Mammoth Rd. - Three buildings containing 9 units approved by Planning Board. A building permit has been issued, work is underway.

**#8** Bryant Road - Approved for both condos (56) single family housing (34). Ashwood development with Keach Nordstrom Engr. Severino Constr. has installed base pavement and curbing along existing road and base pavement on extended Bryant Road. Construction well underway on units.

**#12** Woodland Pond - 77 lot subdivision for single family homes approved with roads off Countryside Bldvd. Work has begun in Phase 2.

**#12** Cedar Ridge - 35-lot subdivision off Hackett Hill Rd. A portion of the Woodland Pond Subdivision sold to Reggie Moreau. Work has begun on utilities.

**#8** 270 Stanton St. - 4 new lots approved by Planning Board. Utility work underway.

E

**Ward**

**#2** 820 Wellington Rd. - Walnut Terrace is under construction, eight-lot subdivision.

**#6** Hobart St. - New 17-lot subdivision proposed.

SITE PLANS

**#10** 394 2nd. St. - Families in Transition to rehab mill building for housing and retail approved by Planning Board.

**#5** 310 Wilson St. (**Vista Foods**) - Shopping center rehab. – 73,000 SF, new overall 171,000 S.F. has Planning Board approval. Foundation work to come soon. Drainage and utility connections are underway.

**#2** 166 LaGrange Ave. - Islamic Society Mosque – 13,000 SF approved by Planning.

**# 9** Manchester Commons - Loring St., Faltin Drive & Upton Lane – approximately 150,000 s.f. of retail and office development underway. Shaws' Supermarket now open. Other buildings under construction. Purchased home on Lingard St., will construct. New building for office space.

**#3** Bridge/Elm Sts. - Manchester Place Apartment building and parking garage. Steel is being erected.

**#1** 2233 River Rd. - Synagogue/Temple proposed at intersection of Bicentennial Drive has Planning Board approval

**#10** Carisbrooke - 38 Apts. proposed for steel frame building, approved by Planning Board. Building permit has been issued.

**# 8** 1300 S.Porter St. - 150,000 S.F. Furniture World was approved by the Planning Board. Utility work underway.

**#9** Shasta @ Beech @ Cilley Rd. - Proposal to convert 2-story bldg. to retail/wholesale.

***#12 Riverfront Dr. - Two 5-unit condos approved.***

**#3** 795 Elm St. - Rehabilitation underway, at Merrimack Street.

E

**Ward**

**#1** River Road - New housing for residents at YDC. Work is underway, N. Branch is construction manager.

**#2** 1250 S. Willow St. - Hummer dealership approved by Planning Board. Work is well underway.

**#5** Elliot Hospital - Daycare Center off Massabesic St. for hospital employees has Planning Board approval.

**#2** 845 Mammoth Rd. - Three story, 10 unit building approved by Planning Board.

**#1** Hanaby Way - 10 lot planned development off Bicentennial Rd. is underway.

**#3** Fisher Cats - City baseball stadium groundbreaking off S.Commercial St. Work is underway. Payton is construction manager.

**#3** 25 Brook St. & 15-19 Temple Ct. - One new 8-unit building and conversion of 25 more into housing approved by Planning Board. Building is underway.

**#12** 3 Country Club Dr. - New eighteen unit apartment building underway.

***#6*** Bridge St. - 8-lot planned subdivision immediately east of I-93 has been approved by Planning Board.

***#6 Hobbs Way - Four houses to be built off Bridge Street.***

***#5 661 Bell St. - Handicap access apartments proposed.***

***#9 915 S.Mammoth Rd. - Three self-storage units proposed***

***#7 Maple/Silver Sts. - Mill converted to housing.***

## Water Works Projects

**Water Main Construction - Water Works (In Town)**

1) Kidder – Elm St. to Canal St. 710' of 6" D.I.P. 2005

E

**Ward**

**NH D.O.T. PROJECTS – by Water Works**

| | | |
|---|---|---|
| a) | Candia Road | '05 & '06 |
| b) | Granite Street | Fall '04 |
| c) | Allard Drive | 2005 |

## PARKS & RECREATION PROJECTS

### P&R PROJECTS - FY'04

**# 8** Clement M. Lemire Athletic Complex - Phase 1 improvements to include the central area of the Clem Lemire Sports Complex including the new synthetic multi-sports field, 400 meter running track, parking area along the Jewett Street side of the field and general site improvements. Work is well undeway.

**#5** Raco-Theodore Pool Project - Design/Engineering funds were approved to develop plans for improvements identified in the 1997 study of this aquatic facility. Funding was appropriated in the the current CIP budget for the pool project, design is underway with construction in the fall.

**#4** Derryfield Park - Construction of soccer field, (6) tennis courts, softball fields rehabbed planned.

### Community Development Block Grant Projects

**#9** Bakersville Elementary School - Bids were received for the playground and school site improvements. Work will include replacement of the playground equipment, expansion of the staff parking lot and general site improvements.

E

**Ward**

**#3/5** Sheridan-Emmett Park - Bids were received for the park area between Union Street and Pine Streets. Work is underway and will include replacement of the playground equipment, fencing and expansion of the Community Garden.

**Other Grant & Planning Projects (FY 2004)**

*Urban Forestry USDA Grant* - The City received a grant from USDA Forest Service to address tree maintenance in the Millyard and Valley Cemetery. Work included tree removal, pruning and tree planting.

*Hazard Tree Removal Project* - The second year of appropriations to develop specifications to contract removal of older hazardous trees in the City. This past year approximately 50 hazardous trees were removed from City right-of-ways. Work is underway.

*Watershed Grant Piscataquog River Park* - A Section (319) grant from NH Department of Environmental Services was awarded to the City to create a "watershed sensitive" parking lot and trailhead with informational kiosk.

**#10** *Piscataquog Trailway, Phase II* - Grant funding for Phase II has been approved by the NH Department of Transportation for a Transportation Enhancement (TEA) project. This will involve continuation of the trail from South Main Street to the West Side Arena. Authorization of funds will begin in the Fall of 2003. In design by VHB.

**#11** Jr. Deb Field - Rehab of Jr. Deb field behind West Side Arena.

**#9** South Manchester Rail Trail - Grant funding for the initial project has been approved by the NH-DOT for a congestion Mitigation and Air Quality (CMAQ) project. This will involve planning, desgn and construction of a recreational trail along the former Manchester and Lawrence Branch Railroad, from Spring Garden Street to Goffs Falls Road. The trail will link neighborhoods along South Beech Street with Precourt Park. Authorization of funds will begin in the Fall of 2003. Berger Engineers have been chosen as design consultants.

E

**Ward**

**#8** Brown/Mitchell Park - Playground to be installed at Brown Ave. and W. Mitchell Street.

*Valley Cemetery Rehabilitation* - Grant funding from the Land and Community Heritage Investment Program (LCHIP) was approved this Spring. A total of $400,000 is designated to begin the Phase 1 work, which will be done through (2) bids, Fence Rehabilitation and Gate Environs.

**#1** Stark Park - Master Plan to be produced. Some brush to be removed by Contractor.

*Pine Grove Cemetery Master Plan* - A Master Plan was recently completed for the Mausoleum and Lake Environs. This project focused on the need to develop alternative burial methods including cremation garden, scattering grounds and niche burials. The department will seek funding in the next CIP budget to begin work on the Master Plan.

**#10** Piscataquog River Park - Dubois & King designing rehab of baseball/football fields with lighting relocated from Singer Park. Work done next year.

**# 4** Derryfield Country Club - New clubhouse under construction.

## HIGHWAY DEPARTMENT PROJECTS

**Construction Projects**

**# 6** Candia Rd. Dry Sewer - Sewer plan is ready to be bid and built in 2005 as part of the first year of the Department of Transportation's project.

**# 4** Lowell St . - Beech to Maple reconstruction is "on hold".

**#12** Goffstown Back Rd. – Possible reconstruction from Coolidge Ave. to Cemetery.

**Ward**

**#10** CSO-5 - So. Main North $4.5 million dollar project underway.

**# 2** Wellington Rd.
@ Old Wellington Rd. - Expansion of signalized intersection at Eddy Roy Rd. to 4-way to allow traffic from Old Wellington Road.

## MANCHESTER AIRPORT

**#8** FAA Aircraft Traffic Control Tower (ATCT) - Project underway. Construction Mgr. is Harvey Construction Co., Inc. Completion due 2006.

**#8** Woodlawn Rd. - Work is on-going. Completion on achedule for end of Nov. '04.

***#8 Runway 6*** - ***Runway 6 reconstruction project under design by Hoyle, Tanner and Associates. Project is slated for construction in the Spring of 2005.***

## KEYSPAN ENERGY DELIVERY

**#3** S. Commercial St. - Work related to Fisher Cats Stadium and hotel..

**#10** Second St. - Granite to Cleveland Street – new main coming in Nov./Dec.

## PSNH

**#5** Elliot Hospital – Extensive overhead work in vicinity of Hospital beginning on Cypress, Nelson, Tarrytown Rd. underway. 33 poles to be replaced.

**#1** YDC - N.River Rd. to Union to YDC. PSNH installing 66 poles bringing 34.5 Kv service to site. Expected to be done in Spring 2005.

E

## MANCHESTER TRAFFIC DEPARTMENT

**#3/5** Union/Lake - Reconstruct signals. N.E. Signals starting soon.

## VERIZON

**#6** Candia Rd. – Massabesic Circle to I-93. Cable relocation underway.

**#3** S.Commercial St. – New manhole and 1500 L.F. of conduit to be installed onto Fisher Cats stadium site underway.

#3 Kidder St. – Service to Manchester Place from Hampshire Lane, 300 L.F. to the west.

***NEXT MEETING:*** The next MUCC meeting has been scheduled for Wednesday, December 15th 2004 at 10: 00 AM in the **Conference Room, second floor,** at the Manchester Water Works.

| Attended | Contact List | | |
|---|---|---|---|
| x | Ms. Janet Kelliher | PSNH | 882-5894 X5230 |
| | Mr. Karl Franck | Building Dept. | 624-6475 |
| x | Mr. Jay Davini | Manchester Highway Dept. | 624-6444 |
| x | Mr. Guy Chabot | Manchester Water Works | 624-6494 |
| | Mr. Jim Masson | Traffic Department | 624-6580 |
| | Mr. Andy Bernier | Keyspan | 641-0572 |
| | Mr. Chris Blue | Fire Department | 669-2256 |
| | Mr. Steve Morin | Fire Department | 669-2256 |
| | Mr. Mike Venti | Airport Authority | 624-6539 X318 |
| | Mr. Ken Yergeau | Info Systems | 624-6577 |
| | Mr. Jim Hoben | Traffic Department | 624-6580 |
| x | Mr. Jody Rivard | Manchester Fire Dept. | 669-2256 |
| | Mr. Chuck DiPrema | Parks & Recreation Dept. | 624-6565 X315 |
| x | Mr. Matt Wietecha | Verizon | 645-2703 |
| | Mr. Terry Harlacher | Planning Department | 624-6450 |
| x | Ms. Betty Hackett | Verizon | 645-2713 |
| x | Mr. Jim Findlay | Keyspan | 231-4970 |
| | Mr.Max Sink | Building Department | 624-6475 |
| | Ms. Amanda Parenteau | MHRA | 624-2111 |
| | Mr. Frank Carey | Comcast | 633-4266 |
| | Mr. Tim Dent | Comcast | 679-5695 X1013 |
| x | Mr. Wayne Hackett | Verizon | 645-2707 |

**NOTE: NEW projects for the month will be *italicized/bold* printed.**

E

MANCHESTER
TRANSIT AUTHORITY
110 ELM STREET, MANCHESTER, N.H. 03101-2799
TELEPHONE: (603) 623-8801 • FAX: (603) 626-4512
www.mtabus.org

MANCHESTER TRANSIT AUTHORITY

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CITY CLERK'S OFFICE

JOHN H. TRISCIANI, *CHAIR*
F. JESPERSEN, *VICE CHAIR*
EUGENE E. BOISVERT
JULIE A. GUSTAFSON
JOSEPH J. DESELLE

DAVID SMITH
*EXECUTIVE DIRECTOR*

December 1, 2004

Mr. Leo Bernier, City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Leo,

The MTA Commissioners held a Commission Meeting on Tuesday, November 30, 2004. Enclosed are the approved Minutes of our October 26, 2004 Commission Meeting, as well as the Financial and Ridership Reports for the month of October 2004.

The next scheduled Commission Meeting will be Tuesday, January 4, 2005 at 5:00 PM.

If you should have any questions, please feel free to contact me at extension 612.

Very truly yours,

David Smith
Executive Director

DS:cr

Enclosures

F

MANCHESTER
TRANSIT AUTHORITY
110 ELM STREET, MANCHESTER, N.H. 03101-2799
TELEPHONE: (603) 623-8801 • FAX: (603) 626-4512
www.mtabus.org

JOHN H. TRISCIANI, *CHAIR*
DAVID F. JESPERSEN, *VICE CHAIR*
EUGENE E. BOISVERT
JULIE A. GUSTAFSON
JOSEPH J. DESELLE

DAVID SMITH
*EXECUTIVE DIRECTOR*

**Manchester Transit Authority**

**October 26, 2004 Commission Meeting**

**MEMBERS PRESENT:** Chairman John H. Trisciani
Vice Chairman David F. Jespersen
Commissioner Eugene E. Boisvert
Commissioner Joseph J. Deselle

**PERSONNEL PRESENT:** David Smith, Executive Director
Karyn Porter, Assistant Executive Director
William J. Cantwell, Supt. of Administration
Evan P. Rosset, Operations Planning Manager
Paul Beauregard, Shop Manager

**MEMBERS ABSENT:** Commissioner Julie A. Gustafson

**OTHERS PRESENT:** Andrew Bergang, Southern NH Planning Commission

1. a. Chairman TRISCIANI called the meeting to order at 5:10 PM.

SMITH introduced Andrew Bergang, Transit Planner for Southern New Hampshire Planning Commission (SNHPC).

b. **Minutes of September 28, 2004 Commission Meeting.** BOISVERT made a motion to approve the Minutes of the September 28, 2004 meeting as presented. Seconded by DESELLE. All Commissioners in favor.

## MANAGEMENT REPORTS

2. a. **Financial Report for September 2004.** BOISVERT made a motion to approve the Financial Report for September 2004. Seconded by DESELLE.

**Transit Operation:** CANTWELL reported revenue was $5,403 (2.30%) more than budget. Operating revenues (farebox & tickets) were $4,482 (21.76%) more

than budget. There was $3,700 average weekly farebox deposit. Farebox, sale of fuel, and advertising were the major income variances. He needs to do an analysis with GFI reports to reallocate StepSaver service fares to handicap fees. This reallocation will only change the line item. Advertising revenue reflects two months (August & September). Sale of fuel is based on current price. Transit expenses were $113 (1.35%) less than budget. All expenses tracked well with minor variances throughout the month.

**School Operation:** Revenue was $4,473 (1.86%) over budget. Variance was caused by more billable Manchester School of Technology ("MST") buses. Expenses were $11,102 (4.76%) more than budget. Labor was the large variance for both the full-time and part-time operators because of driver shortage, and administrative staff because of the opening of school. Other variances were related to timing, audit expenses, maintenance parts and utilities. Both divisions are on track with minor payroll variances.

JESPERSEN asked if we would be paying for the transformer that blew. BEAUREGARD said we received an invoice from PSNH for over $6,000 for the new transformer and labor, and it will be reflected in next months' payables. SMITH explained there would be major building repair expenses next month, $6,000 for the transformer, $25,000 for the heating and air conditioning roof units, and another $3,000 for the thermostats.

JESPERSEN asked if the school district would be penalizing the MTA for late buses. PORTER said she is getting late notices. SMITH explained the contract agreement states they will be notifying us within 20 days. TRISCIANI asked how

the school runs were going and if the driver shortage was improving. PORTER replied we are doing better.

The balance sheet was reviewed. SMTH stated there were two large receivables this month; one from the school district and another was a Federal draw down. SMITH commented overtime was 10% of the total hours this month. TRISCIANI said to continue more training to get the overtime down.

The income statement was reviewed. BOISVERT questioned transit operator's sick wages being $8,500. CANTWELL explained we averaged three people out sick during the entire month, 119 hours per week. JESPERSEN questioned the part-time operators wages being $10,000 over budget. CANTWELL said when preparing the budget he expected more training to be done in August. The bulk of training was done in September and October. That amount includes trainer's wages. SMITH informed the Board that the City has been purchasing fuel through the State's Program and recently rebid their fuel purchases and have locked in with Burke Oil for gasoline and Irving for diesel. SMITH said we would stay with the City on their bid with Irving.

The aged trial balance sheet was reviewed. SMITH stated there is $523 over 120 days (3 schools) and almost $3,000 over 90 days (5 schools). He explained it is difficult to collect these funds in September because the schools' staff is very busy with the opening of school matters. CANTWELL said the Accounting Secretary has been speaking to some of the principals. All Commissioners in favor of approving Financial Report for September.

b. **Ridership/Transit Report for September 2004.** PORTER said at the last meeting GUSTAFSON requested a StepSaver ridership comparison, so she has listed the StepSaver ridership as compared to same month previous year at the bottom of the ridership statistical report. She feels ridership is up because the passenger counts are more accurate since the fareboxes were installed. The increase trend we are looking at is steady and with the help of SNHPC she wants to do an on-board survey of who is riding our buses and where they are going. JESPERSEN commented that he is now taking a 5:30 AM bus to work and is pleasantly surprised to see this bus full every morning. TRISCIANI said we must do some marketing when new buses come in.

c. **School Report for September 2004.** ROSSET said September marked the beginning of all 67 school bus routes with 61 active and licensed operators. ROSSET spent the month becoming accustomed to the VersaTrans software. He said the input from school bus operators in modifying their runs has been excellent. He explained VersaTrans mapping and how he has to edit the map. Driver feedback on the mapping of their routes and editing the map has been very good. TRISCIANI made the Board aware that school bus operators Karen Holden and Robert Evans are working with all school operators to review and adjust their runs. ROSSET explained during the month 12 individuals were trained and licensed as school bus operators bringing us to a total of 73 operators at the end of the month. There are 8 individuals at various stages of training right now and we are continuing recruitment. ROSSET said during the first two weeks of school there were numerous calls from parents and schools because buses were

running sometimes over an hour late. He explained how many of the drivers helped out after finishing their routes by traveling to another school to start an uncovered route. We then started the practice to call the schools midday when we knew they would have a late bus. SMITH updated on the training status. Today we have 73 school operators on the list with 3 off on leave. One trainee is testing tomorrow and three are outside training with 2 having a commercial license already. TRISCIANI commended Bob Evans and Karen Holden for helping out to straighten the school runs. SMITH said we should also commend the transit drivers, maintenance employees, and school operators who assisted by covering other runs in the afternoon after their shifts. BOISVERT mentioned sending letters of commendation to all those that helped. All agreed.

d. **Maintenance Report for September 2004.** BEAUREGARD reported there were several road calls the first three days of school because the buses had been sitting for a couple of months and the rain this summer caused condensation. Several alternators failed during the first few days of school; this is not uncommon. Compared to last year, transit and E&H buses traveled 65 more miles during September, but the school buses traveled almost 9,000 more miles, because last year school started after Labor Day. BEAUREGARD reported no buses were towed and transit road calls were low. Fuel costs have gone up. We did 29 work orders for the City, which are 4 less than last year. Most of the overtime was for utility workers doing school runs in the morning. There were no on the job injuries.



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## NEW BUSINESS

3 a. **Christmas Light Tour – December 16, 2004.** PORTER explained Officer Jeff Bolduc would be doing the Christmas Light tour this year on December 16th. PORTER requested permission to send buses out, but does not know the amount needed. SMITH said they used four buses the first year and six buses last year, but attendance was not quite as good as the first year because it was so cold. JESPERSEN made a motion to provide buses for the Christmas Light Tour. Seconded by BOISVERT. All Commissioners in favor.

b. **Monthly Performance Reporting.** SMITH reported at the last meeting GUSTAFSON requested improving our year-to-year reporting on maintenance statistics and JESPERSEN has also asked to improve performance reporting. He explained we have three reporting obligations: Reporting to Commissioners, FTA's National Transit Database, and he and PORTER have to report to First Transit. He explained the summary would outline the kinds of statistics that would be presented to the Board on a monthly basis. Statistics tell the story of how we are doing. When we look at the number of hours year-to-year we really want to measure passenger productivity per hour. When passengers go up you want to make sure that it's not just because service has gone up. We are required by NTD to report cost per hour, cost per mile, and cost per passenger. ROSSET and SMITH have spent time trying to figure out how we can meet the three reporting requirements and what statistics have to be kept. ROSSET and PORTER have begun working with the dispatchers to collect base information that needs to be developed. JESPERSEN asked if they would be measuring late

routes by requiring drivers to call by radio when late. SMITH said that is typically done with road supervision, and in his experience the road supervisors would do a certain number of random time checks. His experience of drivers calling in is not very reliable unless someone is there to check if they are at that location. PORTER said when operators are running 15 minutes late is when the information is recorded.

c. **Dispatch Coverage & Street Supervision.** SMITH has been focused on how we can control total operations. He noticed every year during the first six weeks of September we rely too much on one person to dispatch the school operation. We set up the schedule for the ideal split; schedule four hours in am and four hours in pm. What happens during the first month of school is that one person works 10 to 12 hours per day, which also happens quite frequently throughout the year. SMITH would like to find a way to make that more of a 40-hour position by having the school dispatcher report later in the day and work a straight 8 hours and have a part-time person cover the morning dispatch. Nancy Chalifour is a wonderful resource as backup but is limited to the amount of hours she works until the end of the year. Before hiring a morning school dispatcher, he would like to see if Nancy might be interested and fill this new position on January 1st. SMITH feels we also need to keep moving towards establishing road supervision. Trainer/Safety Supervisor William Rogers has been spending more time on the streets and more time interacting with the schools. He also averages 10-hour days at the start of the school year. He has a broad range of responsibilities, he is overseeing the training, doing recruiting, trouble shooting, safety program, and

assists PORTER by going out on the streets and dealing with the schools. Now that we have school operator Louise Gaudreau and several other employees training, we should try to use those individuals more and separate ROGERS from the training functions so he can focus more on his other responsibilities. TRISCIANI said it is a good idea to relieve ROGERS from some of the training responsibilities. BOISVERT said it's better to have back up, especially in dispatch. SMITH will continue in that direction.

## OLD BUSINESS

4. a. **Review of Hampton Beach Shuttle.** PORTER reported we serviced 16 days and carried a combined total of 205 passengers and charged $15.00 per ticket. Our cost to run the shuttle was $4,825 and we received $2,767 in revenue. An added expense this year was $25.00 per trip for parking. Will be looking into the cost effectiveness and possibly changing service and times. PORTER said last year we serviced 14 Sundays and carried a combined total of 233 passengers. She was reminded that Sundays this year were not nice weather-wise and on good days we carried about 27 or more passengers. She recommended just sending a bus out on good days next season. TRISCIANI said since we are allowing passengers to use their tickets on another day we can cancel on bad days. SMITH said the loss was an unexpected expenditure for the year.

b. **Manchester Transportation Center – Lease Agreement.** SMITH said, although not in writing, we have a lease agreement with Concord Trailways and received a check in the amount of $6,000 for back payment of five months rent at $1,200 per month. They are in agreement with $1,200 this year and $800.00 next

year. The door replacement project was completed on October 8th. Door Control, Inc. did an excellent job.

c. **Status of New Bus Production.** SMITH stated buses are nearly complete and we should receive notice for final inspection soon. SMITH said typically someone from the MTA should be there for final inspection. The inspectors we hired will be there. JESPERSEN asked about the new buses having night-lights. BEAUREGARD said it's up to the driver on how much inside lighting they want on. All buses have three interior light switches for the rear, middle and front. SMITH stated he would instruct the operators to keep an interior light on at night and early morning. JESPERSEN asked about dedicating the first new bus in memory of Douglas Malandrino. All Board Members agreed. SMITH said we would prepare a public ceremony before putting the new buses on the road. TRISCIANI recommended getting the media involved. ROSSET made the Board aware he has received approval from the Mall of NH people to park a bus between November 27th and Christmas to hand out bus schedules. BOISVERT recommended parking a new bus at City Hall for a couple of hours. BEAUREGARD informed the Board that Mechanic/Body employee Maurice Payment would be retiring this month after more than 33 years of service. There will be a retirement dinner at the Backroom.

## OTHER BUSINESS

5. a. **St. Anselm's Request.** SMITH explained St. Anselms' College is misspelled on our transit bus head signs. He received a formal request from the college to correct the spelling. SMITH said we were told it is difficult to splice the signs,

but it would cost $9,000 or $10,000 for replacement. TRISCIANI suggested painting. SMITH said its silk-screen on Mylar. JESPERSEN suggested blocking it out. SMITH said he placed a call in to Transign to see if we could splice the end of the roll, but has not received a response. JESPERSEN suggested making changes to the head signs to change the Goff Falls to read Goff Falls/Airport. SMITH said the new buses would have programmable electronic signs.

b. **STS Request.** SMITH received a request from STS and Easter Seals to support a project application they are making for the Mary Gale Foundation. This foundation is organized to improve community service for the elderly. Fred Roberge from Special Transit Services has asked for a letter of support. He wants to do some kind of community-wide coordination of social services to improve the level of service to the seniors of the community. The letter will indicate we are willing to work with anyone on such a project.

c. **Date for Next Meeting.** Tuesday, November 30, 2004 at 5:00 PM.

With no further business to come before the Board, DESELLE made a motion to adjourn the meeting at 6:30 PM. Seconded by JESPERSEN. All Commissioners in favor.

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**Student ID: 03160053**
**Last Name: OSMAN**
**First Name: RAHMA**

Printed on: 12/1/2004
at 2:32 PM
Last Altered: 12/1/2004

**Home Address**
585 LINCOLN ST
MANCHESTER, NH

**Program:** 3 (ELL)
**Grade:** 01
**School:** 1635 (WEBSTER ES)
**T-Code:** 1140 (WEBSTER ELL 1-5)

Phone: 627-0098
Birth Date:
Sex:

**Emergency Contacts**

**User Field 1**

**User Field 2**

**User Field 3**

| | Eligibility | Status | Bus Stop |
|---|---|---|---|
| **To School** | B | Ride | 390 MAPLE ST @ AMHERST ST |
| **From School** | B | Ride | 390 MAPLE ST @ AMHERST ST |

| | Route | Bus | Over/Under Load | Time | Ride Time |
|---|---|---|---|---|---|
| **Inbound Transfer** | 51A2 | | - 36 | 7:55a | 0:12 |
| **Outbound Transfer** | 51P2 | | - 35 | 2:47p | 0:07 |

**Distances**

| | |
|---|---|
| Home to School | |
| Walk to Pickup | 0.18 |
| Walk to Dropoff | 0.18 |
| Pickup to School | |
| Dropoff to School | |

ELL:
WLKHZ:
EQUIP:
TRANS:
Info5:
Info6:

Transportation Comment:

**Student Notes**

**Medical Data**

## Day Variant Data

| | Address | Status | Bus Stop |
|---|---|---|---|
| **Monday:** | | | |
| **Pickup:** | | | |
| **Dropoff:** | | | |
| **School:** | | **T-Code:** | |
| **Tuesday:** | | | |
| **Pickup:** | | | |
| **Dropoff:** | | | |
| **School:** | | **T-Code:** | |
| **Wednesday:** | | | |
| **Pickup:** | | | |
| **Dropoff:** | | | |
| **School:** | | **T-Code:** | |
| **Thursday:** | | | |
| **Pickup:** | | | |
| **Dropoff:** | | | |
| **School:** | | **T-Code:** | |
| **Friday:** | | | |
| **Pickup:** | | | |
| **Dropoff:** | | | |
| **School:** | | **T-Code:** | |

## Routing Data

| | INBOUND -- Transfer | | | | | OUTBOUND -- Transfer | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| | Route | Bus | Time | Route | Bus | Route | Bus | Time | Route | Bus |
| **Mon:** | 51A2 | | 7:55a | | | 51P2 | | 2:47p | | |
| **Tue:** | 51A2 | | 7:55a | | | 51P2 | | 2:47p | | |
| **Wed:** | 51A2 | | 7:55a | | | 51P2 | | 2:47p | | |
| **Thu:** | 51A2 | | 7:55a | | | 51P2 | | 2:47p | | |
| **Fri:** | 51A2 | | 7:55a | | | 51P2 | | 2:47p | | |

MANCHESTER
TRANSIT AUTHORITY

# Transit

October 2004

F

MANCHESTER TRANSIT AUTHORITY

INCOME STATEMENT TRANSIT

OCTOBER 01, 2004 - OCTOBER 31, 2004

REPORT # 002 VERSION # 000200 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| FAREBOX REVENUE | | | | | | | | | | |
| 4010 FAREBOX | 14,377.24 | 5.9 | 15,000.00 | 6.3 | 62,638.88 | 6.6 | 54,000.00 | 5.7 | 8,638.88 | 16.0 |
| 4011 TICKETS - ADULTS | 2,178.00 | 0.9 | 1,850.00 | 0.7 | 9,247.00 | 0.9 | 7,400.00 | 0.7 | 1,847.00 | 24.9 |
| 4012 TICKETS - SENIORS | 1,105.00 | 0.4 | 800.00 | 0.3 | 3,625.00 | 0.3 | 3,200.00 | 0.3 | 425.00 | 13.2 |
| 4013 TICKETS - STUDENTS | 245.25- | 0.1- | 0.00 | 0.0 | 2,800.50 | 0.3 | 0.00 | 0.0 | 2,800.50 | 100.0 |
| 4014 MONTHLY FULL FARE | 169.00 | 0.0 | 1,500.00 | 0.6 | 4,723.00 | 0.5 | 6,000.00 | 0.6 | 1,277.00- | 21.2- |
| 4015 HANDICAPPED FEES | 3,536.54 | 1.4 | 1,500.00 | 0.6 | 4,461.04 | 0.4 | 6,000.00 | 0.6 | 1,538.96- | 25.6- |
| 4058 MONTHLY HALF FARE | 87.50 | 0.0 | 1,450.00 | 0.6 | 4,060.00 | 0.4 | 5,800.00 | 0.6 | 1,740.00- | 30.0- |
| TOTAL FAREBOX & TICKETS | 21,208.03 | 8.8 | 22,100.00 | 9.2 | 91,555.42 | 9.6 | 82,400.00 | 8.7 | 9,155.42 | 11.1 |
| TRANSIT CHARTER | | | | | | | | | | |
| 4050 SPECIAL FARE | 0.00 | 0.0 | 1,500.00 | 0.6 | 3,405.50 | 0.3 | 6,000.00 | 0.6 | 2,594.50- | 43.2- |
| TOTAL SPECIAL FARES | 0.00 | 0.0 | 1,500.00 | 0.6 | 3,405.50 | 0.3 | 6,000.00 | 0.6 | 2,594.50- | 43.2- |
| OTHER INCOME | | | | | | | | | | |
| 4039 SALE FUELS CITY | 21,247.43 | 8.8 | 14,438.00 | 6.0 | 82,125.74 | 8.6 | 57,752.00 | 6.1 | 24,373.74 | 42.2 |
| 4056 RENT BUS TERMINAL | 7,200.00 | 2.9 | 1,600.00 | 0.6 | 7,200.00 | 0.7 | 6,400.00 | 0.6 | 800.00 | 12.5 |
| 4060 ADVERTISING SERVICES | 5,138.25 | 2.1 | 5,000.00 | 2.1 | 24,581.00 | 2.5 | 20,000.00 | 2.1 | 4,581.00 | 22.9 |
| 4070 SALES MAINT.SERVICE | 2,975.20 | 1.2 | 2,500.00 | 1.0 | 7,335.13 | 0.7 | 10,000.00 | 1.0 | 2,664.87- | 26.6- |
| 4071 SALE OF BUSES & VEH | 400.00 | 0.1 | 0.00 | 0.0 | 400.00 | 0.0 | 0.00 | 0.0 | 400.00 | 100.0 |
| 4072 INTEREST INCOME | 295.90 | 0.1 | 300.00 | 0.1 | 2,065.08 | 0.2 | 1,200.00 | 0.1 | 865.08 | 72.0 |
| 4073 MISCELLANEOUS | 212.40 | 0.0 | 25.00 | 0.0 | 447.90 | 0.0 | 100.00 | 0.0 | 347.90 | 347.9 |
| 4075 SENIOR PICTURES | 18.00 | 0.0 | 25.00 | 0.0 | 70.00 | 0.0 | 100.00 | 0.0 | 30.00- | 30.0- |
| TOTAL OTHER REVENUE | 37,487.18 | 15.5 | 23,888.00 | 10.0 | 124,224.85 | 13.0 | 95,552.00 | 10.0 | 28,672.85 | 30.0 |
| TOTAL OPERATION REVENUE | 58,695.21 | 24.4 | 47,488.00 | 19.9 | 219,185.77 | 23.1 | 183,952.00 | 19.4 | 35,233.77 | 19.1 |
| ASSISTANCE | | | | | | | | | | |
| 4090 OPER. ASST. C. OF M. | 84,315.42 | 35.0 | 85,791.00 | 36.0 | 337,261.68 | 35.5 | 343,164.00 | 36.2 | 5,902.32- | 1.7- |
| 4091 OPER. ASST. BEDFORD | 3,300.00 | 1.3 | 3,300.00 | 1.3 | 13,200.00 | 1.3 | 13,200.00 | 1.3 | 0.00 | 0.0 |
| 4130 OPER.ASST., SEC.9 | 94,171.00 | 39.1 | 101,591.00 | 42.6 | 379,185.00 | 39.9 | 406,364.00 | 42.9 | 27,179.00- | 6.6- |
| TOTAL ASSISTANCE | 181,786.42 | 75.5 | 190,682.00 | 80.0 | 729,646.68 | 76.9 | 762,728.00 | 80.5 | 33,081.32- | 4.3- |
| TOTAL REVENUES | 240,481.63 | 100.0 | 238,170.00 | 100.0 | 948,832.45 | 100.0 | 946,680.00 | 100.0 | 2,152.45 | 0.2 |
| EXPENSES | | | | | | | | | | |
| LABOR | | | | | | | | | | |
| 5010 OPERATORS WAGES | 53,024.56 | 19.3 | 61,383.00 | 23.2 | 224,709.48 | 21.3 | 247,904.00 | 23.4 | 23,194.52- | 9.3- |
| 5011 OPERATORS WAGES E&H | 7,826.12 | 2.8 | 9,172.00 | 3.4 | 28,399.22 | 2.7 | 37,042.00 | 3.5 | 8,642.78- | 23.3- |
| 5110 OPERATORS O.T. WAGES | 6,437.93 | 2.3 | 6,098.00 | 2.3 | 31,322.37 | 2.9 | 24,628.00 | 2.3 | 6,694.37 | 27.1 |
| 5110 OPERATOR O.T. E&H | 381.92 | 0.1 | 62.00 | 0.0 | 991.32 | 0.0 | 249.00 | 0.0 | 742.32 | 298.1 |
| 5013 MECHANICS WAGES | 14,709.03 | 5.3 | 12,859.00 | 4.8 | 43,672.22 | 4.1 | 53,275.00 | 5.0 | 9,602.78- | 18.0- |
| 5113 MECHANICS O.T. WAGES | 246.28 | 0.0 | 0.00 | 0.0 | 1,084.79 | 0.1 | 0.00 | 0.0 | 1,084.79 | 100.0 |
| 5017 TRANS ADMIN WAGES | 7,616.00 | 2.7 | 6,796.00 | 2.5 | 22,516.38 | 2.1 | 28,156.00 | 2.6 | 5,639.62- | 20.0- |
| 5018 WAGES MAINT. ADMIN | 3,549.04 | 1.3 | 3,304.00 | 1.2 | 13,417.12 | 1.2 | 13,687.00 | 1.2 | 269.88- | 1.9- |
| 5019 WAGES OFFICE ADMIN | 5,763.45 | 2.1 | 5,264.00 | 1.9 | 24,834.16 | 2.3 | 21,809.00 | 2.0 | 3,025.16 | 13.8 |
| 5117 WAGES TRANSP O.T. | 236.05 | 0.0 | 249.00 | 0.0 | 6,739.19 | 0.6 | 996.00 | 0.0 | 5,743.19 | 576.6 |
| 5119 WAGES OFFICE O.T. | 60.30 | 0.0 | 80.00 | 0.0 | 386.43 | 0.0 | 320.00 | 0.0 | 66.43 | 20.7 |
| 6003 PAYROLL TRANSACTION | 51.30- | 0.0 | 0.00 | 0.0 | 51.30- | 0.0 | 0.00 | 0.0 | 51.30- | 100.0 |

INCOME STATEMENT TRANSIT

OCTOBER 01, 2004 - OCTOBER 31, 2004

REPORT # 002 VERSION # 000200 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| TOTAL LABOR | 99,799.38 | 36.4 | 105,267.00 | 39.8 | 398,021.38 | 37.7 | 428,066.00 | 40.4 | 30,044.62- | 7.0- |
| FRINGE BENEFITS | | | | | | | | | | |
| 5004 TRANS ADM SICK WAGES | 139.76 | 0.0 | 166.00 | 0.0 | 1,747.99 | 0.1 | 664.00 | 0.0 | 1,083.99 | 163.2 |
| 5005 TRANS ADM VAC WAGES | 1,278.52 | 0.4 | 908.00 | 0.3 | 5,301.65 | 0.5 | 3,632.00 | 0.3 | 1,669.65 | 45.9 |
| 5006 TRANS ADM HOL WAGES | 289.80 | 0.1 | 555.00 | 0.2 | 1,759.28 | 0.1 | 2,220.00 | 0.2 | 460.72- | 20.7- |
| 5007 MAINT ADM SICK WAGES | 0.00 | 0.0 | 84.00 | 0.0 | 0.00 | 0.0 | 336.00 | 0.0 | 336.00- | 100.0- |
| 5008 MAINT ADM VAC WAGES | 812.74 | 0.3 | 281.00 | 0.1 | 2,953.89 | 0.2 | 1,124.00 | 0.1 | 1,829.89 | 162.8 |
| 5009 MAINT ADM HOL WAGES | 0.00 | 0.0 | 366.00 | 0.1 | 1,002.62 | 0.1 | 1,464.00 | 0.1 | 461.38- | 31.5- |
| 5014 OFFICE VAC WAGES | 922.06 | 0.3 | 635.00 | 0.2 | 2,767.57 | 0.2 | 2,540.00 | 0.2 | 227.57 | 8.9 |
| 5015 OFFICE HOLIDAY WAGES | 4.48 | 0.0 | 413.00 | 0.1 | 975.76 | 0.0 | 1,652.00 | 0.1 | 676.24- | 40.9- |
| 5016 OFFICE SICK WAGES | 160.80 | 0.0 | 124.00 | 0.0 | 279.12 | 0.0 | 496.00 | 0.0 | 216.88- | 43.7- |
| 5021 F.I.C.A. | 9,677.36 | 3.5 | 10,085.00 | 3.8 | 42,985.93 | 4.0 | 40,604.00 | 3.8 | 2,381.93 | 5.8 |
| 5022 N.H. UNEMPLOYMENT | 470.00 | 0.1 | 492.00 | 0.1 | 1,880.00 | 0.1 | 1,968.00 | 0.1 | 88.00- | 4.4- |
| 5023 PENSION | 5,190.00 | 1.9 | 6,110.00 | 2.3 | 23,018.00 | 2.1 | 24,440.00 | 2.3 | 1,422.00- | 5.8- |
| 5024 HEALTH INSURANCE | 30,409.59 | 11.1 | 32,269.00 | 12.2 | 122,837.18 | 11.6 | 129,076.00 | 12.2 | 6,238.82- | 4.8- |
| 5025 DENTAL INSURANCE | 1,057.45 | 0.3 | 0.00 | 0.0 | 209.57- | 0.0 | 0.00 | 0.0 | 209.57- | 100.0 |
| 5026 LIFE INSURANCE | 629.94 | 0.2 | 663.00 | 0.2 | 4,802.65 | 0.4 | 2,652.00 | 0.2 | 2,150.65 | 81.1 |
| 5027 WORKER'S COMP | 3,970.83 | 1.4 | 4,522.00 | 1.7 | 15,905.30 | 1.5 | 18,070.00 | 1.7 | 2,164.70- | 11.9- |
| 5028 OPERATORS SICK PAY | 1,308.06- | 0.4- | 2,555.00 | 0.9 | 12,332.64 | 1.1 | 10,220.00 | 0.9 | 2,112.64 | 20.6 |
| 5034 OPERATORS VACATION | 4,614.00 | 1.6 | 4,563.00 | 1.7 | 18,454.20 | 1.7 | 18,252.00 | 1.7 | 202.20 | 1.1 |
| 5031 OPERATORS HOLIDAY | 2,798.64 | 1.0 | 3,407.00 | 1.2 | 14,285.67 | 1.3 | 10,221.00 | 0.9 | 4,064.67 | 39.7 |
| 5029 MECHANICS SICK PAY | 0.00 | 0.0 | 96.00 | 0.0 | 0.00 | 0.0 | 384.00 | 0.0 | 384.00- | 100.0- |
| 5035 MECHANICS VACATION | 1,817.00 | 0.6 | 1,605.00 | 0.6 | 7,268.44 | 0.6 | 6,420.00 | 0.6 | 848.44 | 13.2 |
| 5032 MECHANICS HOLIDAY | 906.48 | 0.3 | 1,156.00 | 0.4 | 3,384.08 | 0.3 | 4,624.00 | 0.4 | 1,239.92- | 26.8- |
| 5037 OPER UNIFORM ALLOW | 377.25 | 0.1 | 756.00 | 0.2 | 2,488.15 | 0.2 | 3,024.00 | 0.2 | 535.85- | 17.7- |
| 5038 MAINT UNIFORM ALLOW | 491.73 | 0.1 | 504.00 | 0.1 | 1,758.99 | 0.1 | 2,142.00 | 0.2 | 383.01- | 17.8- |
| 5120 MAINT TOOL ALLOWANCE | 0.00 | 0.0 | 108.00 | 0.0 | 618.00 | 0.0 | 432.00 | 0.0 | 186.00 | 43.0 |
| 5095 OP/MECH FRINGE RATE | 5,041.58- | 1.8- | 7,157.00- | 2.7- | 22,957.65- | 2.1- | 27,434.00- | 2.5- | 4,476.35 | 16.3 |
| 6006 FRINGE BENEFITS | 5,893.91- | 2.1- | 6,260.00- | 2.3- | 23,891.85- | 2.2- | 25,040.00- | 2.3- | 1,148.15 | 4.5 |
| TOTAL FRINGE BENEFI | 53,774.88 | 19.6 | 59,006.00 | 22.3 | 241,748.04 | 22.9 | 234,183.00 | 22.1 | 7,565.04 | 3.2 |
| SERVICES | | | | | | | | | | |
| 5039 MGMNT/CONSULTANT FEE | 10,741.25 | 3.9 | 11,875.00 | 4.4 | 47,053.37 | 4.4 | 47,500.00 | 4.4 | 446.63- | 0.9- |
| 5041 COMMISSIONERS EXP | 90.80 | 0.0 | 83.00 | 0.0 | 347.65 | 0.0 | 332.00 | 0.0 | 15.65 | 4.7 |
| 5042 OUTSIDE ADVERTISING | 203.80 | 0.0 | 250.00 | 0.0 | 2,380.40 | 0.2 | 1,000.00 | 0.0 | 1,380.40 | 138.0 |
| 5043 LEGAL EXPENSES | 1,967.44 | 0.7 | 625.00 | 0.2 | 2,002.44 | 0.1 | 2,500.00 | 0.2 | 497.56- | 19.9- |
| 5044 AUDITING EXPENSES | 0.00 | 0.0 | 1,600.00 | 0.6 | 0.00 | 0.0 | 4,800.00 | 0.4 | 4,800.00- | 100.0- |
| 5045 SERVICE BUREAU | 489.56 | 0.1 | 1,000.00 | 0.3 | 2,549.73 | 0.2 | 4,000.00 | 0.3 | 1,450.27- | 36.2- |
| 5046 SECURITY SERVICE | 309.59 | 0.1 | 47.00 | 0.0 | 686.77 | 0.0 | 188.00 | 0.0 | 498.77 | 265.3 |
| 5047 REPAIRS BLG & GRNDS | 22,936.08 | 8.3 | 1,188.00 | 0.4 | 27,221.84 | 2.5 | 4,752.00 | 0.4 | 22,469.84 | 472.8 |
| 5048 REPAIRS SHOP EQUIP. | 0.00 | 0.0 | 214.00 | 0.0 | 12.39 | 0.0 | 856.00 | 0.0 | 843.61- | 98.5- |
| 5049 REPAIRS OFFICE EQUIP | 15.60 | 0.0 | 173.00 | 0.0 | 907.53 | 0.0 | 692.00 | 0.0 | 215.53 | 31.1 |
| 5050 REPAIRS - RADIOS | 0.00 | 0.0 | 83.00 | 0.0 | 0.00 | 0.0 | 332.00 | 0.0 | 332.00- | 100.0- |
| 5051 JANITORIAL SERVICES | 473.74 | 0.1 | 625.00 | 0.2 | 1,914.02 | 0.1 | 2,500.00 | 0.2 | 585.98- | 23.4- |
| 5052 JANITORIAL SUPPLIES | 125.35 | 0.0 | 31.00 | 0.0 | 219.47 | 0.0 | 124.00 | 0.0 | 95.47 | 76.9 |
| 5081 PRE-EMPLOY MED. EXAM | 0.00 | 0.0 | 83.00 | 0.0 | 0.00 | 0.0 | 332.00 | 0.0 | 332.00- | 100.0- |
| 5100 DRUG & ALCOHOL TESTS | 0.00 | 0.0 | 333.00 | 0.1 | 320.00 | 0.0 | 1,332.00 | 0.1 | 1,012.00- | 75.9- |
| TOTAL SERVICES | 37,353.21 | 13.6 | 18,210.00 | 6.8 | 85,615.61 | 8.1 | 71,240.00 | 6.7 | 14,375.61 | 20.1 |

MANCHESTER TRANSIT AUTHORITY
INCOME STATEMENT TRANSIT
OCTOBER 01, 2004 - OCTOBER 31, 2004
REPORT # 002 VERSION # 000200 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| MATERIAL & SUPPLIES | | | | | | | | | | |
| 5001 PURCHASES DISCOUNTS | 807.87- | 0.3- | 250.00- | 0.0 | 2,312.51- | 0.2- | 1,000.00- | 0.0 | 1,312.51- | 131.2- |
| 5053 FUELS CITY DEPTS | 20,538.62 | 7.5 | 13,750.00 | 5.2 | 72,500.66 | 6.8 | 55,000.00 | 5.2 | 17,500.66 | 31.8 |
| 5055 GASOLINE OPERATIONS | 390.25 | 0.1 | 42.00 | 0.0 | 1,326.75 | 0.1 | 168.00 | 0.0 | 1,158.75 | 689.7 |
| 5056 GASOLINE SUPPORT VEH | 85.80 | 0.0 | 42.00 | 0.0 | 194.23 | 0.0 | 168.00 | 0.0 | 26.23 | 15.6 |
| 5057 DIESEL OPERATIONS | 10,642.32 | 3.8 | 10,424.00 | 3.9 | 42,031.55 | 3.9 | 42,010.00 | 3.9 | 21.55 | 0.0 |
| 5058 OIL & GREASE | 463.59 | 0.1 | 318.00 | 0.1 | 958.63 | 0.0 | 1,284.00 | 0.1 | 325.37- | 25.3- |
| 5060 TIRES | 886.23 | 0.3 | 1,219.00 | 0.4 | 5,803.54 | 0.5 | 4,914.00 | 0.4 | 889.54 | 18.1 |
| 5061 TRANS.-MISC. | 37.37 | 0.0 | 167.00 | 0.0 | 383.00 | 0.0 | 668.00 | 0.0 | 285.00- | 42.6- |
| 5062 TRANS. SCHED/TKTS | 0.00 | 0.0 | 417.00 | 0.1 | 120.00 | 0.0 | 1,668.00 | 0.1 | 1,548.00- | 92.8- |
| 5063 MAINTENANCE PARTS | 6,751.63 | 2.4 | 10,149.00 | 3.8 | 26,097.81 | 2.4 | 40,823.00 | 3.8 | 14,725.19- | 36.0- |
| 5065 MAINTENANCE SUPPLIES | 368.80 | 0.1 | 639.00 | 0.2 | 2,409.06 | 0.2 | 2,556.00 | 0.2 | 146.94- | 5.7- |
| 5066 OFFICE SUPPLIES | 1,417.72 | 0.5 | 1,083.00 | 0.4 | 4,714.34 | 0.4 | 4,332.00 | 0.4 | 382.34 | 8.8 |
| 5067 MISC. OFFICE SUPPLIE | 2.50 | 0.0 | 173.00 | 0.0 | 3,215.79 | 0.3 | 692.00 | 0.0 | 2,523.79 | 364.7 |
| 5093 ANTI-FREEZE EXP | 21.70 | 0.0 | 87.00 | 0.0 | 72.63 | 0.0 | 348.00 | 0.0 | 275.37- | 79.1- |
| 5098 HAZARDOUS MATERIALS | 79.77 | 0.0 | 98.00 | 0.0 | 693.95 | 0.0 | 392.00 | 0.0 | 301.95 | 77.0 |
| 5099 BODY SHOP SUPPLIES | 297.73 | 0.1 | 98.00 | 0.0 | 1,015.41 | 0.1 | 392.00 | 0.0 | 623.41 | 159.0 |
| 6005 OUTSIDE PARTS/LABOR | 0.00 | 0.0 | 42.00 | 0.0 | 404.00 | 0.0 | 168.00 | 0.0 | 236.00 | 140.4 |
| TOTAL MATERIAL & SUPPLIES | 41,176.16 | 15.0 | 38,498.00 | 14.5 | 159,628.84 | 15.1 | 154,583.00 | 14.6 | 5,045.84 | 3.2 |
| UTILITIES | | | | | | | | | | |
| 5068 NATURAL GAS | 0.00 | 0.0 | 1,140.00 | 0.4 | 498.04 | 0.0 | 1,560.00 | 0.1 | 1,061.96- | 68.0- |
| 5069 TELEPHONE | 598.85 | 0.2 | 594.00 | 0.2 | 2,301.79 | 0.2 | 2,376.00 | 0.2 | 74.21- | 3.1- |
| 5070 ELECTRICITY | 1,610.71 | 0.5 | 1,853.00 | 0.7 | 6,309.96 | 0.6 | 7,412.00 | 0.7 | 1,102.04- | 14.8- |
| 5071 WATER | 127.37 | 0.0 | 124.00 | 0.0 | 497.70 | 0.0 | 496.00 | 0.0 | 1.70 | 0.3 |
| TOTAL UTILITIES | 2,336.93 | 0.8 | 3,711.00 | 1.4 | 9,607.49 | 0.9 | 11,844.00 | 1.1 | 2,236.51- | 18.8- |
| INSURANCE | | | | | | | | | | |
| 5072 PUBLIC LIABILITY INS | 8,818.00 | 3.2 | 8,819.00 | 3.3 | 35,284.00 | 3.3 | 35,276.00 | 3.3 | 8.00 | 0.0 |
| 5074 OTHER LIABILITY INS | 1,125.00 | 0.4 | 1,145.00 | 0.4 | 4,497.00 | 0.4 | 4,580.00 | 0.4 | 83.00- | 1.8- |
| TOTAL INSURANCE | 9,943.00 | 3.6 | 9,964.00 | 3.7 | 39,781.00 | 3.7 | 39,856.00 | 3.7 | 75.00- | 0.1- |
| OTHER EXPENSES | | | | | | | | | | |
| 5064 REPAIRS CITY TERMINL | 0.00 | 0.0 | 250.00 | 0.0 | 1,281.64 | 0.1 | 1,000.00 | 0.0 | 281.64 | 28.1 |
| 5076 OPERATORS LICENSES | 0.00 | 0.0 | 25.00 | 0.0 | 70.00 | 0.0 | 100.00 | 0.0 | 30.00- | 30.0- |
| 5078 DUES & MEMBERSHIP | 65.00 | 0.0 | 83.00 | 0.0 | 415.00 | 0.0 | 332.00 | 0.0 | 83.00 | 25.0 |
| 5079 TRAINING & MEETINGS | 0.00 | 0.0 | 83.00 | 0.0 | 337.80 | 0.0 | 332.00 | 0.0 | 5.80 | 1.7 |
| 5094 GRIEVANCE EXPENSE | 143.17 | 0.0 | 38.00 | 0.0 | 143.17 | 0.0 | 152.00 | 0.0 | 8.83- | 5.8- |
| 5097 DEPRECIATION EXPENSE | 29,157.75 | 10.6 | 29,158.00 | 11.0 | 116,631.00 | 11.0 | 116,632.00 | 11.0 | 1.00- | 0.0 |
| TOTAL OTHER EXPENSES | 29,365.92 | 10.7 | 29,637.00 | 11.2 | 118,878.61 | 11.2 | 118,548.00 | 11.2 | 330.61 | 0.2 |
| TOTAL EXPENSES | 273,749.48 | 100.0 | 264,293.00 | 100.0 | 1,053,280.97 | 100.0 | 1,058,320.00 | 100.0 | 5,039.03 | 0.4- |
| NET INCOME (LOSS) | 33,267.85- | 12.1- | 26,123.00- | 9.8- | 104,448.52- | 9.9- | 111,640.00- | 10.5- | 7,191.48 | 6.4 |

MANCHESTER
TRANSIT AUTHORITY

# School

October 2004

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MANCHESTER TRANSIT AUTHORITY
INCOME STATEMENT SCHOOL
OCTOBER 01, 2004 - OCTOBER 31, 2004
REPORT # 003 VERSION # 000007 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| STUDENT TRANSPORTATION | | | | | | | | | | |
| 4030 PUPIL CONTRACT | 189,779.40 | 76.8 | 189,779.00 | 74.0 | 379,558.80 | 73.5 | 379,558.00 | 73.4 | 0.80 | 0.0 |
| 4031 SKILL CENTER | 19,299.60 | 7.8 | 16,083.00 | 6.2 | 38,599.20 | 7.4 | 32,166.00 | 6.2 | 6,433.20 | 20.0 |
| 4032 SPECIAL NEEDS | 8,434.05 | 3.4 | 10,292.00 | 4.0 | 29,018.85 | 5.6 | 30,876.00 | 5.9 | 1,857.15- | 6.0- |
| 4038 STUDENT TICKETS | 5,420.25 | 2.1 | 4,000.00 | 1.5 | 10,467.00 | 2.0 | 8,000.00 | 1.5 | 2,467.00 | 30.8 |
| TOTAL STUDENT TRANSPRTN | 222,933.30 | 90.2 | 220,154.00 | 85.9 | 457,643.85 | 88.6 | 450,600.00 | 87.1 | 7,043.85 | 1.5 |
| SCHOOL CHARTERS | | | | | | | | | | |
| 4073 MISCELLANEOUS OTHER | 0.00 | 0.0 | 0.00 | 0.0 | 449.60 | 0.0 | 0.00 | 0.0 | 449.60 | 100.0 |
| 4077 CHARTER "BAND" | 2,690.50 | 1.0 | 0.00 | 0.0 | 4,371.00 | 0.8 | 0.00 | 0.0 | 4,371.00 | 100.0 |
| 4080 CHARTER "CROSSCNTRY" | 2,168.00 | 0.8 | 0.00 | 0.0 | 4,398.00 | 0.8 | 0.00 | 0.0 | 4,398.00 | 100.0 |
| 4081 CHARTER "FIELDTRIPS" | 12,244.50 | 4.9 | 36,000.00 | 14.0 | 23,154.50 | 4.4 | 66,000.00 | 12.7 | 42,845.50- | 64.9- |
| 4082 CHARTER "FOOTBALL" | 241.92 | 0.1 | 0.00 | 0.0 | 6,469.25 | 1.2 | 0.00 | 0.0 | 6,469.25 | 100.0 |
| 4083 CHARTER "GOLF" | 649.00 | 0.2 | 0.00 | 0.0 | 3,165.50 | 0.6 | 0.00 | 0.0 | 3,165.50 | 100.0 |
| 4084 CHARTER "HOCKEY" | 1,295.50 | 0.5 | 0.00 | 0.0 | 3,175.50 | 0.6 | 0.00 | 0.0 | 3,175.50 | 100.0 |
| 4085 CHARTER "SOCCER" | 3,676.50 | 1.4 | 0.00 | 0.0 | 10,126.00 | 1.9 | 0.00 | 0.0 | 10,126.00 | 100.0 |
| 4087 CHARTER "VOLLEYBALL" | 720.00 | 0.2 | 0.00 | 0.0 | 2,234.50 | 0.4 | 0.00 | 0.0 | 2,234.50 | 100.0 |
| TOTAL SCHOOL CHARTERS | 23,685.92 | 9.5 | 36,000.00 | 14.0 | 57,543.85 | 11.1 | 66,000.00 | 12.7 | 8,456.15- | 12.8- |
| INTEREST INCOME | 318.86 | 0.1 | 100.00 | 0.0 | 1,186.69 | 0.2 | 400.00 | 0.0 | 786.69 | 196.6 |
| TOTAL SCHOOL REVENUES | 246,938.08 | 100.0 | 256,254.00 | 100.0 | 516,374.39 | 100.0 | 517,000.00 | 100.0 | 625.61- | 0.1- |
| EXPENSES | | | | | | | | | | |
| LABOR | | | | | | | | | | |
| 5003 FULLTIME OPERATORS | 51.71 | 0.0 | 713.00 | 0.3 | 726.73 | 0.1 | 1,426.00 | 0.2 | 699.27- | 49.0- |
| 5010 PART-TIMER OP WAGES | 89,626.04 | 35.6 | 86,510.00 | 38.0 | 210,022.08 | 28.5 | 203,021.00 | 28.8 | 7,001.08 | 3.4 |
| 5112 F/T OPERATORS OT | 4,620.27 | 1.8 | 0.00 | 0.0 | 8,296.45 | 1.1 | 0.00 | 0.0 | 8,296.45 | 100.0 |
| 5110 OPERATORS O.T. WAGES | 8,406.14 | 3.3 | 4,046.00 | 1.7 | 14,546.73 | 1.9 | 9,484.00 | 1.3 | 5,062.73 | 53.3 |
| 5013 WAGES MECHANICS | 6,814.84 | 2.7 | 8,936.00 | 3.9 | 32,343.63 | 4.4 | 37,022.00 | 5.2 | 4,678.37- | 12.6- |
| 5017 WAGES TRANS ADMIN | 6,108.26 | 2.4 | 5,821.00 | 2.5 | 26,413.93 | 3.5 | 24,082.00 | 3.4 | 2,331.93 | 9.6 |
| 5018 WAGES MAINT. ADMIN | 3,257.36 | 1.3 | 3,056.00 | 1.3 | 12,227.81 | 1.6 | 12,662.00 | 1.8 | 434.19- | 3.4- |
| 5019 WAGES ADMINISTRATION | 3,411.89 | 1.3 | 4,003.00 | 1.7 | 14,659.30 | 1.9 | 16,579.00 | 2.3 | 1,919.70- | 11.5- |
| 5117 WAGES TRANSP O.T. | 1,980.05 | 0.7 | 249.00 | 0.1 | 1,980.05 | 0.2 | 996.00 | 0.1 | 984.05 | 98.8 |
| 6003 PAYROLL TRANSACTION | 175.51 | 0.0 | 0.00 | 0.0 | 284.42 | 0.0 | 0.00 | 0.0 | 284.42 | 100.0 |
| TOTAL LABOR EXPENSES | 124,452.07 | 49.4 | 113,334.00 | 49.8 | 321,501.13 | 43.7 | 305,272.00 | 43.3 | 16,229.13 | 5.3 |
| FRINGE BENEFITS | | | | | | | | | | |
| 5021 FICA EXPENSE | 8,376.22 | 3.3 | 7,913.00 | 3.4 | 23,963.12 | 3.2 | 20,336.00 | 2.8 | 3,627.12 | 17.8 |
| 5024 HEALTH INSURANCE | 371.14 | 0.1 | 0.00 | 0.0 | 575.17 | 0.0 | 0.00 | 0.0 | 575.17 | 100.0 |
| 5025 DENTAL INSURANCE | 608.92- | 0.2- | 0.00 | 0.0 | 608.92- | 0.0 | 0.00 | 0.0 | 608.92- | 100.0 |
| 5027 WORKER'S COMP | 2,664.00 | 1.0 | 3,441.00 | 1.5 | 10,656.00 | 1.4 | 8,066.00 | 1.1 | 2,590.00 | 32.1 |
| 5031 OPERATORS HOL. WAGES | 144.60 | 0.0 | 0.00 | 0.0 | 144.60 | 0.0 | 0.00 | 0.0 | 144.60 | 100.0 |
| 5037 OPER UNIFORMS ALLOW | 0.00 | 0.0 | 329.00 | 0.1 | 0.00 | 0.0 | 1,316.00 | 0.1 | 1,316.00- | 100.0- |
| 5038 MAINT UNIFORM ALLOW | 0.00 | 0.0 | 0.00 | 0.0 | 122.35 | 0.0 | 0.00 | 0.0 | 122.35 | 100.0 |
| 5120 MAINT TOOL ALLOW | 0.00 | 0.0 | 0.00 | 0.0 | 582.00 | 0.0 | 0.00 | 0.0 | 582.00 | 100.0 |
| 5095 OP/MECH FRINGE RATE | 5,041.58 | 2.0 | 7,157.00 | 3.1 | 22,957.65 | 3.1 | 27,434.00 | 3.8 | 4,476.35- | 16.3- |
| 6006 FRINGE BENEFITS | 5,893.91 | 2.3 | 6,260.00 | 2.7 | 23,891.85 | 3.2 | 25,040.00 | 3.5 | 1,148.15- | 4.5- |

INCOME STATEMENT SCHOOL

OCTOBER 01, 2004 - OCTOBER 31, 2004

REPORT # 003 VERSION # 000007 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| TOTAL FRINGES | 21,882.53 | 8.7 | 25,100.00 | 11.0 | 82,283.82 | 11.1 | 82,192.00 | 11.6 | 91.82 | 0.1 |
| SERVICES | | | | | | | | | | |
| 5039 CONSULTANT FEES | 10,741.25 | 4.2 | 11,875.00 | 5.2 | 47,053.38 | 6.4 | 47,500.00 | 6.7 | 446.62- | 0.9- |
| 5041 COMMISIONERS EXPENSE | 83.33 | 0.0 | 83.00 | 0.0 | 333.32 | 0.0 | 332.00 | 0.0 | 1.32 | 0.4 |
| 5042 OUTSIDE ADVERTISING | 4,655.00 | 1.8 | 1,000.00 | 0.4 | 9,868.28 | 1.3 | 4,000.00 | 0.5 | 5,868.28 | 146.7 |
| 5043 LEGAL EXPENSES | 2,951.16 | 1.1 | 208.00 | 0.0 | 3,003.66 | 0.4 | 832.00 | 0.1 | 2,171.66 | 261.0 |
| 5044 AUDITING EXPENSES | 0.00 | 0.0 | 0.00 | 0.0 | 0.00 | 0.0 | 4,800.00 | 0.6 | 4,800.00- | 100.0- |
| 5045 SERVICE BUREAU | 1,142.28 | 0.4 | 1,500.00 | 0.6 | 5,319.28 | 0.7 | 6,000.00 | 0.8 | 680.72- | 11.3- |
| 5046 SECURITY SERVICE | 655.87 | 0.2 | 70.00 | 0.0 | 1,392.06 | 0.1 | 280.00 | 0.0 | 1,112.06 | 397.1 |
| 5047 REPAIRS BLDG & GRNDS | 14,665.77 | 5.8 | 896.00 | 0.3 | 17,206.74 | 2.3 | 3,584.00 | 0.5 | 13,622.74 | 380.1 |
| 5048 REPAIRS SHOP EQUIP. | 0.00 | 0.0 | 161.00 | 0.0 | 0.00 | 0.0 | 644.00 | 0.0 | 644.00- | 100.0- |
| 5049 OFFICE EQUIP & RPR | 14.40 | 0.0 | 160.00 | 0.0 | 823.32 | 0.1 | 640.00 | 0.0 | 183.32 | 28.6 |
| 5050 REPAIRS RADIO | 0.00 | 0.0 | 83.00 | 0.0 | 0.00 | 0.0 | 332.00 | 0.0 | 332.00- | 100.0- |
| 5051 JANITORIAL SERVICES | 473.74 | 0.1 | 625.00 | 0.2 | 1,914.02 | 0.2 | 2,500.00 | 0.3 | 585.98- | 23.4- |
| 5052 JANITORIAL SUPPLIES | 125.35 | 0.0 | 31.00 | 0.0 | 219.46 | 0.0 | 124.00 | 0.0 | 95.46 | 76.9 |
| 5100 DRUG & ALCOHOL TESTS | 0.00 | 0.0 | 667.00 | 0.2 | 220.00 | 0.0 | 2,668.00 | 0.3 | 2,448.00- | 91.7- |
| TOTAL SERVICES | 35,508.15 | 14.1 | 17,359.00 | 7.6 | 87,353.52 | 11.8 | 74,236.00 | 10.5 | 13,117.52 | 17.6 |
| MATERIAL & SUPPLIES | | | | | | | | | | |
| 5055 GASOLINE | 926.66 | 0.3 | 0.00 | 0.0 | 2,233.09 | 0.3 | 0.00 | 0.0 | 2,233.09 | 100.0 |
| 5056 GASOLINE SUPPORT | 0.00 | 0.0 | 0.00 | 0.0 | 21.45 | 0.0 | 0.00 | 0.0 | 21.45 | 100.0 |
| 5057 DIESEL | 13,714.21 | 5.4 | 13,038.00 | 5.7 | 27,919.84 | 3.8 | 26,542.00 | 3.7 | 1,377.84 | 5.1 |
| 5058 OIL & GREASE | 520.66 | 0.2 | 630.00 | 0.2 | 848.65 | 0.1 | 1,283.00 | 0.1 | 434.35- | 33.8- |
| 5060 TIRES | 0.00 | 0.0 | 1,379.00 | 0.6 | 2,853.96 | 0.3 | 2,807.00 | 0.4 | 46.96 | 1.6 |
| 5061 TRANS-MISC. | 674.36 | 0.2 | 333.00 | 0.1 | 2,429.42 | 0.3 | 1,332.00 | 0.1 | 1,097.42 | 82.3 |
| 5062 TRANS. SCHED/TKTS | 0.00 | 0.0 | 83.00 | 0.0 | 0.00 | 0.0 | 332.00 | 0.0 | 332.00- | 100.0- |
| 5063 MAINTENANCE PARTS | 5,111.63 | 2.0 | 7,000.00 | 3.0 | 14,495.98 | 1.9 | 14,250.00 | 2.0 | 245.98 | 1.7 |
| 5065 MAINTENANCE SUPPLIES | 244.49 | 0.1 | 444.00 | 0.2 | 1,662.36 | 0.2 | 1,776.00 | 0.2 | 113.64- | 6.4- |
| 5066 OFFICE SUPPLIES | 855.53 | 0.3 | 1,000.00 | 0.4 | 2,461.35 | 0.3 | 4,000.00 | 0.5 | 1,538.65- | 38.4- |
| 5067 MISC. OFFICE SUPPLIE | 0.00 | 0.0 | 160.00 | 0.0 | 761.70 | 0.1 | 640.00 | 0.0 | 121.70 | 19.0 |
| 5093 ANTI-FREEZE EXP | 47.58 | 0.0 | 0.00 | 0.0 | 67.62 | 0.0 | 0.00 | 0.0 | 67.62 | 100.0 |
| 5098 HAZARDOUS MATERIALS | 55.43 | 0.0 | 68.00 | 0.0 | 587.37 | 0.0 | 272.00 | 0.0 | 315.37 | 115.9 |
| 5099 BODY SHOP SUPPLIES | 206.91 | 0.0 | 68.00 | 0.0 | 678.71 | 0.0 | 272.00 | 0.0 | 406.71 | 149.5 |
| 6005 OUTSIDE PARTS/LABOR | 1,846.00 | 0.7 | 42.00 | 0.0 | 2,439.00 | 0.3 | 168.00 | 0.0 | 2,271.00 | ****** |
| TOTAL MATERIAL & SUPPLIES | 24,203.46 | 9.6 | 24,245.00 | 10.6 | 59,460.50 | 8.0 | 53,674.00 | 7.6 | 5,786.50 | 10.7 |
| UTILITIES | | | | | | | | | | |
| 5068 NATURAL GAS | 0.00 | 0.0 | 860.00 | 0.3 | 375.71 | 0.0 | 3,440.00 | 0.4 | 3,064.29- | 89.0- |
| 5069 TELEPHONE | 489.96 | 0.1 | 448.00 | 0.2 | 1,883.24 | 0.2 | 1,792.00 | 0.2 | 91.24 | 5.0 |
| 5070 ELECTRICITY | 1,317.86 | 0.5 | 1,398.00 | 0.6 | 5,162.70 | 0.7 | 5,592.00 | 0.7 | 429.30- | 7.6- |
| 5071 WATER | 104.21 | 0.0 | 93.00 | 0.0 | 407.22 | 0.0 | 372.00 | 0.0 | 35.22 | 9.4 |
| TOTAL UTILITIES | 1,912.03 | 0.7 | 2,799.00 | 1.2 | 7,828.87 | 1.0 | 11,196.00 | 1.5 | 3,367.13- | 30.0- |
| INSURANCE | | | | | | | | | | |
| 5072 PUBLIC LIABILITY | 22,273.00 | 8.8 | 22,273.00 | 9.7 | 89,092.00 | 12.1 | 89,092.00 | 12.6 | 0.00 | 0.0 |
| 5074 OTHER LIABILITY | 939.00 | 0.3 | 967.00 | 0.4 | 3,752.28 | 0.5 | 3,868.00 | 0.5 | 115.72- | 2.9- |
| TOTAL INSURANCE | 23,212.00 | 9.2 | 23,240.00 | 10.2 | 92,844.28 | 12.6 | 92,960.00 | 13.1 | 115.72- | 0.1- |

MANCHESTER TRANSIT AUTHORITY
INCOME STATEMENT SCHOOL
OCTOBER 01, 2004 - OCTOBER 31, 2004
REPORT # 003 VERSION # 000007 FORMAT # 02

| | CURRENT PERIOD | | | | YEAR TO DATE | | | | YTD NET CHANGE | |
|---|---|---|---|---|---|---|---|---|---|---|
| | THIS YEAR | PCT | BUDGET | PCT | THIS YEAR | PCT | BUDGET | PCT | AMOUNT | VAR% |
| OTHER EXPENSES | | | | | | | | | | |
| 5076 OPERATORS LICENSES | 140.00 | 0.0 | 125.00 | 0.0 | 420.00 | 0.0 | 500.00 | 0.0 | 80.00- | 16.0- |
| 5077 INTEREST EXPENSE | 0.00 | 0.0 | 0.00 | 0.0 | 26.94 | 0.0 | 0.00 | 0.0 | 26.94 | 100.0 |
| 5078 DUES & MEMBERSHIP | 0.00 | 0.0 | 167.00 | 0.0 | 0.00 | 0.0 | 668.00 | 0.0 | 668.00- | 100.0- |
| 5079 TRAINING & MEETINGS | 128.50 | 0.0 | 167.00 | 0.0 | 2,063.29 | 0.2 | 668.00 | 0.0 | 1,395.29 | 208.8 |
| 5080 TOLLS | 5.00 | 0.0 | 0.00 | 0.0 | 58.18 | 0.0 | 0.00 | 0.0 | 58.18 | 100.0 |
| 5081 PRE-EMPLOYMENT EXAM | 0.00 | 0.0 | 833.00 | 0.3 | 1,510.00 | 0.2 | 3,332.00 | 0.4 | 1,822.00- | 54.6- |
| 5094 GRIEVANCE EXPENSE | 0.00 | 0.0 | 38.00 | 0.0 | 175.00 | 0.0 | 152.00 | 0.0 | 23.00 | 15.1 |
| 5097 DEPRECIATION EXPENSE | 20,000.00 | 7.9 | 20,000.00 | 8.7 | 80,000.00 | 10.8 | 80,000.00 | 11.3 | 0.00 | 0.0 |
| TOTAL OTHER EXPENSES | 20,273.50 | 8.0 | 21,330.00 | 9.3 | 84,253.41 | 11.4 | 85,320.00 | 12.1 | 1,066.59- | 1.2- |
| TOTAL EXPENSES | 251,443.74 | 100.0 | 227,407.00 | 100.0 | 735,525.53 | 100.0 | 704,850.00 | 100.0 | 30,675.53 | 4.3 |
| NET INCOME | 4,505.66- | 1.7- | 28,847.00 | 12.6 | 219,151.14- | 29.8- | 187,850.00- | 26.6- | 31,301.14- | 16.6- |

# Commissioners Memorandum

**To:** Commissioners
**From:** Karyn Porter, Assistant Executive Director
**Date:** October 26, 2004
**Re:** Transit Statistical Report – October 2004

The following chart details the comparison between current and previous years for service in October

| | October | | |
|---|---|---|---|
| | 2003 | 2004 | Percent Difference |
| Weekday | 23 | 21 | |
| Saturday | 4 | 5 | |
| Airport- Route #1 | 771 | 1,103 | 43.06% |
| Lake-Hanover St. Route #2 | 3440 | 3,501 | 1.77% |
| Goffsfalls Route #3 | 1193 | 1,313 | 10.06% |
| Page-Elliot Route #4 | 1949 | 1,654 | -15.14% |
| Pinard-Bremer Route #5 | 1295 | 1,020 | -21.24% |
| Gossler-St. Anselm Route #6 | 2124 | 2,104 | -0.94% |
| VA Hospital Route #7 | 2086 | 1,797 | -13.85% |
| So. Willow Route #8 | 3305 | 3,132 | -5.23% |
| DW Highway-River Rd. Route #9 | 2271 | 2,072 | -8.76% |
| Valley-Weston Rd. Route #10 | 4085 | 3,226 | -21.03% |
| Front St. Route #11 | 1695 | 1,692 | -0.18% |
| So. Beech Route #12 | 3424 | 3,177 | -7.21% |
| Bedford Mall Route #13 | 3998 | 4,464 | 11.66% |
| VISTA SHUTTLE | 386 | 533 | 38.08% |
| HANNAFORDS SHUTTLE | 718 | 536 | -25.35% |
| VERIZON WIRELESS SHUTTLE | 1926 | 871 | -54.78% |
| Weekday Fixed Route Totals | 34,666 | 32,195 | -7.13% |
| Saturday Fixed Route Totals | 2,750 | 4,115 | 49.64% |
| MTA Specials & Excursions | 0 | 0 | 0.00% |
| Fixed Route Weekday Average | 1,507 | 1,533 | 1.72% |
| Total Transit Passengers Served | 37,416 | 36,310 | -2.96% |
| Total StepSaver Passengers Served | 1,130 | 779 | -31.06% |

The two attached pages show the graph of service changes over the past fiscal years and the standard report.

Karyn Porter
Assistant Executive Director

F

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

RECEIVED
NOV 17 2004
CITY CLERK'S OFFICE

November 15, 2004

Board of Mayor and Aldermen
C/o Mr. Leo Bernier
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Board of Mayor and Aldermen,

Attached is a letter from Deputy Chief of Police Gary T. Simmons stating his receipt of $3,500.00 from the Manchester Dealers Charitable Fund towards purchasing equipment and supplies for the Mounted Patrol.

I request that you accept the funds and remand them for the purpose intended.

Respectfully submitted,

Randy M. Sherman
Deputy Finance Officer

G

# City of Manchester
## Police Department

Ralph Miller Public Safety Center
351 Chestnut Street Manchester, New Hampshire 03101-2294
(603) 668-8711 Business Phone
(603) 668-8941 Main Fax
(603) 628-6137 Administrative Offices Fax

John A. Jaskolka
*Chief*



**Commission**
James A. McDonald, Sr.
John J. Tenn
Nury Marquez
Thomas D. Noonan
Calvin T. Cramer

**Deputy Chiefs**
Richard P. O'Leary
Glenn S. Leidemer
Gary T. Simmons

**Executive Secretary**
Kim Demers


November 12, 2004

Mr. Randy Sherman
Deputy Finance Director
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Randy,

On November 5, 2004, our Department was presented a check for $ 3,500.00 from the Manchester Dealers Charitable Fund towards purchasing equipment and supplies for the Mounted Patrol.

I request that you present our request to the Board of Mayor and Aldermen to accept the funds and remand them for the purpose intended. The funds have been deposited into 3320C10772 awaiting approval to expend them.

Sincerely,

Gary T. Simmons
Deputy Chief of Police

RECEIVED
NOV 15 2004
CITY OF MANCHESTER
FINANCE DEPARTMENT

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY


Internet: www.manchesterpd.com
E-mail: manchesterpd@ci.manchester.nh.us

**MANCHESTER DEALERS CHARITABLE FUND**
P.O. BOX 2337
CONCORD, NH 03302-2337

54-192/114
05017335

No. 107

Date 11-5-04

PAY TO THE ORDER OF Manchester Police Dept Mounted Division $ 3500 00

$3,500.00¢

DOLLARS

Security Features Included Details on Back.

Bow Mills
Bank and Trust
Bow, NH 03304

Memo

⑆011401928⑆ 0501 7335⑈ 0107

© DELUXE WALLET OR EXPLICATE

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

November 22, 2004

Board of Mayor and Aldermen
C/o Mr. Leo Bernier
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Board of Mayor and Aldermen,

Attached is a letter from Deputy Chief of Police Gary T. Simmons stating his receipt of $200.00 from Texas Instruments towards purchasing equipment and supplies for the Canine Unit and Crime Prevention

I request that you accept the funds and remand them for the purpose intended.

Respectfully submitted,

Randy M. Sherman
Deputy Finance Officer

RECEIVED
NOV 23 2004
CITY CLERK'S OFFICE

H

# City of Manchester
## Police Department

Ralph Miller Public Safety Center
351 Chestnut Street Manchester, New Hampshire 03101-2294
(603) 668-8711 Business Phone
(603) 668-8941 Main Fax
(603) 628-6137 Administrative Offices Fax

John A. Jaskolka
*Chief*



**Commission**
James A. McDonald, Sr.
John J. Tenn
Nury Marquez
Thomas D. Noonan
Calvin T. Cramer

**Deputy Chiefs**
Richard P. O'Leary
Glenn S. Leidemer
Gary T. Simmons

**Executive Secretary**
Kim Demers


November 19, 2004


RECEIVED
NOV 22 2004
CITY OF MANCHESTER
FINANCE DEPARTMENT


Mr. Randy Sherman
Deputy Finance Director
City of Manchester
One City Hall Plaza
Manchester, NH 03101

Dear Randy,

On November 18, 2004, our Department was presented a check for $ 200.00 from Texas Instruments towards purchasing equipment and supplies for the Canine Unit and Crime Prevention.

I request that you present our request to the Board of Mayor and Aldermen to accept the funds and remand them for the purpose intended. The funds have been deposited into 3309C10891 and 3300C10610, $100.00 into each account, awaiting approval to expend them.

Sincerely,

G. Simmons

Gary T. Simmons
Deputy Chief of Police

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY


Internet: www.manchesterpd.com

E-mail: manchesterpd@ci.manchester.nh.us

**Texas Instruments Incorporated**

TEXAS INSTRUMENTS

50 Phillippe Cote Street
Manchester, NH 03101

Tel: 603-222-8500
Fax: 603-222-8700

November 05, 2004

Manchester Police Department,

Please accept the enclosed check as a donation to your organization, on behalf of Texas Instruments in Manchester, NH. We are extending this donation as a token of our appreciation for the canine demonstration, that was presented by Sargent Lloyd Doughty and Officer Christopher Goodnow, at our "Bring Your Sons & Daughters to Work Day" event on July 15. The demonstration was very interesting and informative, and was truly enjoyed by the parents, as well as the children.

We would like to thank the officers again for taking the time to participate in our event. We sincerely appreciate it.

Best Regards,

Denise Guyette

Denise Guyette
HRIS Administrator
Texas Instruments
603-222-8537

H

TI 2326B

TEXAS INSTRUMENTS

TEXAS INSTRUMENTS INCORPORATED
PO BOX 655214
Dallas TX 75265-5214
Ph: (972) 917-2244

| Supplier Information | Supplier ID | Date |
|---|---|---|
| MANCHESTER POLICE DEPT<br>351 CHESTNUT ST<br>MANCHESTER NH 03103 | 300027878 | 10/26/2004 |

| Document No. | Date | Purchase Order | Gross Amount | Discounts | Net Amount |
|---|---|---|---|---|---|
| DONATION | 09/30/2004 | | 200.00 | 0.00 | 200.00 |
| Sum Total | | | 200.00 | 0.00 | 200.00 |

| Payment document | Check number | Date | Currency | Payment amount |
|---|---|---|---|---|
| 2000087645 | 640745 | 10/26/2004 | USD | **********200.00* |

↓ PLEASE FOLD ON PERFORATION AND DETACH HERE ↓

THIS MULTI-TONE AREA OF THE DOCUMENT CHANGES COLOR GRADUALLY AND EVENLY FROM DARK TO LIGHT WITH DARKER AREAS BOTH TOP AND BOTTOM

TEXAS INSTRUMENTS

TEXAS INSTRUMENTS INCORPORATED
PO BOX 655214
Dallas TX 75265-5214
Ph: (972) 917-2244

BANK OF AMERICA, N.A.
ATLANTA, DEKALB CO., GA

64-1278/611

| CHECK DATE | CHECK NO. | NET AMOUNT |
|---|---|---|
| 10/26/2004 | 640745 | **********200.00* |

Amount: TWO HUNDRED USD

TO THE ORDER OF
MANCHESTER POLICE DEPT
351 CHESTNUT ST
MANCHESTER NH 03103

Elizabeth Bull

Authorized Signature

COPYBANK ANTI-FRAUD PROTECTION - PATENTS 4,210,346; 4,227,720; 4,310,160; 5,197,765; 5,340,158

[redacted]

**Public Service of New Hampshire**

The Northeast Utilities System

RECEIVED
NOV 18 2004
CITY CLERK'S OFFICE

November 15, 2004

Office of the City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101-2097

Enclosed for your review are pole license petitions 11-1036, 11-1037 and 11-1038 for poles located in the City of Manchester.

If approved, please have the License section signed by the proper authority. Keep the copy labeled "**CITY**" for your files, and return the remaining copies to me at the address below. All billing should be sent to this same address. If rejected, please return the documents to me with documentation as to why it was rejected so that I may notify our field personnel.

Appreciate your help in expediting this petition. Please give me a call if you have any questions. I can be reached at 634-3234.

Thank you,

Kerry O'Donnell

Kerry O'Donnell
Right of Way Department
Public Service of New Hampshire
PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

11-1036

PSNH

**PETITION AND POLE LICENSE**
**PETITION**

Manchester, New Hampshire

November 4, 2004

To the **Board of Selectman** of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC., request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

**License one (1) pole, 36/29A, located on Old Wellington Road in the City of Manchester.**

**VERIZON NEW ENGLAND, INC.**

BY: _____

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY: _____
Kerry O'Donnell, Right of Way

**LICENSE**

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

**ORDERED**

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1036, dated October 14, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____
City Clerk

11-1037

PETITION AND POLE LICENSE

PETITION

Manchester, New Hampshire

November 4, 2004

To the **Board of Selectman** of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC., request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

**Re-license four (4) poles, 1137/35, 36, 37 and 38, and license one (1) pole, 1137/39, all located on Summer South Back. License one (1) pole, 41/38X, located on Lincoln Street. All poles in the City of Manchester.**

**VERIZON NEW ENGLAND, INC.**

BY: _____

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY: _____

Kerry O'Donnell, Right of Way

LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1037, dated October 21, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____

City Clerk

11-1038
RSUH

**PETITION AND POLE LICENSE**
**PETITION**

Manchester, New Hampshire

November 4, 2004

To the **Board of Selectman** of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC., request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

**License three (3) poles, 565/4, 4Y and 5, located on Eastern Avenue in the City of Manchester.**

**VERIZON NEW ENGLAND, INC.**

BY: _____

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY: _____
Kerry O'Donnell, Right of Way

**LICENSE**

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

**ORDERED**

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1038, dated October 13, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____
City Clerk

**Public Service of New Hampshire**

The Northeast Utilities System

RECEIVED
NOV 30 2004
CITY CLERK'S OFFICE

November 29, 2004

Office of the City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101-2097

Enclosed for your review is pole license petition 11-1039 for poles located in the City of Manchester.

If approved, please have the License section signed by the proper authority. Keep the copy labeled "**CITY**" for your files, and return the remaining copies to me at the address below. All billing should be sent to this same address. If rejected, please return the documents to me with documentation as to why it was rejected so that I may notify our field personnel.

Appreciate your help in expediting this petition. Please give me a call if you have any questions. I can be reached at 634-3234.

Thank you,

Kerry O'Donnell

Kerry O'Donnell
Right of Way Department
Public Service of New Hampshire
PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

11-1039

RSUH

# PETITION AND POLE LICENSE
## PETITION

Manchester, New Hampshire

November 12, 2004

To the **Board of Selectman** of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC., request a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

**License thirty-four (34) poles, 10/50, 51, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 67, 69, 71, 72, 73, 77, 78, 79, 80, 81, 82, 83, 84, 86, 87, 88, 89, 90, 91, located on North River Road. License one (1) pole, 1200/1, located on Ward Street, one (1) pole, 838/2, located on McCarthy Street, one (1) pole, 1028/1, located on Ridge Street, two (2) poles, 400/Y and 1, located on Bennington Road, and six (6) poles, 314/1, 2, 3, 4, 8 and 9, located on the Road to State Industrial School. All poles located in the City of Manchester.**

**VERIZON NEW ENGLAND, INC.**

BY: _____

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY: _____
Kerry O'Donnell, Right of Way

## LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

## ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE AND VERIZON NEW ENGLAND, INC. be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND, INC." No. 11-1039, dated October 19, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____

ATTEST: _____
City Clerk

**Public Service of New Hampshire**

The Northeast Utilities System

RECEIVED
NOV 18 2004
CITY CLERK'S OFFICE

Office of the City Clerk
City of Manchester
One City Hall Plaza
Manchester, NH 03101-2907

November 12, 2004

Enclosed for your review is one Pole License Petition, 11-1040, to license four 100% PSNH poles located on South Ridge Road in the City of Manchester.

Upon your approval, please have the license section signed by the proper authority. Keep the copy labeled "**TOWN**" for your files, and **return the remaining copy marked PSNH to me at the address below**. All billing should be sent to this same address. If rejected, please return the documents to me with documentation as to why it was rejected so that I may notify our field personnel.

Appreciate your help in expediting this petition. Please give me a call if you have any questions. I can be reached at 634-3234.

Kerry O'Donnell

Kerry O'Donnell
Right of Way Department
Public Service of New Hampshire
PO Box 330
Manchester, NH 03105-9989

Enclosure(s)

11-1040

Rsen

# PETITION AND POLE LICENSE
## PETITION

Manchester, New Hampshire

November 12, 2004

To the **Board of Selectman** of the City of Manchester, New Hampshire.

PUBLIC SERVICE OF NEW HAMPSHIRE requests a license to install and maintain underground conduits, cable and wires, and maintain poles and structures with wires, cables, conduits and devices thereon, together with such sustaining, strengthening and protecting fixtures as may be necessary along, and under the following public ways:

**License four (4) poles, 182/T1-1, T2-1, T3-1 and T3-2, located on South Ridge Road in the City of Manchester.**

**PUBLIC SERVICE OF NEW HAMPSHIRE**

BY: Kerry O'Donnell
Kerry O'Donnell, Right of Way

## LICENSE

Upon the foregoing petition and it appearing that the public good so requires, it is hereby

## ORDERED

This _____ day of _____, 2004, that, PUBLIC SERVICE OF NEW HAMPSHIRE be and hereby are granted a license to erect and maintain poles and structures, with wires, cables, conduits and devices thereon, together with sustaining, strengthening and protecting fixtures, in the public ways covered by said petition. All of said wires, except such as are vertically attached to poles and structures, shall be placed in accordance with the National Safety Code in effect at the time of petition and/or license is granted.

The approximate location of the poles and structures shall be shown on plan marked "PUBLIC SERVICE OF NEW HAMPSHIRE" No. 11-1040, dated November 1, 2004, attached to and made a part hereof.

City of Manchester, New Hampshire

BY: _____

BY: _____

BY: _____

Received and entered in the records of the City of Manchester, New Hampshire, Book _____, Page _____

Date: _____ ATTEST: _____
City Clerk

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the audit status updates submitted by the Finance Department, and is forwarding same to the Board for informational purposes.

Respectfully submitted,

Carol N Johnson

Clerk of Committee

Deputy

K

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

September 13, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/o Mr. Leo Bernier
City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

**Audit Status Update:**

Office of Youth Services Checking Account

Report Submitted tonight

Valley Street Cemetery Trust Funds

A request has been made to perform an audit of the trust fund balances on an individual plot level for the Valley Street Cemetery. This is in response to questions surrounding balances available to restore the Blood Mausoleum, which is in need of repair. All information available from 1899 through 2004 has been gathered and balances on an individual account basis have been rolled forward.

Respectfully Submitted,

Kevin Buckley

Kevin M. Buckley
Internal Audit Manager

RECEIVED
NOV 15 2004
CITY CLERK'S OFFICE

# INTERNAL AUDIT REPORT

## CITY OF MANCHESTER
## NEW HAMPSHIRE

**OFFICE OF YOUTH SERVICES CHECKING ACCOUNT**
**FOR THE FISCAL YEAR ENDED JUNE 30, 2004**

**Prepared by**
**City of Manchester, NH – Finance Department**
**Internal Audit Division**

# INTERNAL AUDIT REPORT
# CITY OF MANCHESTER, NEW HAMPSHIRE
# OFFICE OF YOUTH SERVICES CHECKING ACCOUNT
# FOR THE FISCAL YEAR ENDED JUNE 30, 2004

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City of Manchester
Department of Finance

One City Hall Plaza
Manchester, New Hampshire 03101
Phone: (603) 624-6460
Fax: (603) 624-6549

July 30, 2004

Committee on Accounts, Enrollment and Revenue Administration
City of Manchester, New Hampshire
Honorable Aldermen: Smith, Shea, Guinta, Osborne and Thibaullt

Dear Honorable Committee Members:

The new Director of the Office of Youth Services (OYS) upon taking over the Office noted that they had a checking account used to collect fees for certain programs and make expenditures that benefited the programs. He requested advice from the Finance Department on the correct procedures over the account and was informed that Departments were not allowed to have separate accounts and the money should be turned over to the Finance Department for deposit in the City accounts. Internal Audit (IA) then requested that an audit be performed on the account.

IA's procedures were to conduct a financial and compliance audit of the OYS checking account for the Fiscal Year Ended June 30, 2004. The audit procedures began with an evaluation of the internal control structure in place at the OYS, a review of laws and regulations governing activities of the account and tests of transactions occurring during the Fiscal Year Ended June 30, 2004.

**Conclusion**

Based on the testwork performed, the OYS did maintain a checking account that was not recorded in the financial statements of the City of Manchester. The account was used to collect fees for the Alcohol Court Referral Program and the Youth Shoplifter Program. The account also collected and disbursed restitution payments from juveniles involved in vandalism. A system of internal controls to ensure that the funds are collected and used only for its intended purpose was completely lacking during the time that the account was in use. However, IA noted no instances where any funds were used for personal or inappropriate expenditures. OYS did not maintain sufficient records to ensure that all revenue collected was deposited however, IA could find no evidence that any funds were misused.

Draft observation worksheets and a draft audit report was sent to the Director of the OYS for his review and comment. The observations generated and the auditee written responses are included on pages five through thirteen. The auditee's responses indicate agreement with the report's findings. IA appreciates the courtesy and cooperation of the staff and administration of the OYS on this assignment.

Respectfully Submitted,

Kevin Buckley

Kevin Buckley, CPA
Internal Audit Manager

# INTRODUCTION

## AUDIT BACKGROUND

As a result of an inquiry from the new Director of Youth Services an audit was conducted to determine if expenditures and revenues from the checking account that was turned over to the Finance Department were being used in accordance with management's intended purpose.

The Finance Officer of the City of Manchester, NH has been designated by state law, city charter and local ordinance with the authority to conduct such examinations and audits.

Our audit was conducted during July of 2004 in accordance with standards applicable to financial and compliance audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

## AUDIT SCOPE AND OBJECTIVES

The audit was limited to financial activity of a checking account used for the benefit of certain OYS programs for the Fiscal Year Ended June 30, 2004.

The results of our testing, observations generated, auditee responses and the schedules of financial activity are included in the report starting on page five.

## BACKGROUND OF AUDITEE

In 1971 the City of Manchester established the OYS as a court diversion program. The Office's mission statement is:

> The OYS is the principal City agency responsible for reducing juvenile delinquency and preventing crime and violence among youth while being a voice for youth as individuals and in public policy.

The OYS is located in the Carol M Rines Center, 1528 Elm Street, Manchester NH.

The OYS consists of a Director, three Youth Services Councilors, two Youth Services Outreach Workers and a Customer Service Rep I.

OYS is responsible for crisis intervention and referral, juvenile restitution, anti-graffiti, substance abuse education, substance abuse information line, alcohol court referral program, shoplifter prevention, children in need of services (CHINS) and Firesafe Intervention.

## CHECKING ACCOUNT

The OYS had maintained a non-interest-bearing checking account at the Bank of New Hampshire in the name of "Office of Youth Services, For the City of Manchester" until July 23, 2004 when it was closed and the balance turned over to the Finance Department. This account had been in use for several years. The account had as authorized signers the OYS Director (both former and

current) and one of the Youth Services Councilor at the time it was closed. The checkbook was under the physical control of the OYS Director. For the fiscal year ended June 30, 2004 OYS issued 38 checks and 12 debit card transactions totaling $16,947 and collected $9,657 in fees and restitution.

**Revenues**

There are three sources of revenue into the account.

The majority of revenue is collected from the Alcohol Court Referral Program. This is a court ordered program for underage drinkers. The program gets referrals from several courts in the State. Each participant must pay $100 to enter the program, which consists of a four-session self-assessment of the use and misuse of alcohol. OYS staff conducts the sessions. Funds are used to buy the few supplies needed and pay for staff training.

Juveniles who have vandalized property may be referred by the Manchester Police Department (MPD) to report to the OYS to make restitution to the victims of the vandalism. They will work out a payment plan with the OYS and make periodic payments. When the entire amount is paid a check is cut to the victim and the MPD is notified. Occasionally the District Court will order restitution.

Minors arrested for shoplifting may be court ordered to attend the Shoplifter Education Program. The cost is $45 and covers the cost of materials. The materials consist of some CDs and a booklet that the offender takes home and then completes a self-test that is returned to the OYS and graded. Results are sent to the court as evidence of completion of the course.

The OYS does not maintain records to determine how much was collected from each program or sufficient records to determine that all funds collected were deposited. For the three years ended 7/15/04 approximately $25,500 was deposited in the checking account. The Youth Services Councilors that administer these programs are able to waive the fees under certain circumstances and the fee waivers do not have to be approved and are not documented.

**Expenditures**

The OYS Director who wrote the checks also maintained the checkbook. There was no formal independent reconciliation process nor was there any subsidiary ledgers to account for program income and expenses. Restitution checks were noted on a client sheet. The completed client sheet was filed in the juvenile's case folder when fully paid. All expenditures tested had sufficient supporting documentation.

# OBSERVATIONS AND RECOMMENDATIONS

## OBSERVATION 1: UNRECORDED CHECKING ACCOUNT

*Observation:*

Per the City of Manchester NH, Code of Ordinances section 35.020 "No City Official or Clerk shall deposit any city money or funds except in the City Treasury". Per section 35.021 The Finance Officer shall establish deposit procedures for all city departments receiving money for the city". Further more "All city departments receiving money for the city outside of the City Treasury shall pay the full amount of all said monies intact into the City Treasury daily, weekly or as often as the Finance Officer shall direct".

Per the City of Manchester NH, Code of Ordinances section 35.022 "No money shall be paid out of the City Treasury until the Mayor and Aldermen have taken the necessary action to authorize the payment, ...".

The Office of Youth Services (OYS) had maintained a checking account at Citizen's Bank for the collection and disbursement of fees for the Restitution, Alcohol Court Referral and Shoplifting programs. The department collects and disburses the funds in the normal course of business and as such are collecting fees and disbursing funds on behalf of the City with the City liable for the funds. A large percent of these funds were disbursed for expenditures that would normally be funded through the budgetary process such as training and conference fees.

The OYS did not seek or receive approval from the Finance Department to open or maintain the account. They also did not receive authorization to collect the various fees that go into the account. Per the City Revenue Policy: when imposing a new fee and/or charge or revising an existing fee/charge, the proposal shall be submitted to the BMA for consideration, reviewed by Finance for financial analysis, and the City Solicitor's Office for feasibility and compliance with applicable laws.

The city had not been reporting the account in its financial statements thereby understating cash, revenues and expenditures. The amount of understatement was immaterial to the financial statements taken as a whole.

*Recommendation:*

The OYS closed the checking account on July 23, 2004.

The OYS should work with the Finance Department to ensure that the proper revenue accounts are approved and are set up in HTE to accept these funds.

During the budget process OYS should ensure that the funds formerly paid out of the checking account for the necessary expenditures of the programs are included in their budget as well as the offsetting estimated revenues.

Restitution funds should be set up as a separate balance sheet account with the Finance Department.

*Auditee Response:*

See Attachment Page 8

## OBSERVATION 2: ACCOUNTING FOR REVENUES

*Observation:*

Internal Audit attempted to compare the amount of revenue collected by program to the program expenditures however, the Office of Youth Services did not maintain records that were sufficient to determine which program's revenue made up each deposit. The Office does not maintain ledgers for each program with the exception of restitution cases that are still open. When a restitution case is closed the ledger is filed in the offenders case file making it extremely difficult to determine when the revenues were deposited. Having these records is important to easily determine the level of program activity from year to year and perform financial analysis at the program level.

*Recommendation:*

If a separate revenue account is set up in HTE for each program and subsidiary ledgers are maintained at the Office it can be determined that the revenue is properly posted and make meaningful financial analysis possible. It will be important to have this information when determining estimated revenues during the budget process.

*Auditee Response:*

See Attachment Page 8

## OBSERVATION 3: WAIVER OF FEES AND SEGREGATION OF DUTIES

*Observation:*

The Office of Youth Services collects fees for restitution payments, court ordered shoplifter program and Alcohol program. Internal Audit has been told that for all three programs the fees can be waived. For the restitution program the fee waiver has to be initiated from the court or the victim has to agree to accept a lower payment. For the other two programs it is at the program manager's discretion whether or not to charge the fee. If it is determined that the client is unable due to financial circumstances to pay for the program they will waive the fee. Program managers

are also the people who collect the fees for deposit. The program managers do not need any approval for the fee waiver nor do they document the reason for the waiver. This represents a serious internal control problem as the person who intakes people to the program and collects the payment can waive the fee without any documentation or approval. It would be a simple matter to not deposit the fees collected and claim that the fee was waived.

*Recommendation:*

The duties of intake to the program, collection of fees and waiver of fees should be separated. The best way to do this is to have fees paid to someone not involved with the program who would be issued a receipt as proof to show the program manager that the fee was paid.

If a fee is to be waived the reason should be documented and approved by a person in a supervisory position.

*Auditee Response:*

See Attachment Page 8

**OBSERVATION 4: UNTIMELY CASH DEPOSITS**

*Observation:*

The collection and possession of cash is one of the most inherently risky areas in any organization. Every effort should be made to limit the amount of cash on hand at any time. Per the City of Manchester NH, Code of Ordinances section 35.021 (B) "All city departments receiving money for the city from sources outside the City Treasury shall pay the full amount of all said moneys intact into the City Treasury daily, weekly, or as often as the Finance Officer shall direct". The Finance Officer has determined that deposits will be made daily if collections exceed $100 or at least weekly if deposits are under $100.

Analysis of the checking account maintained by the Office of Youth Services shows that deposits were not always deposited on the day they were collected even though they exceeded the $100 limit. Deposits would take several days in some instances to be deposited.

*Recommendation:*

The Office should attempt to minimize the amount of cash on hand by following the City deposit policy and preparing deposits on a daily basis.

*Auditee Response:*

See Attachment Page 8

# ATTACHMENT

## CLIENT RESPONSE TO OBSERVATIONS

## The City of Manchester Office of Youth Services Policy: Client Numbering System

**Purpose and Definition:**
This policy exists so that each client who receives services at the City of Manchester Office of Youth Services can be tracked for clinical and financial purposes. With the exception of clients who receive 'one time' services or a sporadic series of 'one time' services, all persons coming into the City of Manchester Office of Youth Services shall receive a client number. The Receptionist shall be in charge of assigning client numbers and preparing reports for internal and external audit. These reports shall consist of, but not be limited to, census and client flow reports.

**Client Number Prefix:**

1. The first four numbers are the year the client was initially admitted (e.g. 2004 = 2004)

2. The fifth and sixth numbers are the month the client was admitted (e.g. March = 03 & November = 11)

3. After the first six numbers there is always a dash

4. Finally, the lasts 3 digits represent the client number.

So, if Michael Johnson was the first client of 2005, his number would be Michael Johnson - 200501-001. Thusly, Sergio Lopez – 200506-432 means that Sergio was admitted in June of 2005 and that he is the 432nd client to enter The City of Manchester Office of Youth Services for the year.

**Client Number Suffix:**
Each Client Number will have a suffix to indicate the specific program the client is currently involved with at The City of Manchester Office of Youth Services. NOTE: All clients will have only one client number. However, because of involvement in different programs a client might have multiple client suffixes.

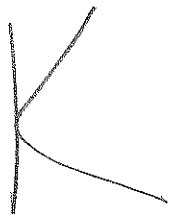
**Approved Client Suffixes:**

| | | |
|---|---|---|
| JD | = | Juvenile Diversion |
| SA | = | Substance Abuse |
| MR | = | Money Restitution |
| MA | = | Money Alcohol Program |
| MY | = | Money YES Program |
| WA | = | Waived Alcohol Program Fee* |
| WY | = | Waived YES Program Fee* |

* In order for a client fee to be waived, the petitioner must produce a memo requesting the fee be waived and that form must be signed by the Director of the Office of Youth Services and the Receptionist.

So, if Michael Johnson, from above were in the waived YES Program, his Client Number would be: 200501-001 WY

Written on July 27, 2004
Effective Date: August 2, 2004
By Martin P. Boldin, Executive Director,
City of Manchester Office of Youth Services



## The City of Manchester Office of Youth Services Policy: Client Accounting System – Financial Accounting

**Purpose and Definition:**
This policy exists so that each client who receives services at the City of Manchester Office of Youth Services can be audited to insure the financial integrity of all transactions between the City of Manchester Office of Youth Services and the clients served by the Office of Youth Services. With the exception of clients who receive 'one time' services or a sporadic series of 'one time' services, all persons receiving services from the City of Manchester Office of Youth Services will have a chart that can be audited for financial activity.

**Client Flow Reporting**
The Receptionist or Designee, through a 'Daily Sign In Log,' accounts for each client who enters the Office of Youth Services on a given day. Each service provider will account for each client he or she sees on a daily basis. These numbers will be reconciled each day by the receptionist and reviewed by the Director of the Office of Youth Services on a biweekly basis. Outreach workers will also indicate the number of clients they saw on a daily basis in writing to the receptionist. The Director of the Office of Youth Services will review these reports on a biweekly basis.

**Collecting and Depositing Funds**
All client numbers will have suffixes that reflect whether or not finances or waivers of fees will be associated with the services they receive. All clients who have financial obligations tied to their interactions with the City of Manchester Office of Youth Services will hand all funds due the Office of Youth Services to the Receptionist or designee.* The Receptionist or her designee will receipt all financial transactions related to clients (white copy). Receipts will be kept in a receipt book held by the Receptionist (pink copy) and a yellow copy of receipts will be placed in each chart of each client for each transaction.

(*In the event that a client is not able to pay for services when the Receptionist is available, the client will be asked to mail check payments to the receptionist at the City of Manchester Office of Youth Services. The same day of the receipt of checks or money orders for these accounts is received receipts will be mailed to the client who made the payment. All cash payments must be made to the Receptionist directly. All cash transactions must be receipted immediately by the Receptionist.)

All funds collected on a given day will be turned over to the Director of the City of Manchester Office of Youth Services. Once monies and/or checks total more than $100.00, the Director of the City of Manchester Office of Youth Services or designee will deposit those funds in Citizen's Bank. Bank deposit receipts, the deposit book and a ledger of these transactions shall be maintained by the Director of the Office of Youth Services.

**Internal Auditing**
The Director of the Office of Youth Services, The Receptionist and an additional staff member at least once monthly shall reconcile the Bank Deposit Book and the Receipt Book.

Quarterly, the director of the Office of Youth Services will request that a random staff member make an audit of 10% of all client records served in that quarter to insure that financial records are accurate and complete.

Annually, the Director of the Office of Youth Services will write the Director of the City of Manchester Finance Department appraising him or her of the status of all collected and deposited monies, all monthly receivable reconciliation's and quarterly chart audits. Additionally, the Director of the Office of Youth Services will seek the Director of Finance's written opinion as to the need for an account audit.

**Reporting Irregularities**

Any inconsistencies between monies collected, monies deposited, receipts, receipt books, the ledger and/or client records will be reported within 24 hours of their discovery, in writing, to the Director of the Office of Youth Services and the Receptionist. All written reports will be reviewed by the Director of the Office of Youth Services and the Receptionist within 24 hours. Any reconciliation that speaks a clerical error will be explained in writing and signed off by all involved parties, the Director of the Office of Youth Services and the Receptionist and kept for quarterly, annual and audit review. In the case where an irregularity cannot be explained, whether or not it involves the loss or accrual of actual funds, it will be reported, in writing, within 24 hours to the Director of the Finance Department and the Mayor of the City of Manchester.

Written on July 27, 2004
Revised on August 26, 2004
Effective Date: August 26, 2004
By Martin P. Boldin, Executive Director,
City of Manchester Office of Youth Services

# City of Manchester
# Office of Youth Services
# Daily Sign In Log

**Date:**

| Initials | To See | At What Time | Office Use Only |
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# CITY OF MANCHESTER NH
# OFFICE OF YOUTH SERVICES
# CHECKING ACCOUNT
# SCHEDULE OF ACCOUNT ACTIVITY

| | Fiscal Year 2003 | Fiscal Year 2004 | Total |
|---|---|---|---|
| BEGINNING BALANCE | $ 12,677 | $ 12,297 | $ 12,677 |
| REVENUES | $ 5,243 | $ 9,390 | $ 14,633 |
| EXPENDITURES | $ 5,623 | $ 17,125 | $ 22,748 |
| ENDING BALANCE | $ 12,297 | $ 4,562 | $ 4,562 |

K

# CITY OF MANCHESTER NH
# OFFICE OF YOUTH SERVICES
# CHECKING ACCOUNT
# SCHEDULE OF REVENUES AND EXPENDITURES
# (CASH BASIS)

| | Fiscal Year 2003 | Fiscal Year 2004 | Total |
|---|---|---|---|
| **REVENUES** | | | |
| TOTAL REVENUES | $ 5,476 | $ 9,657 | $ 15,133 |
| **EXPENDITURES** | | | |
| DUES, CONFERENCE, TRAINING | $ 1,376 | $ 6,021 | $ 7,397 |
| RESTITUTION | $ 994 | $ 2,180 | $ 3,174 |
| OFFICE SUPPLIES | $ 0 | $ 5,311 | $ 5,311 |
| SHOPLIFTER PROGRAM | $ 1,963 | $ 1,963 | $ 3,926 |
| ALCOHOL AWARENESS | $ 952 | $ 831 | $ 1,783 |
| OTHER EXPENSES | $ 386 | $ 640 | $ 1,026 |
| TOTAL EXPENDITURES | $ 5,671 | $ 16,946 | $ 22,617 |
| NET REVENUES/(EXPENDITURES) | $ (195) | $ (7,289) | $ (7,484) |

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully recommends, after due and careful consideration, that the Finance Department be authorized to write off accounts receivable for the first quarter FY2005 as submitted.

Respectfully submitted,

Clerk of Committee

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

November 12, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier, City Clerk
One City Hall Plaza
Manchester NH 03101

Dear Honorable Committee Members,

Attached is the 1st quarter fiscal year 2005 write off list for the Accounts Receivable module. Most of these items have already been sent to collections and have been determined to be uncollectable. We request authorization to write these receivables off.

Please let me know if you have any questions or require further information.

Respectfully submitted,

Sharon Wickens
Financial Analyst II
Enc.

Department of Finance
Accounts Receivable
1st Quarter FY2005
Write Off Submission

| Dept | Customer Name | Cust # | Invoice # | Invoice Date | Original Amount | Open Amount | Explanation | | |
|---|---|---|---|---|---|---|---|---|---|
| hwy | Gary T. Wadsworth | 8307 | 9846971 | 9/15/2003 | $35.00 | $35.00 | closed AEX 06/12/04 | | |
| hwy | Andrew Koza | 8107 | 9844248 | 6/16/2003 | $64.50 | $64.50 | closed AEX 05/22/04 | | |
| hwy | Ernest Randall | 5611 | 9845963 | 8/11/2003 | $123.50 | $123.50 | closed USA 06/12/04 | | |
| hwy | Paul Beaudet | 7934 | 9845085 | 7/9/2003 | $132.00 | $132.00 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9845804 | 7/31/2003 | $54.50 | $54.50 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9845976 | 8/11/2003 | $15.00 | $15.00 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9846147 | 8/19/2003 | $34.50 | $34.50 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9847566 | 9/29/2003 | $24.00 | $24.00 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9847718 | 10/6/2003 | $24.00 | $24.00 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9847939 | 10/20/2003 | $57.00 | $57.00 | closed AEX 08/21/04 | | |
| hwy | Paul Beaudet | 7934 | 9848448 | 10/27/2003 | $78.00 | $78.00 | closed AEX 08/21/04 | | |
| hwy | Steven A. Stefanik | 8374 | 9847736 | 10/6/2003 | $43.50 | $43.50 | closed AEX 08/28/04 | | |
| hwy | Peter Lewis | 8371 | 9847733 | 10/6/2003 | $129.00 | $129.00 | closed USA 09/11/04 | | |
| hwy | Leonard Hodgkins | 8326 | 9847473 | 9/22/2003 | $50.00 | $50.00 | closed USA 09/25/04 | | |
| hwy | Neville Dobson | 7506 | 9847715 | 10/6/2003 | $20.00 | $20.00 | closed AEX 07/17/04 | $884.50 | **Total Highwa** |
| fire | Christine N. Jeas | 8356 | 9847675 | 10/3/2003 | $228.17 | $228.17 | closed AEX 07/17/04 | | |
| fire | Mall of NH | 2445 | 9853960 | 4/16/2004 | $54.69 | $54.69 | unable to collect collection fee | $282.86 | **Total Fire** |
| traffic | Dian Fournier | 7878 | 9841050 | 2/19/2003 | $546.62 | $546.62 | closed USA 06/26/04 | | |
| traffic | Kara Aubin | 8354 | 9848403 | 10/24/2003 | $35.00 | $35.00 | closed AEX 08/21/04 | | |
| traffic | Kara Aubin | 8354 | 9849190 | 11/18/2003 | $35.00 | $35.00 | closed AEX 08/21/04 | | |
| traffic | Kara Aubin | 8354 | 9850059 | 12/18/2003 | $35.00 | $35.00 | closed AEX 08/21/04 | | |
| traffic | Kara Aubin | 8354 | 9851479 | 1/20/2004 | $35.00 | $35.00 | closed AEX 08/21/04 | | |
| traffic | Kara Aubin | 8354 | 9852305 | 2/20/2004 | $35.00 | $35.00 | closed AEX 08/21/04 | $721.62 | **Total Traffic** |
| | | | | | | $1,888.98 | | $1,888.98 | |

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

The Committee on Accounts, Enrollment and Revenue Administration respectfully advises, after due and careful consideration, that it has accepted the City's Monthly Financial Statements for the four months ended October 31, 2004 for FY2005 submitted by the Finance Department, and is forwarding same to the Board for informational purposes.

Respectfully submitted,

Clerk of Committee

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

November 9, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached, for your review, please find the City of Manchester's Monthly Financial Statements. These unaudited statements represent activity for the four months ended October 31, 2004 for Fiscal Year 2005.

*Expenditures*:
The average unobligated balance by percentage is 67%. Departments with a considerably lower proportion left include City Solicitor, Information Systems, Building Maintenance and Elderly Services.
City Solicitor processed a liability insurance premium for $106 thousand in July. Information Systems has obligations for $88 thousand for equipment, $284 thousand for service agreements and $28 thousand for telephone expenses, and prepaid postage for $40 thousand. Building Maintenance has fully encumbered, in July, the service contract for cleaning services for the year for $3.6 million. Elderly Services has fully encumbered twelve months of telephone expenses from July through June for $2,255.
Employer contributions to the City Contributory Retirement System were disbursed in July 2003 for $1.9 million for fiscal year 2004. For fiscal year 2005, contributions are remitted on a weekly basis. $689 thousand has been paid for the year to date as of October. The total budgeted amount for fiscal year 2005 is $2.1 million.

*Revenues*:
Building permits include a portion of the school buildings being renovated. Auto registrations are the same as last year. School chargebacks recorded are a fourth of last year which is a timing difference. Two factors are responsible for the interest income increase this year over last year . The cash balances and interest rates are more favorable. Miscellaneous revenues are up from last year mainly from the increase in excess tax receipts.

Respectfully submitted,
Guy Beloin
Guy Beloin
Financial Analyst II

# CITY OF MANCHESTER
# NEW HAMPSHIRE

# MONTHLY FINANCIAL REPORTS

## FOR THE FOUR MONTHS ENDED
## OCTOBER 2004

**UNAUDITED**

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CITY OF MANCHESTER, NEW HAMPSHIRE

PRELIMINARY FINANCIAL STATEMENTS

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FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004


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| 7 | Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Comparative Actual Fiscal Year 2004 vs Budget Fiscal Year 2005 |
| 8 | Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Years 2004 vs 2005 |


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CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET vs ACTUAL EXPENDITURES - GENERAL FUND
BY DEPARTMENT WITHOUT RESTRICTED ITEMS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004
(UNAUDITED)
Budget Basis
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| | FY 2005 MODIFIED BUDGET | FY 2005 OBLIGATIONS TO DATE | FY 2005 UNOBLIGATED BALANCE | FY 2005 PERCENT UNOBLIGATED |
|---|---|---|---|---|
| AGENCIES- | | | | |
| ALDERMEN | $ 70,000.00 | $ 17,500.00 | $ 52,500.00 | 75.00 |
| ASSESSORS | 553,269.00 | 172,002.35 | 381,266.65 | 68.91 |
| BUILDING | 1,062,676.00 | 349,620.72 | 713,055.28 | 67.10 |
| CITY CLERK | 1,047,253.00 | 337,998.70 | 709,254.30 | 67.73 |
| MEDO | 192,651.00 | 39,008.19 | 153,642.81 | 79.75 |
| CITY SOLICITOR | 783,978.00 | 270,811.59 | 513,166.41 | 65.46 |
| FINANCE | 1,149,654.00 | 439,996.62 | 709,657.38 | 61.73 |
| INFORMATION SYSTEMS | 1,784,481.00 | 883,470.88 | 901,010.12 | 50.49 |
| MAYOR | 219,965.00 | 69,053.33 | 150,911.67 | 68.61 |
| OFFICE OF YOUTH SERVICES | 442,349.00 | 114,273.40 | 328,075.60 | 74.17 |
| HUMAN RESOURCES | 732,223.00 | 242,506.04 | 489,716.96 | 66.88 |
| PLANNING | 688,298.00 | 225,762.78 | 462,535.22 | 67.20 |
| BUILDING MAINTENANCE DIVISION | 6,086,676.00 | 4,394,271.22 | 1,692,404.78 | 27.81 |
| TAX COLLECTOR | 564,846.00 | 172,586.39 | 392,259.61 | 69.45 |
| FIRE | 15,176,254.00 | 4,892,151.30 | 10,284,102.70 | 67.76 |
| POLICE | 15,964,400.00 | 5,201,273.44 | 10,763,126.56 | 67.42 |
| HEALTH | 2,464,166.00 | 643,832.48 | 1,820,333.52 | 73.87 |
| HIGHWAY | 15,842,846.00 | 5,241,641.24 | 10,601,204.76 | 66.91 |
| TRAFFIC | 2,794,415.00 | 670,188.34 | 2,124,226.66 | 76.02 |
| WELFARE | 1,091,725.00 | 373,095.55 | 718,629.45 | 65.83 |
| PARKS & RECREATION | 2,937,784.00 | 1,012,110.76 | 1,925,673.24 | 65.55 |
| MCTV | 399,600.00 | - | 399,600.00 | 100.00 |
| LIBRARY | 2,005,359.00 | 703,366.94 | 1,301,992.06 | 64.93 |
| ELDERLY SERVICES | 219,835.00 | 93,802.71 | 126,032.29 | 57.33 |
| TOTAL AGENCIES | 74,274,703.00 | 26,560,324.97 | 47,714,378.03 | 64.24 |
| RESTRICTED ITEMS- | | | | |
| HEALTH INSURANCE | 7,735,472.00 | 2,372,335.13 | 5,363,136.87 | 69.33 |
| DENTAL INSURANCE | 780,129.00 | 236,314.87 | 543,814.13 | 69.71 |
| DEATH BENEFIT | 87,025.00 | 26,559.02 | 60,465.98 | 69.48 |
| WORKER'S COMPENSATION | 1,021,494.00 | 367,113.35 | 654,380.65 | 64.06 |
| DISABILITY INSURANCE | 72,919.00 | 25,075.85 | 47,843.15 | 65.61 |
| CITY RETIREMENT | 2,174,064.00 | 689,183.31 | 1,484,880.69 | 68.30 |
| FIRE STATE PENSION | 1,836,369.00 | 556,190.82 | 1,280,178.18 | 69.71 |
| POLICE STATE PENSION | 979,057.00 | 300,312.22 | 678,744.78 | 69.33 |
| FICA | 2,292,351.00 | 735,648.23 | 1,556,702.77 | 67.91 |
| UNEMPLOYMENT | 40,000.00 | 40,000.00 | - | - |
| TUITION | 80,000.00 | 21,631.23 | 58,368.77 | 72.96 |
| CGL INSURANCE | 581,084.00 | 338,166.66 | 242,917.34 | 41.80 |
| TOTAL RESTRICTED ITEMS | 17,679,964.00 | 5,708,530.69 | 11,971,433.31 | 67.71 |
| NON-DEPARTMENTAL ITEMS- | | | | |
| SALARY ADJUSTMENT | 750,000.00 | - | 750,000.00 | 100.00 |
| CONTINGENCY | 134,800.00 | - | 134,800.00 | 100.00 |
| CIVIC CONTRIBUTIONS | 145,450.00 | 85,759.83 | 59,690.17 | 41.04 |
| NON-CITY PROGRAMS | 68,089.00 | 68,134.00 | (45.00) | .(7) |
| SAFETY REVIEW BOARD | 40,000.00 | 11,032.62 | 28,967.38 | 72.42 |
| COMMUNITY IMPROVEMENT PROGRAM | 1,911,665.00 | 1,911,665.00 | - | - |
| MOTORIZED EQUIPMENT REPLACEMENT | 200,000.00 | 72,908.32 | 127,091.68 | 63.55 |
| TRANSIT SUBSIDY | 1,011,785.00 | 1,011,785.00 | - | - |
| EMPLOYEE MEDICAL SERVICES | 105,000.00 | 49,392.50 | 55,607.50 | 52.96 |
| CONSERVATION COMMISSION | 13,763.00 | 836.17 | 12,926.83 | 93.92 |
| MATURING DEBT | 9,750,050.00 | 4,073,525.59 | 5,676,524.41 | 58.22 |
| INTEREST ON MATURING DEBT | 7,808,100.00 | 2,278,895.85 | 5,529,204.15 | 70.81 |
| TOTAL NON-DEPARTMENTAL ITEMS | 21,938,702.00 | 9,563,934.88 | 12,374,767.12 | 56.41 |
| TOTAL GENERAL FUND | $ 113,893,369.00 | $ 41,832,790.54 | $ 72,060,578.46 | 63.27 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET vs ACTUAL EXPENDITURES - GENERAL FUND
BY DEPARTMENT WITHOUT RESTRICTED ITEMS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2003
(UNAUDITED)
Budget Basis
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| | FY 2004 MODIFIED BUDGET | FY 2004 OBLIGATIONS TO DATE | FY 2004 UNOBLIGATED BALANCE | FY 2004 PERCENT UNOBLIGATED |
|---|---|---|---|---|
| AGENCIES- | | | | |
| ALDERMEN | $ 70,000.00 | $ 17,500.00 | $ 52,500.00 | 75.00 |
| ASSESSORS | 499,389.00 | 153,517.37 | 345,871.63 | 69.26 |
| BUILDING | 1,027,651.00 | 307,359.59 | 720,291.41 | 70.09 |
| CITY CLERK | 1,125,044.00 | 321,078.15 | 803,965.85 | 71.46 |
| MEDO | 138,464.00 | 34,653.75 | 103,810.25 | 74.97 |
| CITY SOLICITOR | 781,385.00 | 240,514.89 | 540,870.11 | 69.22 |
| FINANCE | 1,165,905.00 | 372,118.31 | 793,786.69 | 68.08 |
| INFORMATION SYSTEMS | 1,742,954.00 | 807,830.47 | 935,123.53 | 53.65 |
| MAYOR | 213,673.00 | 67,119.91 | 146,553.09 | 68.59 |
| OFFICE OF YOUTH SERVICES | 443,901.00 | 140,971.72 | 302,929.28 | 68.24 |
| HUMAN RESOURCES | 744,324.00 | 235,123.83 | 509,200.17 | 68.41 |
| PLANNING | 697,712.00 | 225,550.31 | 472,161.69 | 67.67 |
| BUILDING MAINTENANCE DIVISION | 5,379,532.00 | 4,275,942.34 | 1,103,589.66 | 20.51 |
| TAX COLLECTOR | 557,382.00 | 166,690.79 | 390,691.21 | 70.09 |
| FIRE | 14,648,033.00 | 4,634,620.66 | 10,013,412.34 | 68.36 |
| POLICE | 15,178,584.00 | 5,068,786.71 | 10,109,797.29 | 66.61 |
| HEALTH | 2,400,056.00 | 556,221.77 | 1,843,834.23 | 76.82 |
| HIGHWAY | 15,580,722.00 | 4,817,377.16 | 10,763,344.84 | 69.08 |
| TRAFFIC | 2,955,158.00 | 597,000.32 | 2,358,157.68 | 79.80 |
| WELFARE | 1,190,040.00 | 361,507.58 | 828,532.42 | 69.62 |
| PARKS & RECREATION | 2,799,226.00 | 980,731.02 | 1,818,494.98 | 64.96 |
| MCTV | 402,019.00 | - | 402,019.00 | 100.00 |
| LIBRARY | 1,919,533.00 | 630,236.14 | 1,289,296.86 | 67.17 |
| ELDERLY SERVICES | 235,511.00 | 155,802.12 | 79,708.88 | 33.85 |
| TOTAL AGENCIES | 71,896,198.00 | 25,168,254.91 | 46,727,943.09 | 64.99 |
| RESTRICTED ITEMS- | | | | |
| HEALTH INSURANCE | 7,519,359.00 | 2,283,767.01 | 5,235,591.99 | 69.63 |
| DENTAL INSURANCE | 690,526.00 | 206,821.11 | 483,704.89 | 70.05 |
| DEATH BENEFIT | 75,554.00 | 28,059.99 | 47,494.01 | 62.86 |
| WORKER'S COMPENSATION | 1,245,841.00 | 312,121.16 | 933,719.84 | 74.95 |
| DISABILITY INSURANCE | 77,727.00 | 21,785.02 | 55,941.98 | 71.97 |
| CITY RETIREMENT | 930,329.00 | 1,827,549.28 | (897,220.28) | (96.44) |
| FIRE STATE PENSION | 1,701,340.00 | 549,640.62 | 1,151,699.38 | 67.69 |
| POLICE STATE PENSION | 883,080.00 | 280,729.17 | 602,350.83 | 68.21 |
| FICA | 2,266,232.00 | 682,719.34 | 1,583,512.66 | 69.87 |
| UNEMPLOYMENT | 40,000.00 | - | 40,000.00 | 100.00 |
| TUITION | 116,000.00 | 26,115.07 | 89,884.93 | 77.49 |
| CGL INSURANCE | 355,367.00 | 286,479.36 | 68,887.64 | 19.38 |
| TOTAL RESTRICTED ITEMS | 15,901,355.00 | 6,505,787.13 | 9,395,567.87 | 59.09 |
| NON-DEPARTMENTAL ITEMS- | | | | |
| CONTINGENCY | 1,095.00 | - | 1,095.00 | 100.00 |
| CIVIC CONTRIBUTIONS | 142,387.00 | 87,605.32 | 54,781.68 | 38.47 |
| NON-CITY PROGRAMS | 68,089.00 | 68,089.00 | - | - |
| SAFETY REVIEW BOARD | 25,000.00 | 8,975.90 | 16,024.10 | 64.10 |
| COMMUNITY IMPROVEMENT PROGRAM | 1,612,215.00 | 1,612,215.00 | - | - |
| MOTORIZED EQUIPMENT REPLACEMENT | 554,000.00 | 70,644.25 | 483,355.75 | 87.25 |
| TRANSIT SUBSIDY | 850,000.00 | 850,000.00 | - | - |
| EMPLOYEE MEDICAL SERVICES | 105,022.00 | 79,609.40 | 25,412.60 | 24.20 |
| CONSERVATION COMMISSION | 12,663.00 | 1,011.97 | 11,651.03 | 92.01 |
| MATURING DEBT | 10,363,628.00 | 3,957,320.33 | 6,406,307.67 | 61.82 |
| INTEREST ON MATURING DEBT | 5,864,924.00 | 1,737,216.04 | 4,127,707.96 | 70.38 |
| TOTAL NON-DEPARTMENTAL ITEMS | 19,599,023.00 | 8,472,687.21 | 11,126,335.79 | 56.77 |
| TOTAL GENERAL FUND | $ 107,396,576.00 | $ 40,146,729.25 | $ 67,249,846.75 | 62.62 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET vs ACTUAL EXPENDITURES - GENERAL FUND
BY DEPARTMENT WITH RESTRICTED ITEMS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004
(UNAUDITED)
Budget Basis
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| | FY 2005 MODIFIED BUDGET | FY 2005 OBLIGATIONS TO DATE | FY 2005 UNOBLIGATED BALANCE | FY 2005 PERCENT UNOBLIGATED |
|---|---|---|---|---|
| AGENCIES- | | | | |
| ALDERMEN | $ 154,031.00 | $ 35,991.47 | $ 118,039.53 | 76.63 |
| ASSESSORS | 706,661.00 | 213,031.54 | 493,629.46 | 69.85 |
| BUILDING | 1,430,571.00 | 463,842.44 | 966,728.56 | 67.58 |
| CITY CLERK | 1,299,353.00 | 468,437.46 | 830,915.54 | 63.95 |
| MEDO | 229,989.00 | 48,336.16 | 181,652.84 | 78.98 |
| CITY SOLICITOR | 1,005,238.00 | 506,494.00 | 498,744.00 | 49.61 |
| FINANCE | 1,356,995.00 | 508,587.52 | 848,407.48 | 62.52 |
| INFORMATION SYSTEMS | 2,140,588.00 | 995,039.50 | 1,145,548.50 | 53.52 |
| MAYOR | 290,173.00 | 90,149.93 | 200,023.07 | 68.93 |
| OFFICE OF YOUTH SERVICES | 561,408.00 | 145,132.70 | 416,275.30 | 74.15 |
| HUMAN RESOURCES | 1,031,840.00 | 357,282.14 | 674,557.86 | 65.37 |
| PLANNING | 893,233.00 | 289,370.45 | 603,862.55 | 67.60 |
| BUILDING MAINTENANCE DIVISION | 6,363,195.00 | 4,487,285.47 | 1,875,909.53 | 29.48 |
| TAX COLLECTOR | 732,560.00 | 222,901.65 | 509,658.35 | 69.57 |
| FIRE | 20,086,007.00 | 6,375,720.11 | 13,710,286.89 | 68.26 |
| POLICE | 20,219,898.00 | 6,558,690.50 | 13,661,207.50 | 67.56 |
| HEALTH | 3,253,176.00 | 827,691.84 | 2,425,484.16 | 74.56 |
| HIGHWAY | 19,027,975.00 | 6,283,891.29 | 12,744,083.71 | 66.98 |
| TRAFFIC | 3,162,348.00 | 763,570.13 | 2,398,777.87 | 75.85 |
| WELFARE | 1,247,067.00 | 436,916.92 | 810,150.08 | 64.96 |
| PARKS & RECREATION | 3,484,633.00 | 1,203,405.39 | 2,281,227.61 | 65.47 |
| MCTV | 426,000.00 | - | 426,000.00 | 100.00 |
| LIBRARY | 2,560,557.00 | 870,579.08 | 1,689,977.92 | 66.00 |
| ELDERLY SERVICES | 290,412.00 | 116,507.97 | 173,904.03 | 59.88 |
| TOTAL AGENCIES | 91,953,908.00 | 32,268,855.66 | 59,685,052.34 | 64.91 |
| NON-DEPARTMENTAL ITEMS- | | | | |
| SALARY ADJUSTMENT | 750,000.00 | - | 750,000.00 | 100.00 |
| CONTINGENCY | 134,800.00 | - | 134,800.00 | 100.00 |
| CIVIC CONTRIBUTIONS | 145,450.00 | 85,759.83 | 59,690.17 | 41.04 |
| NON-CITY PROGRAMS | 68,089.00 | 68,134.00 | (45.00) | .(7) |
| SAFETY REVIEW BOARD | 40,000.00 | 11,032.62 | 28,967.38 | 72.42 |
| COMMUNITY IMPROVEMENT PROGRAM | 1,911,665.00 | 1,911,665.00 | - | - |
| MOTORIZED EQUIPMENT REPLACEMENT | 200,000.00 | 72,908.32 | 127,091.68 | 63.55 |
| TRANSIT SUBSIDY | 1,011,785.00 | 1,011,785.00 | - | - |
| EMPLOYEE MEDICAL SERVICES | 105,000.00 | 49,392.50 | 55,607.50 | 52.96 |
| CONSERVATION COMMISSION | 14,522.00 | 836.17 | 13,685.83 | 94.24 |
| MATURING DEBT | 9,750,050.00 | 4,073,525.59 | 5,676,524.41 | 58.22 |
| INTEREST ON MATURING DEBT | 7,808,100.00 | 2,278,895.85 | 5,529,204.15 | 70.81 |
| TOTAL NON-DEPARTMENTAL ITEMS | 21,939,461.00 | 9,563,934.88 | 12,375,526.12 | 56.41 |
| TOTAL GENERAL FUND | $ 113,893,369.00 | $ 41,832,790.54 | $ 72,060,578.46 | 63.27 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET vs ACTUAL EXPENDITURES - GENERAL FUND
BY DEPARTMENT WITH RESTRICTED ITEMS
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2003
(UNAUDITED)
Budget Basis
MNTBUDCOM2

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| | FY 2004 MODIFIED BUDGET | FY 2004 OBLIGATIONS TO DATE | FY 2004 UNOBLIGATED BALANCE | FY 2004 PERCENT UNOBLIGATED |
|---|---|---|---|---|
| AGENCIES- | | | | |
| ALDERMEN | $ 142,388.00 | $ 37,764.23 | $ 104,623.77 | 73.48 |
| ASSESSORS | 626,686.00 | 206,070.38 | 420,615.62 | 67.12 |
| BUILDING | 1,325,640.00 | 465,233.01 | 860,406.99 | 64.91 |
| CITY CLERK | 1,350,786.00 | 431,214.31 | 919,571.69 | 68.08 |
| MEDO | 172,000.00 | 56,680.00 | 115,320.00 | 67.05 |
| CITY SOLICITOR | 971,810.00 | 480,406.56 | 491,403.44 | 50.57 |
| FINANCE | 1,349,804.00 | 468,811.91 | 880,992.09 | 65.27 |
| INFORMATION SYSTEMS | 2,023,868.00 | 974,655.16 | 1,049,212.84 | 51.84 |
| MAYOR | 276,060.00 | 101,246.57 | 174,813.43 | 63.32 |
| OFFICE OF YOUTH SERVICES | 526,764.00 | 199,387.54 | 327,376.46 | 62.15 |
| HUMAN RESOURCES | 1,072,169.00 | 358,759.81 | 713,409.19 | 66.54 |
| PLANNING | 885,618.00 | 337,132.95 | 548,485.05 | 61.93 |
| BUILDING MAINTENANCE DIVISION | 5,615,081.00 | 4,403,982.52 | 1,211,098.48 | 21.57 |
| TAX COLLECTOR | 704,795.00 | 248,040.72 | 456,754.28 | 64.81 |
| FIRE | 19,462,734.00 | 5,998,957.79 | 13,463,776.21 | 69.18 |
| POLICE | 18,947,343.00 | 6,378,643.32 | 12,568,699.68 | 66.33 |
| HEALTH | 3,071,406.00 | 891,190.33 | 2,180,215.67 | 70.98 |
| HIGHWAY | 18,256,567.00 | 6,185,788.25 | 12,070,778.75 | 66.12 |
| TRAFFIC | 3,259,745.00 | 714,939.29 | 2,544,805.71 | 78.07 |
| WELFARE | 1,307,294.00 | 447,141.50 | 860,152.50 | 65.80 |
| PARKS & RECREATION | 3,308,024.00 | 1,220,981.64 | 2,087,042.36 | 63.09 |
| MCTV | 402,019.00 | - | 402,019.00 | 100.00 |
| LIBRARY | 2,428,640.00 | 879,105.61 | 1,549,534.39 | 63.80 |
| ELDERLY SERVICES | 309,773.00 | 187,908.64 | 121,864.36 | 39.34 |
| TOTAL AGENCIES | 87,797,014.00 | 31,674,042.04 | 56,122,971.96 | 63.92 |
| NON-DEPARTMENTAL ITEMS- | | | | |
| CONTINGENCY | 1,095.00 | - | 1,095.00 | 100.00 |
| CIVIC CONTRIBUTIONS | 142,387.00 | 87,605.32 | 54,781.68 | 38.47 |
| NON-CITY PROGRAMS | 68,089.00 | 68,089.00 | - | - |
| SAFETY REVIEW BOARD | 25,000.00 | 8,975.90 | 16,024.10 | 64.10 |
| COMMUNITY IMPROVEMENT PROGRAM | 1,612,215.00 | 1,612,215.00 | - | - |
| MOTORIZED EQUIPMENT REPLACEMENT | 554,000.00 | 70,644.25 | 483,355.75 | 87.25 |
| TRANSIT SUBSIDY | 850,000.00 | 850,000.00 | - | - |
| EMPLOYEE MEDICAL SERVICES | 105,022.00 | 79,609.40 | 25,412.60 | 24.20 |
| CONSERVATION COMMISSION | 13,202.00 | 1,011.97 | 12,190.03 | 92.33 |
| MATURING DEBT | 10,363,628.00 | 3,957,320.33 | 6,406,307.67 | 61.82 |
| INTEREST ON MATURING DEBT | 5,864,924.00 | 1,737,216.04 | 4,127,707.96 | 70.38 |
| TOTAL NON-DEPARTMENTAL ITEMS | 19,599,562.00 | 8,472,687.21 | 11,126,874.79 | 56.77 |
| TOTAL GENERAL FUND | $ 107,396,576.00 | $ 40,146,729.25 | $ 67,249,846.75 | 62.62 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET VS ACTUAL REVENUE BY DEPARTMENT - GENERAL FUND
NON-PROPERTY TAX REVENUES
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004
(UNAUDITED)
BUDGET BASIS
MNTREVAGEN

| | MODIFIED BUDGET | REVENUE RECOGNIZED | UNRECOGNIZED BALANCE | PERCENTAGE UNRECOGNIZED |
|---|---|---|---|---|
| AGENCIES- | | | | |
| ASSESSORS | 624,032.00 | 83,758.45 | 540,273.55 | 86.58 |
| BUILDING | 2,107,600.00 | 922,028.48 | 1,185,571.52 | 56.25 |
| CITY CLERK | 1,616,575.00 | 423,747.63 | 1,192,827.37 | 73.79 |
| MEDO | 120,000.00 | 35,450.56 | 84,549.44 | 70.46 |
| CITY SOLICITOR | 398,918.00 | - | 398,918.00 | 100.00 |
| FINANCE | 6,731,940.00 | 428,185.69 | 6,303,754.31 | 93.64 |
| INFORMATION SYSTEMS | 31,982.00 | - | 31,982.00 | 100.00 |
| OFFICE OF YOUTH SERVICES | - | 4,594.44 | (4,594.44) | - |
| HUMAN RESOURCES | 23,500.00 | 216.00 | 23,284.00 | 99.08 |
| PLANNING BOARD | 319,000.00 | 57,753.37 | 261,246.63 | 81.90 |
| BUILDING MAINTENANCE DIVISION | 5,544,000.00 | 253.00 | 5,543,747.00 | 100.00 |
| TAX COLLECTOR | 16,170,400.00 | 5,641,502.20 | 10,528,897.80 | 65.11 |
| FIRE | 347,250.00 | 110,548.92 | 236,701.08 | 68.16 |
| POLICE | 2,077,309.00 | 464,294.98 | 1,613,014.02 | 77.65 |
| HEALTH | 2,003,513.00 | 26,280.00 | 1,977,233.00 | 98.69 |
| HIGHWAY | 3,505,041.00 | 1,631,329.21 | 1,873,711.79 | 53.46 |
| TRAFFIC | 4,627,427.00 | 1,352,824.79 | 3,274,602.21 | 70.77 |
| WELFARE | 85,000.00 | 48,479.40 | 36,520.60 | 42.97 |
| CEMETERY, PARKS & RECREATION | 655,050.00 | 85,308.61 | 569,741.39 | 86.98 |
| CIP | - | 83.96 | (83.96) | - |
| TOTAL AGENCIES | $ 46,988,537.00 | $ 11,316,639.69 | $ 35,671,897.31 | 75.92 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET VS ACTUAL REVENUE BY TYPE - GENERAL FUND
NON-PROPERTY TAX REVENUES
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004
(UNAUDITED)
BUDGET BASIS
MNTREVNPRP

| | MODIFIED BUDGET | REVENUE RECOGNIZED | UNRECOGNIZED BALANCE | PERCENTAGE UNRECOGNIZED |
|---|---|---|---|---|
| TAXES, INTEREST AND PENALTIES | | | | |
| BOAT TAXES | $ 40,000.00 | $ 9,471.22 | $ 30,528.78 | 76.32 |
| MISCELLANEOUS TAXES | 63,500.00 | 55,343.85 | 8,156.15 | 12.84 |
| INTEREST AND PENALTIES | 618,000.00 | 117,872.25 | 500,127.75 | 80.93 |
| CABLE FRANCHISE FEES | 1,000,000.00 | 278,264.64 | 721,735.36 | 72.17 |
| TOTAL TAXES, INTEREST AND PENALTIES | 1,721,500.00 | 460,951.96 | 1,260,548.04 | 73.22 |
| LICENSES AND PERMITS | | | | |
| AUTO REGISTRATIONS | 16,084,811.00 | 5,434,235.82 | 10,650,575.18 | 66.22 |
| LICENSES | 382,550.00 | 48,587.25 | 333,962.75 | 87.30 |
| PERMITS | 5,737,127.00 | 2,003,088.40 | 3,734,038.60 | 65.09 |
| TOTAL LICENSES AND PERMITS | 22,204,488.00 | 7,485,911.47 | 14,718,576.53 | 66.29 |
| INTERGOVERNMENTAL | | | | |
| FEDERAL REVENUES | 297,000.00 | 100,548.81 | 196,451.19 | 66.15 |
| PAYMENTS IN LIEU OF TAXES | 769,977.00 | - | 769,977.00 | 100.00 |
| STATE REVENUES | 6,119,986.00 | 1,015,337.72 | 5,104,648.28 | 83.41 |
| TOTAL INTERGOVERNMENTAL | 7,186,963.00 | 1,115,886.53 | 6,071,076.47 | 84.47 |
| SALES AND SERVICES | | | | |
| GENERAL REVENUES | 150,225.00 | 62,651.21 | 87,573.79 | 58.30 |
| PUBLIC SAFETY | 185,600.00 | 67,712.98 | 117,887.02 | 63.52 |
| HIGHWAY | 611,800.00 | 233,352.07 | 378,447.93 | 61.86 |
| TRAFFIC | 847,200.00 | 243,650.36 | 603,549.64 | 71.24 |
| CIVIC CENTER PARKING | 410,000.00 | 54,581.55 | 355,418.45 | 86.69 |
| SANITATION | 35,000.00 | 7,000.66 | 27,999.34 | 80.00 |
| HEALTH | - | 2,624.00 | (2,624.00) | - |
| CEMETERY, PARKS & RECREATION | 462,050.00 | 68,766.16 | 393,283.84 | 85.12 |
| ZONING BOARD | 27,000.00 | 14,545.00 | 12,455.00 | 46.13 |
| PARKING VIOLATIONS | 1,136,492.00 | 314,815.00 | 821,677.00 | 72.30 |
| COURT FINES | 53,500.00 | 22,337.68 | 31,162.32 | 58.25 |
| OTHER FINES | 18,000.00 | 5,850.00 | 12,150.00 | 67.50 |
| FEES | 969,200.00 | 280,121.07 | 689,078.93 | 71.10 |
| WITNESS FEES | 95,100.00 | 27,975.17 | 67,124.83 | 70.58 |
| TOTAL SALES AND SERVICES | 5,001,167.00 | 1,405,982.91 | 3,595,184.09 | 71.89 |
| OTHER REVENUE SOURCES | | | | |
| INTEREST INCOME | 1,000,000.00 | 414,799.53 | 585,200.47 | 58.52 |
| FUND TRANSFERS | 50,000.00 | 83.96 | 49,916.04 | 99.83 |
| REIMBURSEMENTS | 1,117,761.00 | 103,054.26 | 1,014,706.74 | 90.78 |
| RENTALS | 755,200.00 | 2,949.75 | 752,250.25 | 99.61 |
| SCHOOL CHARGEBACKS | 7,860,408.00 | 17,853.31 | 7,842,554.69 | 99.77 |
| MISCELLANEOUS | 91,050.00 | 309,166.01 | (218,116.01) | (239.56) |
| TOTAL OTHER REVENUE SOURCES | 10,874,419.00 | 847,906.82 | 10,026,512.18 | 92.20 |
| TOTAL | $ 46,988,537.00 | $ 11,316,639.69 | $ 35,671,897.31 | 75.92 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET VS ACTUAL REVENUE BY TYPE -
NON-PROPERTY TAX REVENUES
FOR THE YEAR ENDED JUNE 30, 2004 AND
MODIFIED BUDGET FY 2005
(UNAUDITED)
BUDGET BASIS
MNTREVCOM1

| | ACTUAL FY 2004 | MODIFIED BUDGET FY 05 | DIFFERENCE ACTUAL 04 VS BUDGET 05 | PERCENTAGE DIFFERENCE OF FY04 VS FY05 |
|---|---|---|---|---|
| TAXES, INTEREST AND PENALTIES | | | | |
| BOAT TAXES | $ 35,257 | $ 40,000 | $ 4,743 | 13.45 |
| MISCELLANEOUS TAXES | 47,714 | 63,500 | 15,786 | 33.08 |
| INTEREST AND PENALTIES | 596,518 | 618,000 | 21,482 | 3.60 |
| CABLE FRANCHISE FEES | 1,033,635 | 1,000,000 | (33,635) | (3.25) |
| TOTAL TAXES, INTEREST AND PENALTIES | 1,713,124 | 1,721,500 | 8,376 | .49 |
| LICENSES AND PERMITS | | | | |
| AUTO REGISTRATIONS | 15,268,916 | 16,084,811 | 815,895 | 5.34 |
| LICENSES | 421,909 | 382,550 | (39,359) | (9.33) |
| PERMITS | 5,761,586 | 5,737,127 | (24,459) | (42) |
| TOTAL LICENSES AND PERMITS | 21,452,411 | 22,204,488 | 752,077 | 3.51 |
| INTERGOVERNMENTAL | | | | |
| FEDERAL REVENUES | 425,213 | 297,000 | (128,213) | (30.15) |
| PAYMENTS IN LIEU OF TAXES | 497,321 | 769,977 | 272,656 | 54.82 |
| STATE REVENUES | 6,058,926 | 6,119,986 | 61,060 | 1.01 |
| TOTAL INTERGOVERNMENTAL | 6,981,460 | 7,186,963 | 205,503 | 2.94 |
| SALES AND SERVICES | | | | |
| GENERAL REVENUES | 153,912 | 150,225 | (3,687) | (2.40) |
| PUBLIC SAFETY | 246,119 | 185,600 | (60,519) | (24.59) |
| HIGHWAY | 599,815 | 611,800 | (11,985) | (2.00) |
| TRAFFIC | 751,204 | 847,200 | 95,996 | 12.78 |
| CIVIC CENTER PARKING | 293,007 | 410,000 | 116,993 | 39.93 |
| SANITATION | 29,188 | 35,000 | 5,812 | 19.91 |
| HEALTH | 8,310 | - | (8,310) | (100.00) |
| CEMETERY, PARKS & RECREATION | 173,741 | 462,050 | 288,309 | 165.94 |
| ZONING BOARD | 57,142 | 27,000 | (30,142) | (52.75) |
| PARKING VIOLATIONS | 1,206,032 | 1,136,492 | (69,540) | (5.77) |
| COURT FINES | 55,581 | 53,500 | (2,081) | (3.74) |
| OTHER FINES | 17,103 | 18,000 | 897 | 5.24 |
| FEES | 1,004,544 | 969,200 | (35,344) | (3.52) |
| WITNESS FEES | 95,059 | 95,100 | 41 | .04 |
| TOTAL SALES AND SERVICES | 4,690,757 | 5,001,167 | 310,410 | 6.62 |
| OTHER REVENUE SOURCES | | | | |
| INTEREST INCOME | 735,622 | 1,000,000 | 264,378 | 35.94 |
| FUND TRANSFERS | 335,539 | 50,000 | (285,539) | (85.10) |
| HEALTH INSURANCE AUDIT | (58,326) | - | 58,326 | (100.00) |
| REIMBURSEMENTS | 942,051 | 1,117,761 | 175,710 | 18.65 |
| RENTALS | 9,403 | 755,200 | 745,797 | 7,931.48 |
| SCHOOL CHARGEBACKS | 6,892,618 | 7,860,408 | 967,790 | 14.04 |
| MISCELLANEOUS | 1,267,174 | 91,050 | (1,176,124) | (92.81) |
| TOTAL OTHER REVENUE SOURCES | 10,124,081 | 10,874,419 | 750,338 | 7.41 |
| TOTAL | $ 44,961,833 | $ 46,988,537 | $ 2,026,704 | 4.51 |

CITY OF MANCHESTER, NEW HAMPSHIRE
BUDGET VS ACTUAL REVENUE BY TYPE -
NON-PROPERTY TAX REVENUES
FOR THE FOUR MONTHS ENDED OCTOBER 31, 2004 AND 2003
(UNAUDITED)
BUDGET BASIS
MNTREVCOM2

| | 4 MONTHS ACTUAL FY04 | 4 MONTHS ACTUAL FY05 | DIFFERENCE ACTUAL 04 VS ACTUAL 05 | PERCENTAGE DIFFERENCE OF FY04 VS FY05 |
|---|---|---|---|---|
| TAXES, INTEREST AND PENALTIES | | | | |
| BOAT TAXES | $ 11,620 | $ 9,471 | $ (2,148) | (18.49) |
| MISCELLANEOUS TAXES | 36,100 | 55,343 | 19,243 | 53.31 |
| INTEREST AND PENALTIES | 158,471 | 117,872 | (40,598) | (25.62) |
| CABLE FRANCHISE FEES | 239,362 | 278,264 | 38,902 | 16.25 |
| TOTAL TAXES, INTEREST AND PENALTIES | 445,553 | 460,951 | 15,398 | 3.46 |
| LICENSES AND PERMITS | | | | |
| AUTO REGISTRATIONS | 5,443,667 | 5,434,235 | (9,431) | (17) |
| LICENSES | 53,666 | 48,587 | (5,078) | (9.46) |
| PERMITS | 1,885,551 | 2,003,088 | 117,537 | 6.23 |
| TOTAL LICENSES AND PERMITS | 7,382,884 | 7,485,911 | 103,027 | 1.40 |
| INTERGOVERNMENTAL | | | | |
| FEDERAL REVENUES | 165,272 | 100,548 | (64,723) | (39.16) |
| STATE REVENUES | 984,058 | 1,015,337 | 31,279 | 3.18 |
| TOTAL INTERGOVERNMENTAL | 1,149,330 | 1,115,886 | (33,443) | (2.91) |
| SALES AND SERVICES | | | | |
| GENERAL REVENUES | 67,242 | 62,651 | (4,590) | (6.83) |
| PUBLIC SAFETY | 113,638 | 67,712 | (45,925) | (40.41) |
| HIGHWAY | 312,518 | 233,352 | 79,165 | 25.33 |
| TRAFFIC | 257,751 | 243,650 | (14,100) | (5.47) |
| CIVIC CENTER PARKING | 95,348 | 54,581 | (40,766) | (42.76) |
| SANITATION | 6,608 | 7,000 | 392 | 5.94 |
| HEALTH | 2,095 | 2,624 | 529 | 25.25 |
| CEMETERY, PARKS & RECREATION | 53,276 | 68,766 | 15,490 | 29.08 |
| ZONING BOARD | 25,077 | 14,545 | (10,532) | (42.00) |
| PARKING VIOLATIONS | 351,102 | 314,815 | (36,287) | (10.34) |
| COURT FINES | 19,297 | 22,337 | 3,040 | 15.76 |
| OTHER FINES | 4,740 | 5,850 | 1,110 | 23.42 |
| FEES | 241,445 | 280,121 | 38,676 | 16.02 |
| WITNESS FEES | 42,578 | 27,975 | (14,602) | (34.30) |
| TOTAL SALES AND SERVICES | 1,592,715 | 1,405,982 | (186,732) | (11.72) |
| OTHER REVENUE SOURCES | | | | |
| INTEREST INCOME | 185,991 | 414,799 | 228,808 | 123.02 |
| FUND TRANSFERS | - | 83 | 83 | - |
| REIMBURSEMENTS | 66,742 | 103,054 | 36,312 | 54.41 |
| RENTALS | 2,855 | 2,949 | 94 | 3.32 |
| SCHOOL CHARGEBACKS | 71,359 | 17,853 | (53,505) | (74.98) |
| MISCELLANEOUS | 194,847 | 309,166 | 114,319 | 58.67 |
| TOTAL OTHER REVENUE SOURCES | 521,794 | 847,906 | 326,112 | 62.50 |
| TOTAL | $ 11,092,276 | $ 11,316,639 | $ 224,363 | 2.02 |

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

The Committee on Accounts, Enrollment and Revenue Administration

respectfully advises, after due and careful consideration, that it has accepted the

following Finance Department reports:

a) department legend;
b) open invoice report over 90 days by fund;
c) open invoice report all invoices for interdepartmental billings only;
d) open invoice report all invoices due from the School Dept. only;
e) listing of invoices submitted to City Solicitor for legal determination; and
f) accounts receivable summary.

and is forwarding same to the Board for informational purposes.

Respectfully submitted,

Carol A. Johnson

Clerk of Committee

Deputy

N

**City of Manchester**
**Department of Finance**

One City Hall Plaza
Manchester, New Hampshire 03101
(603) 624-6460
Fax: (603) 624-6549

November 12, 2004

Committee on Accounts, Enrollment and Revenue Administration
C/O Mr. Leo Bernier, City Clerk
One City Hall Plaza
Manchester NH 03101

Dear Honorable Committee Members,

Enclosed for your review are the following reports updated through today:

Department Legend
Open Invoice report over 90 days by fund
Open Invoice report all invoices for interdepartmental billings only
Open Invoice report all invoices due from the School Department only
Listing of Invoices Submitted to City Solicitor for Legal Determination
Accounts Receivable Summary

Please let me know if you have any questions or require further information.

Respectfully submitted,

Sharon Wickens
Financial Analyst II
Enc.

## Legend

| Customer Type Code | Department |
|---|---|
| 02 | Assessors |
| 03 | Building/Housing Code |
| 04 | City Clerk |
| 05 | City Coordinator/MEDO |
| 07 | City Solicitor |
| 10 | Finance Department |
| 13 | Information Systems |
| 16 | Mayor's Office |
| 18 | Office of Youth Services |
| 19 | Human Resources |
| 20 | CIP/Planning |
| 21 | Public Bldg. Services |
| 22 | Tax Collector's Office |
| 25 | Airport/Aviation |
| 27 | Environmental Protection Div |
| 30 | Fire Department |
| 33, 34, 35, 36 | Police Department |
| 41 | Health Department |
| 50 | Highway Department |
| 52 | Traffic Department |
| 60 | Welfare Department |
| 65 | Parks & Recreation/Cemetery |
| 71 | Library (east/west) |
| 82 | Elderly Services |

| Fund | Name |
|---|---|
| 0101 | General |
| 0204 | CDBG |
| 0205 | Grants |
| 0301 | Capital Projects |
| 0801 | EPD |
| 0805 | Airport |
| 0807 | Recreation |
| 0808 | Aggregation |

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | | 000005747 | PARIS, MARK | 00/06/06 | ZZZ01 | 22% Admin Fee | 9814844 | 247.00 | 247.00 | 90 | |
| | | | | | | | TOTAL | 247.00 | 247.00 | | |
| | | 000005973 | BRIAN SMITH | 00/08/09 | ZZZ01 | 22% Admin Fee | 9816151 | 155.07 | 155.07 | 90 | |
| | | | | | | | TOTAL | 155.07 | 155.07 | | |
| | | 000006977 | LORENZ, TERESA | 01/10/22 | ZZZ01 | 22% Admin Fee | 9826959 | 239.33 | 239.33 | 90 | |
| | | | | | | | TOTAL | 239.33 | 239.33 | | |
| | | 000007307 | GARCIA, DANIELLE | 02/04/24 | ZZZ01 | 22% Admin Fee | 9832429 | 569.89 | 569.89 | 90 | |
| | | | | | | | TOTAL | 569.89 | 569.89 | | |
| | | 000007878 | FOURNIER, DIAN | 03/02/19 | ZZZ01 | 22% Admin Fee | 9841050 | 98.57 | 98.57 | 90 | |
| | | | | | | | TOTAL | 98.57 | 98.57 | | |
| | | 000007887 | BRUNN, JOSEPH | 03/02/26 | ZZZ01 | 22% Admin Fee | 9841488 | 608.59 | 608.59 | 90 | |
| | | | | | | | TOTAL | 608.59 | 608.59 | | |
| | | 000008202 | MORRISON, PETER | 03/07/23 | ZZZ01 | 22% Admin Fee | 9845699 | 151.10 | .02 | 90 | |
| | | | | | | | TOTAL | 151.10 | .02 | | |
| | | 000008489 | SCHIPILLIT, KRISTI | 03/12/08 | ZZZ01 | 22% Admin Fee | 9849459 | 108.53 | 108.53 | 90 | |
| | | | | | | | TOTAL | 108.53 | 108.53 | | |
| | | 000008493 | DUNNA, STEPHEN | 03/12/08 | ZZZ01 | 22% Admin Fee | 9849458 | 74.18 | 74.18 | 90 | |
| | | | | | | | TOTAL | 74.18 | 74.18 | | |
| | | 000008555 | ROJAS, ALEXIS | 04/01/09 | ZZZ01 | 22% Admin Fee | 9851006 | 285.84 | 285.84 | 90 | |
| | | | | | | | TOTAL | 285.84 | 285.84 | | |
| | | 000008556 | BOSSE, JOSHUA | 04/01/28 | ZZZ01 | 22% Admin Fee | 9851608 | 34.61 | 34.61 | 90 | |
| | | | | | | | TOTAL | 34.61 | 34.61 | | |
| | | 000008606 | DONOHUE, KATHRYN | 04/02/05 | ZZZ01 | 22% Admin Fee | 9851769 | 176.24 | 176.24 | 90 | |
| | | | | | | | TOTAL | 176.24 | 176.24 | | |

2

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | | 000008640 | VANASSE, MICHAEL | 04/02/26 | ZZZ01 | 22% Admin Fee | 9852464 | 170.93 | 170.93 | 90 | |
| | | | | | | | TOTAL | 170.93 | 170.93 | | |
| | | 000008808 | HUSSEIN, IHAB | 04/06/04 | ZZZ01 | 22% Admin Fee | 9855203 | 748.05 | 748.05 | 90 | |
| | | | | | | | TOTAL | 748.05 | 748.05 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 3,667.93 | 3,516.85 | | |
| | | | | | | | FUND TOTAL | 3,667.93 | 3,516.85 | | |
| 10 | 0101 | 000001819 | STATE OF NH STATE TREASURER | 04/06/01 | 10083 | Meals & Rooms Tax Rev | 9855200 | 454,927.00 | 454,927.00 | 90 | Finance - Treasurer |
| | | | | | | | TOTAL | 454,927.00 | 454,927.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 454,927.00 | 454,927.00 | | |
| 13 | | 000000022 | MANCHESTER ASSESSORS DEPT | 04/06/18 | 13740 | HP550n | 9855812 | 3,278.00 | .20 | 90 | ASSESSOR PO#: 426954 |
| | | | | | | | TOTAL | 3,278.00 | .20 | | |
| | | 000000035 | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | HP 450CBI MOBILE PRNTR | 9856068 | 275.00 | 275.00 | 90 | HEALTH PO#: 428865 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | MS OFFICE 2003 PRO, ETC | 9856068 | 744.00 | 744.00 | 90 | HEALTH PO#: 428865 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | NEC MULTISYNC LCD | 9856068 | 450.00 | 450.00 | 90 | HEALTH PO#: 428865 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | OPTIPLEX GX 270 | 9856068 | 835.93 | 835.93 | 90 | HEALTH PO#: 428865 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | PROJECTOR & MOUNT | 9856065 | 2,371.26 | 2,371.26 | 90 | HEALTH PO#: 428148 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | TARGUS CASE | 9856068 | 28.05 | 28.05 | 90 | HEALTH PO#: 428865 |
| | | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | TOSHIBA PORTEGE M200 | 9856068 | 2,360.00 | 2,360.00 | 90 | HEALTH PO#: 428865 |
| | | | | | | | TOTAL | 7,064.24 | 7,064.24 | | |
| | | 000000044 | MANCHESTER LIBRARY | 04/04/21 | 13740 | TELEPHONE | 9854089 | 200.00 | 146.98 | 90 | LIB PO#: lim-0492 |
| | | | | | | | TOTAL | 200.00 | 146.98 | | |
| | | 000002521 | MANCHESTER POLICE DEPT | 04/06/30 | 13740 | WIRELESS SERVICES | 9856074 | 77,940.00 | 5,604.64 | 90 | POLICE PO#: 426511 |
| | | | | | | | TOTAL | 77,940.00 | 5,604.64 | | |
| | | 000002539 | MANCHESTER HIGHWAY DEPT | 04/06/18 | 13740 | OPTIPLEX GX 270 | 9855825 | 1,669.20 | 1,669.20 | 90 | HIGHWAY PO#: 427411 |
| | | | MANCHESTER HIGHWAY DEPT | 04/05/20 | 13740 | PCAnywhere V11 Host | 9854960 | 728.44 | 728.44 | 90 | HIGHWAY PO#: 225210 |
| | | | | | | | TOTAL | 2,397.64 | 2,397.64 | | |

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 0101 | 000002557 | MANCHESTER WATER WORKS | 03/01/28 | 13926 | Fringe Benefits-Info Sys | 9840783 | 120.63 | 25.44 | 90 | 7/01/02-12/31/02 |
| | | | | | | TOTAL | | 120.63 | 25.44 | | |
| | | 000002561 | MANCHESTER AIRPORT | 03/04/15 | 13740 | SCR #: 2002-203866 | 9842549 | 7,500.00 | 3,750.00 | 90 | Continution Property |
| | | | | | | TOTAL | | 7,500.00 | 3,750.00 | | |
| | | 000002573 | MANCHESTER EPD | 04/06/30 | 13740 | HP DUPLEX ASSEMBLY | 9856067 | 419.00 | 419.00 | 90 | EPD PO#: 428682 |
| | | | MANCHESTER EPD | 04/06/30 | 13740 | HP LASERJET 4300N | 9856071 | 1,789.00 | 1,789.00 | 90 | EPD PO#: 429279 |
| | | | MANCHESTER EPD | 04/06/30 | 13740 | HP LASERJETMTNCE KIT | 9856064 | 307.00 | 307.00 | 90 | EPD PO#: 492306 |
| | | | MANCHESTER EPD | 04/06/30 | 13740 | PESTPATROL 5.0 | 9856063 | 240.00 | 240.00 | 90 | EPD PO#; 427402 |
| | | | MANCHESTER EPD | 04/06/25 | 13926 | Labor-Info Sys | 9855957 | 235.05 | 235.05 | 90 | WF0057006 |
| | | | MANCHESTER EPD | 04/06/25 | 13929 | Fringe Benefits-Info Sys | 9855957 | 37.65 | 37.65 | 90 | WF0057006 |
| | | | MANCHESTER EPD | 04/06/18 | 13926 | Computer Processing Time | 9855821 | 5,008.29 | 127.30 | 90 | PROCESSING/LABOR/FRINGE |
| | | | | | | TOTAL | | 8,035.99 | 3,155.00 | | |
| | | | | | | CUSTOMER TYPE TOTAL | | 106,536.50 | 22,144.14 | | |
| 21 | | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/10 | 21998 | School Charge Backs | 9855312 | 163.20 | 163.20 | 90 | ALARM, SECURITY CALLS |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/10 | 21998 | School Charge Backs | 9855312 | 448.80 | 448.80 | 90 | ALARM SECURITY CALLS |
| | | | | | | TOTAL | | 612.00 | 612.00 | | |
| | | 000004730 | MANCHESTER SOUTH LITTLE LEAGUE | 04/04/15 | 21591 | Custodial Contract Manpwr | 9853543 | 239.70 | 239.70 | 90 | HIGHLAND 3-13-04 |
| | | | MANCHESTER SOUTH LITTLE LEAGUE | 04/04/15 | 21928 | Custodial Indirect Cost | 9853543 | 30.55 | 30.55 | 90 | ADMINISTRATIVE FEES |
| | | | | | | TOTAL | | 270.25 | 270.25 | | |
| | | 000004732 | SOUTHWEST LITTLE LEAGUE | 04/06/09 | 21591 | Custodial Contract Manpwr | 9855291 | 204.00 | 204.00 | 90 | CUST SVS LITTLE LEAGUE |
| | | | SOUTHWEST LITTLE LEAGUE | 04/06/09 | 21928 | Custodial Indirect Cost | 9855291 | 26.00 | 26.00 | 90 | ADMINISTRATIVE FEES |
| | | | | | | TOTAL | | 230.00 | 230.00 | | |
| | | 000005216 | Fraser Insurance Company | 04/06/23 | 21898 | Other - Special Projects | 9855942 | 16,217.55 | 16,217.55 | 90 | replaces invoice 9855410 |
| | | | | | | TOTAL | | 16,217.55 | 16,217.55 | | |
| | | 000005385 | ARAMARK MANAGEMENT SERVICES LP | 04/04/14 | 21591 | Custodial Contract Manpwr | 9853528 | 78.64 | 78.64 | 90 | OVERCHARGE CYO EVENT |
| | | | ARAMARK MANAGEMENT SERVICES LP | 04/04/14 | 21591 | Custodial Contract Manpwr | 9853528 | 115.50 | 115.50 | 90 | OVERCHARGE WHS EVENT |
| | | | | | | TOTAL | | 194.14 | 194.14 | | |
| | | 000006538 | CENTRAL LITTLE LEAGUE | 04/04/15 | 21591 | Custodial Contract Manpwr | 9853548 | 173.40 | 173.40 | 90 | BEECH ST 3-20-04 |
| | | | CENTRAL LITTLE LEAGUE | 04/04/15 | 21928 | Custodial Indirect Cost | 9853548 | 22.10 | 22.10 | 90 | ADMINISTRATIVE FEES |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 195.50 | 195.50 | | |
| 21 | 0101 | 000007416 | GRACE FIRE BAPTIZED CHURCH | 02/06/07 | 21591 | Custodial Contract Manpwr | 9833597 | 611.20 | 611.20 | 90 | Parkside Worship Service |
| | | | GRACE FIRE BAPTIZED CHURCH | 02/06/07 | 21928 | Custodial Indirect Cost | 9833597 | 60.80 | 60.80 | 90 | Administrative Fees |
| | | | | | | | TOTAL | 672.00 | 672.00 | | |
| | | 000007995 | MISS GREATER MANCHESTER SCHOLA | 03/05/12 | 21591 | Custodial Contract Manpwr | 9843246 | 314.56 | 314.56 | 90 | Memorial School |
| | | | MISS GREATER MANCHESTER SCHOLA | 03/05/12 | 21928 | Custodial Indirect Cost | 9843246 | 21.44 | 21.44 | 90 | ADMINISTRATIVE FEES |
| | | | | | | | TOTAL | 336.00 | 336.00 | | |
| | | 000008022 | NH BRIDGE ASSOCIATION | 03/06/02 | 21591 | Custodial Contract Manpwr | 9843913 | 216.26 | 216.26 | 90 | HILLSIDE APRIL 6TH |
| | | | NH BRIDGE ASSOCIATION | 03/06/02 | 21928 | Custodial Indirect Cost | 9843913 | 14.74 | 14.74 | 90 | ADMINISTRATIVE FEES |
| | | | | | | | TOTAL | 231.00 | 231.00 | | |
| | | 000008162 | ENCALAS, FAITH M | 04/06/30 | 21591 | Custodial Contract Manpwr | 9856061 | 275.40 | 275.40 | 90 | cust svs annual dance per |
| | | | ENCALAS, FAITH M | 04/06/30 | 21928 | Custodial Indirect Cost | 9856061 | 35.10 | 35.10 | 90 | administrative fees |
| | | | | | | | TOTAL | 310.50 | 310.50 | | |
| | | 000008510 | ST FRANCIS PARISH CYO | 04/06/09 | 21591 | Custodial Contract Manpwr | 9855296 | 326.40 | 326.40 | 90 | CUST SVS CYO BASKETBALL |
| | | | ST FRANCIS PARISH CYO | 04/06/09 | 21928 | Custodial Indirect Cost | 9855296 | 41.60 | 41.60 | 90 | ADMINISTRATIVE FEES |
| | | | | | | | TOTAL | 368.00 | 368.00 | | |
| | | 000008820 | US LACROSS - NH CHAPTER | 04/06/10 | 21591 | Custodial Contract Manpwr | 9855325 | 102.00 | 102.00 | 90 | CUST SVS REEREE TRAINING |
| | | | US LACROSS - NH CHAPTER | 04/06/10 | 21928 | Custodial Indirect Cost | 9855325 | 13.00 | 13.00 | 90 | ADMINISTRATIVE FEES |
| | | | | | | | TOTAL | 115.00 | 115.00 | | |
| | | 000008821 | FAITH BAPTIST CHURCH | 04/06/10 | 21591 | Custodial Contract Manpwr | 9855326 | 244.80 | 244.80 | 90 | CUST SVS MEMORIAL HIGH |
| | | | FAITH BAPTIST CHURCH | 04/06/10 | 21928 | Custodial Indirect Cost | 9855326 | 31.20 | 31.20 | 90 | ADMINISTRATIVE FEES |
| | | | | | | | TOTAL | 276.00 | 276.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 20,027.94 | 20,027.94 | | |
| 30 | | 000002302 | CIRCUIT CITY | 04/01/05 | 30485 | Fire Alarm User Fee | 9850600 | 480.00 | 480.00 | 90 | 1100 S WILLOW, BOX #4644 |
| | | | | | | | TOTAL | 480.00 | 480.00 | | |
| | | 000002445 | MALL OF NEW HAMPSHIRE | 04/04/16 | 30483 | False Alarm Fee, BOX#4693 | 9853960 | 1,250.00 | 54.69 | 90 | 1500 S WILLOW ST,15 CALLS |
| | | | | | | | TOTAL | 1,250.00 | 54.69 | | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 30 | 0101 | 000002644 | C P MANAGEMENT INC | 04/04/16 | 30483 | False Alarm Fee | 9853966 | 350.00 | 350.00 | 90 | 34 HANOVER ST., 6 CALLS |
| | | | | | | TOTAL | | 350.00 | 350.00 | | |
| | | 000002738 | MARTEL RACING | 04/01/05 | 30485 | Fire Alarm User Fee | 9850662 | 480.00 | 82.03 | 90 | 232 S MAIN ST., BOX#6315 |
| | | | | | | TOTAL | | 480.00 | 82.03 | | |
| | | 000004431 | JOSHUA IRREVOCABLE TRUST | 99/01/26 | 30485 | Fire Alarm User Fee | 9807770 | 480.00 | 480.00 | 90 | 168 MERRIMACK, BOX #3437 |
| | | | JOSHUA IRREVOCABLE TRUST | 01/01/01 | 30485 | Fire Alarm User Fee | 9819350 | 480.00 | 150.00 | 90 | 168 MERRIMACK, BOX #3437 |
| | | | JOSHUA IRREVOCABLE TRUST | 00/05/24 | 30483 | False Alarm Fee | 9814633 | 50.00 | 50.00 | 90 | 168 MERRIMACK ST., 1 CALL |
| | | | JOSHUA IRREVOCABLE TRUST | 00/01/01 | 30485 | Fire Alarm User Fee | 9812586 | 480.00 | 480.00 | 90 | 168 MERRIMACK, BOX #3437 |
| | | | | | | TOTAL | | 1,490.00 | 1,160.00 | | |
| | | 000004992 | BEST BUY CO INC | 04/01/05 | 30485 | Fire Alarm User Fee | 9850756 | 480.00 | 82.03 | 90 | 1500 S WILLOW,BOX#4692 |
| | | | | | | TOTAL | | 480.00 | 82.03 | | |
| | | 000005867 | NH DEMOLITION INC | 00/06/29 | 3A740 | REPLACE 2 LEN. 1.5"HOSE | 9815206 | 365.35 | 335.10 | 90 | RETURNED DESTROYED |
| | | | NH DEMOLITION INC | 00/06/29 | 30453 | Equipment Rental, 30 DAYS | 9815206 | 1,627.00 | 1,427.00 | 90 | 22 LEN.,2 BUTTS,1REDUCER |
| | | | | | | TOTAL | | 1,992.35 | 1,762.10 | | |
| | | 000006622 | STUBBS, BERNARD | 01/06/29 | 3B740 | EQUIP. REPLACEMENT | 9823938 | 1,735.89 | 1,735.89 | 90 | ACC.-VALLEY ST.5/21/01 |
| | | | | | | TOTAL | | 1,735.89 | 1,735.89 | | |
| | | 000007137 | JOSHUA IRREVOCABLE TRUST | 04/01/05 | 30485 | Fire Alarm User Fee | 9850846 | 480.00 | 240.00 | 90 | 168 MERRIMACK, BOX 3437 |
| | | | | | | TOTAL | | 480.00 | 240.00 | | |
| | | 000008356 | JEAS, CHRISTINE N | 03/10/03 | 30444 | ACCIDENT, 9/8/03 | 9847675 | 108.17 | 108.17 | 90 | POLE REPAIR MATERIALS |
| | | | JEAS, CHRISTINE N | 03/10/03 | 30482 | ACCIDENT, 9/8/03 | 9847675 | 120.00 | 120.00 | 90 | LINE TRUCK, 4HRS @$30- |
| | | | | | | TOTAL | | 228.17 | 228.17 | | |
| | | 000008586 | COOMBS, TINA L | 04/01/29 | 3D130 | OT-J.WILLIAMS 1/13/04 | 9851683 | 116.58 | 116.58 | 90 | ACCIDENT-BEECH & SILVER |
| | | | COOMBS, TINA L | 04/01/29 | 3D224 | Billed Retire -J.WILLIAMS | 9851683 | 15.67 | 15.67 | 90 | ACC. BEECH&SIVLER,1/13/04 |
| | | | COOMBS, TINA L | 04/01/29 | 30482 | Fire Dept Standby Fee | 9851683 | 120.00 | 120.00 | 90 | ACC. BEECH&SILVER,1/13/04 |
| | | | | | | TOTAL | | 252.25 | 252.25 | | |
| | | 000008683 | GEKONDE, HENRY | 04/04/02 | 3D130 | Billed OT-RIVARD,3/22/04 | 9853343 | 120.12 | 120.12 | 90 | ACC. DMG, BEECH & SILVER |
| | | | GEKONDE, HENRY | 04/04/02 | 3D224 | RETIREMENT REIMB. | 9853343 | 16.14 | 16.14 | 90 | OT-RIVARD, 3/22/04 |
| | | | GEKONDE, HENRY | 04/04/02 | 30482 | Fire Dept Standby Fee | 9853343 | 45.00 | 45.00 | 90 | LINE TRUCK 1.5 HRS@$30/HR |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 181.26 | 181.26 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 9,399.92 | 6,608.42 | | |
| 33 | 0101 | 000005800 | NEW ENGLAND HIDTA | 04/06/30 | 3G130 | OT Salary - Detectives | 9856816 | 2,388.72 | 322.80 | 90 | APR-JUNE 04 HIDTA REIMB |
| | | | | | | | TOTAL | 2,388.72 | 322.80 | | |
| | | 000008810 | IMMIGRATION/CUSTOMS ENFORCEMNT | 04/06/30 | 3G130 | OT Salary - Detectives | 9856817 | 3,696.79 | 472.83 | 90 | |
| | | | IMMIGRATION/CUSTOMS ENFORCEMNT | 04/06/04 | 3G130 | OT Salary - Detectives | 9855202 | 3,443.70 | 434.21 | 90 | ICE Reimbu-3/9/04-5/22/04 |
| | | | | | | | TOTAL | 7,140.49 | 907.04 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 9,529.21 | 1,229.84 | | |
| 34 | | 000000256 | GENERAL CABLE | 04/07/03 | 3A140 | Regular Rate Officer's | 9856182 | 135.00 | 135.00 | 90 | Police Extra Detail |
| | | | GENERAL CABLE | 04/07/03 | 3A225 | Regular Rate Retirement | 9856182 | 11.52 | 11.52 | 90 | Police Extra Detail |
| | | | GENERAL CABLE | 04/07/03 | 33237 | Extra Detail Admin Fee | 9856182 | 6.80 | 6.80 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 153.32 | 153.32 | | |
| | | 000000302 | KEYSPAN ENERGY DELIVERY | 03/10/25 | 3A140 | Regular Rate Officer's | 9848479 | 1,603.13 | 1,603.13 | 90 | Police Extra Detail |
| | | | KEYSPAN ENERGY DELIVERY | 03/10/25 | 3A225 | Regular Rate Retirement | 9848479 | 136.80 | 136.80 | 90 | Police Extra Detail |
| | | | KEYSPAN ENERGY DELIVERY | 03/10/25 | 33237 | Extra Detail Admin Fee | 9848479 | 80.75 | 80.75 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 1,820.68 | 1,820.68 | | |
| | | 000002094 | NORTHEAST UTILITIES (HOOKSETT) | 04/06/26 | 33931 | Extra Detail Reserve Acct | 9855972 | 13.62 | 13.62 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 13.62 | 13.62 | | |
| | | 000004135 | PALACE THEATER | 04/06/12 | 33237 | Extra Detail Admin Fee | 9855344 | 27.20 | .03 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 27.20 | .03 | | |
| | | 000005063 | WREN'S NEST | 04/05/08 | 3A140 | Regular Rate Officer's | 9854454 | 506.25 | 506.25 | 90 | Police Extra Detail |
| | | | WREN'S NEST | 04/05/08 | 3A225 | Regular Rate Retirement | 9854454 | 43.20 | 43.20 | 90 | Police Extra Detail |
| | | | WREN'S NEST | 04/05/08 | 33237 | Extra Detail Admin Fee | 9854454 | 25.50 | 25.50 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 574.95 | 574.95 | | |
| | | 000005530 | MOORES MARINE CONSTRUCTION | 04/06/19 | 3A140 | Regular Rate Officer's | 9855868 | 270.00 | 270.00 | 90 | Police Extra Detail |
| | | | MOORES MARINE CONSTRUCTION | 04/06/19 | 3A225 | Regular Rate Retirement | 9855868 | 23.04 | 23.04 | 90 | Police Extra Detail |
| | | | MOORES MARINE CONSTRUCTION | 04/06/19 | 3B140 | Overtime Rate Officer's | 9855868 | 77.10 | 77.10 | 90 | Police Extra Detail |
| | | | MOORES MARINE CONSTRUCTION | 04/06/19 | 3B225 | Overtime Rate Retirement | 9855868 | 6.59 | 6.59 | 90 | Police Extra Detail |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 34 | 0101 | 000005530 | MOORES MARINE CONSTRUCTION | 04/06/19 | 33237 | Extra Detail Admin Fee | 9855868 | 16.15 | 16.15 | 90 | Police Extra Detail |
| | | | MOORES MARINE CONSTRUCTION | 04/06/19 | 33871 | Police - Cruiser Rental | 9855868 | 142.50 | 142.50 | 90 | Police - Extra Detail |
| | | | | | | TOTAL | | 535.38 | 535.38 | | |
| | | 000006155 | HUDSON PAVING | 04/05/22 | 3A140 | Regular Rate Officer's | 9855052 | 506.25 | 506.25 | 90 | Police Extra Detail |
| | | | HUDSON PAVING | 04/05/22 | 3A225 | Regular Rate Retirement | 9855052 | 20.16 | 20.16 | 90 | Police Extra Detail |
| | | | HUDSON PAVING | 04/05/22 | 3B140 | Overtime Rate Officer's | 9855052 | 77.10 | 77.10 | 90 | Police Extra Detail |
| | | | HUDSON PAVING | 04/05/22 | 33237 | Extra Detail Admin Fee | 9855052 | 28.05 | 28.05 | 90 | Police Extra Detail |
| | | | HUDSON PAVING | 04/05/22 | 33931 | Extra Detail Reserve Acct | 9855052 | 29.63 | 29.63 | 90 | Police Extra Detail |
| | | | | | | TOTAL | | 661.19 | 661.19 | | |
| | | 000008080 | ELW BUILDERS | 03/06/07 | 3A140 | Regular Rate Officer's | 9844153 | 159.65 | 159.65 | 90 | Police Extra Detail |
| | | | ELW BUILDERS | 03/06/07 | 3A225 | Regular Rate Retirement | 9844153 | 9.00 | 9.00 | 90 | Police Extra Detail |
| | | | ELW BUILDERS | 03/06/07 | 33237 | Extra Detail Admin Fee | 9844153 | 8.50 | 8.50 | 90 | Police Extra Detail |
| | | | | | | TOTAL | | 177.15 | 177.15 | | |
| | | 000008152 | SCHIBBELHUTE CONSTRUCTION | 04/06/05 | 3A140 | Regular Rate Officer's | 9855283 | 405.00 | 405.00 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/06/05 | 3A225 | Regular Rate Retirement | 9855283 | 11.52 | 11.52 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/06/05 | 3B140 | Overtime Rate Officer's | 9855283 | 102.80 | 102.80 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/06/05 | 33237 | Extra Detail Admin Fee | 9855283 | 23.80 | 23.80 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/06/05 | 33931 | Extra Detail Reserve Acct | 9855283 | 31.83 | 31.83 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 3A140 | Regular Rate Officer's | 9855164 | 810.00 | 810.00 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 3A225 | Regular Rate Retirement | 9855164 | 46.08 | 46.08 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 3B140 | Overtime Rate Officer's | 9855164 | 385.50 | 385.50 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 3B225 | Overtime Rate Retirement | 9855164 | 30.73 | 30.73 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 33237 | Extra Detail Admin Fee | 9855164 | 53.55 | 53.55 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/29 | 33931 | Extra Detail Reserve Acct | 9855164 | 25.24 | 25.24 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/15 | 3A140 | Regular Rate Officer's | 9854937 | 270.00 | 268.30 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/15 | 3A225 | Regular Rate Retirement | 9854937 | 23.04 | 23.04 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/15 | 3B140 | Overtime Rate Officer's | 9854937 | 128.50 | 128.50 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/15 | 3B225 | Overtime Rate Retirement | 9854937 | 10.98 | 10.98 | 90 | Police Extra Detail |
| | | | SCHIBBELHUTE CONSTRUCTION | 04/05/15 | 33237 | Extra Detail Admin Fee | 9854937 | 17.85 | 17.85 | 90 | Police Extra Detail |
| | | | | | | TOTAL | | 2,376.42 | 2,374.72 | | |
| | | 000008266 | STERLING & REID BROS CIRCUS | 03/08/16 | 3A140 | Regular Rate Officer's | 9846210 | 810.00 | 810.00 | 90 | Police Extra Detail |
| | | | STERLING & REID BROS CIRCUS | 03/08/16 | 3A225 | Regular Rate Retirement | 9846210 | 69.12 | 69.12 | 90 | Police Extra Detail |
| | | | STERLING & REID BROS CIRCUS | 03/08/16 | 33237 | Extra Detail Admin Fee | 9846210 | 40.80 | 40.80 | 90 | Police Extra Detail |
| | | | | | | TOTAL | | 919.92 | 919.92 | | |
| | | 000008268 | ASPHALT DOCTOR | 03/10/04 | 3A140 | Regular Rate Officer's | 9847788 | 185.63 | 185.63 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/10/04 | 3A225 | Regular Rate Retirement | 9847788 | 15.84 | 15.84 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/10/04 | 33237 | Extra Detail Admin Fee | 9847788 | 9.35 | 9.35 | 90 | Police Extra Detail |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 34 | 0101 | 000008268 | ASPHALT DOCTOR | 03/08/30 | 3A140 | Regular Rate Officer's | 9846870 | 540.00 | 540.00 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/30 | 3A225 | Regular Rate Retirement | 9846870 | 46.08 | 46.08 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/30 | 3B140 | Overtime Rate Officer's | 9846870 | 102.80 | 102.80 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/30 | 3B225 | Overtime Rate Retirement | 9846870 | 8.78 | 8.78 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/30 | 33237 | Extra Detail Admin Fee | 9846870 | 30.60 | 30.60 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 3A140 | Regular Rate Officer's | 9846657 | 945.00 | 945.00 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 3A225 | Regular Rate Retirement | 9846657 | 57.60 | 57.60 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 3B140 | Overtime Rate Officer's | 9846657 | 154.20 | 154.20 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 3B225 | Overtime Rate Retirement | 9846657 | 10.98 | 10.98 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 33237 | Extra Detail Admin Fee | 9846657 | 52.70 | 52.70 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/23 | 33931 | Extra Detail Reserve Acct | 9846657 | 25.24 | 25.24 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/16 | 3A140 | Regular Rate Officer's | 9846211 | 270.00 | 270.00 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/16 | 3A225 | Regular Rate Retirement | 9846211 | 23.04 | 23.04 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/16 | 3B140 | Overtime Rate Officer's | 9846211 | 102.80 | 102.80 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/16 | 3B225 | Overtime Rate Retirement | 9846211 | 8.78 | 8.78 | 90 | Police Extra Detail |
| | | | ASPHALT DOCTOR | 03/08/16 | 33237 | Extra Detail Admin Fee | 9846211 | 17.00 | 17.00 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 2,606.42 | 2,606.42 | | |
| | | 000008376 | SECOND STREET PRODUCTIONS | 03/10/11 | 3A140 | Regular Rate Officer's | 9847901 | 860.63 | 860.63 | 90 | Police Extra Detail |
| | | | SECOND STREET PRODUCTIONS | 03/10/11 | 3A225 | Regular Rate Retirement | 9847901 | 61.92 | 61.92 | 90 | Police Extra Detail |
| | | | SECOND STREET PRODUCTIONS | 03/10/11 | 33237 | Extra Detail Admin Fee | 9847901 | 43.35 | 43.35 | 90 | Police Extra Detail |
| | | | SECOND STREET PRODUCTIONS | 03/10/11 | 33931 | Extra Detail Reserve Acct | 9847901 | 11.52 | 11.52 | 90 | Police Extra Detail |
| | | | | | | | TOTAL | 977.42 | 977.42 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 10,843.67 | 10,814.80 | | |
| 35 | | 000000603 | NATIONWIDE INSURANCE | 04/06/09 | 33231 | 03-35485 acc | 9855297 | 11.00 | 11.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 11.00 | 11.00 | | |
| | | 000000869 | AMICA MUTUAL INSURANCE CO | 04/06/09 | 33231 | 04-40974 acc | 9855299 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | AMICA MUTUAL INSURANCE CO | 04/05/19 | 33231 | 04-36613 acc | 9854941 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | AMICA MUTUAL INSURANCE CO | 04/03/25 | 33231 | 04-19669 acc | 9853228 | 10.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 30.00 | 21.00 | | |
| | | 000002488 | COMMERCE INSURANCE, THE | 03/12/09 | 33231 | 03-62689 acc | 9849519 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 1.00 | 1.00 | | |
| | | 000002500 | CONCORD GROUP INSURANCE | 04/07/07 | 33231 | 04-45813 ACC | 9856215 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 35 | 0101 | 000004146 | SAFETY INSURANCE CO | 01/10/23 | 33231 | 01-75060 | Acc 9827015 | 5.00 | 5.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 5.00 | 5.00 | | |
| | | 000004148 | SENTRY CLAIMS SERVICE | 03/02/26 | 33231 | 03-10443 acc | 9841615 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 1.00 | 1.00 | | |
| | | 000004149 | STATE FARM INSURANCE CO | 04/03/17 | 33231 | 02-19655 acc | 9852740 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |
| | | 000006407 | ASAP | 04/06/18 | 33746 | may towing fee | 9855833 | 10.00 | 10.00 | 90 | |
| | | | ASAP | 04/05/06 | 33746 | April Towing Fees | 9854356 | 100.00 | 100.00 | 90 | |
| | | | ASAP | 04/04/20 | 33746 | Towing Fee | 9854074 | 90.00 | 90.00 | 90 | |
| | | | ASAP | 04/03/02 | 33746 | Towing Fee | 9852532 | 105.00 | 105.00 | 90 | |
| | | | ASAP | 04/02/19 | 33746 | Towing Fee | 9851967 | 125.00 | 125.00 | 90 | |
| | | | ASAP | 03/12/11 | 33746 | Towing Fee | 9849535 | 60.00 | 60.00 | 90 | |
| | | | | | | | TOTAL | 490.00 | 490.00 | | |
| | | 000006417 | ALL CITY TOWING | 04/06/18 | 33746 | may towing fee | 9855841 | 5.00 | 5.00 | 90 | |
| | | | ALL CITY TOWING | 04/05/06 | 33746 | April Towing Fees | 9854364 | 75.00 | 75.00 | 90 | |
| | | | ALL CITY TOWING | 04/04/20 | 33746 | Towing Fee | 9854082 | 75.00 | 75.00 | 90 | |
| | | | ALL CITY TOWING | 04/02/19 | 33746 | Towing Fee | 9851975 | 110.00 | 110.00 | 90 | |
| | | | | | | | TOTAL | 265.00 | 265.00 | | |
| | | 000006427 | HANOVER INSURANCE COMPANY | 03/06/04 | 33231 | 03-8167 | Acc 9843990 | 6.00 | 6.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 6.00 | 6.00 | | |
| | | 000006430 | RELIANCE INSURANCE CO | 01/07/10 | 33231 | 00-60729 | Acc 9824066 | 6.00 | 6.00 | 90 | Police - Accident Reports |
| | | | RELIANCE INSURANCE CO | 01/04/26 | 33231 | 01-25472 | Acc 9822186 | 11.00 | 11.00 | 90 | Police - Accident Reports |
| | | | RELIANCE INSURANCE CO | 01/04/26 | 33231 | 01-25601 acc | 9822186 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | RELIANCE INSURANCE CO | 01/04/26 | 33231 | 01-26883 | Acc 9822186 | 2.00 | 2.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 20.00 | 20.00 | | |
| | | 000006458 | NATIONAL GRANGE MUTUAL INS CO | 01/10/30 | 33231 | 01-78886 | Acc 9827175 | 11.00 | 11.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 11.00 | 11.00 | | |
| | | 000006476 | AMICA INSURANCE CO | 04/03/10 | 33231 | 04-14381 acc | 9852655 | 5.00 | 5.00 | 90 | Police - Accident Reports |
| | | | AMICA INSURANCE CO | 04/02/11 | 33231 | 04-7953 acc | 9851881 | 10.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 15.00 | 6.00 | | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 35 | 0101 | 000007355 | ALLSTATE | 04/05/26 | 33231 | 04-35681 acc | 9855069 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 1.00 | 1.00 | | |
| | | 000007483 | MT WASHINGTON ASSURANCE CORP | 04/02/18 | 33231 | 04-9035 acc | 9851932 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | MT WASHINGTON ASSURANCE CORP | 04/02/11 | 33231 | 04-7898 acc | 9851886 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | MT WASHINGTON ASSURANCE CORP | 04/02/04 | 33231 | 04-6755 acc | 9851763 | 11.00 | 8.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 31.00 | 28.00 | | |
| | | 000007861 | CODYS TOWING & RECOVERY | 04/07/14 | 33746 | JUNE TOWING FEES | 9856343 | 130.00 | 130.00 | 90 | |
| | | | | | | | TOTAL | 130.00 | 130.00 | | |
| | | 000007908 | BRISTOL WEST INSURANCE GROUP | 04/06/30 | 33231 | 04-45773 acc | 9856094 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 1.00 | 1.00 | | |
| | | 000008487 | PROGRESSIVE | 04/03/25 | 33231 | 04-17281 acc | 9853237 | 1.00 | 1.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 1.00 | 1.00 | | |
| | | 000008636 | CRAWFORD & COMPANY | 04/02/25 | 33231 | 04-10246 acc | 9852459 | 10.00 | 10.00 | 90 | Police - Accident Reports |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 1,049.00 | 1,028.00 | | |
| 36 | | 000000826 | PROGRESSIVE INSURANCE CO | 03/02/13 | 33238 | 03-170 | Inv Rpts 9841031 | 24.00 | 21.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 24.00 | 21.00 | | |
| | | 000000869 | AMICA MUTUAL INSURANCE CO | 04/07/14 | 33238 | 04-39337 | 9856346 | 15.00 | 15.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 04/05/21 | 33238 | 04-13622 | 9854962 | 10.00 | 10.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 04/03/19 | 33238 | 04-14825 | 9853141 | 10.00 | 10.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 03/10/22 | 33238 | 03-70506 | 9848005 | 10.00 | 10.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 03/04/04 | 33238 | 03-14217 | 9842404 | 6.00 | 6.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 02/12/18 | 33238 | 02-94720 | Inv Rpts 9839572 | 3.00 | 3.00 | 90 | Police - Records |
| | | | AMICA MUTUAL INSURANCE CO | 02/08/13 | 33238 | 02-13214 | Inv Rpts 9835724 | 12.00 | 2.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 66.00 | 56.00 | | |
| | | 000002488 | COMMERCE INSURANCE, THE | 03/08/08 | 33238 | 03-49133 | 9845929 | 10.00 | 10.00 | 90 | Police - Records |
| | | | COMMERCE INSURANCE, THE | 02/10/31 | 33238 | 02-79265 | Inv Rpts 9838020 | 9.00 | 9.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 19.00 | 19.00 | | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 36 | 0101 | 000002500 | CONCORD GROUP INSURANCE | 04/05/21 | 33238 | 04-32641 | 9854963 | 10.00 | 10.00 | 90 | Police - Records |
| | | | CONCORD GROUP INSURANCE | 03/06/23 | 33238 | 03-26899 | 9844790 | 6.00 | 6.00 | 90 | Police - Records |
| | | | CONCORD GROUP INSURANCE | 03/06/23 | 33238 | 03-36106 | 9844790 | 6.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 22.00 | 22.00 | | |
| | | 000003863 | METROPOLITAN REPORTING BUREAU | 03/06/23 | 33238 | 03-22943 | 9844791 | 15.00 | 15.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/06/23 | 33238 | 03-31112 | 9844791 | 6.00 | 6.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/06/23 | 33238 | 03-36267 | 9844791 | 6.00 | 6.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/06/23 | 33238 | 03-37865 | 9844791 | 9.00 | 9.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/01/14 | 33238 | 02-89330 Inv Rpts | 9840246 | 15.00 | 15.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/01/14 | 33238 | 02-903 Inv Rpts | 9840246 | 6.00 | 6.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/01/14 | 33238 | 02-97547 Inv Rpts | 9840246 | 3.00 | 3.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/01/14 | 33238 | 03-00065 Inv Rpts | 9840246 | 3.00 | 3.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 03/01/14 | 33238 | 03-1501 Inv Rpts | 9840246 | 6.00 | 6.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 02/09/27 | 33238 | 02-72386 Inv Rpts | 9837110 | 12.00 | 12.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 02/09/24 | 33238 | 02-66268 Inv Rpts | 9837026 | 3.00 | 3.00 | 90 | Police - Records |
| | | | METROPOLITAN REPORTING BUREAU | 01/08/13 | 33238 | 01-57640 invest. rpt | 9824944 | 6.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 90.00 | 90.00 | | |
| | | 000006420 | ALLSTATE INSURANCE | 03/03/17 | 33238 | 03-10301 Inv Rpts | 9842141 | 6.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 6.00 | 6.00 | | |
| | | 000006427 | HANOVER INSURANCE COMPANY | 03/04/04 | 33238 | 02-68137 | 9842409 | 24.00 | 24.00 | 90 | Police - Records |
| | | | HANOVER INSURANCE COMPANY | 03/03/17 | 33238 | 03-13319 Inv Rpts | 9842142 | 9.00 | 5.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 33.00 | 29.00 | | |
| | | 000006431 | STATE FARM INSURANCE | 03/09/18 | 33238 | 03-63841 | 9846998 | 15.00 | 12.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 15.00 | 12.00 | | |
| | | 000006560 | MERCHANTS MUTUAL INSURANCE CO | 04/07/14 | 33238 | 04-46019 | 9856350 | 10.00 | 5.00 | 90 | Police - Records |
| | | | MERCHANTS MUTUAL INSURANCE CO | 03/06/23 | 33238 | 03-18886 | 9844794 | 12.00 | 9.00 | 90 | Police - Records |
| | | | MERCHANTS MUTUAL INSURANCE CO | 03/02/13 | 33238 | 02-97692 Inv Rpts | 9841039 | 3.00 | 3.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 25.00 | 17.00 | | |
| | | 000006609 | NATIONWIDE INSURANCE | 03/03/17 | 33238 | 03-11475 Inv Rpts | 9842143 | 9.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 9.00 | 6.00 | | |
| | | 000007488 | BOYNTON, JILLIAN | 02/08/07 | 33216 | NSF Charge - Police Admin | 9835672 | 30.00 | 30.00 | 90 | Police - Administration |
| | | | BOYNTON, JILLIAN | 02/08/07 | 33234 | Fingerprints | 9835672 | 45.00 | 45.00 | 90 | Check Not Honored-NSF |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 75.00 | 75.00 | | |
| 36 | 0101 | 000007604 | SENTRY INSURANCE | 02/08/29 | 33238 | 02-58031 Inv Rpts | 9836357 | 6.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 6.00 | 6.00 | | |
| | | 000007921 | ALLSTATE INS CO | 03/08/08 | 33238 | 03-33820 | 9845932 | 25.00 | 25.00 | 90 | Police - Records |
| | | | ALLSTATE INS CO | 03/06/23 | 33238 | 03-33820 | 9844797 | 15.00 | 15.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 40.00 | 40.00 | | |
| | | 000007923 | SENTRY CLAIMS SERVICE | 03/04/04 | 33238 | 03-14961 | 9842416 | 6.00 | 6.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 6.00 | 6.00 | | |
| | | 000008248 | NATIONWIDE INS CO | 03/10/22 | 33238 | 03-75053 | 9848013 | 10.00 | 10.00 | 90 | Police - Records |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 446.00 | 415.00 | | |
| 41 | | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | FY04 NURSE POSITION | 9856807 | 2,108.36 | 2,108.36 | 90 | ADVERTISEMENTS |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | FY04 WORKMAN COMP PAID | 9856807 | 1,450.13 | 1,450.13 | 90 | E.DOUVILLE |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 ADM BENEFITS | 9856807 | 391.15 | 391.15 | 90 | |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 ADM SALARIES | 9856807 | 1,525.99 | 1,525.99 | 90 | |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 OPERATING EXPENSES | 9856807 | 12,198.61 | 12,198.61 | 90 | |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 SCH NURSE BENEFITS | 9856807 | 35,142.54 | 35,142.54 | 90 | |
| | | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 SCH NURSES SALARIES | 9856807 | 76,278.52 | 76,278.52 | 90 | |
| | | | | | | | TOTAL | 129,095.30 | 129,095.30 | | |
| | | 000004107 | HILLSIDE MIDDLE SCHOOL | 03/06/30 | 41110 | MAHONEY FIELD TRIP 6/6/03 | 9844978 | 131.44 | 131.44 | 90 | SCHOOL HEALTH NURSE |
| | | | | | | | TOTAL | 131.44 | 131.44 | | |
| | | 000007139 | MANCHESTER DENTAL ALLIANCE | 02/05/31 | 41898 | Special Projects | 9834244 | 638.84 | 638.84 | 90 | Health Dept |
| | | | | | | | TOTAL | 638.84 | 638.84 | | |
| | | 000007993 | MILLER, MELISSA B | 03/06/30 | 41216 | NSF Charge ck#2114 | 9844979 | 30.00 | 30.00 | 90 | |
| | | | MILLER, MELISSA B | 03/06/30 | 41467 | CK#2114 RETURN HEALTH DEP | 9844979 | 30.00 | 30.00 | 90 | DAY CARE PERMIT |
| | | | | | | | TOTAL | 60.00 | 60.00 | | |
| | | 000007994 | SAMALIS, DEBBIE M | 03/06/30 | 41216 | NSF Charge - Health | 9844980 | 30.00 | 30.00 | 90 | CK #476 |
| | | | SAMALIS, DEBBIE M | 03/06/30 | 41592 | CK#476 RETURN | 9844980 | 265.00 | 265.00 | 90 | FOOD PERMIT FEES |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 295.00 | 295.00 | | |
| 41 | 0101 | 000008250 | FRITZ, DONNA | 03/09/30 | 41916 | JUL03 HEALTH PREM BAL DUE | 9847745 | 23.35 | 23.35 | 90 | PAYROLL 8/07/03 $23.35 |
| | | | | | | | TOTAL | 23.35 | 23.35 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 130,243.93 | 130,243.93 | | |
| 50 | | 000003109 | KEYSPAN ENERGY DELIVERY | 04/05/10 | 50830 | Pipeline Easement Agrmnt | 9854431 | 15,000.00 | 15,000.00 | 90 | Railroad Trestle Bridge |
| | | | | | | | TOTAL | 15,000.00 | 15,000.00 | | |
| | | 000005399 | LUCIER, KEITH B | 04/07/12 | 50363 | Drop-Off Center Revenue | 9856302 | 34.50 | 34.50 | 90 | 152017 7/7/04 |
| | | | LUCIER, KEITH B | 04/06/23 | 50363 | Drop-Off Center Revenue | 9856029 | 19.50 | 19.50 | 90 | 151048 6/22/04 |
| | | | | | | | TOTAL | 54.00 | 54.00 | | |
| | | 000005611 | ERNEST L RANDALL | 03/08/06 | 50363 | Drop-Off Center Revenue | 9845963 | 123.50 | 123.50 | 90 | tkt# 133228 8-4-03 |
| | | | | | | | TOTAL | 123.50 | 123.50 | | |
| | | 000005981 | COLD STONE DEVELOPMENT | 01/11/08 | 50363 | Drop-Off Center Revenue | 9827382 | 105.00 | 105.00 | 90 | 11/5 Ticket 98762 |
| | | | COLD STONE DEVELOPMENT | 01/10/04 | 50363 | Drop-Off Center Revenue | 9826396 | 58.50 | 58.50 | 90 | 10/2 Ticket 96420 |
| | | | COLD STONE DEVELOPMENT | 01/09/21 | 50363 | Drop-Off Center Revenue | 9826156 | 31.50 | 31.50 | 90 | 9/17 Ticket 95617 |
| | | | COLD STONE DEVELOPMENT | 01/09/14 | 50363 | Drop-Off Center Revenue | 9825794 | 133.50 | 133.50 | 90 | 9/12 Ticket 95296 |
| | | | COLD STONE DEVELOPMENT | 01/09/07 | 50363 | Drop-Off Center Revenue | 9825663 | 406.50 | 406.50 | 90 | 9/4 Ticket 94786 |
| | | | COLD STONE DEVELOPMENT | 01/08/24 | 50363 | Drop-Off Center Revenue | 9825476 | 18.00 | 18.00 | 90 | 8/22 Ticket 94169 |
| | | | COLD STONE DEVELOPMENT | 01/08/24 | 50363 | Drop-Off Center Revenue | 9825476 | 168.00 | 168.00 | 90 | 8/22 Ticket 94178 |
| | | | COLD STONE DEVELOPMENT | 01/08/24 | 50363 | Drop-Off Center Revenue | 9825476 | 168.00 | 168.00 | 90 | 8/23 Ticket 94198 |
| | | | COLD STONE DEVELOPMENT | 01/08/22 | 50363 | Drop-Off Center Revenue | 9825476 | 124.50 | 124.50 | 90 | 8/21 Ticket 94107 |
| | | | COLD STONE DEVELOPMENT | 01/08/22 | 50363 | Drop-Off Center Revenue | 9825476 | 156.00 | 156.00 | 90 | 8/20 Ticket 93977 |
| | | | COLD STONE DEVELOPMENT | 01/08/17 | 50363 | Drop-Off Center Revenue | 9825286 | 73.20 | 73.20 | 90 | 8/15 Ticket 93686 |
| | | | COLD STONE DEVELOPMENT | 01/08/17 | 50363 | Drop-Off Center Revenue | 9825286 | 76.50 | 76.50 | 90 | 8/15 Ticket 93713 |
| | | | COLD STONE DEVELOPMENT | 01/08/17 | 50363 | Drop-Off Center Revenue | 9825286 | 88.50 | 88.50 | 90 | 8/16b Ticket 93759 |
| | | | COLD STONE DEVELOPMENT | 01/08/16 | 50363 | Drop-Off Center Revenue | 9825286 | 292.50 | 292.50 | 90 | 8/10/01 Ticket 93487 |
| | | | | | | | TOTAL | 1,900.20 | 1,900.20 | | |
| | | 000006171 | TWARJAN, JOHN | 03/12/05 | 50229 | Worker's Comp Overpayment | 9849482 | 332.90 | 57.90 | 90 | Date of Injury: 10/20/03 |
| | | | | | | | TOTAL | 332.90 | 57.90 | | |
| | | 000006172 | CHAKAS, CHRIS | 03/06/30 | 50229 | Hgwy W/C salary op reim | 9845639 | 96.49 | 96.49 | 90 | doi 9-11-01 |
| | | | CHAKAS, CHRIS | 00/11/28 | 50229 | Hgwy W/C salary op reim | 9818435 | 63.84 | 63.84 | 90 | Workers Comp reimburse |
| | | | | | | | TOTAL | 160.33 | 160.33 | | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 50 | 0101 | 000006173 | HEALY, MIKE | 00/11/28 | 50229 | Hgwy W/C salary op reim | 9818436 | 218.98 | 218.98 | 90 | Workers Comp reimburse |
| | | | | | | | TOTAL | 218.98 | 218.98 | | |
| | | 000006174 | KISKINIS, JOHN | 00/11/28 | 50229 | Hgwy W/C salary op reim | 9818437 | 486.53 | 486.53 | 90 | Workers Comp reimburse |
| | | | | | | | TOTAL | 486.53 | 486.53 | | |
| | | 000007506 | DOBSON, NEVILLE | 03/10/06 | 50363 | Drop-Off Center Revenue | 9847715 | 20.00 | 20.00 | 90 | 136391 9/18/03 |
| | | | | | | | TOTAL | 20.00 | 20.00 | | |
| | | 000007844 | CUNNINGHAM JR, WILLIAM | 03/11/21 | 50363 | Drop-Off Center Revenue | 9849299 | 13.50 | 13.50 | 90 | 140151 11/19/03 |
| | | | CUNNINGHAM JR, WILLIAM | 03/10/14 | 50363 | Drop-Off Center Revenue | 9847833 | 33.00 | 33.00 | 90 | 137880 10/10/03 |
| | | | CUNNINGHAM JR, WILLIAM | 03/10/10 | 50363 | Drop-Off Center Revenue | 9847833 | 24.00 | 24.00 | 90 | 137738 10/8/03 |
| | | | | | | | TOTAL | 70.50 | 70.50 | | |
| | | 000007845 | MERRIFIELD, TIMOTHY | 04/03/15 | 50363 | Drop-Off Center Revenue | 9852696 | 216.50 | 216.50 | 90 | 143840 3/2/04 |
| | | | | | | | TOTAL | 216.50 | 216.50 | | |
| | | 000007934 | BEAUDET, PAUL | 03/10/23 | 50363 | Drop-Off Center Revenue | 9848448 | 28.50 | 28.50 | 90 | 138521 10/22/03 |
| | | | BEAUDET, PAUL | 03/10/23 | 50363 | Drop-Off Center Revenue | 9848448 | 49.50 | 49.50 | 90 | 138476 10/21/03 |
| | | | BEAUDET, PAUL | 03/10/17 | 50363 | Drop-Off Center Revenue | 9847939 | 57.00 | 57.00 | 90 | 138182 10/16/03 |
| | | | BEAUDET, PAUL | 03/10/03 | 50363 | Drop-Off Center Revenue | 9847718 | 24.00 | 24.00 | 90 | 137287 10/01/03 |
| | | | BEAUDET, PAUL | 03/09/29 | 50363 | Drop-Off Center Revenue | 9847566 | 24.00 | 24.00 | 90 | 137053 9/26/2003 |
| | | | BEAUDET, PAUL | 03/08/18 | 50363 | Drop-Off Center Revenue | 9846147 | 34.50 | 34.50 | 90 | 134139 8/15/2003 |
| | | | BEAUDET, PAUL | 03/08/06 | 50363 | Drop-Off Center Revenue | 9845976 | 15.00 | 15.00 | 90 | tkt# 133383 8-5-03 |
| | | | BEAUDET, PAUL | 03/07/24 | 50363 | Drop-Off Center Revenue | 9845804 | 54.50 | 54.50 | 90 | 132359 7/22/2003 |
| | | | BEAUDET, PAUL | 03/07/07 | 50363 | Drop-Off Center Revenue | 9845085 | 57.00 | 57.00 | 90 | 130783 6/30/2003 |
| | | | BEAUDET, PAUL | 03/07/07 | 50363 | Drop-Off Center Revenue | 9845085 | 75.00 | 75.00 | 90 | 130800 6/30/2003 |
| | | | | | | | TOTAL | 419.00 | 419.00 | | |
| | | 000007963 | SARETTE, GREGG | 04/02/06 | 50216 | NSF Charge - Highway | 9851814 | 30.00 | 30.00 | 90 | Check #343 dated 1/28/04 |
| | | | SARETTE, GREGG | 04/02/06 | 50363 | Drop-Off Center Revenue | 9851814 | 24.50 | 24.50 | 90 | 142586 1/28/04 |
| | | | | | | | TOTAL | 54.50 | 54.50 | | |
| | | 000008005 | MANN, STEVE | 03/05/06 | 50229 | Hgwy W/C salary op reim | 9843224 | 417.56 | 417.56 | 90 | doi 1-3-01 |
| | | | | | | | TOTAL | 417.56 | 417.56 | | |
| | | 000008006 | BOUCHER, TEAC | 03/05/06 | 50229 | Hgwy W/C salary op reim | 9843225 | 92.11 | 92.11 | 90 | doi 10-11-02 |
| | | | | | | | TOTAL | 92.11 | 92.11 | | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 50 | 0101 | 000008008 | GOSS, SCOTT | 03/05/06 | 50229 | Hgwy W/C salary op reim | 9843226 | 158.70 | 158.70 | 90 | doi 1-17-03 |
| | | | GOSS, SCOTT | 03/05/06 | 50229 | Hgwy W/C salary op reim | 9843226 | 166.17 | 166.17 | 90 | doi 4-26-02 balance due |
| | | | | | | | TOTAL | 324.87 | 324.87 | | |
| | | 000008052 | TOWNE, FRANCIS J | 03/09/12 | 50363 | Drop-Off Center Revenue | 9846965 | 28.50 | 28.50 | 90 | tkt#35660-8-03 |
| | | | TOWNE, FRANCIS J | 03/09/05 | 50363 | Drop-Off Center Revenue | 9846835 | 30.00 | 30.00 | 90 | 135431 9/4/2003 |
| | | | TOWNE, FRANCIS J | 03/09/02 | 50363 | Drop-Off Center Revenue | 9846774 | 18.00 | 18.00 | 90 | 135156 8/29/2003 |
| | | | TOWNE, FRANCIS J | 03/08/29 | 50363 | Drop-Off Center Revenue | 9846774 | 63.00 | 63.00 | 90 | 135043 8/28/2003 |
| | | | TOWNE, FRANCIS J | 03/08/29 | 50363 | Drop-Off Center Revenue | 9846774 | 94.50 | 94.50 | 90 | 135042 8/28/2003 |
| | | | TOWNE, FRANCIS J | 03/08/29 | 50363 | Drop-Off Center Revenue | 9846774 | 97.50 | 97.50 | 90 | 135041 8/28/2003 |
| | | | TOWNE, FRANCIS J | 03/08/28 | 50363 | Drop-Off Center Revenue | 9846774 | 42.50 | 42.50 | 90 | 134754 8/25/2003 |
| | | | TOWNE, FRANCIS J | 03/08/28 | 50363 | Drop-Off Center Revenue | 9846774 | 70.50 | 70.50 | 90 | 134850 8/26/2003 |
| | | | TOWNE, FRANCIS J | 03/08/28 | 50363 | Drop-Off Center Revenue | 9846774 | 84.00 | 84.00 | 90 | 134904 8/26/2003 |
| | | | TOWNE, FRANCIS J | 03/08/28 | 50363 | Drop-Off Center Revenue | 9846774 | 99.00 | 99.00 | 90 | 134949 8/27/2003 |
| | | | TOWNE, FRANCIS J | 03/08/06 | 50363 | Drop-Off Center Revenue | 9845981 | 12.00 | 12.00 | 90 | tkt# 133316 8-5-03 |
| | | | TOWNE, FRANCIS J | 03/08/01 | 50363 | Drop-Off Center Revenue | 9845895 | 38.00 | 38.00 | 90 | 132779 7/29/2003 |
| | | | TOWNE, FRANCIS J | 03/07/08 | 50363 | Drop-Off Center Revenue | 9845093 | 34.50 | 34.50 | 90 | 131013 7/3/2003 |
| | | | TOWNE, FRANCIS J | 03/06/24 | 50363 | Drop-Off Center Revenue | 9844748 | 66.00 | 66.00 | 90 | 130227 6/20/2003 |
| | | | TOWNE, FRANCIS J | 03/06/23 | 50363 | Drop-Off Center Revenue | 9844748 | 39.00 | 39.00 | 90 | 130042 6/19/2003 |
| | | | TOWNE, FRANCIS J | 03/06/19 | 50363 | Drop-Off Center Revenue | 9844748 | 27.00 | 27.00 | 90 | 129896 6/17/2003 |
| | | | TOWNE, FRANCIS J | 03/06/19 | 50363 | Drop-Off Center Revenue | 9844748 | 31.50 | 31.50 | 90 | 129880 6/17/2003 |
| | | | TOWNE, FRANCIS J | 03/06/19 | 50363 | Drop-Off Center Revenue | 9844748 | 39.00 | 39.00 | 90 | 129935 6/17/2003 |
| | | | TOWNE, FRANCIS J | 03/06/19 | 50363 | Drop-Off Center Revenue | 9844748 | 72.00 | 72.00 | 90 | 129889 6/17/2003 |
| | | | TOWNE, FRANCIS J | 03/06/18 | 50363 | Drop-Off Center Revenue | 9844748 | 54.00 | 54.00 | 90 | 129798 6/16/2003 |
| | | | TOWNE, FRANCIS J | 03/06/18 | 50363 | Drop-Off Center Revenue | 9844748 | 66.00 | 66.00 | 90 | 129760 6/16/2003 |
| | | | TOWNE, FRANCIS J | 03/06/13 | 50363 | Drop-Off Center Revenue | 9844244 | 33.00 | 33.00 | 90 | 129540 6/11/2003 |
| | | | TOWNE, FRANCIS J | 03/06/09 | 50363 | Drop-Off Center Revenue | 9844119 | 39.00 | 39.00 | 90 | 129263 6/7/2003 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 19.50 | 19.50 | 90 | #127975 5/19/03 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 19.50 | 19.50 | 90 | #128037 5/20/03 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 33.00 | 33.00 | 90 | #127813 5/17/03 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 39.00 | 39.00 | 90 | #127976 5/19/03 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 48.00 | 48.00 | 90 | #128012 5/19/03 |
| | | | TOWNE, FRANCIS J | 03/05/21 | 50363 | Drop-Off Center Revenue | 9843832 | 58.50 | 58.50 | 90 | #128011 5/19/03 |
| | | | | | | | TOTAL | 1,396.00 | 1,396.00 | | |
| | | 000008107 | KOZA, ANDREW | 03/06/12 | 50363 | Drop-Off Center Revenue | 9844248 | 64.50 | 64.50 | 90 | 129076 6/5/2003 |
| | | | | | | | TOTAL | 64.50 | 64.50 | | |
| | | 000008111 | THOMPSON, STEVE | 03/07/25 | 50229 | Worker's Comp Overpayment | 9845813 | 598.72 | 518.72 | 90 | Date Of Injury: 6-16-03 |
| | | | THOMPSON, STEVE | 03/06/13 | 50229 | Worker's Comp Overpayment | 9844250 | 82.97 | 82.97 | 90 | Date of Injury: 3/5/2001 |
| | | | | | | | TOTAL | 681.69 | 601.69 | | |
| | | 000008113 | BOISVERT, TIMOTHY | 03/06/13 | 50229 | Worker's Comp Overpayment | 9844252 | 51.13 | 51.13 | 90 | Date of Injury: 8/7/2002 |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 51.13 | 51.13 | | |
| 50 | 0101 | 000008114 | POISSON, KYLE | 03/06/13 | 50229 | Worker's Comp Overpayment | 9844253 | 440.93 | 440.93 | 90 | DOI: 3/28/2001&4/19/2002 |
| | | | | | | | TOTAL | 440.93 | 440.93 | | |
| | | 000008115 | FITZGERALD, RYAN | 03/06/13 | 50229 | Worker's Comp Overpayment | 9844254 | 36.92 | 36.92 | 90 | Date of Injury:11/18/2002 |
| | | | | | | | TOTAL | 36.92 | 36.92 | | |
| | | 000008139 | TREMBLAY, DEREK W | 03/06/23 | 50363 | Drop-Off Center Revenue | 9844753 | 37.50 | 37.50 | 90 | 129493 6/11/2003 |
| | | | | | | | TOTAL | 37.50 | 37.50 | | |
| | | 000008220 | KOMM, HOWARD | 03/07/25 | 50229 | Worker's Comp Overpayment | 9845817 | 866.76 | 691.76 | 90 | Date of Injury: 2-17-03 |
| | | | | | | | TOTAL | 866.76 | 691.76 | | |
| | | 000008262 | BELANGER, CHRIS | 04/05/03 | 50363 | Worker's Comp Overpayment | 9854259 | 169.49 | 101.93 | 90 | Date of Injury: 3/8/04 |
| | | | | | | | TOTAL | 169.49 | 101.93 | | |
| | | 000008297 | GILBERT, DEREK | 03/11/03 | 50229 | Worker's Comp Overpayment | 9848565 | 192.97 | 37.73 | 90 | Date of Injury: 10/2/2003 |
| | | | | | | | TOTAL | 192.97 | 37.73 | | |
| | | 000008307 | WADSWORTH, GARY T | 03/09/15 | 50363 | Drop-Off Center Revenue | 9846971 | 35.00 | 35.00 | 90 | 135219 8/29/2003 |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008326 | HODGKINS, LEONARD | 03/09/16 | 50363 | Drop-Off Center Revenue | 9847473 | 50.00 | 50.00 | 90 | 135615 9/6/2003 |
| | | | | | | | TOTAL | 50.00 | 50.00 | | |
| | | 000008371 | LEWIS, PETER | 03/10/06 | 50363 | Drop-Off Center Revenue | 9847733 | 129.00 | 129.00 | 90 | 136637 9/20/03 |
| | | | | | | | TOTAL | 129.00 | 129.00 | | |
| | | 000008374 | STEFANIK, STEVEN A | 03/10/06 | 50363 | Drop-Off Center Revenue | 9847736 | 43.50 | 43.50 | 90 | 136996 9/25/03 |
| | | | | | | | TOTAL | 43.50 | 43.50 | | |
| | | 000008433 | EASTMAN, MATTHEW | 03/11/03 | 50229 | Worker's Comp Overpayment | 9848570 | 250.86 | 150.86 | 90 | Date of Injury: 8/28/03 |
| | | | | | | | TOTAL | 250.86 | 150.86 | | |
| | | 000008495 | FARIAS, ORLANDO | 03/12/05 | 50229 | Worker's Comp Overpayment | 9849501 | 1,240.28 | 870.00 | 90 | Date of Injury: 10/9/03 |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | TOTAL | | 1,240.28 | 870.00 | | |
| 50 | 0101 | 000008567 | PERRINO, CHRISTOPHER | 04/01/16 | 50216 | NSF Charge - Highway | 9851123 | 30.00 | 30.00 | 90 | Check #1056 12/29/03 |
| | | | PERRINO, CHRISTOPHER | 04/01/16 | 50363 | Drop-Off Center Revenue | 9851123 | 55.50 | 55.50 | 90 | 141627 12/29/03 |
| | | | | | | TOTAL | | 85.50 | 85.50 | | |
| | | 000008568 | BEAUVAIS, WILLIAM G | 04/01/16 | 50363 | Drop-Off Center Revenue | 9851124 | 5.00 | 5.00 | 90 | 141939 1/6/04 |
| | | | | | | TOTAL | | 5.00 | 5.00 | | |
| | | 000008570 | FRECHETTE, MARK S | 04/01/16 | 50363 | Drop-Off Center Revenue | 9851126 | 5.00 | 5.00 | 90 | 141995 1/7/04 |
| | | | | | | TOTAL | | 5.00 | 5.00 | | |
| | | 000008572 | OLIVIO, VICTOR | 04/01/16 | 50229 | Worker's Comp Overpayment | 9851128 | 161.34 | 161.34 | 90 | Date of Injury: 4/7/03 |
| | | | | | | TOTAL | | 161.34 | 161.34 | | |
| | | 000008609 | SPAHIC, ELVIR | 04/02/06 | 50363 | Drop-Off Center Revenue | 9851821 | 117.00 | 117.00 | 90 | 142587 1/28/04 |
| | | | | | | TOTAL | | 117.00 | 117.00 | | |
| | | 000008614 | OLIVIER, SAUL B | 04/06/03 | 50363 | Drop-Off Center Revenue | 9855241 | 60.00 | 60.00 | 90 | 149405 6/1/04 |
| | | | OLIVIER, SAUL B | 04/03/08 | 50363 | Drop-Off Center Revenue | 9852607 | 76.50 | 31.00 | 90 | 144122 3/6/04 |
| | | | | | | TOTAL | | 136.50 | 91.00 | | |
| | | 000008643 | DIONNE, GERARD | 04/02/27 | 50229 | Worker's Comp Overpayment | 9852501 | 154.11 | 154.11 | 90 | Date of Injury: 10/15/03 |
| | | | | | | TOTAL | | 154.11 | 154.11 | | |
| | | 000008645 | CLANCY, JOHN C JR | 04/03/03 | 50229 | Worker's Comp Overpayment | 9852612 | 705.78 | 665.78 | 90 | Date of Injury: 8/27/03 |
| | | | | | | TOTAL | | 705.78 | 665.78 | | |
| | | 000008667 | PAOLINO, JEFFREY M | 04/03/19 | 50363 | Drop-Off Center Revenue | 9853181 | 47.00 | 47.00 | 90 | 144229 3/9/04 |
| | | | | | | TOTAL | | 47.00 | 47.00 | | |
| | | 000008682 | PROVENCHER, JAY | 04/03/26 | 50229 | Worker;s Comp Overpayment | 9853276 | 272.84 | 265.84 | 90 | Date of Injury: 12/8/04 |
| | | | | | | TOTAL | | 272.84 | 265.84 | | |
| | | 000008708 | CONTENT, EDWARD | 04/04/09 | 50363 | Drop-Off Center Revenue | 9853490 | 51.00 | 51.00 | 90 | 145067 3/29/04 |
| | | | | | | TOTAL | | 51.00 | 51.00 | | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 50 | 0101 | 000008709 | RODRIQUEZ, ROSALIO R | 04/04/09 | 50363 | Drop-Off Center Revenue | 9853491 | 60.50 | 60.50 | 90 | 145076 3/29/04 |
| | | | | | | | TOTAL | 60.50 | 60.50 | | |
| | | 000008718 | PATTENGALE, GLENN F | 04/04/19 | 50363 | Drop-Off Center Revenue | 9854038 | 94.50 | 94.50 | 90 | 145437 4/5/04 |
| | | | | | | | TOTAL | 94.50 | 94.50 | | |
| | | 000008720 | FREITAS, RANDY | 04/04/19 | 50363 | Drop-Off Center Revenue | 9854040 | 22.50 | 22.50 | 90 | 145612 4/7/042 |
| | | | | | | | TOTAL | 22.50 | 22.50 | | |
| | | 000008730 | BEAR, SUSAN R | 04/04/23 | 50363 | Drop-Off Center Revenue | 9854144 | 51.00 | 51.00 | 90 | 145990 4/13/04 |
| | | | | | | | TOTAL | 51.00 | 51.00 | | |
| | | 000008854 | SOTO, GILBERTO | 04/06/25 | 50363 | Drop-Off Center Revenue | 9856049 | 157.50 | 157.50 | 90 | 150655 6/17/04 |
| | | | | | | | TOTAL | 157.50 | 157.50 | | |
| | | 000008858 | CHOLETTE, KEVIN JOSEPH | 04/06/25 | 50363 | Drop-Off Center Revenue | 9856011 | 230.00 | 230.00 | 90 | 150890 6/19/04 |
| | | | | | | | TOTAL | 230.00 | 230.00 | | |
| | | 000008862 | SILVA, ROBERTO | 04/06/25 | 50229 | Worker's Comp Overpayment | 9856047 | 561.63 | 261.63 | 90 | Date of Injury: 6/1/04 |
| | | | | | | | TOTAL | 561.63 | 261.63 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 28,496.71 | 26,881.13 | | |
| 52 | | 000003027 | HILLSBOROUGH COUNTY SHERIFF | 04/05/17 | B2646 | Permits/Pine St | 9854504 | 315.00 | 315.00 | 90 | |
| | | | HILLSBOROUGH COUNTY SHERIFF | 04/04/16 | B2646 | Permits/Pine St | 9853569 | 315.00 | 304.00 | 90 | |
| | | | | | | | TOTAL | 630.00 | 619.00 | | |
| | | 000004567 | STATE OF NH - TRAFFIC BUREAU | 04/05/18 | 52106 | State Traffic Reimbursmnt | 9854904 | 19,624.08 | 19,624.08 | 90 | Traffic-Admin & Managemnt |
| | | | | | | | TOTAL | 19,624.08 | 19,624.08 | | |
| | | 000004817 | CAMPBELL, DENNIS | 98/07/28 | 5C682 | Materials - Signals | 9804865 | 110.48 | 51.89 | 90 | POLICE DETAIL |
| | | | CAMPBELL, DENNIS | 98/07/28 | 5C682 | Materials - Signals | 9804865 | 1,025.00 | 3.41 | 90 | CABINET/PUSHBUTTON |
| | | | CAMPBELL, DENNIS | 98/07/28 | 52921 | Repair Traffic Signals | 9804865 | 349.92 | 349.92 | 90 | LABOR SIGNALS |
| | | | | | | | TOTAL | 1,485.40 | 405.22 | | |
| | | 000005747 | PARIS, MARK | 00/06/06 | 5C682 | Materials - Signals | 9814844 | 925.40 | 925.40 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | 0101 | 000005747 | PARIS, MARK | 00/06/06 | 52921 | Repair Traffic Signals | 9814844 | 197.31 | 197.31 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 1,122.71 | 1,122.71 | | |
| | | 000005853 | DAVIS, SHARON | 04/05/17 | B2646 | Permits/Pine St | 9854582 | 45.00 | 45.00 | 90 | |
| | | | DAVIS, SHARON | 04/04/16 | B2646 | Permits/Pine St | 9853649 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 90.00 | 90.00 | | |
| | | 000005898 | JOHANSON, KAREN | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855532 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000005973 | BRIAN SMITH | 00/08/09 | 5C682 | Materials - Signals | 9816151 | 622.37 | 622.37 | 90 | |
| | | | BRIAN SMITH | 00/08/09 | 52921 | Repair Traffic Signals | 9816151 | 82.50 | 82.50 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 704.87 | 704.87 | | |
| | | 000006338 | SILVER TECHNOLOGY | 04/05/17 | A2646 | Permits/Pearl St | 9854603 | 270.00 | 270.00 | 90 | |
| | | | SILVER TECHNOLOGY | 04/04/16 | A2646 | Permits/Pearl St | 9853672 | 270.00 | 270.00 | 90 | |
| | | | | | | | TOTAL | 540.00 | 540.00 | | |
| | | 000006406 | NORTHEAST CREDIT UNION | 04/05/17 | B2646 | Permits/Pine St | 9854609 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 45.00 | 45.00 | | |
| | | 000006833 | HILLS BUSINESS OFFICE | 04/04/16 | B2646 | Permits/Pine St | 9853701 | 180.00 | 180.00 | 90 | |
| | | | | | | | TOTAL | 180.00 | 180.00 | | |
| | | 000006959 | 1211 ELM ST LLC | 04/06/17 | A2646 | Permits/Pearl St | 9855584 | 945.00 | 945.00 | 90 | |
| | | | 1211 ELM ST LLC | 04/05/17 | A2646 | Permits/Pearl St | 9854641 | 945.00 | 945.00 | 90 | |
| | | | 1211 ELM ST LLC | 04/04/16 | A2646 | Permits/Pearl St | 9853713 | 945.00 | 945.00 | 90 | |
| | | | | | | | TOTAL | 2,835.00 | 2,835.00 | | |
| | | 000006962 | LEPAGE, DAVID | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855585 | 35.00 | 35.00 | 90 | |
| | | | LEPAGE, DAVID | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854642 | 35.00 | 31.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 66.00 | | |
| | | 000006977 | LORENZ, TERESA | 01/10/22 | 5C682 | Materials - Signals | 9826959 | 934.60 | 934.60 | 90 | |
| | | | LORENZ, TERESA | 01/10/22 | 52921 | Repair Traffic Signals | 9826959 | 153.26 | 153.26 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 1,087.86 | 1,087.86 | | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | 0101 | 000006981 | SMITH, SANDRA | 04/06/17 | A2646 | Permits/Pearl St | 9855587 | 45.00 | 45.00 | 90 | |
| | | | SMITH, SANDRA | 04/05/17 | A2646 | Permits/Pearl St | 9854644 | 45.00 | 12.03 | 90 | |
| | | | | | | | TOTAL | 90.00 | 57.03 | | |
| | | 000007116 | ASSET PROTECTION ASSOC INC | 04/06/17 | I2646 | Permits/Fleet | 9855595 | 65.00 | 60.00 | 90 | |
| | | | | | | | TOTAL | 65.00 | 60.00 | | |
| | | 000007182 | HEBERT, ERIKA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855598 | 35.00 | 35.00 | 90 | |
| | | | HEBERT, ERIKA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854655 | 35.00 | 35.00 | 90 | |
| | | | HEBERT, ERIKA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853728 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000007227 | HERMIS, MICHELLE | 04/06/17 | H2646 | Permits/Millyard | 9855602 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000007307 | GARCIA, DANIELLE | 02/04/24 | 5C682 | Materials - Signals | 9832429 | 121.00 | 121.00 | 90 | |
| | | | GARCIA, DANIELLE | 02/04/24 | 5C682 | Materials - Signals | 9832429 | 2,035.93 | 2,035.93 | 90 | |
| | | | GARCIA, DANIELLE | 02/04/24 | 52921 | Repair Traffic Signals | 9832429 | 433.47 | 433.47 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 2,590.40 | 2,590.40 | | |
| | | 000007320 | VIGNOLA, TAMMY | 04/03/18 | 5A646 | Downtown On-Street Permit | 9852942 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852173 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851338 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 03/12/18 | 5A646 | Downtown On-Street Permit | 9849911 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849029 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848237 | 35.00 | 35.00 | 90 | |
| | | | VIGNOLA, TAMMY | 03/09/22 | 5A646 | Downtown On-Street Permit | 9847264 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 245.00 | 245.00 | | |
| | | 000007449 | DUNKIN DONUTS | 04/06/17 | 52646 | Permits/Hartnett | 9855611 | 135.00 | 135.00 | 90 | |
| | | | DUNKIN DONUTS | 04/05/17 | 52646 | Permits/Hartnett | 9854668 | 90.00 | 70.00 | 90 | |
| | | | | | | | TOTAL | 225.00 | 205.00 | | |
| | | 000007517 | TONYS GRINDERS | 04/07/14 | 5A646 | Downtown On-Street Permit | 9856344 | 40.00 | 25.00 | 90 | |
| | | | TONYS GRINDERS | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855617 | 35.00 | 35.00 | 90 | |
| | | | TONYS GRINDERS | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854674 | 35.00 | 35.00 | 90 | |
| | | | TONYS GRINDERS | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853748 | 35.00 | 35.00 | 90 | |
| | | | TONYS GRINDERS | 04/03/18 | 5A646 | Downtown On-Street Permit | 9852954 | 35.00 | 35.00 | 90 | |
| | | | TONYS GRINDERS | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852185 | 35.00 | 35.00 | 90 | |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 215.00 | 200.00 | | |
| 52 | 0101 | 000007624 | PAQUIN, MELISSA | 03/02/24 | 5A646 | Downtown On-Street Permit | 9841408 | 31.00 | 31.00 | 90 | |
| | | | PAQUIN, MELISSA | 03/01/21 | 5A646 | Downtown On-Street Permit | 9840622 | 31.00 | 31.00 | 90 | |
| | | | PAQUIN, MELISSA | 02/12/19 | 5A646 | Downtown On-Street Permit | 9839892 | 31.00 | 31.00 | 90 | |
| | | | PAQUIN, MELISSA | 02/11/19 | 5A646 | Downtown On-Street Permit | 9838568 | 31.00 | 31.00 | 90 | |
| | | | | | | | TOTAL | 124.00 | 124.00 | | |
| | | 000007654 | DOAN, KYSON | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855626 | 35.00 | 35.00 | 90 | |
| | | | DOAN, KYSON | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854683 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000007660 | MOYNIHAN, MAUREEN | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855627 | 35.00 | 35.00 | 90 | |
| | | | MOYNIHAN, MAUREEN | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854684 | 35.00 | 31.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 66.00 | | |
| | | 000007672 | MATTEUS, CYNTHIA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855630 | 35.00 | 35.00 | 90 | |
| | | | MATTEUS, CYNTHIA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854687 | 35.00 | 35.00 | 90 | |
| | | | MATTEUS, CYNTHIA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853763 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000007699 | TATKA, LINDA | 04/04/16 | H2646 | Permits/Millyard | 9853766 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000007718 | GOTT, ANDREA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853768 | 35.00 | 35.00 | 90 | |
| | | | GOTT, ANDREA | 04/03/18 | 5A646 | Downtown On-Street Permit | 9852975 | 35.00 | 35.00 | 90 | |
| | | | GOTT, ANDREA | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852208 | 35.00 | 35.00 | 90 | |
| | | | GOTT, ANDREA | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851374 | 35.00 | 17.00 | 90 | |
| | | | | | | | TOTAL | 140.00 | 122.00 | | |
| | | 000007722 | FRENCH, SUSAN | 04/04/16 | H2646 | Permits/Millyard | 9853769 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 04/03/18 | H2646 | Permits/Millyard | 9852976 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 04/02/20 | H2646 | Permits/Millyard | 9852209 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 04/01/20 | H2646 | Permits/Millyard | 9851375 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 03/12/18 | H2646 | Permits/Millyard | 9849950 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 03/11/18 | H2646 | Permits/Millyard | 9849071 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 03/10/24 | H2646 | Permits/Millyard | 9848280 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 03/09/22 | H2646 | Permits/Millyard | 9847309 | 35.00 | 35.00 | 90 | |
| | | | FRENCH, SUSAN | 03/08/25 | H2646 | Permits/Millyard | 9846481 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 315.00 | 315.00 | | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | 0101 | 000007735 | BRUCE, JEN | 04/06/17 | D2646 | Permits/Bedford | 9855634 | 40.00 | 40.00 | 90 | |
| | | | BRUCE, JEN | 04/05/17 | D2646 | Permits/Bedford | 9854691 | 40.00 | 40.00 | 90 | |
| | | | | | | | TOTAL | 80.00 | 80.00 | | |
| | | 000007755 | MIVILLE, SHARON | 04/06/17 | 52646 | Permits/Hartnett | 9855638 | 45.00 | 45.00 | 90 | |
| | | | MIVILLE, SHARON | 04/05/17 | 52646 | Permits/Hartnett | 9854695 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 90.00 | 90.00 | | |
| | | 000007764 | COME, LILIAN | 04/06/17 | H2646 | Permits/Millyard | 9855640 | 35.00 | 35.00 | 90 | |
| | | | COME, LILIAN | 04/05/17 | H2646 | Permits/Millyard | 9854697 | 35.00 | 35.00 | 90 | |
| | | | COME, LILIAN | 04/04/16 | H2646 | Permits/Millyard | 9853776 | 35.00 | 35.00 | 90 | |
| | | | COME, LILIAN | 04/03/18 | H2646 | Permits/Millyard | 9852983 | 35.00 | 35.00 | 90 | |
| | | | COME, LILIAN | 04/02/20 | H2646 | Permits/Millyard | 9852217 | 35.00 | 35.00 | 90 | |
| | | | COME, LILIAN | 04/01/20 | H2646 | Permits/Millyard | 9851383 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 210.00 | 210.00 | | |
| | | 000007876 | THIBEAULT, AMANDA | 04/03/18 | 52646 | Permits/Hartnett | 9852999 | 45.00 | 45.00 | 90 | |
| | | | THIBEAULT, AMANDA | 04/02/20 | 52646 | Permits/Hartnett | 9852234 | 45.00 | 45.00 | 90 | |
| | | | THIBEAULT, AMANDA | 04/01/20 | 52646 | Permits/Hartnett | 9851401 | 45.00 | 45.00 | 90 | |
| | | | THIBEAULT, AMANDA | 03/12/18 | 52646 | Permits/Hartnett | 9849974 | 45.00 | 27.00 | 90 | |
| | | | | | | | TOTAL | 180.00 | 162.00 | | |
| | | 000007878 | FOURNIER, DIAN | 03/02/19 | 5C682 | Materials - Signals | 9841050 | 333.60 | 333.60 | 90 | |
| | | | FOURNIER, DIAN | 03/02/19 | 52921 | Repair Traffic Signals | 9841050 | 114.45 | 114.45 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 448.05 | 448.05 | | |
| | | 000007887 | BRUNN, JOSEPH | 03/02/26 | 5C682 | Materials - Signals | 9841488 | 2,066.98 | 2,066.98 | 90 | |
| | | | BRUNN, JOSEPH | 03/02/26 | 52921 | Repair Traffic Signals | 9841488 | 699.36 | 699.36 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 2,766.34 | 2,766.34 | | |
| | | 000007912 | MERRIMACK VALLEY ASST PROGRAM | 04/06/17 | A2646 | Permits/Pearl St | 9855654 | 180.00 | 180.00 | 90 | |
| | | | MERRIMACK VALLEY ASST PROGRAM | 04/05/17 | A2646 | Permits/Pearl St | 9854711 | 180.00 | 180.00 | 90 | |
| | | | | | | | TOTAL | 360.00 | 360.00 | | |
| | | 000007951 | SMITH, JACQUELINE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855657 | 35.00 | 35.00 | 90 | |
| | | | SMITH, JACQUELINE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854714 | 35.00 | 35.00 | 90 | |
| | | | SMITH, JACQUELINE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853796 | 35.00 | 35.00 | 90 | |
| | | | SMITH, JACQUELINE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853004 | 35.00 | 35.00 | 90 | |
| | | | SMITH, JACQUELINE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852240 | 35.00 | 5.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 175.00 | 145.00 | | |
| 52 | 0101 | 000007971 | FISHERAUER, JEFFREY | 03/11/18 | 52646 | Permits/Hartnett | 9849108 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 45.00 | 45.00 | | |
| | | 000007974 | CLEARLY CREATIVES | 04/06/17 | I2646 | Permits/Fleet | 9855659 | 65.00 | 65.00 | 90 | |
| | | | CLEARLY CREATIVES | 04/05/17 | I2646 | Permits/Fleet | 9854716 | 180.00 | 180.00 | 90 | |
| | | | CLEARLY CREATIVES | 04/04/16 | I2646 | Permits/Fleet | 9853799 | 180.00 | 180.00 | 90 | |
| | | | | | | | TOTAL | 425.00 | 425.00 | | |
| | | 000008021 | KOKOSZKA, SHEILA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854718 | 35.00 | 35.00 | 90 | |
| | | | KOKOSZKA, SHEILA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853801 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008054 | MCCARTHY, MELISSA | 04/06/17 | H2646 | Permits/Millyard | 9855663 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008062 | BEZIO, CHRISTINE | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851419 | 35.00 | 35.00 | 90 | |
| | | | BEZIO, CHRISTINE | 03/12/18 | 5A646 | Downtown On-Street Permit | 9849995 | 35.00 | 35.00 | 90 | |
| | | | BEZIO, CHRISTINE | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849120 | 35.00 | 35.00 | 90 | |
| | | | BEZIO, CHRISTINE | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848329 | 35.00 | 30.00 | 90 | |
| | | | | | | | TOTAL | 140.00 | 135.00 | | |
| | | 000008122 | SHEEHAN, JENNIFER | 04/02/20 | H2646 | Permits/Millyard | 9852261 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 04/01/20 | H2646 | Permits/Millyard | 9851431 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/12/18 | H2646 | Permits/Millyard | 9850007 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/11/18 | H2646 | Permits/Millyard | 9849135 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/10/24 | H2646 | Permits/Millyard | 9848344 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/09/22 | H2646 | Permits/Millyard | 9847376 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/08/25 | H2646 | Permits/Millyard | 9846545 | 35.00 | 35.00 | 90 | |
| | | | SHEEHAN, JENNIFER | 03/07/18 | H2646 | Permits/Millyard | 9845627 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 280.00 | 280.00 | | |
| | | 000008153 | GOODMAN, PAULA | 04/06/17 | A2646 | Permits/Pearl St | 9855675 | 45.00 | 45.00 | 90 | |
| | | | GOODMAN, PAULA | 04/05/17 | A2646 | Permits/Pearl St | 9854731 | 45.00 | 10.00 | 90 | |
| | | | | | | | TOTAL | 90.00 | 55.00 | | |
| | | 000008156 | EDWARDS, KELLY | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855678 | 35.00 | 35.00 | 90 | |
| | | | EDWARDS, KELLY | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854734 | 35.00 | 35.00 | 90 | |
| | | | EDWARDS, KELLY | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853818 | 35.00 | 35.00 | 90 | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | 0101 | 000008156 | EDWARDS, KELLY | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853029 | 35.00 | 35.00 | 90 | |
| | | | EDWARDS, KELLY | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852265 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008243 | ROLLO, MIKE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853828 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853039 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852275 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851446 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 03/12/18 | 5A646 | Downtown On-Street Permit | 9850023 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849152 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848361 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 03/09/22 | 5A646 | Downtown On-Street Permit | 9847393 | 35.00 | 35.00 | 90 | |
| | | | ROLLO, MIKE | 03/08/25 | 5A646 | Downtown On-Street Permit | 9846562 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 315.00 | 315.00 | | |
| | | 000008244 | QUINN, BOB | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855687 | 35.00 | 35.00 | 90 | |
| | | | QUINN, BOB | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854744 | 35.00 | 35.00 | 90 | |
| | | | QUINN, BOB | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853829 | 35.00 | 35.00 | 90 | |
| | | | QUINN, BOB | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853040 | 35.00 | 35.00 | 90 | |
| | | | QUINN, BOB | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852276 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008246 | PETRILLO, TOM | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853830 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853041 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852277 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851449 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 03/12/18 | 5A646 | Downtown On-Street Permit | 9850026 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849155 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848364 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 03/09/22 | 5A646 | Downtown On-Street Permit | 9847396 | 35.00 | 35.00 | 90 | |
| | | | PETRILLO, TOM | 03/08/25 | 5A646 | Downtown On-Street Permit | 9846565 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 315.00 | 315.00 | | |
| | | 000008251 | GOULET, DIANE | 04/04/16 | H2646 | Permits/Millyard | 9853831 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008257 | PUZHAKKAL, PRASOON | 03/12/18 | H2646 | Permits/Millyard | 9850031 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008300 | ALLEN, KIM | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855693 | 35.00 | 35.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| 52 | 0101 | 000008304 | LANGTON, DEBBIE | 04/02/20 | 52646 | Permits/Hartnett | 9852289 | 45.00 | 45.00 | 90 | |
| | | | LANGTON, DEBBIE | 04/01/20 | 52646 | Permits/Hartnett | 9851461 | 45.00 | 45.00 | 90 | |
| | | | LANGTON, DEBBIE | 03/12/18 | 52646 | Permits/Hartnett | 9850041 | 45.00 | 45.00 | 90 | |
| | | | LANGTON, DEBBIE | 03/11/18 | 52646 | Permits/Hartnett | 9849170 | 45.00 | 45.00 | 90 | |
| | | | LANGTON, DEBBIE | 03/10/24 | 52646 | Permits/Hartnett | 9848383 | 45.00 | 45.00 | 90 | |
| | | | LANGTON, DEBBIE | 03/09/22 | 52646 | Permits/Hartnett | 9847417 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 270.00 | 270.00 | | |
| | | 000008328 | WARREN, ELAINE | 04/06/17 | 52646 | Permits/Hartnett | 9855699 | 45.00 | 45.00 | 90 | |
| | | | WARREN, ELAINE | 04/05/17 | 52646 | Permits/Hartnett | 9854758 | 45.00 | 45.00 | 90 | |
| | | | WARREN, ELAINE | 04/04/16 | 52646 | Permits/Hartnett | 9853845 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 135.00 | 135.00 | | |
| | | 000008329 | MAILHOT, CHRISTINE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855700 | 35.00 | 35.00 | 90 | |
| | | | MAILHOT, CHRISTINE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854759 | 35.00 | 35.00 | 90 | |
| | | | MAILHOT, CHRISTINE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853846 | 35.00 | 35.00 | 90 | |
| | | | MAILHOT, CHRISTINE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853058 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 140.00 | 140.00 | | |
| | | 000008335 | TAYLOR, CHRISTINE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854761 | 35.00 | 35.00 | 90 | |
| | | | TAYLOR, CHRISTINE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853848 | 35.00 | 35.00 | 90 | |
| | | | TAYLOR, CHRISTINE | 04/04/12 | 52216 | NSF Charge - Traffic | 9853495 | 30.00 | 30.00 | 90 | Traffic-Admin & Managemnt |
| | | | TAYLOR, CHRISTINE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853060 | 35.00 | 35.00 | 90 | |
| | | | TAYLOR, CHRISTINE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852298 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 170.00 | 170.00 | | |
| | | 000008336 | MAGEE, LISA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854762 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008339 | SWEENEY, BILLIE JO | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855703 | 35.00 | 35.00 | 90 | |
| | | | SWEENEY, BILLIE JO | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854764 | 35.00 | 35.00 | 90 | |
| | | | SWEENEY, BILLIE JO | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853851 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008344 | WEEKS-DORJI, PAMELA | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852303 | 35.00 | 35.00 | 90 | |
| | | | WEEKS-DORJI, PAMELA | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851477 | 35.00 | 35.00 | 90 | |
| | | | WEEKS-DORJI, PAMELA | 03/12/18 | 5A646 | Downtown On-Street Permit | 9850057 | 35.00 | 35.00 | 90 | |
| | | | WEEKS-DORJI, PAMELA | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849187 | 35.00 | 35.00 | 90 | |
| | | | WEEKS-DORJI, PAMELA | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848400 | 35.00 | 35.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| 52 | 0101 | 000008352 | ST LAURENT, RACHEL | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855704 | 35.00 | 35.00 | 90 | |
| | | | ST LAURENT, RACHEL | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854765 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008354 | AUBIN, KARA | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852305 | 35.00 | 35.00 | 90 | |
| | | | AUBIN, KARA | 04/01/20 | 5A646 | Downtown On-Street Permit | 9851479 | 35.00 | 35.00 | 90 | |
| | | | AUBIN, KARA | 03/12/18 | 5A646 | Downtown On-Street Permit | 9850059 | 35.00 | 35.00 | 90 | |
| | | | AUBIN, KARA | 03/11/18 | 5A646 | Downtown On-Street Permit | 9849190 | 35.00 | 35.00 | 90 | |
| | | | AUBIN, KARA | 03/10/24 | 5A646 | Downtown On-Street Permit | 9848403 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008382 | GAMACHE, CAROL | 04/02/20 | I2646 | Permits/Fleet | 9852309 | 65.00 | 65.00 | 90 | |
| | | | GAMACHE, CAROL | 04/01/21 | I2646 | Permits/Fleet | 9851553 | 5.00 | 5.00 | 90 | |
| | | | GAMACHE, CAROL | 04/01/20 | I2646 | Permits/Fleet | 9851483 | 60.00 | 60.00 | 90 | |
| | | | GAMACHE, CAROL | 03/12/18 | I2646 | Permits/Fleet | 9850064 | 60.00 | 60.00 | 90 | |
| | | | GAMACHE, CAROL | 03/11/18 | I2646 | Permits/Fleet | 9849195 | 60.00 | 60.00 | 90 | |
| | | | GAMACHE, CAROL | 03/10/24 | I2646 | Permits/Fleet | 9848408 | 60.00 | 60.00 | 90 | |
| | | | | | | | TOTAL | 310.00 | 310.00 | | |
| | | 000008383 | MARQUIS, LUCY | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855707 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008402 | STASHEWSKI, VALERIE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855709 | 35.00 | 35.00 | 90 | |
| | | | STASHEWSKI, VALERIE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854770 | 35.00 | 35.00 | 90 | |
| | | | STASHEWSKI, VALERIE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853857 | 35.00 | 35.00 | 90 | |
| | | | STASHEWSKI, VALERIE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853072 | 35.00 | 35.00 | 90 | |
| | | | STASHEWSKI, VALERIE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852313 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008403 | CATE, TEISHA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855710 | 35.00 | 35.00 | 90 | |
| | | | CATE, TEISHA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854771 | 35.00 | 35.00 | 90 | |
| | | | CATE, TEISHA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853858 | 35.00 | 35.00 | 90 | |
| | | | CATE, TEISHA | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853073 | 35.00 | 35.00 | 90 | |
| | | | CATE, TEISHA | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852314 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008410 | MELISSA LONGHI | 04/06/17 | H2646 | Permits/Millyard | 9855711 | 35.00 | 35.00 | 90 | |
| | | | MELISSA LONGHI | 04/05/17 | H2646 | Permits/Millyard | 9854773 | 35.00 | 35.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| 52 | 0101 | 000008414 | LEWIS, DOTTY | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855715 | 35.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 25.00 | | |
| | | 000008415 | ELEARNINGTOYS.COM | 04/04/16 | H2646 | Permits/Millyard | 9853865 | 70.00 | 70.00 | 90 | |
| | | | ELEARNINGTOYS.COM | 04/03/18 | H2646 | Permits/Millyard | 9853081 | 70.00 | 70.00 | 90 | |
| | | | ELEARNINGTOYS.COM | 04/02/20 | H2646 | Permits/Millyard | 9852322 | 70.00 | 70.00 | 90 | |
| | | | | | | | TOTAL | 210.00 | 210.00 | | |
| | | 000008439 | KELLEY, VICTORIA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855719 | 35.00 | 35.00 | 90 | |
| | | | KELLEY, VICTORIA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854781 | 35.00 | 35.00 | 90 | |
| | | | KELLEY, VICTORIA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853870 | 35.00 | 35.00 | 90 | |
| | | | KELLEY, VICTORIA | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853087 | 35.00 | 35.00 | 90 | |
| | | | KELLEY, VICTORIA | 04/02/26 | 52216 | NSF Charge - Traffic | 9853087 | 70.00 | 35.00 | 90 | Traffic-Admin & Managemnt |
| | | | | | | | TOTAL | 210.00 | 175.00 | | |
| | | 000008448 | GYNSKI, BRIANNA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855721 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008449 | TURCOTTE, KRISTEN | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855722 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008450 | CONNOLLY, JESSICA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855723 | 35.00 | 35.00 | 90 | |
| | | | CONNOLLY, JESSICA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854785 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008489 | SCHIPILLIT, KRISTI | 03/12/08 | 5C682 | Materials - Signals | 9849459 | 330.00 | 330.00 | 90 | |
| | | | SCHIPILLIT, KRISTI | 03/12/08 | 52921 | Repair Traffic Signals | 9849459 | 163.32 | 163.32 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 493.32 | 493.32 | | |
| | | 000008491 | VAUGHAN, SHARON | 03/12/08 | 5C682 | Materials - Signals | 9849461 | 444.00 | 92.00 | 90 | |
| | | | | | | | TOTAL | 444.00 | 92.00 | | |
| | | 000008493 | DUNNA, STEPHEN | 03/12/08 | 5D682 | Materials - Meters | 9849458 | 337.20 | 337.20 | 90 | |
| | | | | | | | TOTAL | 337.20 | 337.20 | | |
| | | 000008513 | MILLER, SHELLY | 04/06/29 | 5A646 | Downtown On-Street Permit | 9856058 | 35.00 | 35.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| 52 | 0101 | 000008541 | PLOURDE, JESSICA | 04/05/17 | 52646 | Permits/Hartnett | 9854796 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 45.00 | 45.00 | | |
| | | 000008543 | FISHER, ANGELA | 04/06/17 | H2646 | Permits/Millyard | 9855735 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008548 | HERMAN, DAWN | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855737 | 35.00 | 35.00 | 90 | |
| | | | HERMAN, DAWN | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854800 | 35.00 | 35.00 | 90 | |
| | | | HERMAN, DAWN | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853895 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008552 | ESTY, HEATHER | 04/06/17 | H2646 | Permits/Millyard | 9855738 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008553 | MATTIOLI, JOELLE | 04/04/16 | H2646 | Permits/Millyard | 9853897 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008555 | ROJAS, ALEXIS | 04/01/09 | 5C682 | Materials - Signals | 9851006 | 1,299.25 | 1,099.25 | 90 | |
| | | | | | | | TOTAL | 1,299.25 | 1,099.25 | | |
| | | 000008556 | BOSSE, JOSHUA | 04/01/22 | 5A921 | Repair Labor - Signs | 9851608 | 147.48 | 147.48 | 90 | |
| | | | BOSSE, JOSHUA | 04/01/22 | 5B682 | Materials - Signs | 9851608 | 9.82 | 9.82 | 90 | |
| | | | | | | | TOTAL | 157.30 | 157.30 | | |
| | | 000008562 | AMARAL, PETER | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855739 | 35.00 | 35.00 | 90 | |
| | | | AMARAL, PETER | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854802 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008564 | BILL, JAIME | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855740 | 35.00 | 35.00 | 90 | |
| | | | BILL, JAIME | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854803 | 35.00 | 35.00 | 90 | |
| | | | BILL, JAIME | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853899 | 35.00 | 35.00 | 90 | |
| | | | BILL, JAIME | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853121 | 35.00 | 35.00 | 90 | |
| | | | BILL, JAIME | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852362 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008575 | GUISTI, KARLENE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855741 | 35.00 | 35.00 | 90 | |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 52 | 0101 | 000008575 | GUISTI, KARLENE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854804 | 35.00 | 35.00 | 90 | |
| | | | GUISTI, KARLENE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853900 | 35.00 | 35.00 | 90 | |
| | | | GUISTI, KARLENE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853122 | 35.00 | 35.00 | 90 | |
| | | | GUISTI, KARLENE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852363 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008576 | GOVE, JENNA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855742 | 35.00 | 35.00 | 90 | |
| | | | GOVE, JENNA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854805 | 35.00 | 35.00 | 90 | |
| | | | GOVE, JENNA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853901 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008577 | BREDA, JOHN | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855743 | 35.00 | 35.00 | 90 | |
| | | | BREDA, JOHN | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854806 | 35.00 | 35.00 | 90 | |
| | | | BREDA, JOHN | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853902 | 35.00 | 35.00 | 90 | |
| | | | BREDA, JOHN | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853124 | 35.00 | 35.00 | 90 | |
| | | | BREDA, JOHN | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852365 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008578 | PELCHAT, JENNIFER | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855744 | 35.00 | 35.00 | 90 | |
| | | | PELCHAT, JENNIFER | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854807 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008581 | BERGERON, CHRISTINE | 04/06/17 | H2646 | Permits/Millyard | 9855745 | 35.00 | 35.00 | 90 | |
| | | | BERGERON, CHRISTINE | 04/05/17 | H2646 | Permits/Millyard | 9854808 | 35.00 | 35.00 | 90 | |
| | | | BERGERON, CHRISTINE | 04/04/16 | H2646 | Permits/Millyard | 9853903 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008582 | NEWCOMB, SHAINA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855746 | 35.00 | 35.00 | 90 | |
| | | | NEWCOMB, SHAINA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854809 | 35.00 | 35.00 | 90 | |
| | | | NEWCOMB, SHAINA | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853904 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008583 | ALDER, NICOLE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855747 | 35.00 | 35.00 | 90 | |
| | | | ALDER, NICOLE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854810 | 35.00 | 35.00 | 90 | |
| | | | ALDER, NICOLE | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853905 | 35.00 | 35.00 | 90 | |
| | | | ALDER, NICOLE | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853127 | 35.00 | 35.00 | 90 | |
| | | | ALDER, NICOLE | 04/02/20 | 5A646 | Downtown On-Street Permit | 9852368 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 175.00 | 175.00 | | |
| | | 000008584 | DENNEHY, SHANNON | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855748 | 35.00 | 35.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| 52 | 0101 | 000008585 | WALSH, PETER | 04/06/17 | H2646 | Permits/Millyard | 9855749 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008593 | KIMBALL, TERRY | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855752 | 35.00 | 35.00 | 90 | |
| | | | KIMBALL, TERRY | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854815 | 35.00 | 35.00 | 90 | |
| | | | KIMBALL, TERRY | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853910 | 35.00 | 35.00 | 90 | |
| | | | KIMBALL, TERRY | 04/03/18 | 5A646 | Downtown On-Street Permit | 9853132 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 140.00 | 140.00 | | |
| | | 000008594 | VALLEE, ROSE | 04/06/17 | H2646 | Permits/Millyard | 9855753 | 35.00 | 35.00 | 90 | |
| | | | VALLEE, ROSE | 04/05/17 | H2646 | Permits/Millyard | 9854816 | 35.00 | 35.00 | 90 | |
| | | | VALLEE, ROSE | 04/04/16 | H2646 | Permits/Millyard | 9853911 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008606 | DONOHUE, KATHRYN | 04/02/05 | 5C682 | Materials - Signals | 9851769 | 619.00 | 619.00 | 90 | |
| | | | DONOHUE, KATHRYN | 04/02/05 | 52921 | Repair Traffic Signals | 9851769 | 182.10 | 182.10 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 801.10 | 801.10 | | |
| | | 000008623 | GRIFFIN, ALICIA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855758 | 35.00 | 35.00 | 90 | |
| | | | GRIFFIN, ALICIA | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854821 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008633 | WHEELER, JAMES | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855760 | 35.00 | 35.00 | 90 | |
| | | | WHEELER, JAMES | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854823 | 35.00 | 35.00 | 90 | |
| | | | WHEELER, JAMES | 04/04/16 | 5A646 | Downtown On-Street Permit | 9853918 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008640 | VANASSE, MICHAEL | 04/02/26 | 5C682 | Materials - Signals | 9852464 | 87.09 | 87.09 | 90 | |
| | | | VANASSE, MICHAEL | 04/02/26 | 52921 | Repair Traffic Signals | 9852464 | 689.86 | 689.86 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 776.95 | 776.95 | | |
| | | 000008650 | DALTON, CHRIS | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855763 | 35.00 | 35.00 | 90 | |
| | | | DALTON, CHRIS | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854826 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008651 | ISABEL, SONYA | 04/06/17 | H2646 | Permits/Millyard | 9855764 | 35.00 | 30.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 35.00 | 30.00 | | |
| 52 | 0101 | 000008653 | CARUSO, JULIE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855766 | 35.00 | 35.00 | 90 | |
| | | | CARUSO, JULIE | 04/05/17 | 5A646 | Downtown On-Street Permit | 9854829 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 70.00 | | |
| | | 000008687 | TESSIER, PATRICIA | 04/06/17 | H2646 | Permits/Millyard | 9855775 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008688 | ROBINSON, MATT | 04/06/17 | H2646 | Permits/Millyard | 9855776 | 35.00 | 35.00 | 90 | |
| | | | ROBINSON, MATT | 04/05/17 | H2646 | Permits/Millyard | 9854837 | 35.00 | 35.00 | 90 | |
| | | | ROBINSON, MATT | 04/04/16 | H2646 | Permits/Millyard | 9853933 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 105.00 | 105.00 | | |
| | | 000008689 | BALLERINO, CHRISTINE | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855777 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008729 | CHAMPAGNE, LISA | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855789 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008764 | WIBBER, TAMMY | 04/06/17 | 5A646 | Downtown On-Street Permit | 9855796 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008803 | SILVERBERG, MAEGHAN | 04/06/17 | 52646 | Permits/Hartnett | 9855804 | 35.00 | 35.00 | 90 | |
| | | | | | | | TOTAL | 35.00 | 35.00 | | |
| | | 000008808 | HUSSEIN, IHAB | 04/06/04 | 5C682 | Materials - Signals | 9855203 | 1,646.00 | 1,646.00 | 90 | |
| | | | HUSSEIN, IHAB | 04/06/04 | 5C682 | Materials - Signals | 9855203 | 1,659.00 | 1,659.00 | 90 | |
| | | | HUSSEIN, IHAB | 04/06/04 | 52921 | Repair Traffic Signals | 9855203 | 95.23 | 95.23 | 90 | Traffic - Signs |
| | | | | | | | TOTAL | 3,400.23 | 3,400.23 | | |
| | | 000008894 | HALE, KATHLEEN | 04/07/12 | H2646 | Permits/Millyard | 9856326 | 40.00 | 40.00 | 90 | |
| | | | | | | | TOTAL | 40.00 | 40.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 52,133.06 | 50,252.91 | | |
| 65 | | 000006561 | NATIONAL MUSIC WORKSHOP, THE | 02/06/12 | 6B927 | P&R Salary Reimbursement | 9833654 | 225.00 | 75.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 225.00 | 75.00 | | |
| 65 | 0101 | 000007212 | GRANITE STATE OPERA | 02/03/12 | 6A130 | Parks OT Reimbursement | 9830942 | 183.47 | 183.47 | 90 | |
| | | | GRANITE STATE OPERA | 02/03/12 | 65130 | OT Salary Reimbursement | 9830942 | 57.49 | 57.49 | 90 | |
| | | | GRANITE STATE OPERA | 02/03/12 | 65230 | Fica Reimbursement | 9830942 | 14.04 | 14.04 | 90 | |
| | | | | | | | TOTAL | 255.00 | 255.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 480.00 | 330.00 | | |
| | | | | | | | FUND TOTAL | 824,112.94 | 724,903.11 | | |
| 33 | 0205 | 000004301 | US DEPARTMENT OF JUSTICE-OJP | 04/06/30 | 33089 | Violence Against Women | 9856815 | 164,751.44 | 8,351.01 | 90 | Police - Other Fed Grants |
| | | | | | | | TOTAL | 164,751.44 | 8,351.01 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 164,751.44 | 8,351.01 | | |
| 41 | | 000004298 | FEDERAL GOVERNMENT | 02/11/15 | 41039 | Health Care Grant | 9838243 | 15,000.00 | .94 | 90 | Health - Other Fed Grants |
| | | | | | | | TOTAL | 15,000.00 | .94 | | |
| | | 000006294 | NH DIV FAMILY COMMUNITY HEALTH | 04/06/30 | 41040 | JUNE04 LEAD 210703 | 9856392 | 5,816.13 | 5,816.13 | 90 | |
| | | | | | | | TOTAL | 5,816.13 | 5,816.13 | | |
| | | 000006776 | NH DEPT HEALTH & HUMAN SVC | 02/10/01 | 41113 | Tobacco Prevention | 9838766 | 4,393.59 | 4,393.59 | 90 | October 02 |
| | | | | | | | TOTAL | 4,393.59 | 4,393.59 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 25,209.72 | 10,210.66 | | |
| 65 | | 000007671 | CASSIDY, JAMES | 02/10/04 | 65461 | Donations - Other | 9837278 | 780.00 | 780.00 | 90 | Parks/Rec/Cem-Othr Fed Gr |
| | | | | | | | TOTAL | 780.00 | 780.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 780.00 | 780.00 | | |
| | | | | | | | FUND TOTAL | 190,741.16 | 19,341.67 | | |
| 11 | 0301 | 000007571 | SMG / VERIZON WIRELESS ARENA | 03/12/29 | 10968 | AggregationEnergyMeasures | 9850248 | 85,000.00 | 85,000.00 | 90 | Variable Speed Drive |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 85,000.00 | 85,000.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 85,000.00 | 85,000.00 | | |
| | | | | | | | FUND TOTAL | 85,000.00 | 85,000.00 | | |
| 27 | 0801 | 000005684 | CASEYS SEPTIC SERVICE | 01/05/14 | 27137 | SEPTAGE PERMITS | 9822519 | 20.00 | 20.00 | 90 | Trucks #12 & #13 |
| | | | CASEYS SEPTIC SERVICE | 01/04/30 | 27137 | EPD Septage | 9822332 | 19.13 | 19.13 | 90 | Late Fee |
| | | | CASEYS SEPTIC SERVICE | 01/03/31 | 27137 | EPD Septage | 9821534 | 19.33 | 19.33 | 90 | Late Charge |
| | | | CASEYS SEPTIC SERVICE | 01/02/28 | 27137 | EPD Septage | 9820870 | 18.94 | 18.94 | 90 | Late Fee |
| | | | CASEYS SEPTIC SERVICE | 01/01/31 | 27137 | EPD Septage | 9820291 | 18.76 | 18.76 | 90 | Late Fee |
| | | | CASEYS SEPTIC SERVICE | 00/12/31 | 27137 | EPD Septage | 9819653 | 18.57 | 18.57 | 90 | Late Fee |
| | | | CASEYS SEPTIC SERVICE | 00/11/30 | 27137 | EPD Septage | 9818483 | 18.39 | 18.39 | 90 | Late Fee |
| | | | CASEYS SEPTIC SERVICE | 00/10/31 | 27137 | EPD Septage | 9818016 | 18.20 | 18.20 | 90 | Late Charge |
| | | | CASEYS SEPTIC SERVICE | 00/09/30 | 27137 | EPD Septage | 9817441 | 18.02 | 18.02 | 90 | Late Charges |
| | | | CASEYS SEPTIC SERVICE | 00/08/31 | 27137 | EPD Septage | 9816754 | 10.52 | 10.52 | 90 | Late Charge |
| | | | CASEYS SEPTIC SERVICE | 00/08/31 | 27137 | EPD Septage | 9816754 | 740.29 | 740.29 | 90 | Truck #12; TIX 2079-2085 |
| | | | CASEYS SEPTIC SERVICE | 00/07/31 | 27137 | EPD Septage | 9816172 | 1,052.02 | 937.29 | 90 | Truck #: 12 various |
| | | | | | | | TOTAL | 1,972.17 | 1,857.44 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 1,972.17 | 1,857.44 | | |
| | | | | | | | FUND TOTAL | 1,972.17 | 1,857.44 | | |
| 25 | 0805 | 000003466 | AIR SVC ACCOM PEOPLE INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505319 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000003476 | ALLEGHENY AIRLINES INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505820 | 1,404.53 | 1,404.53 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505820 | 1,494.79 | 1,494.79 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 04/06/30 | 25156 | Landing Fees | 02505964 | 4,985.33 | 4,985.33 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 03/11/30 | 25156 | Landing Fees | 02504125 | 12,289.43 | 12,289.43 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 02/08/31 | 25156 | Landing Fees | 02500833 | 8,521.44 | 2,840.48 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 02/08/23 | 25841 | Apron Rents | 02500598 | 25.00 | 25.00 | 90 | |
| | | | ALLEGHENY AIRLINES INC | 02/07/31 | 25156 | Landing Fees | 02500252 | 8,521.44 | 6,817.15 | 90 | |
| | | | | | | | TOTAL | 37,241.96 | 29,856.71 | | |
| | | 000003537 | BUDGET RAC | 04/06/30 | 25161 | Customer Facility Charge | 02505995 | 40,063.50 | 40,062.52 | 90 | |
| | | | BUDGET RAC | 04/06/01 | 25143 | Rental Car Parking | 02505572 | 656.60 | 73.09 | 90 | |
| | | | BUDGET RAC | 04/05/01 | 25143 | Rental Car Parking | 02505104 | 656.60 | 73.09 | 90 | |
| | | | BUDGET RAC | 04/04/30 | 25161 | Customer Facility Charge | 02505284 | 18,715.50 | .50 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 60,092.20 | 40,209.20 | | |
| 25 | 0805 | 000003587 | CAREN'S CARAVAN SERVICE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505372 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000003593 | COLGAN AIR INC | 04/07/07 | 25200 | Security Deposits | 02505795 | 210.00 | 210.00 | 90 | |
| | | | COLGAN AIR INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505835 | 1,337.58 | 1,337.58 | 90 | |
| | | | COLGAN AIR INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505835 | 1,494.79 | 1,494.79 | 90 | |
| | | | COLGAN AIR INC | 04/06/23 | 25141 | Automobile Parking | 02505707 | 245.00 | 245.00 | 90 | |
| | | | | | | | TOTAL | 3,287.37 | 3,287.37 | | |
| | | 000003616 | CONTINENTAL EXPRESS | 04/06/23 | 25200 | Security Deposits | 02505708 | 60.00 | 60.00 | 90 | |
| | | | CONTINENTAL EXPRESS | 04/06/23 | 25646 | Parking Permits | 02505708 | 15.00 | 15.00 | 90 | |
| | | | | | | | TOTAL | 75.00 | 75.00 | | |
| | | 000003666 | MILLTOWNE GRILLE | 04/06/04 | 25163 | Badge Fees | 02505657 | 20.00 | 20.00 | 90 | |
| | | | MILLTOWNE GRILLE | 04/06/04 | 25163 | Badge Fees | 02505657 | 90.00 | 90.00 | 90 | |
| | | | MILLTOWNE GRILLE | 04/06/04 | 25165 | Fingerprinting Fees | 02505657 | 29.00 | 29.00 | 90 | |
| | | | MILLTOWNE GRILLE | 04/06/04 | 25646 | Parking Permits | 02505657 | 5.00 | 5.00 | 90 | |
| | | | | | | | TOTAL | 144.00 | 144.00 | | |
| | | 000003685 | EXTERIOR INSULATION | 04/07/01 | 25840 | Airpark Land Rents | 02505845 | 20.47 | 20.47 | 90 | |
| | | | EXTERIOR INSULATION | 04/07/01 | 25840 | Airpark Land Rents | 02505845 | 83.36 | 83.36 | 90 | |
| | | | EXTERIOR INSULATION | 04/07/01 | 25840 | Airpark Land Rents | 02505845 | 483.00 | 483.00 | 90 | |
| | | | EXTERIOR INSULATION | 04/07/01 | 25840 | Airpark Land Rents | 02505846 | 16.25 | 16.25 | 90 | |
| | | | EXTERIOR INSULATION | 04/07/01 | 25840 | Airpark Land Rents | 02505846 | 200.00 | 200.00 | 90 | |
| | | | EXTERIOR INSULATION | 04/06/01 | 25840 | Airpark Land Rents | 02505588 | 20.47 | 20.47 | 90 | |
| | | | EXTERIOR INSULATION | 04/06/01 | 25840 | Airpark Land Rents | 02505588 | 83.36 | 83.36 | 90 | |
| | | | EXTERIOR INSULATION | 04/06/01 | 25840 | Airpark Land Rents | 02505588 | 483.00 | 483.00 | 90 | |
| | | | EXTERIOR INSULATION | 04/06/01 | 25840 | Airpark Land Rents | 02505589 | 16.25 | 16.25 | 90 | |
| | | | EXTERIOR INSULATION | 04/06/01 | 25840 | Airpark Land Rents | 02505589 | 200.00 | 200.00 | 90 | |
| | | | | | | | TOTAL | 1,606.16 | 1,606.16 | | |
| | | 000003693 | FIFTH AVENUE LIMOUSINE SVC INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505414 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000003731 | HANGAR 5 INC | 04/04/01 | 25840 | Airpark Land Rents | 02504833 | 657.99 | 249.25 | 90 | |
| | | | | | | | TOTAL | 657.99 | 249.25 | | |
| | | 000003797 | L & M VENDING & AMUSEMENT CO | 03/12/31 | 25154 | Vending Machines | 02504398 | 178.20 | 104.73 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000003797 | L & M VENDING & AMUSEMENT CO | 03/12/31 | 25154 | Vending Machines | 02504398 | 2,497.38 | 830.71 | 90 | |
| | | | L & M VENDING & AMUSEMENT CO | 03/11/30 | 25154 | Vending Machines | 02504279 | 2,438.06 | 771.39 | 90 | |
| | | | | | | | TOTAL | 5,113.64 | 1,706.83 | | |
| | | 000003814 | BAE SYSTEMS | 04/04/15 | 25163 | Badge Fees | 02504977 | 10.00 | 10.00 | 90 | |
| | | | BAE SYSTEMS | 04/04/01 | 25165 | Fingerprinting Fees | 02504887 | 20.00 | 20.00 | 90 | |
| | | | | | | | TOTAL | 30.00 | 30.00 | | |
| | | 000003838 | MCDONALDS ACCOUNTING CENTER | 04/06/23 | 25200 | Security Deposits | 02505705 | 20.00 | 20.00 | 90 | |
| | | | MCDONALDS ACCOUNTING CENTER | 04/06/23 | 25646 | Parking Permits | 02505705 | 5.00 | 5.00 | 90 | |
| | | | MCDONALDS ACCOUNTING CENTER | 04/04/15 | 25163 | Badge Fees | 02504991 | 20.00 | 20.00 | 90 | |
| | | | MCDONALDS ACCOUNTING CENTER | 04/04/15 | 25163 | Badge Fees | 02504991 | 300.00 | 300.00 | 90 | |
| | | | MCDONALDS ACCOUNTING CENTER | 04/04/15 | 25165 | Fingerprinting Fees | 02504991 | 145.00 | 145.00 | 90 | |
| | | | MCDONALDS ACCOUNTING CENTER | 04/04/15 | 25646 | Parking Permits | 02504991 | 45.00 | 45.00 | 90 | |
| | | | | | | | TOTAL | 535.00 | 535.00 | | |
| | | 000003874 | NATIONAL CAR RENTAL | 04/06/23 | 25200 | Security Deposits | 02505710 | 80.00 | 80.00 | 90 | |
| | | | NATIONAL CAR RENTAL | 04/06/23 | 25646 | Parking Permits | 02505710 | 20.00 | 20.00 | 90 | |
| | | | NATIONAL CAR RENTAL | 04/05/31 | 25161 | Customer Facility Charge | 02505758 | 38,562.75 | .01 | 90 | |
| | | | | | | | TOTAL | 38,662.75 | 100.01 | | |
| | | 000003885 | NORTHEAST RAMP HANGAR LLC | 04/01/21 | 25163 | Badge Fees | 02504343 | 10.00 | 10.00 | 90 | |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |
| | | 000003958 | SAFLITE PILOT TRAINING | 04/07/01 | 25142 | Aircraft Parking | 02505810 | 540.00 | 540.00 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/07/01 | 25840 | Airpark Land Rents | 02505875 | 8.94 | 8.94 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/07/01 | 25840 | Airpark Land Rents | 02505875 | 51.45 | 51.45 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/07/01 | 25840 | Airpark Land Rents | 02505875 | 296.64 | 296.64 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/06/30 | 25159 | Percentage of Gross | 02506011 | 191.67 | 191.67 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/06/01 | 25840 | Airpark Land Rents | 02505613 | 8.94 | 8.94 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/06/01 | 25840 | Airpark Land Rents | 02505613 | 51.45 | 51.45 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/06/01 | 25840 | Airpark Land Rents | 02505613 | 296.64 | 296.64 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/05/31 | 25159 | Percentage of Gross | 02505762 | 116.88 | 116.88 | 90 | |
| | | | SAFLITE PILOT TRAINING | 04/05/03 | 25159 | Percentage of Gross | 02505633 | 119.82 | 119.82 | 90 | |
| | | | | | | | TOTAL | 1,682.43 | 1,682.43 | | |
| | | 000003994 | SPOONERS JITNEY | 04/06/01 | 25148 | Non-Airline Space Rent | 02505525 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000004009 | STONEHENGE INN | 04/06/01 | 25148 | Non-Airline Space Rent | 02505530 | 25.00 | 25.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| 25 | 0805 | 000004016 | FAIRFIELD INN | 04/06/01 | 25148 | Non-Airline Space Rent | 02505412 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000004031 | THRIFTY CAR RENTAL | 04/04/02 | 25163 | Badge Fees | 02504896 | 10.00 | 10.00 | 90 | |
| | | | | | | | TOTAL | 10.00 | 10.00 | | |
| | | 000004053 | UNITED AIRLINES | 02/12/01 | 25152 | Terminal Rent/Display | 02501408 | 817.65 | 817.65 | 90 | |
| | | | UNITED AIRLINES | 02/12/01 | 25152 | Terminal Rent/Display | 02501408 | 7,335.03 | 7,335.03 | 90 | |
| | | | UNITED AIRLINES | 02/12/01 | 25152 | Terminal Rent/Display | 02501408 | 11,845.58 | 11,845.58 | 90 | |
| | | | UNITED AIRLINES | 02/12/01 | 25152 | Terminal Rent/Display | 02501408 | 18,355.73 | 3,391.30 | 90 | |
| | | | | | | | TOTAL | 38,353.99 | 23,389.56 | | |
| | | 000004054 | UNITED PARCEL SERVICE | 04/04/02 | 25163 | Badge Fees | 02504926 | 20.00 | 20.00 | 90 | |
| | | | UNITED PARCEL SERVICE | 04/04/02 | 25646 | Parking Permits | 02504926 | 50.00 | 34.00 | 90 | |
| | | | | | | | TOTAL | 70.00 | 54.00 | | |
| | | 000004059 | USAIRWAYS EXPRESS | 03/03/31 | 25152 | Terminal Rent/Display | 02502317 | 1,467.29 | 1,354.42 | 90 | |
| | | | USAIRWAYS EXPRESS | 02/08/31 | 25847 | Aviation - Reimbursements | 02500872 | 499.08 | 183.00 | 90 | |
| | | | USAIRWAYS EXPRESS | 02/07/31 | 25847 | Aviation - Reimbursements | 02500593 | 670.33 | 670.33 | 90 | |
| | | | USAIRWAYS EXPRESS | 02/06/30 | 25847 | Aviation - Reimbursements | 9835286 | 520.41 | 38.98 | 90 | Monthly share allocation |
| | | | USAIRWAYS EXPRESS | 02/06/30 | 25847 | Aviation - Reimbursements | 9835354 | 571.70 | 571.70 | 90 | June, 2002 allocation of |
| | | | | | | | TOTAL | 3,728.81 | 2,818.43 | | |
| | | 000004077 | WIGGINS AIRWAYS | 04/05/01 | 25842 | Land & Bldg Rent, Taxiway | 02505159 | 800.00 | 400.00 | 90 | |
| | | | WIGGINS AIRWAYS | 04/04/02 | 25163 | Badge Fees | 02504929 | 10.00 | 10.00 | 90 | |
| | | | WIGGINS AIRWAYS | 04/04/02 | 25165 | Fingerprinting Fees | 02504929 | 58.00 | 58.00 | 90 | |
| | | | WIGGINS AIRWAYS | 04/04/02 | 25646 | Parking Permits | 02504929 | 30.00 | 30.00 | 90 | |
| | | | | | | | TOTAL | 898.00 | 498.00 | | |
| | | 000004386 | ROWELLS ROLLIN WHEELS | 04/06/01 | 25148 | Non-Airline Space Rent | 02505512 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000004474 | AVEX FLIGHT SUPPORT INC | 04/06/30 | 25159 | Percentage of Gross | 02505990 | 925.30 | 925.30 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/30 | 25200 | Security Deposits | 02505773 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/30 | 25646 | Parking Permits | 02505773 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/25 | 25200 | Security Deposits | 02505721 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/25 | 25646 | Parking Permits | 02505721 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/23 | 25200 | Security Deposits | 02505706 | 20.00 | 20.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000004474 | AVEX FLIGHT SUPPORT INC | 04/06/23 | 25646 | Parking Permits | 02505706 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/04 | 25163 | Badge Fees | 02505641 | 10.00 | 10.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/04 | 25163 | Badge Fees | 02505641 | 75.00 | 75.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/04 | 25165 | Fingerprinting Fees | 02505641 | 58.00 | 58.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/06/04 | 25646 | Parking Permits | 02505641 | 30.00 | 30.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/31 | 25159 | Percentage of Gross | 02505741 | 2,328.08 | 2,328.08 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/24 | 25163 | Badge Fees | 02505249 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/24 | 25165 | Fingerprinting Fees | 02505249 | 58.00 | 58.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/24 | 25200 | Security Deposits | 02505238 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/24 | 25646 | Parking Permits | 02505238 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/24 | 25646 | Parking Permits | 02505249 | 30.00 | 30.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/13 | 25200 | Security Deposits | 02505168 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/05/13 | 25646 | Parking Permits | 02505168 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/30 | 25159 | Percentage of Gross | 02505279 | 2,490.68 | 2,490.68 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/15 | 25163 | Badge Fees | 02504976 | 50.00 | 50.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/15 | 25165 | Fingerprinting Fees | 02504976 | 203.00 | 203.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/15 | 25200 | Security Deposits | 02505007 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/15 | 25646 | Parking Permits | 02504976 | 75.00 | 75.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/15 | 25646 | Parking Permits | 02505007 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/09 | 25200 | Security Deposits | 02504934 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/09 | 25646 | Parking Permits | 02504934 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/02 | 25163 | Badge Fees | 02504908 | 30.00 | 30.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/01 | 25163 | Badge Fees | 02504881 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/01 | 25165 | Fingerprinting Fees | 02504881 | 145.00 | 145.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/04/01 | 25646 | Parking Permits | 02504881 | 75.00 | 75.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/31 | 25200 | Security Deposits | 02504799 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/31 | 25646 | Parking Permits | 02504799 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/26 | 25200 | Security Deposits | 02504737 | 20.00 | 20.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/26 | 25646 | Parking Permits | 02504737 | 5.00 | 5.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/10 | 25200 | Security Deposits | 02504664 | 40.00 | 40.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/03/10 | 25646 | Parking Permits | 02504664 | 10.00 | 10.00 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 04/02/27 | 25159 | Percentage of Gross | 02504741 | 1,519.18 | 1,519.18 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 03/12/31 | 25159 | Percentage of Gross | 02504384 | 1,761.85 | 1,761.85 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 03/11/30 | 25159 | Percentage of Gross | 02504265 | 1,606.20 | 1,606.20 | 90 | |
| | | | AVEX FLIGHT SUPPORT INC | 03/01/31 | 25159 | Percentage of Gross | 02501781 | 6,055.38 | 262.55 | 90 | |
| | | | | | | | TOTAL | 17,840.67 | 12,047.84 | | |
| | | 000004779 | ENTERPRISE LIMOUSINE INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505403 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000004794 | TRADITIONAL LIMOUSINE SERVICE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505541 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000004807 | DAVIDSON, WILLIAM P | 04/04/01 | 25142 | Aircraft Parking | 02504776 | 135.00 | 135.00 | 90 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000004807 | DAVIDSON, WILLIAM P | 03/10/01 | 25142 | Aircraft Parking | 02503624 | 135.00 | 135.00 | 90 | |
| | | | | | | TOTAL | | 270.00 | 270.00 | | |
| | | 000004821 | ANDOVER LIVERY CAB CO INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505330 | 25.00 | 25.00 | 90 | |
| | | | | | | TOTAL | | 25.00 | 25.00 | | |
| | | 000005016 | ANDOVER LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505329 | 25.00 | 25.00 | 90 | |
| | | | | | | TOTAL | | 25.00 | 25.00 | | |
| | | 000005143 | FEDERAL GRANTS 1999 | 04/07/13 | 25117 | FAA Reimbursements- State | 02505901 | 14,231.85 | .01 | 90 | |
| | | | FEDERAL GRANTS 1999 | 04/03/31 | 25030 | FAA Reimbursements - Fed | 02504802 | 381,034.00 | 381,034.00 | 90 | |
| | | | FEDERAL GRANTS 1999 | 04/03/31 | 25117 | FAA Reimbursements- State | 02504802 | 21,169.00 | 21,169.00 | 90 | |
| | | | FEDERAL GRANTS 1999 | 04/03/10 | 25030 | FAA Reimbursements - Fed | 02504661 | 246,002.00 | 246,002.00 | 90 | |
| | | | FEDERAL GRANTS 1999 | 04/03/10 | 25117 | FAA Reimbursements- State | 02504661 | 13,666.85 | 13,666.85 | 90 | |
| | | | FEDERAL GRANTS 1999 | 03/12/30 | 25030 | FAA Reimbursements - Fed | 02504179 | 154,498.00 | 3,523.00 | 90 | |
| | | | FEDERAL GRANTS 1999 | 03/12/30 | 25117 | FAA Reimbursements- State | 02504179 | 8,583.22 | 195.72 | 90 | |
| | | | FEDERAL GRANTS 1999 | 03/07/25 | 25030 | FAA Reimbursements - Fed | 02503190 | 259,245.00 | 57,259.07 | 90 | |
| | | | FEDERAL GRANTS 1999 | 03/07/25 | 25117 | FAA Reimbursements- State | 02503190 | 14,402.24 | 14,402.23 | 90 | |
| | | | FEDERAL GRANTS 1999 | 03/02/28 | 25030 | FAA Reimbursements - Fed | 02501822 | 59,383.00 | 520.40 | 90 | |
| | | | | | | TOTAL | | 1,172,215.16 | 737,772.28 | | |
| | | 000005327 | LILLEY'S LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505460 | 25.00 | 25.00 | 90 | |
| | | | | | | TOTAL | | 25.00 | 25.00 | | |
| | | 000005348 | ARAMARK SERVICEMASTER | 04/06/04 | 25165 | Fingerprinting Fees | 02505662 | 29.00 | 29.00 | 90 | |
| | | | ARAMARK SERVICEMASTER | 04/06/04 | 25646 | Parking Permits | 02505662 | 5.00 | 5.00 | 90 | |
| | | | | | | TOTAL | | 34.00 | 34.00 | | |
| | | 000005352 | LARO SERVICE SYSTEMS INC | 04/07/13 | 25200 | Security Deposits | 02505898 | 20.00 | 20.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/07/13 | 25646 | Parking Permits | 02505898 | 5.00 | 5.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/07/07 | 25200 | Security Deposits | 02505791 | 60.00 | 60.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/07/07 | 25646 | Parking Permits | 02505791 | 15.00 | 15.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/06/30 | 25200 | Security Deposits | 02505772 | 40.00 | 40.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/06/30 | 25646 | Parking Permits | 02505772 | 10.00 | 10.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/06/04 | 25163 | Badge Fees | 02505655 | 30.00 | 30.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/06/04 | 25165 | Fingerprinting Fees | 02505655 | 174.00 | 174.00 | 90 | |
| | | | LARO SERVICE SYSTEMS INC | 04/06/04 | 25646 | Parking Permits | 02505655 | 90.00 | 90.00 | 90 | |
| | | | | | | TOTAL | | 444.00 | 444.00 | | |
| | | 000005419 | BAY STATE COACH INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505339 | 25.00 | 25.00 | 90 | |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| 25 | 0805 | 000005445 | JOSEPH'S LIMOUSINE SERVICE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505445 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000005556 | BRISTOL TOURS INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505358 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000005571 | ETHAN ALLEN COACHWORKS INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505406 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000005686 | ATLAS PILATUS CENTER INC | 04/05/31 | 25154 | Vending Machines | 02505740 | 1,219.01 | 1,219.01 | 90 | |
| | | | ATLAS PILATUS CENTER INC | 04/05/03 | 25154 | Vending Machines | 02505630 | 511.22 | .02 | 90 | |
| | | | ATLAS PILATUS CENTER INC | 04/04/30 | 25154 | Vending Machines | 02505278 | 505.22 | 505.22 | 90 | |
| | | | | | | | TOTAL | 2,235.45 | 1,724.25 | | |
| | | 000005948 | ATLANTIC COAST LIMOUSINE INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505336 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000005950 | NJL TRANSPORTATION | 04/06/01 | 25148 | Non-Airline Space Rent | 02505483 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000005991 | VERIZON | 04/07/01 | 25151 | Telephone | 02505885 | 3,333.33 | .33 | 90 | |
| | | | VERIZON | 04/06/01 | 25151 | Telephone | 02505624 | 3,333.33 | .33 | 90 | |
| | | | VERIZON | 04/05/31 | 25151 | Telephone | 02505766 | 321.92 | 321.92 | 90 | |
| | | | VERIZON | 04/05/31 | 25151 | Telephone | 02505766 | 370.00 | 370.00 | 90 | |
| | | | VERIZON | 04/04/30 | 25151 | Telephone | 02505302 | 126.13 | 126.13 | 90 | |
| | | | VERIZON | 04/04/30 | 25151 | Telephone | 02505302 | 395.00 | 395.00 | 90 | |
| | | | VERIZON | 04/03/31 | 25151 | Telephone | 02505086 | 323.11 | 323.11 | 90 | |
| | | | VERIZON | 04/02/27 | 25151 | Telephone | 02504767 | 236.98 | 236.98 | 90 | |
| | | | VERIZON | 04/01/31 | 25151 | Telephone | 02504584 | 342.50 | 342.50 | 90 | |
| | | | VERIZON | 04/01/31 | 25151 | Telephone | 02504584 | 362.77 | 15.27 | 90 | |
| | | | VERIZON | 03/12/31 | 25151 | Telephone | 02504410 | 415.00 | 413.08 | 90 | |
| | | | VERIZON | 03/11/30 | 25151 | Telephone | 02504289 | 389.94 | 314.12 | 90 | |
| | | | VERIZON | 03/11/30 | 25151 | Telephone | 02504289 | 567.50 | 75.82 | 90 | |
| | | | VERIZON | 03/10/31 | 25151 | Telephone | 02504032 | 455.00 | 60.25 | 90 | |
| | | | | | | | TOTAL | 10,972.51 | 2,994.84 | | |
| | | 000006006 | AIR CANADA REGIONAL INC | 04/03/01 | 25152 | Terminal Rent/Display | 02504590 | 326.81 | 326.81 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/03/01 | 25152 | Terminal Rent/Display | 02504590 | 1,017.38 | 1,017.38 | 90 | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000006006 | AIR CANADA REGIONAL INC | 04/03/01 | 25841 | Apron Rents | 02504590 | 1,217.82 | 1,217.82 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/02/27 | 25156 | Landing Fees | 02504680 | 2,100.56 | 2,100.56 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/02/27 | 25847 | Aviation - Reimbursements | 02504703 | 104.69 | 104.69 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/02/01 | 25152 | Terminal Rent/Display | 02504413 | 333.42 | 333.42 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/02/01 | 25152 | Terminal Rent/Display | 02504413 | 1,017.38 | 1,017.38 | 90 | |
| | | | AIR CANADA REGIONAL INC | 04/02/01 | 25841 | Apron Rents | 02504413 | 1,217.82 | 1,217.82 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/03/31 | 25152 | Terminal Rent/Display | 02502295 | 1,467.29 | 338.61 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/03/31 | 25156 | Landing Fees | 02502339 | 2,639.90 | 2,639.90 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/03/31 | 25847 | Aviation - Reimbursements | 02502400 | 122.61 | 122.61 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/03/12 | 25841 | Apron Rents | 02501973 | 1,305.85 | 1,305.85 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/03/12 | 25841 | Apron Rents | 02501973 | 1,305.85 | 1,305.85 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/02/28 | 25156 | Landing Fees | 02502003 | 2,441.20 | 1,648.88 | 90 | |
| | | | AIR CANADA REGIONAL INC | 03/02/28 | 25847 | Aviation - Reimbursements | 02502061 | 122.58 | 122.58 | 90 | |
| | | | | | | | TOTAL | 16,741.16 | 14,820.16 | | |
| | | 000006336 | COMMUTAIR | 04/07/01 | 25152 | Terminal Rent/Display | 02505837 | 502.55 | 502.55 | 90 | |
| | | | COMMUTAIR | 04/07/01 | 25152 | Terminal Rent/Display | 02505837 | 1,494.79 | 1,494.79 | 90 | |
| | | | COMMUTAIR | 04/06/30 | 25156 | Landing Fees | 02505968 | 2,147.42 | 2,147.42 | 90 | |
| | | | COMMUTAIR | 04/06/01 | 25152 | Terminal Rent/Display | 02505580 | 312.89 | 312.89 | 90 | |
| | | | COMMUTAIR | 04/06/01 | 25152 | Terminal Rent/Display | 02505580 | 1,017.38 | 1,017.38 | 90 | |
| | | | COMMUTAIR | 04/06/01 | 25841 | Apron Rents | 02505580 | 1,217.82 | 1,217.82 | 90 | |
| | | | COMMUTAIR | 04/05/31 | 25847 | Aviation - Reimbursements | 02505728 | 116.44 | 116.44 | 90 | |
| | | | | | | | TOTAL | 6,809.29 | 6,809.29 | | |
| | | 000006349 | PANTAGES TRANSIT CO INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505490 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000006351 | HAMEL, MICHAEL R | 04/07/01 | 25142 | Aircraft Parking | 02505804 | 135.00 | 135.00 | 90 | |
| | | | | | | | TOTAL | 135.00 | 135.00 | | |
| | | 000006954 | CENTRAL MAINE LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505368 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000006990 | EXECUTIVE RIDE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505410 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007100 | BRIAN'S LIMO SERVICE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505357 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007123 | FOX BUS LINES INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505421 | 25.00 | 25.00 | 90 | |

OPEN INVOICE REPORT OVER 90 DAYS
BY FUND, CUSTOMER TYPE FOR COA

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| 25 | 0805 | 000007128 | ATLANTIC COAST AIRLINES/UNITED | 04/06/01 | 25152 | Terminal Rent/Display | 02505564 | 1,017.38 | 1,017.38 | 90 | |
| | | | ATLANTIC COAST AIRLINES/UNITED | 04/06/01 | 25152 | Terminal Rent/Display | 02505564 | 1,413.52 | 1,413.52 | 90 | |
| | | | ATLANTIC COAST AIRLINES/UNITED | 04/06/01 | 25152 | Terminal Rent/Display | 02505564 | 4,615.67 | 4,615.67 | 90 | |
| | | | ATLANTIC COAST AIRLINES/UNITED | 04/06/01 | 25841 | Apron Rents | 02505564 | 1,217.82 | 1,217.82 | 90 | |
| | | | | | | | TOTAL | 8,264.39 | 8,264.39 | | |
| | | 000007149 | A TOUCH OF ELEGANCE INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505308 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007154 | PIEDMONT AIRLINES | 02/08/31 | 25156 | Landing Fees | 02500842 | 5,116.32 | 1,815.47 | 90 | |
| | | | PIEDMONT AIRLINES | 02/08/01 | 25152 | Terminal Rent/Display | 02500187 | 1,354.42 | 496.62 | 90 | |
| | | | PIEDMONT AIRLINES | 02/07/31 | 25156 | Landing Fees | 02500261 | 4,823.06 | 4,823.06 | 90 | |
| | | | PIEDMONT AIRLINES | 02/07/01 | 25152 | Terminal Rent/Display | 02071195 | 1,055.18 | 1,055.18 | 90 | |
| | | | PIEDMONT AIRLINES | 02/07/01 | 25152 | Terminal Rent/Display | 02071195 | 1,354.42 | 1,354.42 | 90 | |
| | | | PIEDMONT AIRLINES | 02/05/01 | 25152 | Terminal Rent/Display | 02040103 | 1,200.87 | 1,200.87 | 90 | |
| | | | PIEDMONT AIRLINES | 02/04/01 | 25152 | Terminal Rent/Display | 02032132 | 1,200.87 | 1,200.87 | 90 | |
| | | | PIEDMONT AIRLINES | 02/03/01 | 25152 | Terminal Rent/Display | 02031970 | 1,200.87 | 477.41 | 90 | |
| | | | | | | | TOTAL | 17,306.01 | 12,423.90 | | |
| | | 000007214 | DAVID PUSHMAN | 04/06/01 | 25148 | Non-Airline Space Rent | 02505392 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007238 | IN DEMAND LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505439 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007354 | FOXTROT LIMOUSINES LLC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505423 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007537 | MIDDLEBURY TRANSIT INC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505475 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007594 | MISCELLANEOUS CUSTOMER | 04/05/24 | 25165 | Fingerprinting Fees | 02505248 | 145.00 | 145.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/05/24 | 25646 | Parking Permits | 02505248 | 75.00 | 75.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/04/15 | 25165 | Fingerprinting Fees | 02504983 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/04/15 | 25646 | Parking Permits | 02504983 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/04/02 | 25165 | Fingerprinting Fees | 02504922 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/04/02 | 25646 | Parking Permits | 02504922 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/04/01 | 25165 | Fingerprinting Fees | 02504885 | 29.00 | 29.00 | 90 | |

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| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000007594 | MISCELLANEOUS CUSTOMER | 04/04/01 | 25646 | Parking Permits | 02504885 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/01/21 | 25165 | Fingerprinting Fees | 02504321 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 04/01/21 | 25646 | Parking Permits | 02504321 | 5.00 | 5.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/12/10 | 25163 | Badge Fees | 02504067 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/10/22 | 25163 | Badge Fees | 02503720 | 20.00 | 20.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/10/22 | 25165 | Fingerprinting Fees | 02503755 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/10/22 | 25646 | Parking Permits | 02503755 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/10/21 | 25163 | Badge Fees | 02503681 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/30 | 25165 | Fingerprinting Fees | 02502516 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/30 | 25646 | Parking Permits | 02502516 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25163 | Badge Fees | 02502144 | 80.00 | 80.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25163 | Badge Fees | 02502174 | 30.00 | 30.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25163 | Badge Fees | 02502213 | 40.00 | 40.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502144 | 290.00 | 290.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502147 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502162 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502174 | 58.00 | 58.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502190 | 29.00 | 29.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25165 | Fingerprinting Fees | 02502219 | 58.00 | 58.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25646 | Parking Permits | 02502144 | 50.00 | 50.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25646 | Parking Permits | 02502147 | 5.00 | 5.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25646 | Parking Permits | 02502162 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25646 | Parking Permits | 02502190 | 15.00 | 15.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/04/04 | 25646 | Parking Permits | 02502219 | 20.00 | 20.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25163 | Badge Fees | 02502249 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25163 | Badge Fees | 02502253 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25163 | Badge Fees | 02502261 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25165 | Fingerprinting Fees | 02502261 | 145.00 | 145.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25646 | Parking Permits | 02502249 | 70.00 | 24.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/31 | 25646 | Parking Permits | 02502261 | 75.00 | 75.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/14 | 25165 | Fingerprinting Fees | 02502001 | 58.00 | 58.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/14 | 25646 | Parking Permits | 02502001 | 10.00 | 10.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/10 | 25163 | Badge Fees | 02501967 | 80.00 | 80.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/10 | 25165 | Fingerprinting Fees | 02501964 | 58.00 | 58.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/10 | 25646 | Parking Permits | 02501964 | 30.00 | 30.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/07 | 25165 | Fingerprinting Fees | 02501931 | 87.00 | 87.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/07 | 25646 | Parking Permits | 02501931 | 35.00 | 35.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 03/03/07 | 25646 | Parking Permits | 02501933 | 440.00 | 440.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 02/10/31 | 25165 | Fingerprinting Fees | 02501349 | 232.00 | 232.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 02/10/31 | 25646 | Parking Permits | 02501349 | 120.00 | 120.00 | 90 | |
| | | | MISCELLANEOUS CUSTOMER | 02/08/31 | 25165 | Fingerprinting Fees | 02500911 | 319.00 | 239.00 | 90 | |
| | | | | | | | TOTAL | 3,051.00 | 2,925.00 | | |
| | | 000007730 | LANDS END LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505454 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 25 | 0805 | 000007842 | DELIVERING DEPENDABLE TRANSPOR | 04/06/01 | 25148 | Non-Airline Space Rent | 02505394 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000007948 | BOSTON-MAINE AIRWAYS INC | 04/06/01 | 25152 | Terminal Rent/Display | 02505571 | 1,186.30 | 1,186.30 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/05/01 | 25152 | Terminal Rent/Display | 02505103 | 1,017.38 | 1,017.38 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/05/01 | 25152 | Terminal Rent/Display | 02505103 | 1,067.50 | 1,067.50 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/05/01 | 25152 | Terminal Rent/Display | 02505103 | 1,841.27 | 1,841.27 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/05/01 | 25152 | Terminal Rent/Display | 02505103 | 2,567.08 | 2,567.08 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/05/01 | 25841 | Apron Rents | 02505103 | 500.00 | 153.63 | 90 | |
| | | | BOSTON-MAINE AIRWAYS INC | 04/04/30 | 25156 | Landing Fees | 02505175 | 20,441.34 | 20,441.34 | 90 | |
| | | | | | | | TOTAL | 28,620.87 | 28,274.50 | | |
| | | 000007953 | TRANSPORTATION SECURITY ADMIN | 04/07/09 | 25152 | Terminal Rent/Display | 02505894 | 6,783.34 | 6,783.34 | 90 | |
| | | | TRANSPORTATION SECURITY ADMIN | 04/05/01 | 25152 | Terminal Rent/Display | 02505151 | 2,450.21 | 504.88 | 90 | |
| | | | | | | | TOTAL | 9,233.55 | 7,288.22 | | |
| | | 000008197 | PINNACLE AIRLINES INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505872 | 981.25 | 981.25 | 90 | |
| | | | PINNACLE AIRLINES INC | 04/07/01 | 25152 | Terminal Rent/Display | 02505872 | 1,494.79 | 1,494.79 | 90 | |
| | | | | | | | TOTAL | 2,476.04 | 2,476.04 | | |
| | | 000008216 | SILVER EXPRESSIONS TRANSPORTAT | 04/06/01 | 25148 | Non-Airline Space Rent | 02505520 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000008536 | LINC'S LIMO SERVICE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505464 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000008551 | AIR CANADA JAZZ | 04/07/01 | 25152 | Terminal Rent/Display | 02505817 | 1,494.79 | 1,494.79 | 90 | |
| | | | AIR CANADA JAZZ | 04/03/01 | 25152 | Terminal Rent/Display | 02504589 | 15.67 | 15.67 | 90 | |
| | | | | | | | TOTAL | 1,510.46 | 1,510.46 | | |
| | | 000008690 | THE LIMOVAN CO LLC | 04/06/01 | 25148 | Non-Airline Space Rent | 02505536 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | 000008710 | DAVIS LIMOUSINE | 04/06/01 | 25148 | Non-Airline Space Rent | 02505393 | 25.00 | 25.00 | 90 | |
| | | | DAVIS LIMOUSINE | 04/04/15 | 25148 | Non-Airline Space Rent | 02504968 | 25.00 | 25.00 | 90 | |
| | | | | | | | TOTAL | 50.00 | 50.00 | | |
| | | 000008755 | THE LUCKY LADY | 04/06/01 | 25148 | Non-Airline Space Rent | 02505537 | 25.00 | 25.00 | 90 | |

Z

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE | COMMENT |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | TOTAL | 25.00 | 25.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 1,491,258.86 | 947,376.12 | | |
| | | | | | | | FUND TOTAL | 1,491,258.86 | 947,376.12 | | |
| 65 | 0807 | 000000946 | MANCHESTER SCHOOL ATHLETICS | 04/06/30 | 65462 | Lacrosse Billing | 9856223 | 5,176.59 | 5,176.59 | 90 | April - June |
| | | | | | | | TOTAL | 5,176.59 | 5,176.59 | | |
| | | 000004783 | JUTRAS POST | 03/06/30 | 65457 | Baseball | 9844912 | 450.00 | 30.00 | 90 | |
| | | | | | | | TOTAL | 450.00 | 30.00 | | |
| | | 000008596 | COVEY, MATTHEW C | 04/01/30 | 6A216 | NSF Charge - Admin-Enterp | 9851672 | 30.00 | 30.00 | 90 | |
| | | | COVEY, MATTHEW C | 04/01/30 | 6A216 | NSF Charge - Admin-Enterp | 9851673 | 30.00 | 30.00 | 90 | |
| | | | COVEY, MATTHEW C | 04/01/30 | 65409 | Ski - Chair Lift Weekday | 9851672 | 15.00 | 15.00 | 90 | |
| | | | COVEY, MATTHEW C | 04/01/30 | 65409 | Ski - Chair Lift Weekday | 9851673 | 20.00 | 20.00 | 90 | |
| | | | | | | | TOTAL | 95.00 | 95.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 5,721.59 | 5,301.59 | | |
| | | | | | | | FUND TOTAL | 5,721.59 | 5,301.59 | | |
| 11 | 0808 | 000007571 | SMG / VERIZON WIRELESS ARENA | 03/12/29 | 10461 | Aggregation Fee - EEM | 9850248 | 4,500.00 | 4,500.00 | 90 | Variable Speed Drive |
| | | | | | | | TOTAL | 4,500.00 | 4,500.00 | | |
| | | | | | | | CUSTOMER TYPE TOTAL | 4,500.00 | 4,500.00 | | |
| | | | | | | | FUND TOTAL | 4,500.00 | 4,500.00 | | |
| | | | | | | | FINAL TOTALS TOTAL | 2,606,974.65 | 1,791,796.78 | | |

* * * E N D O F R E P O R T * * *

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
INTERDEPARTMENTAL BY CUSTOMER TYPE

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 13 | 0101 | 000000035 | MANCHESTER HEALTH DEPT | 04/09/24 | 13740 | Publisher 2003 Media | HEALTH PO#: 545900 | 9858527 | 159.00 | 159.00 | C |
| | | | | | | | | TOTAL | 159.00 | 159.00 | |
| | 0101 | 000000044 | MANCHESTER LIBRARY | 04/09/24 | 13740 | Optiplex GX 270 2.8 | LIBRARY PO#: 427756 | 9858528 | 1,671.86 | 1,671.86 | |
| | | | | | | | | TOTAL | 1,671.86 | 1,671.86 | |
| | 0101 | 000002521 | MANCHESTER POLICE DEPT | 04/09/24 | 13740 | Add'l Costs for Toughbook | POLICE PO#: 424742 | 9858529 | 2,775.00 | 2,775.00 | |
| | 0101 | | MANCHESTER POLICE DEPT | 04/09/24 | 13740 | Portable Police Radios | POLICE PO#: 424742 | 9858529 | 4,677.30 | 4,677.30 | |
| | | | | | | | | TOTAL | 7,452.30 | 7,452.30 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 9,283.16 | 9,283.16 | |
| 33 | 0101 | 000000024 | MANCHESTER CITY CLERK | 04/09/30 | 33130 | Overtime-Unif Police Off | Reimburs Election-9/14/04 | 9858776 | 168.30 | 168.30 | |
| | 0101 | | MANCHESTER CITY CLERK | 04/09/30 | 33130 | Overtime-Unif Police Off | Reimburs Election-9/14/04 | 9858638 | 607.11 | 607.11 | |
| | 0101 | | MANCHESTER CITY CLERK | 04/09/30 | 3G130 | OT Salary - Detectives | Reimburs Election-9/14/04 | 9858638 | 321.45 | 321.45 | |
| | | | | | | | | TOTAL | 1,096.86 | 1,096.86 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 1,096.86 | 1,096.86 | |
| 34 | 0101 | 000002539 | MANCHESTER HIGHWAY DEPT | 04/10/09 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9858871 | 10.20 | 10.20 | |
| | 0101 | | MANCHESTER HIGHWAY DEPT | 04/10/09 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858871 | 17.70 | 17.70 | |
| | 0101 | | MANCHESTER HIGHWAY DEPT | 04/10/09 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858871 | 207.12 | 207.12 | |
| | | | | | | | | TOTAL | 235.02 | 235.02 | |
| | 0101 | 000002543 | MANCHESTER TRAFFIC DEPT | 04/10/09 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9858872 | 6.80 | 6.80 | |
| | 0101 | | MANCHESTER TRAFFIC DEPT | 04/10/09 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858872 | 11.80 | 11.80 | |
| | 0101 | | MANCHESTER TRAFFIC DEPT | 04/10/09 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858872 | 138.08 | 138.08 | |
| | | | | | | | | TOTAL | 156.68 | 156.68 | |
| | 0101 | 000002557 | MANCHESTER WATER WORKS | 04/10/30 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9859493 | 880.26 | 880.26 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/30 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9859493 | 71.40 | 71.40 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/30 | 3B225 | Overtime Rate Retirement | Police Extra Detail | 9859493 | 74.09 | 74.09 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/30 | 3B140 | Overtime Rate Officer's | Police Extra Detail | 9859493 | 867.24 | 867.24 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/30 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9859493 | 75.23 | 75.23 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/23 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9859365 | 53.55 | 53.55 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/23 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9859365 | 92.93 | 92.93 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/23 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9859365 | 1,087.38 | 1,087.38 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/16 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9858982 | 41.65 | 41.65 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/16 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858982 | 72.28 | 72.28 | |

2

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 34 | 0101 | 000002557 | MANCHESTER WATER WORKS | 04/10/16 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858982 | 845.74 | 845.74 | C |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/09 | 33237 | Extra Detail Admin Fee | Police Extra Detail | 9858874 | 13.60 | 13.60 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/09 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858874 | 23.60 | 23.60 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/09 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858874 | 276.16 | 276.16 | |
| | | | | | | | | TOTAL | 4,475.11 | 4,475.11 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 4,866.81 | 4,866.81 | |
| 50 | 0101 | 000000024 | MANCHESTER CITY CLERK | 04/11/03 | 5H130 | Labor | Kerry Clean-Up 10/31/04 | 9859572 | 322.77 | 322.77 | |
| | 0101 | | MANCHESTER CITY CLERK | 04/11/03 | 50361 | Equipment | Kerry Clean-Up 10/31/04 | 9859572 | 39.69 | 39.69 | |
| | | | | | | | | TOTAL | 362.46 | 362.46 | |
| | 0101 | 000002545 | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 5D110 | Labor 117949-12 | Senior Center Sidewalk | 9859410 | 3,931.65 | 3,931.65 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 5D110 | Labor 117949-11 | Senior Center Sidewalk | 9859410 | 1,510.08 | 1,510.08 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 5D130 | Labor 117949-12 | Senior Center Sidewalk | 9859410 | 46.47 | 46.47 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 5H682 | Materials 117949-12 | Senior Center Sidewalk | 9859410 | 1,453.60 | 1,453.60 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 5B110 | Surveying 117949-116 | Senior Center Sidewalk | 9859410 | 73.13 | 73.13 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 50361 | Equipment 117949-12 | Senior Center Sidewalk | 9859410 | 726.03 | 726.03 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/25 | 50361 | Equipment 117949-11 | Senior Center Sidewalk | 9859410 | 110.56 | 110.56 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/04 | 5H682 | MATERIALS-9/13/04 | | 9858743 | 196.25 | 196.25 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/04 | 5D130 | LABOR-9/7/04 | | 9858743 | 1,006.25 | 1,006.25 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/04 | 5E130 | LABOR-9/13/04 | | 9858743 | 478.22 | 478.22 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/10/04 | 5H682 | MATERIALS-9/7/04 | | 9858743 | 294.74 | 294.74 | |
| | | | | | | | | TOTAL | 9,826.98 | 9,826.98 | |
| | 0101 | 000002557 | MANCHESTER WATER WORKS | 04/11/09 | 50361 | EQUIPMENT 120072-037 | WEST RIVER ROAD | 9859715 | 879.84 | 879.84 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/09 | 5C110 | LABOR 120072-037 | WEST RIVER ROAD | 9859715 | 1,677.52 | 1,677.52 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/09 | 5H682 | MATERIALS 120072-037 | WEST RIVER ROAD | 9859715 | 6,461.68 | 6,461.68 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/09 | 5H682 | MATERIALS 120072-007 | WEST RIVER ROAD | 9859715 | 442.39 | 442.39 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/09 | 5E130 | LABOR 120072-037 | WEST RIVER ROAD | 9859715 | 12.65 | 12.65 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/09 | 5H682 | MATERIALS 120072-006 | WEST RIVER ROAD | 9859715 | 4,028.07 | 4,028.07 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/05 | 5G130 | 45 Utility Insp OT-7 hrs | W/E 10/30/04 | 9859684 | 245.00 | 245.00 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/05 | 5G130 | 45 Utility Insp OT-7 hrs | W/E 10/30/04 | 9859684 | 245.00 | 245.00 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/01 | 50918 | Recy Asph Ovhd we10/30/04 | 34.83 tons @ $.42 | 9859532 | 14.63 | 14.63 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/11/01 | 5H682 | 49 Recy Asph w/e 10/30/04 | 34.83 tons @ $2.08 | 9859532 | 72.45 | 72.45 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/25 | 5H682 | 49 Recy Asph w/e 10/23/04 | 17.43 tons @ $2.08 | 9859413 | 36.25 | 36.25 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/25 | 50918 | Recy Asph Ovhd we10/23/04 | 17.43 tons @ $.42 | 9859413 | 7.32 | 7.32 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/18 | 5G130 | 45 Utility Insp OT-11 hrs | W/E 10/9/04 | 9858945 | 385.00 | 385.00 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/12 | 50918 | Recy Asph Ovhd w/e10/9/04 | 200.57 tons @ $.42 | 9858837 | 84.24 | 84.24 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/12 | 5H682 | 49 Recy Asph w/e 10/9/04 | 200.57 tons @ $2.08 | 9858837 | 417.19 | 417.19 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/04 | 50918 | RECY ASPH OVHD W/E10/2/04 | 288.49 TONS @ $.42 | 9858746 | 121.17 | 121.17 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/04 | 5G130 | 45 Utility Insp OT-1 hr | Everett St w/e 9/25/04 | 9858746 | 35.00 | 35.00 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/10/04 | 5H682 | 49 RECY ASPH W/E 10/2/04 | 288.49 TONS @ $2.08 | 9858746 | 600.06 | 600.06 | |

CITY OF MANCHESTER, NH
OPEN INVOICE REPORT BY AGING
INTERDEPARTMENTAL BY CUSTOMER TYPE

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 50 | 0101 | 000002557 | MANCHESTER WATER WORKS | 04/09/27 | 50918 | Recy Asph Ovhd w/e9/25/04 | 399.92 tons @ $.42 | 9858567 | 167.97 | 167.97 | C |
| | 0101 | | MANCHESTER WATER WORKS | 04/09/27 | 5H682 | 49 Recy Asph w/e 9/25/04 | 399.92 tons @ $2.08 | 9858567 | 831.83 | 831.83 | |
| | 0101 | | MANCHESTER WATER WORKS | 04/09/24 | 5G130 | 45 Utility Insp OT-4 hrs | Waldo @ Elm St w/e9/18/04 | 9858567 | 140.00 | 140.00 | |
| | | | | | | | | TOTAL | 16,905.26 | 16,905.26 | |
| | 0101 | 000002561 | MANCHESTER AIRPORT | 04/11/04 | 50363 | Drop-Off Center Revenue | 159741 11/3/04 | 9859683 | 75.00 | 75.00 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/20 | 50363 | Drop-Off Center Revenue | tkt# 158550 10-18-04 | 9859409 | 90.00 | 90.00 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/20 | 50363 | Drop-Off Center Revenue | tkt# 158600 10-18-04 | 9859409 | 73.50 | 73.50 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/18 | 50363 | Drop-Off Center Revenue | 158142 10/13/04 | 9858944 | 234.00 | 234.00 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/18 | 50363 | Drop-Off Center Revenue | 158141 10/13/04 | 9858944 | 127.50 | 127.50 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/18 | 50363 | Drop-Off Center Revenue | 158176 10/13/04 | 9858944 | 153.00 | 153.00 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/14 | 50363 | Drop-Off Center Revenue | 158113 10/12/04 | 9858944 | 142.50 | 142.50 | |
| | 0101 | | MANCHESTER AIRPORT | 04/10/14 | 50363 | Drop-Off Center Revenue | 158048 10/12/04 | 9858944 | 145.50 | 145.50 | |
| | | | | | | | | TOTAL | 1,041.00 | 1,041.00 | |
| | 0101 | 000002573 | MANCHESTER EPD | 04/10/29 | 50361 | O&M Sewer Reimbursement | October 2004 | 9859472 | 143.55 | 143.55 | |
| | 0101 | | MANCHESTER EPD | 04/10/04 | 50361 | O&M Sewer Reimbursement | September 2004 | 9858744 | 871.59 | 871.59 | |
| | | | | | | | | TOTAL | 1,015.14 | 1,015.14 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 29,150.84 | 29,150.84 | |
| | | | | | | | | AGING TOTAL | 44,397.67 | 44,397.67 | |
| 13 | 0101 | 000002521 | MANCHESTER POLICE DEPT | 04/07/30 | 13740 | Software for Laptop | POL PO#: 409758 | 9856942 | 1,785.00 | 1,785.00 | 60 |
| | | | | | | | | TOTAL | 1,785.00 | 1,785.00 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 1,785.00 | 1,785.00 | |
| 50 | 0101 | 000002545 | MANCHESTER BUILDING MAINTENANC | 04/08/02 | 50918 | Toter Project Overhead | 3 (95) gallon @ $6.51 | 9856969 | 19.53 | 19.53 | |
| | 0101 | | MANCHESTER BUILDING MAINTENANC | 04/08/02 | 50801 | Toter Project | 3 (95) gallon @ $38.49 | 9856969 | 115.47 | 115.47 | |
| | | | | | | | | TOTAL | 135.00 | 135.00 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 135.00 | 135.00 | |
| | | | | | | | | AGING TOTAL | 1,920.00 | 1,920.00 | |
| 13 | 0101 | 000000022 | MANCHESTER ASSESSORS DEPT | 04/06/18 | 13740 | HP550n | ASSESSOR PO#: 426954 | 9855812 | 3,278.00 | .20 | 90 |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | TOTAL | 3,278.00 | .20 | |
| 13 | 0101 | 000000035 | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | NEC MULTISYNC LCD | HEALTH PO#: 428865 | 9856068 | 450.00 | 450.00 | 90 |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | PROJECTOR & MOUNT | HEALTH PO#: 428148 | 9856065 | 2,371.26 | 2,371.26 | |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | HP 450CBI MOBILE PRNTR | HEALTH PO#: 428865 | 9856068 | 275.00 | 275.00 | |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | OPTIPLEX GX 270 | HEALTH PO#: 428865 | 9856068 | 835.93 | 835.93 | |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | MS OFFICE 2003 PRO, ETC | HEALTH PO#: 428865 | 9856068 | 744.00 | 744.00 | |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | TARGUS CASE | HEALTH PO#: 428865 | 9856068 | 28.05 | 28.05 | |
| | 0101 | | MANCHESTER HEALTH DEPT | 04/06/30 | 13740 | TOSHIBA PORTEGE M200 | HEALTH PO#: 428865 | 9856068 | 2,360.00 | 2,360.00 | |
| | | | | | | | | TOTAL | 7,064.24 | 7,064.24 | |
| | 0101 | 000000044 | MANCHESTER LIBRARY | 04/04/21 | 13740 | TELEPHONE | LIB PO#: lim-0492 | 9854089 | 200.00 | 146.98 | |
| | | | | | | | | TOTAL | 200.00 | 146.98 | |
| | 0101 | 000002521 | MANCHESTER POLICE DEPT | 04/06/30 | 13740 | WIRELESS SERVICES | POLICE PO#: 426511 | 9856074 | 77,940.00 | 5,604.64 | |
| | | | | | | | | TOTAL | 77,940.00 | 5,604.64 | |
| | 0101 | 000002539 | MANCHESTER HIGHWAY DEPT | 04/06/18 | 13740 | OPTIPLEX GX 270 | HIGHWAY PO#: 427411 | 9855825 | 1,669.20 | 1,669.20 | |
| | 0101 | | MANCHESTER HIGHWAY DEPT | 04/05/20 | 13740 | PCAnywhere V11 Host | HIGHWAY PO#: 225210 | 9854960 | 728.44 | 728.44 | |
| | | | | | | | | TOTAL | 2,397.64 | 2,397.64 | |
| | 0101 | 000002557 | MANCHESTER WATER WORKS | 03/01/28 | 13926 | Fringe Benefits-Info Sys | 7/01/02-12/31/02 | 9840783 | 120.63 | 25.44 | |
| | | | | | | | | TOTAL | 120.63 | 25.44 | |
| | 0101 | 000002561 | MANCHESTER AIRPORT | 03/04/15 | 13740 | SCR #: 2002-203866 | Continution Property | 9842549 | 7,500.00 | 3,750.00 | |
| | | | | | | | | TOTAL | 7,500.00 | 3,750.00 | |
| | 0101 | 000002573 | MANCHESTER EPD | 04/06/30 | 13740 | HP LASERJET 4300N | EPD PO#: 429279 | 9856071 | 1,789.00 | 1,789.00 | |
| | 0101 | | MANCHESTER EPD | 04/06/30 | 13740 | HP DUPLEX ASSEMBLY | EPD PO#: 428682 | 9856067 | 419.00 | 419.00 | |
| | 0101 | | MANCHESTER EPD | 04/06/30 | 13740 | HP LASERJETMTNCE KIT | EPD PO#: 492306 | 9856064 | 307.00 | 307.00 | |
| | 0101 | | MANCHESTER EPD | 04/06/30 | 13740 | PESTPATROL 5.0 | EPD PO#; 427402 | 9856063 | 240.00 | 240.00 | |
| | 0101 | | MANCHESTER EPD | 04/06/25 | 13929 | Fringe Benefits-Info Sys | WF0057006 | 9855957 | 37.65 | 37.65 | |
| | 0101 | | MANCHESTER EPD | 04/06/25 | 13926 | Labor-Info Sys | WF0057006 | 9855957 | 235.05 | 235.05 | |
| | 0101 | | MANCHESTER EPD | 04/06/18 | 13926 | Computer Processing Time | PROCESSING/LABOR/FRINGE | 9855821 | 5,008.29 | 127.30 | |
| | | | | | | | | TOTAL | 8,035.99 | 3,155.00 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 106,536.50 | 22,144.14 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | AGING TOTAL | 106,536.50 | 22,144.14 | |
| | | | | | | | | FINAL TOTALS TOTAL | 152,854.17 | 68,461.81 | |

* * * E N D O F R E P O R T * * *

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 21 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/15 | 21591 | Custodial Contract Manpwr | REIMBURSEMENT | 9858915 | 84.20 | 84.20 | C |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/15 | 21591 | Custodial Contract Manpwr | REIMBURSEMENT | 9858915 | 252.60 | 252.60 | |
| | | | | | | | | TOTAL | 336.80 | 336.80 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 336.80 | 336.80 | |
| 34 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/09 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9859605 | 61.95 | 61.95 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/09 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9859605 | 724.92 | 724.92 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/09 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9859605 | 20.04 | 20.04 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/09 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9859605 | 234.78 | 234.78 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/23 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9859351 | 75.23 | 75.23 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/23 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9859351 | 880.26 | 880.26 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/23 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9859351 | 31.73 | 31.73 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/23 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9859351 | 371.74 | 371.74 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/16 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858969 | 26.55 | 26.55 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/16 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858969 | 310.68 | 310.68 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/16 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9858969 | 10.02 | 10.02 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/16 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9858969 | 117.39 | 117.39 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/09 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9858857 | 20.04 | 20.04 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/09 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9858857 | 234.78 | 234.78 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/09 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858857 | 53.10 | 53.10 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/09 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858857 | 621.36 | 621.36 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/02 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9858684 | 20.04 | 20.04 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/02 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9858684 | 234.78 | 234.78 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/02 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858684 | 61.95 | 61.95 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/02 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858684 | 724.92 | 724.92 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/25 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9858589 | 136.96 | 136.96 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/25 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9858589 | 11.69 | 11.69 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/25 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858589 | 42.04 | 42.04 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/25 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858589 | 491.91 | 491.91 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/18 | 3I225 | Supervisor Rate Retiremen | Police Extra Detail | 9858401 | 10.02 | 10.02 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/18 | 3I140 | Supervisor Rate Officer's | Police Extra Detail | 9858401 | 117.39 | 117.39 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/18 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9858401 | 310.68 | 310.68 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/18 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9858401 | 26.55 | 26.55 | |
| | | | | | | | | TOTAL | 5,983.50 | 5,983.50 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 5,983.50 | 5,983.50 | |
| 41 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/03 | 41998 | JUL-SEP04 SALARY SCH HLTH | | 9859574 | 100,925.24 | 100,925.24 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/03 | 41998 | JUL-SEP04 OPERATING | SCHOOL HEALTH | 9859574 | 7,406.11 | 7,406.11 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/03 | 41998 | JUL-SEP04 BENEFIT ADM | P. DUMAIS | 9859574 | 1,607.22 | 1,607.22 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/03 | 41998 | JUL-SEP04 SALARY ADM | P. DUMAIS | 9859574 | 3,837.44 | 3,837.44 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/03 | 41998 | JUL-SEP04 BENEFIT SCH HLT | | 9859574 | 35,523.43 | 35,523.43 | |

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | TOTAL | 149,299.44 | 149,299.44 | |
| | | | | | | | | | CUSTOMER TYPE TOTAL | 149,299.44 | 149,299.44 | |
| 50 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/29 | 50998 | LABOR | 118038-179 | K SHEPPARD P/E 10/23/04 | 9859474 | 319.86 | 319.86 | C |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/29 | 50998 | LABOR | 118050-179 | K SHEPPARD P/E 10/23/04 | 9859474 | 53.31 | 53.31 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/29 | 50998 | LABOR | 118038-162 | K SHEPPARD P/E 10/23/04 | 9859474 | 106.62 | 106.62 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | SWEEPING | 118039-155 | | 9858807 | 99.99 | 99.99 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | LABOR | 118050-162 | | 9858807 | 61.03 | 61.03 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | LABOR | 118050-179 | | 9858807 | 51.76 | 51.76 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | LABOR | 118050-162 | | 9858807 | 258.80 | 258.80 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | LABOR | 118038-179 | | 9858807 | 103.52 | 103.52 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 50998 | LABOR | 118038-162 | | 9858807 | 414.08 | 414.08 | |
| | | | | | | | | | TOTAL | 1,468.97 | 1,468.97 | |
| | | | | | | | | | CUSTOMER TYPE TOTAL | 1,468.97 | 1,468.97 | |
| 52 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/19 | H2646 | Permits/Millyard | | | 9858998 | 40.00 | 40.00 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/19 | H2646 | Permits/Millyard | | | 9858998 | 600.00 | 600.00 | |
| | | | | | | | | | TOTAL | 640.00 | 640.00 | |
| | | | | | | | | | CUSTOMER TYPE TOTAL | 640.00 | 640.00 | |
| 65 | 0205 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/11/10 | 65461 | Callery Pear - Hallsville | | Planted 10/29/04 | 9859718 | 220.00 | 220.00 | |
| | 0807 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/10/25 | 65652 | JFK Electric Reimbursemnt | | | 9859386 | 7,773.44 | 7,773.44 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/30 | 65998 | Schl Grnds Cntrct Svcs | | July - Sept 2004 | 9858778 | 14,950.37 | 14,950.37 | |
| | | | | | | | | | TOTAL | 22,943.81 | 22,943.81 | |
| | | | | | | | | | CUSTOMER TYPE TOTAL | 22,943.81 | 22,943.81 | |
| | | | | | | | | | AGING TOTAL | 180,672.52 | 180,672.52 | |
| 34 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/11 | 3I225 | Supervisor Rate Retiremen | | Police Extra Detail | 9857988 | 10.86 | 10.86 | 30 |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/11 | 3I140 | Supervisor Rate Officer's | | Police Extra Detail | 9857988 | 127.17 | 127.17 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/11 | 3A225 | Regular Rate Retirement | | Police Extra Detail | 9857988 | 37.61 | 37.61 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/09/11 | 3A140 | Regular Rate Officer's | | Police Extra Detail | 9857988 | 440.13 | 440.13 | |
| | | | | | | | | | TOTAL | 615.77 | 615.77 | |

OPEN INVOICE REPORT BY AGING
SCHOOL INVOICES BY CUSTOMER TYPE

| CUSTOMER TYPE CODE | FUND | CUSTOMER ID | CUSTOMER NAME | TRANS DATE | CHARGE CODE | TRANSACTION DESCRIPTION | COMMENT | INVOICE NUMBER | TRANSACTION AMOUNT | AMOUNT UNPAID | AGING CONTROL CODE |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 34 | 0101 | 000001009 | MANCHESTER WEST HIGH SCHOOL | 04/08/21 | 3A225 | Regular Rate Retirement | Police Extra Detail | 9857683 | 8.85 | 8.85 | 30 |
| | 0101 | | MANCHESTER WEST HIGH SCHOOL | 04/08/21 | 3A140 | Regular Rate Officer's | Police Extra Detail | 9857683 | 103.56 | 103.56 | |
| | | | | | | | | TOTAL | 112.41 | 112.41 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 728.18 | 728.18 | |
| | | | | | | | | AGING TOTAL | 728.18 | 728.18 | |
| 21 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/10 | 21998 | School Charge Backs | ALARM SECURITY CALLS | 9855312 | 448.80 | 448.80 | 90 |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/10 | 21998 | School Charge Backs | ALARM, SECURITY CALLS | 9855312 | 163.20 | 163.20 | |
| | | | | | | | | TOTAL | 612.00 | 612.00 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 612.00 | 612.00 | |
| 41 | 0101 | 000000064 | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | FY04 NURSE POSITION | ADVERTISEMENTS | 9856807 | 2,108.36 | 2,108.36 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | FY04 WORKMAN COMP PAID | E.DOUVILLE | 9856807 | 1,450.13 | 1,450.13 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 OPERATING EXPENSES | | 9856807 | 12,198.61 | 12,198.61 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 ADM BENEFITS | | 9856807 | 391.15 | 391.15 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 ADM SALARIES | | 9856807 | 1,525.99 | 1,525.99 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 SCH NURSE BENEFITS | | 9856807 | 35,142.54 | 35,142.54 | |
| | 0101 | | SCHOOL ADMINISTRATIVE UNIT #37 | 04/06/30 | 41998 | JUN04 SCH NURSES SALARIES | | 9856807 | 76,278.52 | 76,278.52 | |
| | | | | | | | | TOTAL | 129,095.30 | 129,095.30 | |
| | 0101 | 000004107 | HILLSIDE MIDDLE SCHOOL | 03/06/30 | 41110 | MAHONEY FIELD TRIP 6/6/03 | SCHOOL HEALTH NURSE | 9844978 | 131.44 | 131.44 | |
| | | | | | | | | TOTAL | 131.44 | 131.44 | |
| | | | | | | | | CUSTOMER TYPE TOTAL | 129,226.74 | 129,226.74 | |
| | | | | | | | | AGING TOTAL | 129,838.74 | 129,838.74 | |
| | | | | | | | | FINAL TOTALS TOTAL | 311,239.44 | 311,239.44 | |

* * * E N D O F R E P O R T * * *

Court Proceedings Initiated
**Submitted for Write Off**
*Payment Plan Initiated*

Department of Finance
Accounts Receivable
Submissions to Solicitor's Office

| Dept | Customer Name | Cust # | Invoice # | Invoice Date | Original Amount | Open Amount | | Explanation |
|---|---|---|---|---|---|---|---|---|
| *fire* | *Joshua Irrevocable Trust* | *4431* | *9807770* | *1/26/1999* | *$480.00* | *$480.00* | | *Pymt Plan Initiated* |
| *fire* | *Joshua Irrevocable Trust* | *4431* | *9812586* | *1/1/2000* | *$480.00* | *$480.00* | | *Pymt Plan Initiated* |
| | above submitted to City Solicitor December 21, 2000 | | | | | | $960.00 | |
| fire | NH Demolition Inc | 5867 | 9815206 | 6/29/2000 | $1,918.35 | $1,762.10 | | closed AEX 05/28/01 |
| traffic | Brian Smith | 5973 | 9816151 | 8/9/2000 | $859.94 | $859.94 | | closed SKP 06/29/01 |
| | above submitted to City Solicitor 7/13/01 | | Total sent to City Solicitor | | | | $2,622.04 | |
| traffic | Mark Paris | 5747 | 9814844 | 6/6/2000 | $1,369.71 | $1,369.71 | | closed AEX 07/15/01 |
| *fire* | *Joshua Irrevocable Trust* | *4431* | *9814633* | *5/24/2000* | *$50.00* | *$50.00* | | *Pymt Plan Initiated* |
| | above submitted to City Solicitor 8/14/01 | | Total sent to City Solicitor | | | | $1,419.71 | |
| *fire* | *Joshua Irrevocable Trust* | *4431* | *9819350* | *1/1/2001* | *$480.00* | *$150.00* | | *Pymt Plan Initiated* |
| | above submitted to City Solicitor 11/05/01 | | Total sent to City Solicitor | | | | $150.00 | |
| hwy | Chris Chakas - Former Hwy Employee | 6172 | 9818435 | 11/28/2000 | $63.84 | $63.84 | | workers compensation reimbursement |
| | above submitted to City Solicitor 11/23/01 | | Total sent to City Solicitor | | | | $63.84 | |
| hwy | John Kiskinis - Former Hwy Employee | 6174 | 9818437 | 11/28/2000 | $486.53 | $486.53 | | workers compensation reimbursement |
| | above submittted to City Solicitor 12/17/01 | | | | | | $486.53 | |
| epd | Casey Septic | 5684 | 6172&754 | 7/31/2000 | $1,857.44 | $ 1,857.44 | | closed AEX 12/30/01 |
| | above submittted to City Solicitor 01/14/02 | | | | | | $ 1,857.44 | |
| fire | Bernard Stubbs | 6622 | 9823938 | 6/29/2001 | $1,735.89 | $1,735.89 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9825286 | 8/20/2001 | $530.70 | $530.70 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9825476 | 8/27/2001 | $634.50 | $634.50 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9825663 | 9/10/2001 | $406.50 | $406.50 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9825794 | 9/17/2001 | $133.50 | $133.50 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9826156 | 9/24/2001 | $31.50 | $31.50 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9826396 | 10/5/2001 | $58.50 | $58.50 | | closed AEX 05/26/02 |
| hwy | Cold Stone Development | 5981 | 9827382 | 11/13/2001 | $105.00 | $105.00 | | closed AEX 05/26/02 |
| | above submittted to City Solicitor 06/13/02 | | | | | | $3,636.09 | |
| hwy | Mike Healy - Former Hwy Employee | 6173 | 9818436 | 11/28/2000 | $218.98 | $218.98 | | workers compensation reimbursement |
| | above submittted to City Solicitor 08/12/02 | | | | | | $218.98 | |
| traffic | Danielle Garcia | 7307 | 9832429 | 4/24/2002 | $3,160.29 | $3,160.29 | | closed AEX 06/30/03 |
| | above submittted to City Solicitor 07/15/03 | | | | | | $3,160.29 | |
| hwy | Steve Mann - Former Hwy Employee | 8005 | 9843224 | 5/6/2003 | $417.56 | $417.56 | | closed AEX 09/20/03 |
| | above submittted to City Solicitor 10/15/03 | | | | | | $417.56 | |
| hwy | Teac Boucher - Former Hwy Employee | 8006 | 9843225 | 5/6/2003 | $92.11 | $92.11 | | closed AEX 10/25/03 |
| traffic | Teresa Lorenz | 6977 | 9826959 | 10/22/2001 | $1,327.19 | $1,327.19 | | closed AEX 10/31/03 |
| | above submittted to City Solicitor 12/3/03 | | | | | | $1,419.30 | |
| hwy | Ryan Fitzgerald - Former Hwy Employee | 8115 | 9844254 | 6/16/2003 | $36.92 | $36.92 | | closed AEX 02/21/04 |
| hwy | Steve Thompson - Former Hwy Employee | 8111 | 9844250 | 6/16/2003 | $82.97 | $82.97 | | closed AEX 02/14/04 |
| | above submittted to City Solicitor 03/9/04 | | | | | | $119.89 | |
| hwy | Timothy Boisvert - Former Hwy Employee | 8113 | 9844252 | 6/16/2003 | $51.13 | $51.13 | | closed USA 02/14/04 |
| | above submittted to City Solicitor 04/9/04 | | | | | | $51.13 | |
| traffic | Joseph Brunn DBA Bird Transportation | 7887 | 9841488 | 3/26/2003 | $3,374.93 | $3,374.93 | | closed AEX 04/24/04 |
| | above submittted to City Solicitor 05/11/04 | | | | | | $3,374.93 | |
| hwy | Steve Thompson - Former Hwy Employee | 8111 | 9845813 | 7/31/2003 | $598.72 | $518.72 | | closed AEX 02/14/04 |
| | above submittted to City Solicitor 06/14/04 | | | | | | $518.72 | |
| police | Second Street Productions | 8376 | 9847901 | 10/11/2003 | $977.42 | $977.42 | | closed USA 06/30/04 |
| | above submittted to City Solicitor 07/16/04 | | | | | | $977.42 | |
| hwy | Kyle Poisson - Former Hwy Employee | 8114 | 9844253 | 6/16/2003 | $440.93 | $440.93 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9843832 | 10/27/2003 | $217.50 | $217.50 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9844119 | 10/27/2003 | $39.00 | $39.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9844244 | 10/27/2003 | $33.00 | $33.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9844748 | 10/27/2003 | $394.50 | $394.50 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9845093 | 10/27/2003 | $34.50 | $34.50 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9845895 | 10/27/2003 | $38.00 | $38.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9845981 | 10/27/2003 | $12.00 | $12.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9846774 | 10/27/2003 | $569.00 | $569.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9846835 | 10/27/2003 | $30.00 | $30.00 | | closed AEX 07/31/04 |
| hwy | Francis J. Towne | 8052 | 9846965 | 10/27/2003 | $28.50 | $28.50 | | closed AEX 07/31/04 |
| | above submittted to City Solicitor 09/13/04 | | | | | | $1,836.93 | |
| | | | | | | | $23,290.80 | |

**UNCOLLECTABLE PER COLLECTION AGENCY > $1,000-SEND TO CITY SOLICITOR**

# ACCOUNTS RECEIVABLE OVER 90 DAYS
## SUMMARY

As of November 12, 2004

| | | | | Misc Information |
|---|---|---|---|---|
| Total Receivables Over 90 Days | | | $ 1,791,796.78 | |
| Interdepartmental | $ | 22,144.14 | | |
| School | $ | 129,226.74 | | |
| Solicitor's Office Submissions | $ | 23,290.80 | | |
| Airport | $ | 947,376.12 | | |
| State of NH | $ | 454,927.00 | | Receipt expected in November |
| Fraser Insurance Company | $ | 16,217.55 | | Claim for Reimbursement of City Hall Sprinkler Damage |
| Keyspan Energy Delivery | $ | 15,000.00 | | Pipeline Easement Agreement/Railroad Trestle Bridge |
| State of NH - Traffic Bureau | $ | 19,624.08 | | State Traffic Reimbursement |
| SMG/Verizon Wireless Arena | $ | 89,500.00 | | Variable Speed Drives - Pymt Expected in October |
| Subtotal | | | $ 1,717,306.43 | |
| Adjusted Receivable Balance From Other Accounts | | | $ 74,490.35 | |

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the Board of Mayor and Aldermen approve a purchase and sales agreement between the City and Manchester Housing and Redevelopment Authority for disposition of property commonly known as the Brown School, and authorize the Mayor to execute such agreement as referenced herein subject to the review and approval of the City Solicitor.

The Committee notes that it is understood the agreement provides that the City shall receive the full tax rate as it applies to the property inclusive of any city school, county and state taxes commonly included in the tax billing for other properties.

Respectfully submitted,

Clerk of Committee

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

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the Hackett Hill Master Plan as enclosed herein be adopted.

Respectfully submitted,

Clerk of Committee

# Hackett Hill Master Plan

Prepared for:

City of Manchester

Economic Development Office

Prepared by:

Vanasse Hangen Brustlin, Inc.

Bedford, New Hampshire

In Association With:

Lavallee/Brensinger Architects, P.A.

Cushman & Wakefield, Inc.

December, 2003

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Site Analysis

Conceptual Master Plan

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Market Positioning Plan

Development Plan

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# Executive Summary

## The Hackett Hill Site

The City of Manchester acquired the Hackett Hill property in 1998 from the University of New Hampshire. The property consists of approximately 833 acres in the northwest area of the city. The City has entered into an agreement with the State of New Hampshire Department of Environmental Services (NHDES) and the United States Environmental Protection Agency (USEPA) to convey a significant portion of the property to The Nature Conservancy (TNC) for preservation as a critical habitat area generally known as The Preserve. The proposed Preserve area consists of approximately 376 acres. The remainder of the property will be available for development.

The Hackett Hill property is characterized by steeply sloped ridges interspersed with large wetland areas. Since the most critical wetland areas, along with their watershed areas will be acquired by The Nature Conservancy, the most important and sensitive areas of the property will be preserved in perpetuity. Further studies will be initiated by the City to determine important natural resource areas in the portion of the property that will remain in the City's control.

As a part of the campus development initiated by the University in the 1970's, there is substantial existing infrastructure on the property. All the necessary private and public utilities serve the property, and have adequate capacity to service the development as envisioned. Access to the property will need to be improved through improvements to the Hackett Hill Road/Front Street intersection, and ultimately through construction of a new highway interchange replacing the existing Exit 7 on the F.E.Everett Turnpike.

Market conditions are currently favorable for a development of the type envisioned by the Master Plan. While the City has other areas for Class A office space development, most notably the Mill Yard area and the Elm Street corridor downtown, the setting of the Hackett Hill Corporate Park will appeal to a different, complimentary segment of the market. The Hackett Hill property represents one of the last opportunities for the City to make investments that will directly expand the taxable base of the City.

## The Conceptual Master Plan

Of the 833 acre Hackett Hill property, approximately 460 acres are available for potential development after The Preserve is conveyed to The Nature Conservancy. The area for development is located primarily to the southerly side of the property, paralleling the F.E. Everett Turnpike. Of the 460 acres available for development, approximately 157 acres fall into areas suitable for development under current economic conditions and lease levels. Approximately 125 acres of the property have been identified as potential future development areas, should land values and development technologies change in the future. Included in the plan is a provision for a limited retail/commercial use area, comprising approximately 6 acres, to provide necessary ancillary services such as restaurants, travel, dry cleaning, day care, etc.

The development plan envisions reuse of significant portions of the existing infrastructure on the property. Additional roads and drives will be needed to access various portions of the site, as well as to provide access to the Dunbarton Road end of the property and the new highway interchange.

Since the open space remaining after development of the property is a significant asset to the development, an extensive trail system is planned for the property. These trails include different levels of trail development, from paved paths adjacent to the major roads, to more rustic trails through the natural, wooded portions of the property. Access from the Hackett Hill Corporate Park to the Preserve property will need to be closely coordinated with The Nature Conservancy so as not to cause impacts on the natural resource. It is envisioned that access to the Preserve will be carefully controlled, and not encouraged through the Corporate Park property.

Development on the Hackett Hill property will be subject to design guidelines and controls that will be imposed in addition to the typical zoning and site plan review controls imposed by the City. Part of the strategy for maximizing land values in the development is to carefully control the quality of development throughout the life of the project. These design and development controls will set standards for architectural design as well as standards for landscaping and site development.

## Market Position

The market for first class office/R&D space in southern New Hampshire is strong. The Hackett Hill property faces competition with other, more southerly properties, making development of the site a long term proposition. Manchester is positioned well to enjoy quality economic growth, but the property must be given every competitive advantage in order to succeed. These strategic advantages should include:

- A commitment to quality in the development.
- Development of enhanced highway access to the property and other transportation infrastructure improvements to accommodate development.
- Development of site infrastructure to allow a streamlined site design approval process.

## Project Development

Project development should occur in stages over time to accommodate market demand. Various logical stages of the development have been identified, and the costs associated with the development have been defined. When the combination of increased tax revenue and land sales income are applied to the site development, a positive picture of the development emerges. While certain costs associated with the development have been committed (primarily the land acquisition and French Hall acquisition costs), other development costs can be timed to coincide with income from land development, minimizing the City's financial exposure. When completed, the project is estimated to generate nearly $2.5 million in new tax revenue using the current tax rate and assessment formula. Additionally, the development of new access infrastructure funded by the project will create additional opportunities for future growth in the Dunbarton Road and Hackett Hill Road corridors.

## Project Overview

The City of Manchester acquired the Hackett Hill property in 1998 from the University of New Hampshire. The property consists of approximately 833 acres in the northwest area of the city. The property is bounded by Hackett Hill Road on the east, Countryside Village and Hillcrest Terrace on the north, several undeveloped parcels of land and Dunbarton Road on the west, and the F.E. Everett Turnpike on the south. For the purposes of this master plan study, several parcels not owned by the city are included in the study area: the 69-acre Pichette property to the north and west of the city owned land, and the 177-acre Alliance Resources property to the north of the city owned land. There are also three parcels comprising 2.75-acres with a single family home fronting on Hackett Hill Road. For the purposes of this study, the former City of Manchester landfill property is also included in the study area.

In 1975, the University of New Hampshire constructed significant infrastructure on the property in preparation for development of a commuter campus for 10,000 students. Roads, parking lots and utility infrastructure were constructed in anticipation of funding for campus buildings. That funding never materialized, and the roadway and utility infrastructure has remained unused for 25-years. Over the years, UNH considered development of the Hackett Hill property for academic and office/R&D uses, but the development was not deemed part of the mission of UNH, and the property remains vacant.

The City has entered into an agreement with the State of New Hampshire Department of Environmental Services (NHDES) and the United States Environmental Protection Agency (USEPA) to convey a significant portion of the property to The Nature Conservancy (TNC) for preservation as a critical habitat area generally known as The Preserve. The proposed Preserve area consists of approximately 376 acres. The remainder of the property will be available for development, although further analysis will be needed to determine if all portions of the property are accessible for development purposes.

In order to create both a source for employment and a viable addition to the tax base for the City, the program for the proposed development is the creation of a Class-A office / research & development park on the property. The development of the park will be accomplished while preserving the unique natural areas existing on the property, and utilizing the significant open space created by The Preserve as an amenity for the overall development of the property. The City is in the unique

position of controlling both the pace and quality of the development, creating an opportunity for quality development unparalleled in the region.

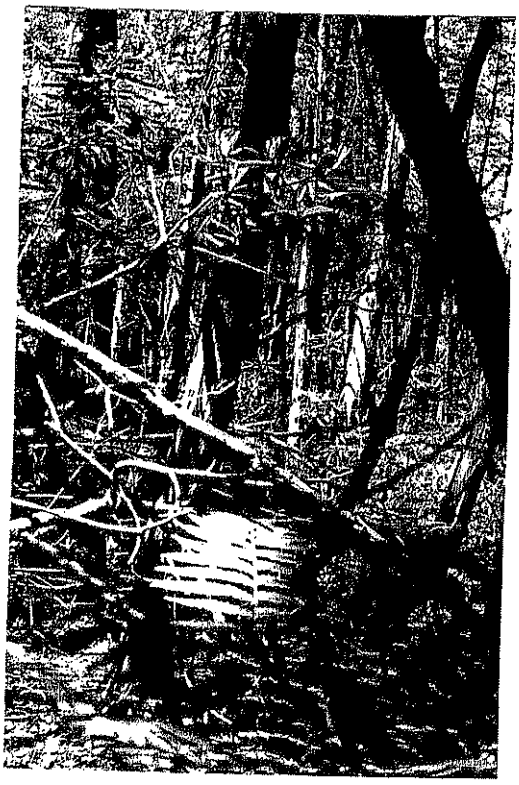
Elements of the Master Plan consist of analysis of the site, dialog with stakeholders, development of conceptual plans, analysis of development plans to determine required phasing and investment, creation of a marketing/positioning plan for the property, and establishment of design and development guidelines to ensure the highest quality of development consistent with preservation of the critical natural resources in the area.

## Site Analysis

### *Physical Character*

#### Flora & Fauna

The Hackett Hill property is characterized by steeply sloped ridges interspersed with large wetland areas. Several of the wetlands are populated by Atlantic White Cedar (*Chamaecyparis thyoides)* and Giant Rhododendron (*Rhododendron maximum*), as well as populations of Black Gum (*Nyssa sylvatica*). These wetland communities are significant in that they are extremely rare in this area, and are potentially home to other endangered associate species.



Throughout the area between the major east-west ridge and the highway, there are several small wetland areas that are typical of perched wetlands in the region. There are several areas that appear to be vernal pools, although these areas will need to be studied further to determine if they are pools that may serve as breeding habitat for various amphibian species.

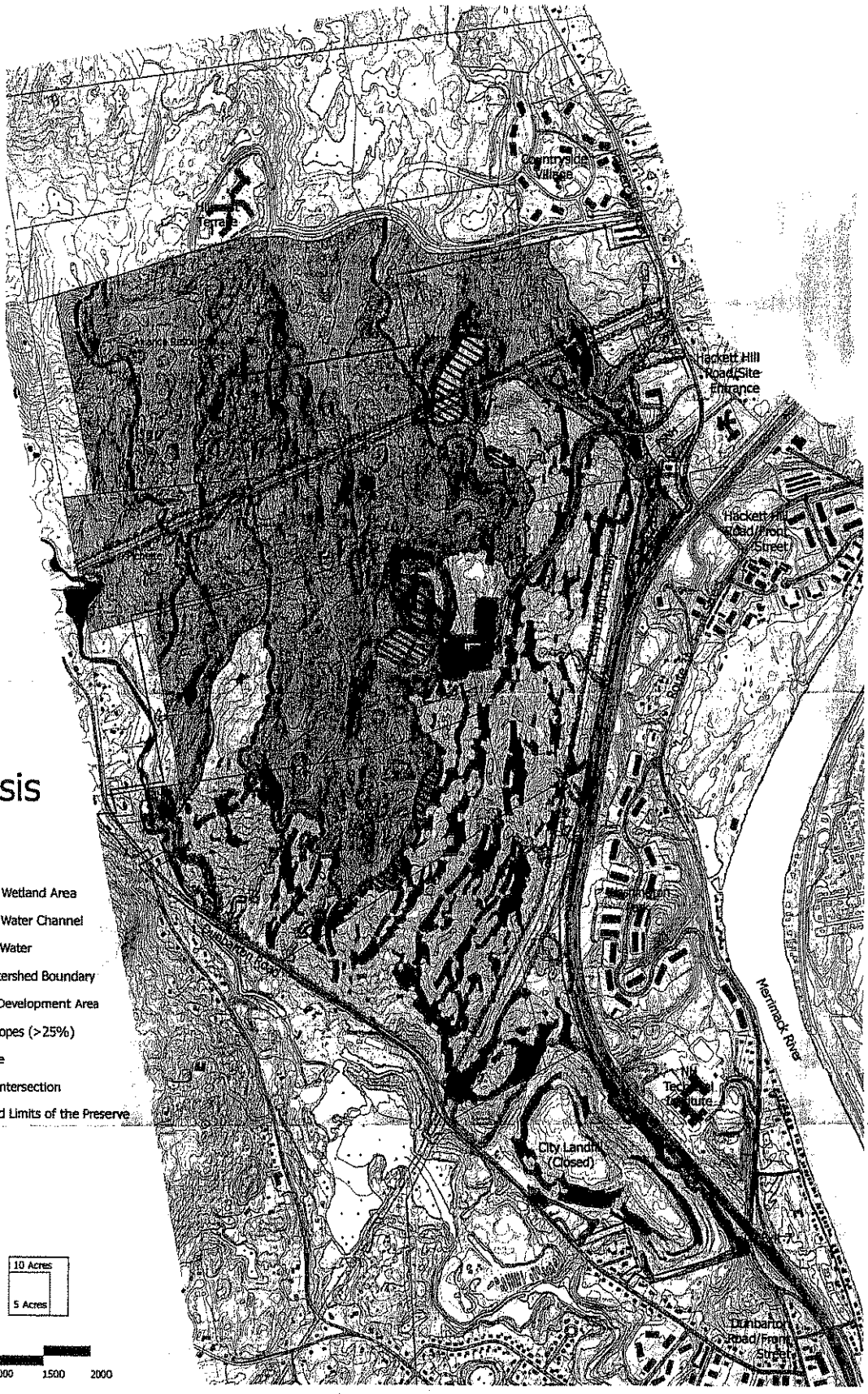
Forest cover in the upland areas of the property consists of a diverse forest of red oak (*Quercur rubrum*), white oak (*Quercus alba*), black birch (*Betula nigra*), gray birch (*Betula populifolia*), black birch (*Betula lenta*), red maple (*Acer rubrum*), sugar maple (*Acer saccharum*), white pine (*Pinus strobus*) and eastern hemlock (*Tsuga canadensis*). Many areas of the property have been logged, and significant areas of the property have forest cover consisting of trees that appear to be younger than 30-years old.

The property is habitat to a variety of small mammals including porcupine, beaver, mink, and fox, as well as larger mammals such as white tailed deer and moose.

The flora and fauna of the property have been documented in various studies completed under the auspices of the University of New Hampshire, as well as the New Hampshire Natural Heritage Inventory. They include *The Hackett Hill Natural*

# ·HACKETT·HILL·MASTER·PLAN·

## CITY OF MANCHESTER, NEW HAMPSHIRE




# Site Analysis

## Legend

- Existing Wetland Area
- Defined Water Channel
- Surface Water
- Sub-Watershed Boundary
- Special Development Area
- Steep Slopes (>25%)
- Ridgeline
- Critical Intersection
- Proposed Limits of the Preserve

North

10 Acres

5 Acres

Scale in Feet

0 500 1000 1500 2000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*Resource Inventory & Stewardship Plan*, UNH, 1995 and *Wetlands Evaluation – Hackett Hill*, UNH, 1998.

### Soils and Hydrology

The development areas of the site consist of soils in the Chatfield-Hollis-Canton complex (mapping symbol CpD, CtD, CsC, CmC), with small areas of Windsor and Hinckley soils at the periphery of the property. These soils consist of about 35% well drained, moderately deep Chatfield soils, 30% somewhat excessively drained, shallow Hollis soils, and 25% well drained, deep Canton soils. There are areas with significant exposed bedrock, and inclusions of other soil types in the wetland areas, such as Greenwood mucky peat. Average depth to unweathered bedrock in the majority of the property is 19 to 40 inches. Slope and depth to ledge will create development premiums. These conditions will require careful attention to siting development to minimize disruption to the site, and limit development costs as much as possible.

There is a major drainage, Milestone Brook, flowing through the eastern third of the property toward the Merrimack River. This drainage has been modified over time by beaver activity, which has created significant wetland areas, and by upstream logging, which has increased sediment loads and increased flows.

The development areas of the property generally slope off to the south, to the Milestone Brook drainage, or off in a westerly direction to Black Brook. All of these areas drain to the Merrimack River. The critical habitat areas of the Preserve are protected from all impacts from development to the extent that the entire sub-watersheds of the wetlands are included within the proposed boundary of the Preserve. Care will need to be exercised to understand underground hydrology of the property in some areas to avoid changing the hydrology of the wetland areas. Most potential development areas are located downhill from critical resource areas.

### Visual Quality

The site, with its location adjacent to the F.E. Everett Turnpike, and significant elevation change from to low areas to the south toward the north, has potential visibility from the highway. Additionally, the property is visible from large areas of the City proper, from downtown and the Amoskeag Mills to the River Road corridor. This is both an opportunity and a concern. The visibility of the site creates an opportunity to develop site that command views of both surrounding areas, and to

the open space areas of the property itself. The visibility of the property from adjacent areas creates a need for sensitivity in the visual quality of the development.

## Existing Improvements

In 1975, the University of New Hampshire constructed extensive site improvements on the Hackett Hill property, in anticipation of constructing a commuter campus for 10,000 students. The improvements, including approximately 7,700 l.f. of site roadways and drives, approximately 5.5 acres of parking, and underground utilities such as gas, sewer, water, electric service and telephone, were constructed and subsequently abandoned after the project was halted due to lack of funding. These facilities could be useful in providing a ready infrastructure for the development under consideration. Review and testing of the existing facilities will be required to determine the suitability of these facilities for incorporation into the proposed development.

## Utilities

### Water

Water service is provided to the site via water service in Hackett Hill Road. Water lines extend throughout the existing site drives, and connect to the water tower at the top of the hill. As a result of an agreement with the telecommunications providers that have co-located on the tower, the water tower has recently been repaired and tested, and will be adequate for inclusion in the utility system for the corporate park. Adequate capacity exists for domestic use serving anticipated development on the property. Further analysis will need to be undertaken to determine required improvements to accommodate water supply and pressure for fire protection and suppression.

Existing water distribution facilities on the Hackett Hill property will need to be thoroughly tested to determine their condition prior to placing them back in service.

### Sewer

Sewer capacity exists at the treatment plant to serve envisioned development in the Hackett Hill area. The area is currently served by a main in Hackett Hill Road and along Front Street. There is a pump station and force main crossing the Merrimack River to an interceptor along River Road. The City currently anticipates improvements to the sewer system along Front Street as demand dictates. These

improvements are currently slated to be funded by sewer user fees assessed on new development.

As with the existing water service to the property, existing sewer mains on the property will need to be tested to ensure their integrity prior to use in the proposed development.

### Private Utilities

Gas, electric power, and cable television service are provided to the site via main service in the Hackett Hill Road corridor. It is anticipated that this service will be adequate to serve uses envisioned in the development. Electricity is provided to the site by Public Service Company of New Hampshire. The existing electric substation adjacent to the UNH improvements has been vandalized over time, and will need to be replaced. Two electric transmission easements traverse the property, and electric power capacity will be adequate to meet the needs of the proposed development.

### Telecommunications

Telecommunications systems have emerged as a key component in modern business infrastructure. Fortunately, Manchester has most needed infrastructure in place. The development of the Hackett Hill property will need to include upgrades of the fiber optic service to this part of the city for voice and data transmission, and additional technological improvements as they become available.

## *Transportation Infrastructure*

Access to the site is currently provided from Front Street (Route 3A) via Hackett Hill Road which traverses eastbound from Front Street and runs uphill under the F.E. Everett Turnpike along the eastern border of the site, providing connections to Hooksett, Goffstown and Dunbarton. Regional highway access is provided via the Route 3A (Front Street) interchange with I-93, Exit 10 (located approximately 1 mile to the north) and from the F.E. Everett Turnpike (FEET) at Exit 7 (located approximately 2 miles to the south).

The New Hampshire Department of Transportation (NHDOT) and the City have initiated discussions regarding the reconstruction and relocation of the Route 3A/Turnpike (Exit 7) interchange to address existing safety and traffic operational deficiencies. A conceptual design of the new, full access interchange has been developed by the NHDOT, and the project is included in the latter years of the State's

Draft 10-year Transportation Plan. Funding is not currently available, but the project's schedule could be advanced if the City makes the project a local priority and demonstrates its financial commitment. Project development will entail environmental and engineering studies, design, right-of-way acquisition and construction, and will likely require six years or longer. The new interchange would provide a primary site access location from Dunbarton Road. In the interim, while project development advances, short-term site access will be developed from Hackett Hill Road. The City will need to establish new Exit 7 interchange as a local priority and work with its legislative delegation to accelerate NHDOT's schedule.

Hackett Hill Road (HHR) forms an unsignalized "T" intersection with Front Street. Left turns exiting Hackett Hill Road currently experience substantial delays during weekday peak commuting hours. The City plans to address this condition in the spring of 2000 by signalizing the intersection control and by formalizing a northbound left turn lane on Front Street and formalizing the left and right turning lanes on the Hackett Hill Road approach to the intersection. All work will be accomplished within the limited right-of-way resulting in improved levels of traffic service under existing traffic conditions with normal background traffic volume growth of 1-2 percent per year. However, further intersection improvements will be required to accommodate additional traffic associated with the initial development phase of the Hackett Hill property. The two-lane bridge under the F.E. Everett Turnpike is in relatively good condition (sufficiency rating of 79) and, while not ideal in its width and clearance, has adequate capacity to support 500,000+ S.F. of site development. The critical short term access constraint is traffic operations at the Hackett Hill Road/Front Street Intersection.

A sensitivity analysis was conducted at the Front Street/Hackett Hill intersection to determine the level of improvement which would correspond to the traffic volume equivalent of various development scenarios. Both 4 and 5-lane Front Street alternatives were evaluated, realizing that either alternative will require private land takings (exclusive of buildings and parking areas), utility relocation and retaining wall construction on both sides of Front Street. A major operational constraint is the limited length of vehicle storage along Front Street and Hackett Hill Road so that

vehicles queued back on red signal indicators do not block access to Northbrook Way on Front Street and the apartment building driveway on Hackett Hill Road.

The traffic volume generation equivalent of 250,000 S.F. of general office development will require widening of Front Street to provide an additional through lane in both the eastbound and westbound directions (5-lane section). The resulting traffic operations will be level of service (LOS) B in both year 2009 AM and PM peak hours, with adequate vehicle storage along Front Street to accommodate the maximum queues without blocking Northbrook Way to the south of Hackett Hill Road, or the driveway to the elderly housing complex located to the north. Vehicle queuing along Hackett Hill Road may extend beyond the apartment building driveway for part of the peak hour, but will not exceed the available lane storage that extends beyond the driveway. Posting of 'Do Not Block Driveway' signage should assure access and egress to the apartment building.

As development of the Master Plan proceeds, the anticipated phasing of the development will be integrated with required access improvements, and cost analysis will be completed.

## *Market Conditions*

Market conditions for a corporate park as proposed in the Manchester area, and in southern New Hampshire are generally strong. Vacancy rates for Class A space in Manchester are low, and Manchester maintains a strong position among the banking and insurance sectors of the states economy. There are significant new developments that will likely impact the market for a development at the Hackett Hill property. These include the following:

- A large development in Londonderry, comprising approximately 1,100-acres, and anchored by the proposed AES power generation facility. While this development includes proposed office development, it is likely that the character of this development will be more oriented toward manufacturing and Class B office space.
- Approximately 900-acres of undeveloped land that will be made accessible by construction of the proposed Manchester Airport Access Road. Brown Avenue traffic volumes have been a limiting factor in the development of these tracts of land. It is likely that the development here will be heavily influenced by the

adjacent airport, drawing manufacturing and distribution uses typically found near airports.

- Pease International Tradeport. Redevelopment of Pease Air Force Base has been ongoing for the last 10 years. This development has largely been a success, with new facilities being constructed every year. Access is excellent, and the area has attracted significant high-profile users. By the time the Hackett Hill property is brought on-line, it is likely that the prime locations at Pease will have already been committed or developed.
- Exit 4A in Londonderry is scheduled to be developed over the next 7 to 10 years, and consists of a new interchange on route 93 accessing approximately 170 acres of office/manufacturing and mixed use land. It is uncertain if the towns of Derry and Londonderry can cooperate to the extent necessary to bring this project to fruition.
- Southwood Corporate Park in Merrimack is accessed from Exit 8 on the F.E. Everett Turnpike (Route 3). This 80 acre project has utilities and access in place, yet has remained undeveloped for over 9 years.

There has been some development of Class A office space in New Hampshire, but these properties have generally been individual facilities, and have not been conceived as a part of a comprehensive office/research park development. In contrast to some other areas of the country, this form of development is the exception rather than the rule in New England.

While the lack of similar facilities means that there are no comparable real estate transactions for analysis, the generally accepted price for land zoned and suited for office development in the Manchester area ranges from $40,000 to $100,000 per developable acre. Factors in valuation of property include ease of access, required site development premiums, ease of permitting, size of land parcel, and surrounding uses.

A potential obstacle to the successful marketing of the Hackett Hill property for major corporate facilities is the perception of corporate real estate professionals that the preferable place to locate is in the Boston area proper. While in other large metropolitan areas, the area of influence of a city may extend well beyond the distance between Boston and Manchester, Manchester is not viewed as part of the Boston metropolitan area. Because of this, it is difficult for companies to entice workers to make the reverse commute from Massachusetts to New Hampshire. This may change with the increasing difficulty of commuting along the Route 3 corridor

in Massachusetts, but for now, the demographics of the Manchester region do not appear to support the labor pool that some companies look for in making the decision to relocate.

One positive aspect of the site's position in the marketplace is that New Hampshire in general, and Manchester in particular score very highly as places to live and work. The economics of living in New Hampshire vs. Massachusetts are changing as well. At the same time, advanced telecommunications facilities are changing the way companies can do business. The connection between administrative and manufacturing functions can be virtual rather than direct. These trends auger well for companies considering relocation as quality of life issues become more important to America's workforce.

## Conceptual Master Plan

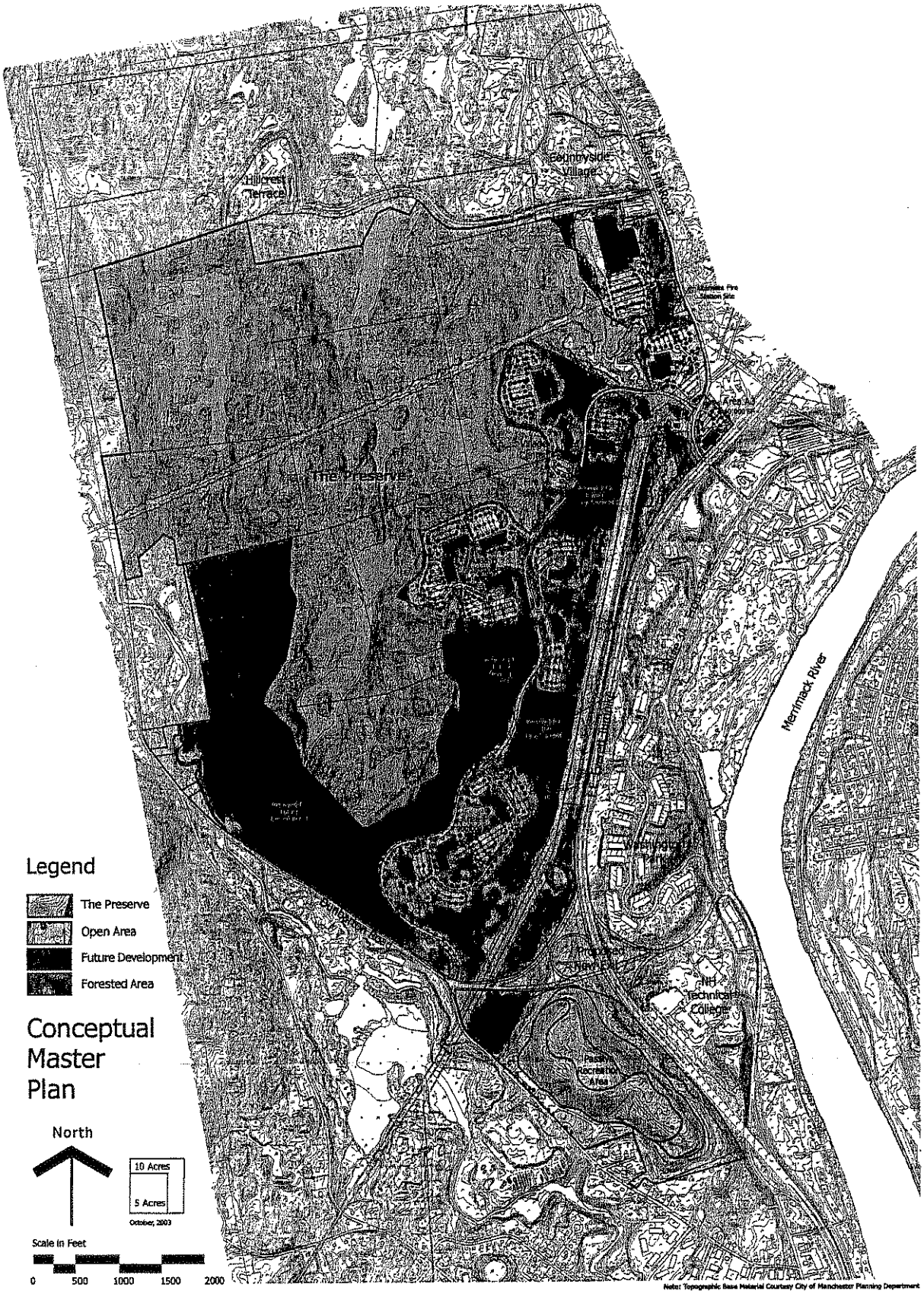
Based on the information gained from the site analysis, and a review of existing site conditions, the design team evaluated several alternative physical plans for the Hackett Hill property.

Of the 833-acre property, approximately 373-acres are reserved for sale to The Nature Conservancy as a natural preserve. The potential development area of the property consists of the remaining 460 acres of the property, primarily located south of the major ridgeline traversing the site. There is an approximately 34.3-acre portion of the development area (Areas A1, A2 and A3) fronting along Hackett Hill Road, sloping gently in a southerly direction to the east of Milestone Brook. Another development area consisting of 24-acres (Areas B1, B2 and the Village Center Marketplace) lies between the Milestone Brook drainage and the major Atlantic White Cedar wetland to the east of the existing roadway and parking lots. The development areas serviced from the major site drive (Areas C, D1, D2, E & F) lie along a ridge line traversing the site from northeast to southwest encompassing the existing infrastructure constructed in 1975, sloping down toward the F. E. Everett Turnpike and the Merrimack River, and extending toward Dunbarton Road. These development areas comprise approximately 99-acres.

In development of alternative site plans, it quickly became apparent that only limited areas of the property were developable given current economic and market conditions. Studies of the property identified approximately 157-acres available for development in the areas outlined above. Development criteria used in formulating the conceptual plans assumed that structured parking and other strategies for limiting the development footprint would not be supported by foreseeable rental levels. It is anticipated that conditions may change in the future, therefore some areas of the property (approximately 125 additional acres) have been reserved for potential future development.

# ·HACKETT·HILL·MASTER·PLAN·

## CITY OF MANCHESTER, NEW HAMPSHIRE




Note: Topographic Base Material Courtesy City of Manchester Planning Department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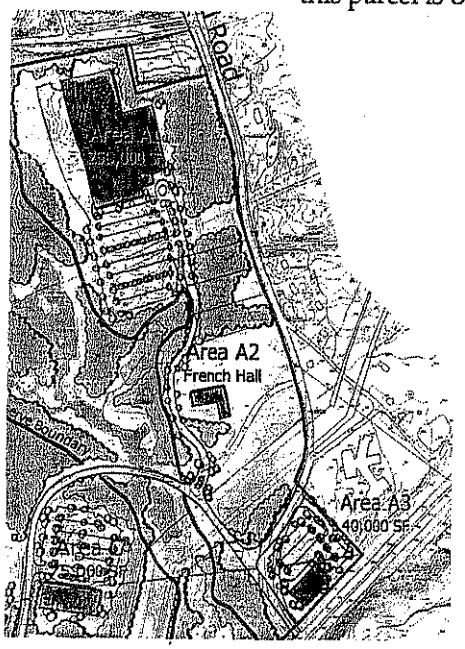
## *Development Areas*

The following is a brief description of the development areas identified in the Conceptual Master Plan:

### Area A

Development Area A1 consists of approximately 23.4-acres in the northeast corner of the property, bounded by Hackett Hill Road to the east, Countryside Boulevard to the north, Milestone Brook to the west and the existing French Hall property to the south. There is an existing residence with frontage on Hackett Hill Road. It is recommended that this house lot be acquired by the City to allow better potential access to area A1, as well as to discourage isolated development that may be contrary to the goals of this Master Plan. The parcel slopes relatively gently toward Milestone Brook, and also includes a wetland area and drainage course that separates the development area from Hackett Hill Road. Due to its relatively gentle topography, this parcel is one of the only areas of the property that may support large footprint buildings up to 250,000 SF. The parcel may be incorporated into the larger development by construction of an access drive behind the existing French Hall and paralleling Milestone Brook. Alternatively, the site can be accessed via Hackett Hill Road, should separation from the rest of the property be desirable. In this respect, Development Area A1 could support uses such as light manufacturing, that may not be supported in the development proper.

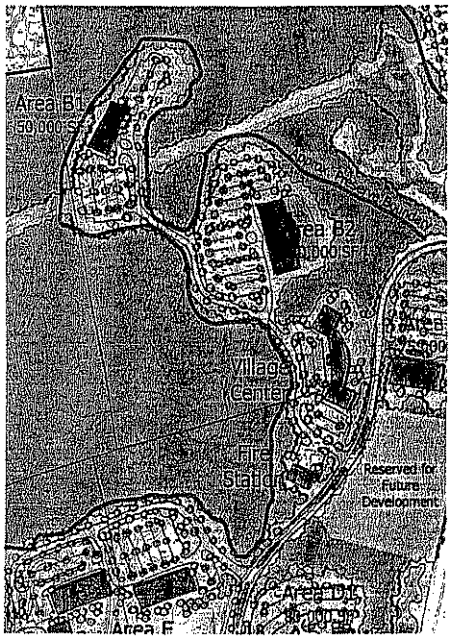



Development Area A2 consists of the existing French Hall property. This parcel, approximately 6.9-acres in area, could be redeveloped to support a variety of uses. It is primarily flat and is currently improved by a classroom building and parking facilities. It should be noted that the southerly French Hall parking lot is sited on property that is owned in fee by Public Service Company of New Hampshire, not on City or University owned land. An alternative to redevelopment is the use by a City agency or other public use. The School District has expressed interest in potential use of the French Hall property for administrative offices and a regional special education center. Due to the prominent location of the French Hall property, special care will need to be taken when considering potential uses for the site.

Additionally, the City owns a 4 +/- acre parcel of land on the north side of Hackett Hill Road, west of the F.E. Everett Turnpike. This property, shown on the plan as Area A3, is disconnected from the overall property, and yet has excellent potential for visibility from the highway. The property will likely receive enhanced value by virtue of its proximity to the Hackett Hill office park, and could be developed along with the office park or independently.

### Area B

Development Area B1 consists of an approximately 7.5-acre parcel surrounded by areas defined in the delineation of the Preserve. The parcel has relatively gentle topography and the advantage of a fine natural setting. Although the property is bisected by a PSNH right of way, it could be a prime site for a building of up to 50,000 S.F.




Development Area B2 is located on the slope between one of the major Atlantic White Cedar swamps of the Preserve and the Milestone Brook drainage. The site is approximately 10.5-acres in size, and would provide a site for up to 100,000 S.F. overlooking the forested Preserve.

### The Village Center Marketplace

Located on a prominent site overlooking the existing access road, the Village Center Marketplace is sited to become a focal point for the development. This facility is envisioned to comprise approximately 6.0-acres of commercial development such as restaurants and business support services in a high quality building. It is suggested that, due to the importance of this site, the buildings should be custom-designed to perform the intended function. Generic or "prototypical" commercial buildings would likely not be suitable for this location, and could detract from the overall quality of the Park. In addition to the proposed commercial use, a 2.4-acre site for a permanent fire station is located along the existing access drive.

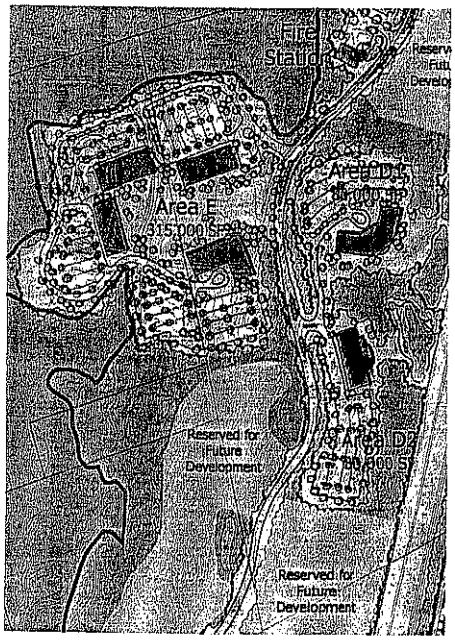
### Area C, D

Development Areas C, D1 and D2 consist of 25.9-acres of land along the steeply sloped east side of the existing access road. These sites involve some site premiums to develop, and will require significant earthwork to achieve buildable sites. The

positive aspect of these areas is that they will likely have commanding views and visibility from the F. E. Everett Turnpike. This visibility will require that the buildings constructed in these sites should be designed as high quality structures with interesting visual appeal.

### Area E

Development Area E consists of the proposed site of the UNH campus, and includes existing parking areas and access drives. The site is approximately 36.8-acres in area, and includes portions of the property identified in the CSO agreement as "special development areas." As one of the largest development areas on the Hackett Hill property, Area E provides the opportunity to develop a campus style grouping of buildings clustered around a central open space, or a single large facility related to open space. The conceptual master plan indicates approximately 315,000 S.F. of building in this area. The open space core of the campus development will provide another focal point for the development as one drives along the access drive. The manicured park-like setting will be a contrast to the wild, natural areas of the Preserve and the open space of the Park.




### Area F

Anchoring the southerly portion of the development is Area F. This 35.6-acre site is another opportunity to develop a campus area of approximately 300,000 S.F. Like Development Areas C & D, Area F lies on steep slopes to the south and east of the access drive. Development of this site will involve significant earthwork, but the buildings will likely have great views of downtown Manchester, and will provide a visual link to the City proper. A key component of this development area is the provision for another park-like setting along the road as in Area E, serving as a focal point for the southerly reach of the access drive.

### The Sanitary Landfill

Alternative uses for the sanitary landfill site were explored, and ranged from passive recreation use to development of a golf facility. It was determined that because of the instability of the landfill, development of a golf course would not be feasible. The alternative of passive recreational use could include development of a number of multi-use fields in the relatively flat upper portion of the landfill. Fields could

accommodate both baseball/softball and soccer/football. The fields could be linked by a pathway system that winds around the landfill, affording views of the Merrimack River and downtown Manchester. Parking for approximately 75 cars can be provided with access from Dunbarton Road. The timing of development of any recreational facilities at the landfill site is dependent on implementation of full closure plans for the facility, and on issues such as ground subsidence, methane generation, etc.

### Other Areas

The development area of the property east of Dunbarton Road, and north of Area F consists of approximately 80-acres of relatively steeply sloped land. The area is downhill from critical wetland resources, and so development of this area would likely have little impact on the integrity of the Preserve. However, at this time, the property is not judged to be economically developable under the criteria used in development of the conceptual master plan. In the future, the land value equation may change significantly due to the proximity of this portion of the property to the F.E. Everett Turnpike. This area has been reserved for potential development until such time as it becomes feasible. Similarly, there exist steeply sloped areas along the proposed access drive, adjacent to Areas C, D1, D2 & F that may become desirable as additional building sites in the future.

### Roadways and Access

The primary access for the property remains the existing access road from Hackett Hill Road. The Conceptual Master Plan envisions extending this roadway to Dunbarton Road on the south. There will also be a requirement to extend a road from the existing drive to access Development Areas B1 and B2 and the Marketplace area. Additionally, a shared drive off the main road would likely be the best alternative for access to Development Areas D1 and D2. As discussed above, access to Development Area A1 could be accomplished via a new road extending from the existing road, or directly from either Hackett Hill Road or Countryside Boulevard.

The design team examined alternatives for resiting the Hackett Hill Road access, and determined that it may be feasible to provide direct access to the property by realigning Hackett Hill Road to connect to the existing drive. The existing Hackett Hill Road would then meet the new road at a "T" intersection. This alternative offers the benefit of keeping increased traffic volumes within the office development and out of more residential areas to the north.

# Design and Development Guidelines

Development of a first class Corporate Park environment will rely on application of a set of strict standards in development of the overall park infrastructure as well as in the development of individual sites. The City of Manchester has the unique opportunity at the Hackett Hill property to define development standards through specific covenants or restrictions placed on sites, and through development of performance zoning standards in the enactment of the Research Park District zoning in the overall zoning bylaw revisions currently being considered by the City.

The following is a narrative policy statement regarding the development framework for Hackett Hill, along with sample regulatory language.

## *Site Development*

Development of individual building sites at the Hackett Hill Business Park must address several criteria to ensure consistency and compatibility throughout the development. These include building orientation, setbacks, arrangement of parking, provision for pedestrian and vehicular movements, views into and out of the property, and relationship to open space and adjacent facilities. Development of an overall landscape and architectural theme will create a distinctive environment, while providing continuity throughout the development.

### Site Organization

Existing natural and man-made features of the site should be considered for integration into the overall site design. An overall theme or concept for the individual site development area will help organize the site and maximize the benefit of existing features and relationship to on- and off-site amenities.

The site should be designed to respect existing surface flows of water, and to create amenities from stormwater treatment and storage areas. A natural approach to the design of these facilities should be taken to ensure that they are in harmony with existing natural areas. Clustering of buildings and terracing of facilities such as parking will assist in reducing the development footprint, and better fitting the natural contours of the site.

### Visual Continuity

Separate sites can be complimentary with each other by utilizing similar thematic elements, such as fences, walls, planting types, lighting fixtures, signage style, and walkway materials. This vocabulary of design materials is simply a guide, and should not be construed to limit creativity, but will give the overall development a sense of place.

### Landscape and Site Treatment

The landscaping at Hackett Hill should be of a quality that will amplify the natural setting and enhance the appearance of the architecture. At the same time, landscaping should be a functional part of the development. Mixtures of evergreen and deciduous materials should provide a variety of textures, while performing the functions of screening, defining spaces, focusing views, shading parking areas, and highlighting important architectural features.

Streets and drives should be defined with street trees. Trees should be planted at a minimum of 50′ on center. Site entrances should be defined by plantings as well as signage and walls or fencing. The use of ornamental or flowering trees at major intersections and site entrances is encouraged.

Due to the unique plant communities represented in the Preserve, landscaping at the Hackett Hill Corporate Park should utilize native plant materials as much as is practical. Landscape cultivars of native plants are an excellent way to mirror the natural landscape in a more refined fashion (See Appendix for suggested plant list). At the same time, creation of contrasts in the landscape is important. Areas of maintained landscape should create an edge between built facilities and natural areas. Open, park-like areas in campus portions of the development will be an important contrast to the more "native" areas of the property.

Plant materials should be sized to reflect the scale of the development. Larger buildings and expansive areas will require larger plantings for optimum effect. Generally speaking, shade trees should be a minimum of 3″ caliper, and evergreen trees a minimum of 8′ in height when planted. Shrub plantings can be of various scales, depending on their function in the landscape. The landscape plan should balance the desire for immediate effect with plant spacing that allows the landscape to mature appropriately.

The use of natural plant materials for slope stabilization, drainage way stabilization and stormwater management facilities is encouraged. It should be the goal of the landscape design to use these facilities as features in the landscape, and to replace as much as possible the natural functions of these areas for groundwater recharge and wildlife habitat.

The use of natural materials, such as stone integrated with sign structures and used in screen walls for parking lots and service areas will reinforce a connection with the site in the built environment and communicate an image of quality in the development.

### Pedestrian Circulation

Pedestrian pathways between parking areas and buildings should be provided for a safe transition between buildings and vehicular areas of the site. Outdoor plazas and gathering places should serve as focal points for building entries as well as employee amenities for outdoor activities. Pedestrian connections between individual sites and major site pedestrian systems should be provided. Users should be encouraged as much as possible to access the Marketplace facilities by means of sidewalks and pedestrian/bicycle paths.

Street and drive systems should be developed with parallel walkways. The pedestrian system should connect the various sites in the park with each other and with site amenities such as the Marketplace, the Preserve, and other open space areas. These paths may also serve as bicycle paths for circulation through the property. Additional pathways should be created in open space areas of the property to serve as an amenity for site users, and to provide additional opportunities for walking and/or biking.

### Streetscape

The streets and drives through the development are an opportunity to provide a contrast to nature and a transition through the site. Views and vistas should be highlighted in the roadway design, and street trees should reinforce the corridor. Visually important sites along the road, such as the Marketplace, and the two major campus parcels should be designed to create an attractive presentation to the road as one travels through the property. Major intersections should include enhanced pavement materials or color treatment to announce site entrances. Landscaping at major intersections may incorporate directional and identification signage, and should include ornamental landscaping at corners and within landscaped medians.

Signage and site amenities such as lighting, benches, trash receptacles, guard rails, etc. should be of high quality, and should be reasonably consistent throughout the development. Site lighting shall be by means of "full cut-off" fixtures, including any building-mounted flood lights. Signage should be integrated with building architecture, or in the case of site or free-standing signage, should be reflective of the theme being established for the site in the landscape and architecture.

### Landscape Screening

Service functions such as loading docks, trash collection areas and compactors should be screened from view from the street. This can be accomplished by the use of fences, walls, topography and/or landscaping. Landscape screens should be dense and perform the function intended. The choice of plant materials should acknowledge both the installed and the mature characteristics of individual species used (i.e. White Pines form an adequate screen in their youth, but lose their lower branches and become more open as they age).

The apparent size of parking areas should be broken up by the use of landscaped islands and screening vegetation. The use of quality design elements such as stone walls should be considered to provide additional screening from streets and drives and function as theme-giving elements in the landscape.

### Site Infrastructure

Given the unique natural environment of the Hackett Hill property, the development should build on the ecological advantages of the site. To the extent practicable, technologies such as filter strips, upland buffers, drainage infiltration swales, and other "Best Management Practices" should be utilized in the individual site designs. These techniques should be considered in the context of the overall site design theme, and integrated as appropriate.

Care should be exercised to analyze and minimize potential impacts to wetland areas adjacent to development, both in and outside the area of the Preserve. These potential impacts might include hydrologic disruptions, non-point source pollution, suspended solids, and other water quality issues. It is the goal of this development program to apply appropriate technologies wherever possible to *exceed* state and federal standards for water and air quality, as well as for energy efficiency in building design.

## *Development Regulations*

It is the intent of the City of Manchester to develop the Hackett Hill property into a high quality corporate park. Furthermore, it is believed that the quality and character of the park will be enhanced by the thoughtful use and preservation of the property's significant natural amenities.

Therefore certain design guidelines, conditions, and restrictions are considered necessary in order to accomplish, on a sustained basis, the City's intent. The achievement of this intent is believed to be of mutual benefit to both the City and the park's owners and occupants.

These Design Guidelines are intended to complement the City of Manchester's Zoning Ordinance and other applicable land use and planning regulations. Should a conflict(s) arise between these Guidelines and other applicable Ordinances and/or Regulations, the most restrictive, or the higher standard shall apply.

## *PART I* ***USE REGULATIONS***

1. Allowable principal uses of the property shall be as follows:

   a. General Office Uses.

   b. Professional, Engineering, Research and Development Offices, and Laboratories to the extent that such uses;

      (1) are compatible with general office uses,

      (2) do not create noise, light, traffic, odors, fumes, dust, smoke, pollution, or other emissions greater than those produced by or associated with general office uses, and

      (3) do not involve shipping and receiving activities inconsistent with the quality and character of the park.

   c. In addition to principal uses a. and b. above, light manufacturing shall be an allowable use for Area A1 only.

2. Accessory Buildings such as greenhouses, storage facilities, and private garages; provided however that (a) the design and construction of such buildings are comparable to that of the primary use, and (b) in no event shall the total gross floor area of all such accessory buildings exceed ten percent (10%) of the gross floor area of the primary allowed use.

3. The following specific additional uses, as appropriate to serve the park's occupants:

(a) Childcare Facilities, holding childcare license.

(b) Health, Fitness, and Recreational Facilities.

(c) Retail Facilities selling convenience goods and general merchandise.

(d) Personal and Consumer Service Facilities (BarberShop, Beauty Shop, and Dry Cleaner Pick-up).

(e) Restaurants.

(f) Banking.

(g) Parking Garage and Helipads.

(h) Essential public services, utilities and appurtenances.

It is intended that the park be developed with General, Professional, Engineering, and Research and Development Offices, as well as Laboratories (uses 1 and 2 above) as the principal uses. All other permitted uses shall be allowed only to the extent that they support and are compatible with the principal uses.

Uses not specifically permitted above shall be prohibited. In no event shall any use be allowed which is offensive due to the generation of noise, light, traffic, odor, fumes, dust, pollution or other emissions, or that is hazardous as a result of its potential to cause fire, explosion, or other danger.

## *PART II* ***BUILDING DESIGN GUIDELINES***

The following design guidelines shall apply to all buildings and structures constructed within the park. No building construction or any building improvements shall commence unless they are in strict conformance with these guidelines and until all permits and approvals, including but not limited to the approvals required by Part IV herein, have been obtained.

1. Building Area and Height

In general, it is intended that the minimum gross building area for a principal use in the park not be less than 20,000 square feet. Buildings of greater size are encouraged, subject to compliance with the City of Manchester's Zoning Ordinance, latest edition. Building height shall be in conformance with the City's Zoning Ordinance.

2. Building Exterior

Establishing and maintaining a consistent, high quality architectural theme for the park is considered to be of great importance to the value and attractiveness

of the properties individually and collectively. With this in mind, the architectural style of all buildings and structures constructed within the park shall generally be described as Post Modern, and shall be consistent with the character of other buildings and structures existing within the park at the time of construction. Architectural designs shall be reviewed by the City of Manchester in terms of their conformance with this intent.

In order to ensure that high standards of construction quality are maintained and to promote tasteful exterior designs, the exterior walls of all buildings and structures shall be predominantly constructed of durable materials such as brick and stone. Accents of prefinished, architectural metal and similar panels may be permitted, subject to the City's design review. The use of industrial, corrugated metal panels and reinforced acrylic coatings as primary exterior building materials shall be prohibited. Metal buildings shall not be permitted except as temporary facilities during construction. Similarly, the use of prototypical building designs, such as for retail and restaurant facilities, shall be prohibited.

Roofs may be nominally flat (internally drained) or pitched as appropriate to the integrity of a high quality architectural design. Roof mounted equipment, vents, stacks, etc. shall be screened by elements integral to the building's overall architectural design and shall not under any circumstances be visible from neighboring buildings or public ways, when viewed from grade level.

Service features such as loading, trash, recycling, and ground mounted utilities such as transformers, condensers, and cooling towers, shall be located out of view from neighboring buildings and public ways. Such elements shall be screened with architecturally appropriate materials.

## *PART III* ***SITE DESIGN GUIDELINES***

The following design guidelines shall apply to all site construction within the park. No sitework shall commence unless it is in strict conformance with these guidelines, and until all permits and approvals, including but not limited to the approvals required by Part IV herein, have been obtained.

1. The Preserve

As there exists a Preserve of national significance immediately adjacent to the park, there shall be no intrusion into the Preserve area except as allowed by easement, agreement, or other recorded instrument. Furthermore, site and building development shall employ every effort to minimize runoff into the Preserve area, except as appropriately treated to remove suspended solids and other deleterious materials. Natural buffer areas and upland filter strips shall be provided adjacent to the Preserve boundary wherever possible.

2. Open Space

Within the buildable area of development sites, twenty (20%) percent open space, or pervious surface area shall be provided. Consideration shall be given to the creation and preservation of "view corridors" as indicated on the park's masterplan.

3. Preservation of Existing Features

Where possible, existing natural features such as specimen trees, wetland areas, drainage courses, etc. shall be preserved, and carefully protected throughout the course of construction. A thorough analysis of existing site features shall be prepared and shall serve as the basis for site design.

4. Parking and Loading

The quantity and size of all parking and loading spaces shall conform to the City of Manchester's Zoning Ordinance, latest edition, unless greater quantities are necessary to appropriately meet the needs of the related use.

All parking lots, driveways, walks, patios, and loading areas shall be durable, hard surfaces constructed of bituminous pavement, concrete, or suitable pavers. Such hard surfaces shall not be closer to buildings than twenty (20') feet, except as necessary for building access. All curbing shall be native gray granite.

All parking areas shall conform to the following criteria:

(a.) A minimum of five (5%) percent of the interior area of parking lots shall be landscaped area, with individual landscaped islands a minimum of 200 square feet in area.

(b.) Landscaped islands shall be included along the length of the parking rows to provide landscaped separations every four isles of parking.

(c.) No less than one tree per 1,000 square feet of parking area (including drive aisles) shall be provided.

(d.) Screening of parking areas from both interior site drives and public ways shall be provided by the use of an appropriate combination of landscaping, earthen berms, or fencing and walls.

5. Landscaping

In consideration of the unique nature of the park, special attention shall be given to creating a landscape plan that is in harmony with its indigenous surroundings. To the greatest extent practical, plant materials native to the

northeastern United States, or landscape cultivars of native plant materials shall be utilized. Landscaping shall be utilized on the building sites to:

(a.) Screen parking and loading areas.
(b.) Provide separation of vehicular and pedestrian areas.
(c.) Enhance and define views into and out of the sites.
(d.) Provide shade in parking and pedestrian areas.
(e.) Provide important infiltration areas and filters for runoff in the removal of non-point source pollution.

Newly planted deciduous trees shall be a minimum 3″ caliper at planting, evergreen trees shall be a minimum 8′ in height at planting, and ornamental trees shall be a minimum of 2-1/2″ caliper at planting. Landscape materials shall conform to the American Standard for Nursery Stock, ANSI Z60.1, latest edition.

Site drives and public streets shall be planted with minimum 4″ caliper deciduous street trees no farther apart than 50 feet on center.

6. Trails and Pedestrian Access

Pedestrian access to buildings shall be provided separate from vehicular circulation. Pedestrian paths and sidewalks shall be integrated with parking lot design, roadway design, and the landscape design in order to provide safe, convenient access to buildings, parking areas, and site amenities. Site pedestrian facilities shall connect to the overall system of bicycle paths, walkways, and paths provided in public areas of the property.

7. Exterior Lighting

In general, exterior building and site lighting shall be tastefully designed and shall be limited to the extent necessary for wayfinding and safety. Parking lot and area lighting shall be provided by cut-off light sources to ensure that such light sources are not directly visible from neighboring buildings or public ways. The use of building mounted fixtures for area lighting is discouraged. Pedestrian walkways and patios may be lit by soft, exposed light sources, subject to the City's design review.

All fixtures shall be similar in design to model fixtures as determined by the City of Manchester.

8. Site Utilities

All site utilities shall be installed underground. The use of overhead wires and cables shall be prohibited.

9. Exterior Signage

Each building lot shall be permitted one identification sign to be located near the entrance drive in an area approved by the City. Such sign shall not exceed forty (40) square feet per side (two sided) and shall not exceed twelve (12') feet in height. A single additional identification sign, no larger than twenty (20) square feet may be attached to the building's exterior near the main building entrance; it shall not project above the building roofline. Site directional and traffic signage shall be provided as required for wayfinding and safety.

The format and materials selection of all signage shall be in conformance with model signage as determined by the City of Manchester. The design and location(s) of all signage shall be subject to approval during the Design Review process defined herein. The use of beacons, flashing lights, changeable message, moving elements, and the illusion of movement shall be prohibited. On-site traffic signs shall be in strict conformance with State of New Hampshire Department of Transportation standards.

10. Fences, Walls, and Guardrails

Fences and walls shall be of architectural character appropriate to the building(s) and their appearance shall be as approved by the City. The use of chain link fencing is discouraged.

Guardrails shall be of all timber construction consistent with park standards. Guardrails and similar safety features shall be in strict conformance with State of New Hampshire Department of Transportation standards.

## *PART IV DESIGN REVIEW*

Prior to the commencement of any on-site construction activities, the developer of a lot shall be required to participate in the following Design Review. Not less than two (2) submissions shall be required for City approval, as described below:

1. Preliminary Submission

There shall be a "Preliminary Submission", at which time the City shall receive three (3) complete sets of preliminary drawings and technical notes addressing not less than the following:

(a.) Analysis of existing site features.

(b.) Location of all structures and description of proposed uses.

(c.) Location of all parking, drives, loading, walks and patios.

(d.) Location and character description of all landscape features.

(e.) Schematic elevation of each building façade, drawn to scale with material designations and color samples.

(f.) Data and calculations regarding building area, height, lot coverage and parking.

(g.) Lot drainage plans, data, and calculations.

(h.) Sanitary sewer discharge calculations.

The City shall review the Preliminary Submission and forward comments to the developer within thirty (30) days, in writing. The developer shall submit additional information as the City may reasonably request, and the City's time for review shall be extended by the developer as reasonably necessary. Should the City disapprove of a Preliminary Submission, or request modifications, notice of such disapproval shall include a statement of the reasons for and basis of disapproval.

2. Final Submission

Following the developer's receipt of the City's comments regarding the Preliminary Submission, and prior to the commencement of any construction activities, he/she shall make a "Final Submission" addressing not less than the following. Once again three (3) complete sets of the submission shall be required.

a. Building and site construction drawings and specifications, including but not limited to:

1. Site plans representing all grading, parking, driveways, loading, walkways, patios, and curbs.

2. Landscape plans representing all existing trees to remain, new plantings, fences and screens.

3. Utility plans representing location, type, and size of all utilities above and below grade.

4. Erosion and sedimentation control plans.

5. Building floor plans, exterior elevations, existing building wall sections and details.

6. Description of exterior building materials including colors and samples as applicable.

7. Location, type, size, height, and intensity of all exterior lighting.

8. Location, design, and size of all exterior signage, including colors.

9. Copies of any permits which have been obtained as of date of submission, and a schedule for the acquisition of all other approvals, licenses and permits required for the proposed construction.

The developer shall submit additional documents as the City may reasonably request, providing that such requests are consistent with the intent of the review process as outlined above. Upon receipt of a complete submission, the City shall review the Final Submission and forward comments to the developer, in writing, within thirty (30) days. The City's written approval shall be required prior to the commencement of any construction activity on the site. Construction which is in any way inconsistent with, in addition to, or materially different from the City approved Final Submission shall not be permitted, unless such amendments are submitted to the City, and following a reasonable review period, the City grants approval of the amendments in writing.

3. Construction

Following the City's approval of a Final Submission, the developer shall commence construction of the approved improvements, in conformance with the City's review and approval, within twelve (12) months of the date of such approval. Once construction has commenced, it shall proceed continually and expeditiously until all approved improvements have been properly completed and accepted by governing authorities for use and occupancy.

## *PART V MAINTENANCE*

It shall be the responsibility of each property owner to properly maintain his/her lot, including but not limited to all buildings, walks, drives, parking lots, fences, walls, lawns, landscaping, drainage, lighting, utilities, and other site improvements, in a clean and safe condition.

Such maintenance shall include, but not necessarily be limited to:

a. Exterior building painting and repairs.

b. Mowing, trimming, fertilizing, and weeding landscaping.

c. Cleaning and sweeping walks and pavements.

d. Removal of all trash, rubbish and waste.

## *PART VI* ***WAIVERS***

The City of Manchester shall retain the right to waive or modify the requirements of these Design Guidelines as it may determine to be in the best interests of the City and/or park. Such waivers and modifications shall be made as determined by the City to be necessary in response to the natural conditions of a specific building site and, shall in any case remain in conformance with the general spirit and intent of the Guidelines.

# Market Positioning Plan

## *Executive Summary*

The proposed conceptual master plan for the development of the Hackett Hill site represents the optimum layout for a true first class office, corporate campus environment. The design strikes a unique balance between maintaining and respecting the natural surroundings and the economic motivation of maximizing square foot development density. The site's unique terrain, topography and wetlands presented challenges in accomplishing this goal and to some degree each element created its own strengths and weaknesses. The character and atmosphere of the park combined with its adjacency to the 400-acre nature preserve have created the potential for a development whose image and amenities as well as its ties to nature are truly unique for this part of the country. Depending on the development strategy chosen, this "Walden Pond" of Corporate Parks will tap into and capitalize on the desire of many of today's corporations desires to get back to life's basics of which nature plays a big part.

In spite of the struggles the Manchester economy and real estate market endured during the long slow economic recovery of the early to mid 1990's, prospects for its future have never seemed brighter. After much effort by civic leaders, several key economic development building blocks have been put into place recently, including Phase II of the Airport expansion, the Airport access road, the Civic Center and River Walk. Other key infrastructure improvements such as the Granite Street interchange and other planned road improvements such as the widening of I-93 will make Manchester more user friendly to corporations and tourist visitors alike.

Currently the country is in the largest uninterrupted cycle of economic expansion ever. Massachusetts, our neighbor to the south, continues to grow and prosper to the point where good developable sites in the Route 128 and Route 495 markets for larger footprint space users are becoming more difficult to find. Massachusetts will continue to be a primary source for candidate companies and its continued growth will surely force users northward in their search for viable sites. While this bodes well for New Hampshire, Manchester is faced with two competitive disadvantages.

It is still a difficult 20 to 25 miles north of the border. Also there are several sites with significantly better locations in both Nashua and Merrimack that will most likely get these companies' attention first based on employee retention concerns.

Another source of tenants is companies from other parts of the country. While New Hampshire is now better positioned than ever to get the attention of companies with growing space needs, you can't formulate a development strategy based on the hopes of companies from across the country coming here. New England's high cost of living and New Hampshire's extremely low unemployment puts us at a distinct competitive disadvantage, especially when compared to states in the South.

One important source of potential tenants for Hackett Hill is right here in New Hampshire. Success stories such as Silknet Software (now Kana), Granite Systems, Vitts Networks and many others will surely increase the likelihood for success. Obviously the credit worthiness of homegrown start ups will be a key concern for financing reasons.

In summary, Manchester has never been better positioned to enjoy quality growth. It will take time for corporations around the country to understand and acknowledge the many critical infrastructure improvements recently implemented. The Hackett Hill Corporate Park Development and the City of Manchester both must be marketed on a national basis to create awareness among corporate real estate decision makers. The fact that the development effort and the approval process will be controlled by the City of Manchester is a major benefit and will be viewed positively by corporations looking to minimize their development risk.

In conclusion, in spite of the potential bright future, the expectations of civic leaders and taxpayers alike must be grounded in the reality that based on New Hampshire's track record and historical vacancy and absorption statistics. The successful completion of the Hackett Hill Corporate Park Development with high grade office buildings could take as long as 12 to 15 years from today. The formula for success will be continued economic prosperity and cooperation between all the entities involved in getting the approvals finalized.

## *Southern New Hampshire Market Overview*

A strong regional economy continues to drive New Hampshire's commercial real estate market. The State's unemployment rate of 2.1%, compared with a national average of 3.8%, illustrates the favorable economic climate. Also, New Hampshire now boasts the highest per capita concentration of high tech workers in the country. Continued expansion in this employment sector will lead to a steady absorption of office and R&D space. New office and industrial real estate activity has been spurred both by the growth of local companies, as well as out of state companies locating here to take advantage of the state's quality of life, well-trained work force, low tax burden and less restrictive, pro-business governmental regulatory environment.

New Hampshire recently passed a new tax bill in response to the State's Supreme Court ruling that the previous method of funding public education was unconstitutional. Although this new bill increased the business profits tax from 7% to 8% and increased the real estate transfer tax to $.75/$100.00 of transfer price, New Hampshire still ranks as the lowest tax burden state on a per capita basis in New England. Further, New Hampshire still boasts no income tax, sales tax, inventory tax, personal property tax, or any higher assessment rates for commercial real estate. However, the fact that the real estate tax law is now being challenged in court has left many corporate facilities decision-makers with some uncertainty about what the true costs to occupy space will be in the future. Continued talk of an income tax, as a partial solution will also be cause for concern.

The major cities and towns that comprise the southern New Hampshire office market consist of Manchester, Bedford, Nashua, Salem, Concord and Portsmouth. Currently there exists in excess of 5.6 million square feet of first-class multi-tenant office space in these markets, with a direct vacancy rate of 10.9% as of the end of the forth quarter 1999, down from a year end 1998 figure of 16.8% due to much of the newly developed Portsmouth office space being absorbed.

The dynamic that most influences Southern New Hampshire's individual markets is their proximity to the Massachusetts State border. The "border communities" typically command the highest rental rates and enjoy the lowest vacancy rates. Per square foot rental rates decrease and vacancies increase as one heads North along Route 3 (the FE Everett Turnpike), I-93 and I-95. The following illustrates rent levels in these major markets at the end of fourth quarter 1999.

**Figure 1 - Overall Class A Asking Rental Rates**

| Market Area | Class A-Rental Rate | Vacancy |
|---|---|---|
| Nashua | $19.00-$23.00 | 6.4% |
| Bedford | $17.50-$19.00 | 13.5% |
| Manchester | $18.00-$22.00 | 9.2% |
| Portsmouth | $20.00-$29.00 | 8.4% |

(As of fourth quarter 1999)

The weighted average Class A asking rental rate for Southern New Hampshire is approximately $18.50 per square foot, with downtown Portsmouth leading the individual markets, edging out Salem and Nashua, with asking rates approaching the $30.00 per square foot level. Rental rates in all markets have shown a healthy increase, with the greatest being achieved in the border markets of Nashua, Portsmouth, and Salem.

Tenant improvement allowances for second-generation space in all markets have diminished significantly with most landlords no longer offering a fixed dollar figure as part of their rental quote. We observe most fit-up packages for second generation space to be at an effective $1.00 per square foot for each year of lease term. Most of the newly built buildings in Portsmouth offer fit up allowances in the $15.00 to $20.00 per foot range from shell space.

The limited Class A office vacancy in the southern most cities and very limited number of large contiguous blocks of space have led to build-to-suit proposals in several markets. Recently, Westwood Park, a 400-acre master-planned development was brought to the market. The Park is located near Exit 8 off the F.E. Everett Turnpike and can accommodate office, R&D, light manufacturing and warehouse users. Delta Education recently completed construction on its new 247,000 square foot headquarters distribution facility here. Strong competition for Manchester will also come from Exits 1 and 10 of Route 3.

Speculative office development, while proposed at a number of sites, has yet to occur on a widespread basis, with a few notable exceptions in the seacoast area. Despite a very favorable market, until rents increase dramatically we anticipate minimal new product will be introduced to the market on a speculative basis unless it is significantly preleased. Overall, the long-term prospects for the continued

absorption of space and incremental increases in rental rates look very positive for the New Hampshire office market as local companies expand and out of state companies cross the border to locate in New Hampshire.

## *Manchester/Bedford First Class Office Market*

The Greater Manchester first class office market consists of Class A multi-tenant office buildings in downtown Manchester and in neighboring suburban Bedford. The downtown Manchester office market consists of 17 buildings totaling approximately 1,414,594 square feet. Total vacancy at the end of the fourth quarter 1999 stood at 9.2%. 100% of the existing inventory is second generation space. The average asking rents on a gross basis range from $18.00 to $22.00 per square foot. In today's market, Manchester landlords are quoting rents with no fixed dollars per square foot offer on tenant improvement allowances. The allowances provided in transactions are subjectively based on the credit worthiness of the tenant, the length of lease term, how well the use fits with the building's image and ultimately what the landlord thinks the competition will offer. On average, recent tenant lease comparables indicate that for tenants who meet or surpass the landlords evaluation based on the above stated criteria, allowances currently average in the $1.00 to $1.50 per rentable square foot range for each year of lease term.

The Bedford markets consist of 24 small to midsize two and three story multi-tenant office buildings totaling approximately 964,935 square feet. Vacancy at the end of the fourth quarter 1999 stood at approximately 13.5% up more than 4.5% points due to a significant amount of sublease space being introduced to the market. The average asking rent for class A office space on a gross basis ranges from $17.50 to $19.00 per square foot. With regard to tenant improvement allowances, landlords in Bedford are using a similar approach to evaluating lease transactions and tenant lease comparables show that fit up allowances also range in the $1.00 to $1.50 per square foot range for each year of lease term.

### History

Historically, Manchester had a strong identity as New England's northern Hub of banking, insurance, finance, legal and real estate. The office development in downtown grew to meet the space needs of these growing entities. Until the late 1980's, Elm Street was home to the headquarters of four of the state's largest banks, the largest law firms, and some of the largest insurance companies. In the earlier

years as the downtown market grew, rents increased and parking charges rose. Many companies with high concentrations of back office and clerical functions looked to lower their occupancy costs. Improved highway access and lower land costs in Bedford spurred development to meet these needs. The profile of the tenants who migrated to Bedford included insurance companies and companies with data entry functions as well as the regional sales offices of national companies looking to establish an identity in this marketplace.

### The 1990's to today

In the late 1980's and early 1990's, the New Hampshire economy and real estate market in general was devastated by the economic downturn and the failure and subsequent closing of the states largest banks. Unemployment was as high as 8.7% and New Hampshire lead the Nation with the highest per capita personal bankruptcy filings. The real estate market in general for both residential and commercial properties lost as much as 35% to 50% of its value. Vacancy for first class space rose to as high as 25% to 30% in some markets. Both Manchester and Bedford were hard hit by the closing of many regional offices of national companies and the slow painful withdrawal of AIG, formerly known as New Hampshire Insurance. At one point, AIG occupied in excess of 250,000 square feet in downtown Manchester and in excess of 300,000 feet in Bedford. Currently their tenancy stands at 15,000 square feet in Bedford Farms Five.

Today the market is dramatically different. Like its' citizens, New Hampshire's economy and real estate market have proven to be incredibly resilient. Even though New Hampshire fell the furthest in New England during the decline, it has led the region in its rate of recovery. Today unemployment stands at 2.4%. New Hampshire now boasts the highest per capita ratio of high technology workers in the country. However, the real estate market in the Manchester/Bedford area continues to lag significantly behind other larger New Hampshire cities that are now enjoying more robust office markets. These other markets are currently witnessing significantly more build-to-suit and speculative office construction, with Portsmouth leading the way. This phenomena is based on two facts. First, the Greater Manchester area has endured significant erosion of its business base. The failed banks were packaged into two entities and subsequently sold. Eventually they were acquired by large Boston and Portland based financial institutions. Along with these bank sales went the headquarters space needs and many back office support functions, which reduced the amount of required space. As a result, local

Manchester businesses like law firms, accounting firms, and insurance companies that once supported these organizations have also downsized to survive this significant loss of business. In order to survive, many of the law and accounting firms reduced their size locally and grew through regional office expansion in other parts of the state. A second and most important obstacle to growth is Manchester's northerly location. It has been a long slow climb back to a level of equilibrium in this market. While Greater Manchester is stable and the economy is in the longest running period of economic recovery, rents still have not reached the peak 1980's levels in the downtown buildings ($24.75 per square foot) and in Bedford ($20.00 per square foot). Rent is still not at the level developers need it to be to justify new construction. The soft market for downtown space is best exemplified by the recent developments at The Elm and Bridge street site. Even with two large tenants showing serious interest, the developers could not make the development pro forma allow for both a return on investment reflective of the risk element and offer a competitive rent to the tenants. They eventually withdrew from the project and the site stands idle.

Most of the growth in Southern New Hampshire has been from a combination of sources, predominantly the Greater Boston and Route 128 and 495 areas. The other far smaller niche has been companies relocating to Greater Manchester from other distant parts of the country.

With regard to the Massachusetts companies, the additional 20 or 25 miles you must travel north past the Salem or Nashua markets is a concern due to a likely loss of employees in a tight labor market. Throughout New England there is a highly competitive environment for all classifications of employees. Employees are now enjoying high wages and placing a particular emphasis on their quality of life. For this reason any company looking to relocate wishes to diminish, not add to the time spent commuting. Even though it may be a reverse commute with less traffic, the trip to Manchester still translates into more time spent in the car.

With regard to companies relocating from other parts of the country, Manchester's Economic Development representatives will tell you that over the years, New Hampshire has made it to the short list for many National corporate site searches. However, only a handful of tenants such as International Insurance who recently located in The Millyard have selected New Hampshire. Also, the initial entre to the market is usually small to medium in size and therefore would lack the critical mass to act as the catalyst for large building development.

The purpose of this overview is not to negatively critique the tremendous development potential for Hackett Hill, quite to the contrary, popular opinion among developers and brokers alike agrees that Greater Manchester has tremendous growth potential ahead near term. The building blocks of growth such as the Airport expansion, the newly approved Civic Center, Airport access road and many other large infrastructure projects bodes well for growth. However it is important that the development potential be optimistic but at the same time grounded in reality.

## *Project Strengths and Weaknesses*

It is important to define the project's quantitative and qualitative strengths and weaknesses. Doing so early on, as part of the overall marketing plan will allow the project team to understand and anticipate the challenges that lie ahead. It is always best to capitalize on the strengths and minimize the weaknesses by identifying them and developing a strategy on how to handle them. As the development of the project masterplan proceeds, this list is subject to change. Based on what is known to date, we perceive the strengths and weaknesses as a candidate for office park development.

### Hackett Hill Strengths:

(1) **Planned Highway Access:** The proposed State highway exit designed to service this project and the surrounding areas is a major benefit and a critical component towards establishing the Hackett Hill project as a viable corporate address.

(2) **Ownership:** The fact that the City of Manchester owns the site and will act as its developer throughout the development life cycle will be perceived by corporate decision makers as a tremendous benefit. As the developer, the City will be in control over the approval process and will have the latitude to implement performance zoning and pre-approvals, which will minimize or eliminate the development risk compared to many competing sites. Also, the financial advantage of bond financing for completing the infrastructure and the development of the individual building sites will also offer a competitive edge.

(3) **Existing Onsite Infrastructure:** The fact that there is already a certain amount of road and infrastructure improvements in place will help shorten the time to market for this project. The existing road provides for immediate access to enough lots to provide for up to 4000,000 to 600,000 square feet of development. Finding anchor Tenants for the early development phases will help in funding later stages of development.

(4) **Conceptual Master Plan Design:** The master plan layout shows a mix of clustered buildings as well as isolated pockets which should appeal to the various types of large and medium size users which we think should be interested in this type of development.

(5) **Planned Amenities:** The village center component is a key to the project's success. Proximity to ancillary retail services such as restaurants, sandwich shops, dry cleaners, travel, fitness centers and day care are viewed as key essentials to attracting and keeping good employees. Due to the distance from downtown, real estate decision-makers will place a high value on the early development of these resources.

(6) **Nature Preserve:** The proximity to the nature preserve will be a major quality of life benefit to many corporations looking to create positive work environments for their employees. Many of today's most progressive thinking companies view the enhancement of employees' surroundings as a way to increase the productivity of their employees. The availability of nature trails and walking and jogging paths, as well as exercise circuits is highly valued.

(7) **Park Covenants:** A comprehensive set of park covenants will add significantly to the site's value and marketability. These covenants will dictate the physical design and aesthetic appearance of allowable structures as well as the type of allowed uses. This will help protect the city and the individual company's investment and minimize development risk.

(8) **Manchester and it's Infrastructure:** The City of Manchester has made significant progress toward establishing itself as a destination location on a regional and national basis. The notoriety received by national publications as a "Best Place to Live" has been further enhanced by the economic building blocks which include the airport expansion and access road, the Civic Center, highway improvements and projects such as Riverwalk. These elements are key components to a bright future

and will surely benefit the efforts to attract Corporate Tenants to the Hackett Hill project.

(9) **Strengthens Manchester's Tax Base:** The Hackett Hill project is one of the very few remaining opportunities to dramatically increase the overall assessed valuation of the City's tax base. Other components of the tax base have limited potential for expansion, while the Hackett Hill property is currently at zero assessed valuation.

### Hackett Hill Weaknesses:

(1) **Early Stage Entry Risk:** Like it or not, as previously stated, what is viewed by some as a strength can be viewed by others as a weakness. Very few corporations want to be first in a new development. The fact that this is a large new raw land development could be viewed as a risky career move by most corporate decision-makers. They are especially fearful of adversarial protests from conservation groups. Also the fear of future proposed items such as highway access and retail amenities being delayed or not being delivered at all could be devastating to early anchor tenants. That is why the project pro forma should provide economic advantages to anchor tenants.

(2) **Geographic Location:** Even though Manchester has tremendous momentum with many key projects under way and in place it is still further north than many of today's most successful Massachusetts companies are willing to relocate to due to employee retention problems.

(3) **Nature Preserve/Wetlands:** While we feel this will ultimately prove to be a major asset in marketing, early stage development of the project may experience setbacks due to perceived fears regarding development approval and construction delays based on the proximity to a nature preserve and the abundant wetlands at the site. This is why pre-approved development sites are so important.

(4) **Current Access:** The planned highway exit off I-293 is several years away. The existing access will be viewed as unattractive by most corporate real estate decision-makers based on the circuitous approach, traffic capacity and aesthetics. The current access is not conducive to the project's acceptance by Fortune 1000 companies as a corporate address for their growing company.

(5) **Site Development Premiums:** The natural aspects of the project, which, on some levels, will accrue as aesthetic strengths, may present negative economic impacts to the city and to the potential tenants. The changes in the topography and the amount and distribution of wetlands will have a significant negative impact to the economic project proforma based on the costs to mitigate these items. These matters will be unavoidable and ongoing throughout the development cycle of the project.

(6) **Buffer Land:** While the conceptual master plan is deemed optimal for maintaining nature and maximizing development, the amount of buffer area that will be attributed to each developable lot is unusually high. In many instances, less than half of the lot will be developable leaving significant excess buffer land. The cost of ownership, through annual real estate taxes as well as the cost of maintenance for this buffer land will be viewed negatively as an additional site premium by most corporations.

(7) **Building Footprint Design:** The elevation and wetlands issues forced the site design of the proposed building footprints to be on the small to medium side of what most large users consider to be efficient. This means that unless a way to design larger footprints through wetlands mitigation is agreed to, the project will take longer to complete since the owner will be forced to look to numerous smaller users to occupy the park.

(8) **Existing Buildings:** The existing structures completed by UNH will not fit well with the first class office park environment. The existing structures have an institutional look, which will need to be changed.

(9) **Industrial Tenants:** It is called to our attention that the Board of Mayor and Aldermen would like to see manufacturing uses as a part of the development of the park. Most corporate office users view co-tenanting with industrial or manufacturing uses as a negative.

## *Marketing Strategy*

A key component to the successful start and completion of this project will be an aggressive local, regional and national marketing campaign. The goal will be to create awareness of the Hackett Hill Corporate Park Development with corporate

decision-makers and key players in the brokerage community. As previously stated, there is a tremendous amount of competition from other office sites in both New Hampshire and Massachusetts. The following list of recommended marketing activities are part of an ongoing effort to educate the target audience, end users and brokers, about the benefits of this location and the dedication of resources the City of Manchester has committed to make it a user friendly success.

The following list is by no means complete. Other ideas and concepts will be formed and utilized as the project moves from concept to reality. We consider the following to be basic marketing tools, which will capitalize on technology.

| | |
|---|---|
| Project Identity: | Retain marketing/graphic design firm to establish project name and logo. This firm may also bid for the design of all marketing tools, e.g. brochure, CD-ROM<br><br>*Estimate: $5,000* |
| Printed Collateral: | Design brochures based on primary and secondary messages/selling points.<br><br>Stationery and envelopes customized for project<br><br>Include letter from Governor, Mayor of Manchester/Economic Development officials<br><br>*Estimate: For a quantity of 5,000 price is estimated at $20,000 - $40,000 depending on brochure complexity and level of finish.* |
| Website: | Develop project website with renderings, site plans, project description, aerial photos, access maps, etc. The web site should also contain development progress reports and timetables with progress photos.<br><br>Include a link to this website on REDI's website, the internet site for the Regional Economic Development Initiative (Manchester) as well as a link to the State of New Hampshire Economic Development Office's site.<br><br>*Estimate: $15,000 - $20,000* |
| CD-ROM: | Develop a CD-ROM to market the project to tenant companies nationwide. This CD would be mailed along with a brochure to key decision-makers. In addition it |

would be shown by the real estate brokers marketing the project to prospective tenants, and can be used in the on-site marketing suite.

*Estimate: $25,000*

Marketing Center:

Establish marketing suite on site or at an office facility nearby. Center should be climate controlled, furnished with Class A finishes, conference table, telephone, fax, etc.

Marketing Center will display presentation items, which will include site plans, renderings, aerial photographs, models, etc.

*Estimate: TBD*

Public Relations:

Hire PR firm for 1 year minimum contract to launch and maintain publicity for the project. PR firm will work to publicize project to local, regional and national audiences.

*Estimate: $6,000 per month retainer fee*

Advertising:

We have identified the following options for advertising:

- NH National Public Radio and Public Television underwritership
- Local Business Newspapers and Magazines
- Manchester International Airport display
- Airline magazines
- Highway billboards in NH and near MA/NH border
- Hotels which cater to business travellers
- Logan International Airport

*Estimate: TBD*

Signage:

Construct a sign with an electronic message panel on the site.

*Estimate: TBD*

Direct Mail:

Purchase mailing lists for direct mail campaign. Lists may include CEOs, CFOs and COOs of Fortune 1000, and Top Companies in New England/Northeast

Mailing contents will include brochure and CD-ROM.

*Estimate: TBD*

Event Sponsorship:

Contribute to the Park's "Corporate Citizen" image by sponsoring community events. Some thoughts:

- Summer Concerts on the River
- Fourth of July Fireworks
- Seasonal Festivals
- Road Race/Charitable Causes/Fundraisers

Incentives:

Establish incentive programs (e.g.):

- Free hotel/travel/transportation to out-of-town execs touring space – plays up the Airport
- Structure tax/operating expenses or TI incentives for first in-state company to build and first out-of-state company to locate in the park.

*Estimate: Unknown*

Events:

The developer should plan to host separate marketing events on site for both end users and brokers alike. These are usually first class catered events, which allow the invited guests to get an overview of the development opportunities that exist at the park. These events may be focused around milestone events such as the dedication of the park name or the ground breaking for infrastructure improvements or a new building. These events contribute toward creating a sense that the project is real in the minds of the target audience.

*Estimate: Unknown*

## Development Plan

Based on the conceptual plan developed for the property, a logical division of the project into stages of development has been prepared. Generally speaking, the infrastructure for development of the property exists to support the first stages of development. As the project proceeds into later stages, development of access drives and appurtenant utilities will be required. Approximately half of the overall development envisioned by the Master Plan can be accommodated by the existing Hackett Hill Road/Front Street access. After the threshold level of approximately 600,000 SF of new development is reached, improved access to the property must be developed via a new highway access and connector road to Dunbarton Road. At an average 0.2 FAR, this development threshold represents development of approximately 70 acres of buildable property. It should be noted that additional development on Hackett Hill Road such as at the Optima Property adjacent to Countryside Village will use some of this capacity, and should be assessed for a fair share cost of improvements to the Front Street intersection.

The following is a brief description of proposed development Staging. Note that the timing of individual development stages is somewhat dependent on needs of potential users of the property, and is not a linear progression (i.e. Stage IV could be constructed prior to Stage III if a potential purchaser comes into the picture).

### Stage I

Stage I consists of the relocation of the Hackett Hill Road access to the site to provide direct access to the property. The existing Hackett Hill Road alignment will be changed to form a "T" intersection with the newly aligned main road. Also part of Phase I are the proposed improvements to the Front Street/Hackett Hill intersection. These improvements include new lanes to accommodate north bound left turns and south bound right turns, as well as widening to improve lane geometry on the Hackett Hill Road leg of the intersection.

### Stage II

Stage II consists of the improvements required to bring development areas A1, A2, and A3 to market, as well as Area C. Total development area included in this phase is approximately 42 acres.

### Stage III

This phase includes the new drive serving Areas B1 and B2 and the Town Center Marketplace. Total development area provided in this phase is approximately 27 acres.

### Stage IV

This development phase consists of refurbishment of approximately 2000 LF of the existing drive, construction of approximately 350 LF of new road, and construction of the 36.8 acre development Area E. This work includes reconstruction of the storm drainage system and enhanced landscaping along the main roadway.

### Stage V

Phase V consists of approximately 850 LF of roadway extension to service development areas D1 and D2. Work in this phase also includes preparation of the building pads for these development areas, comprising approximately 18.2 acres of buildable area.

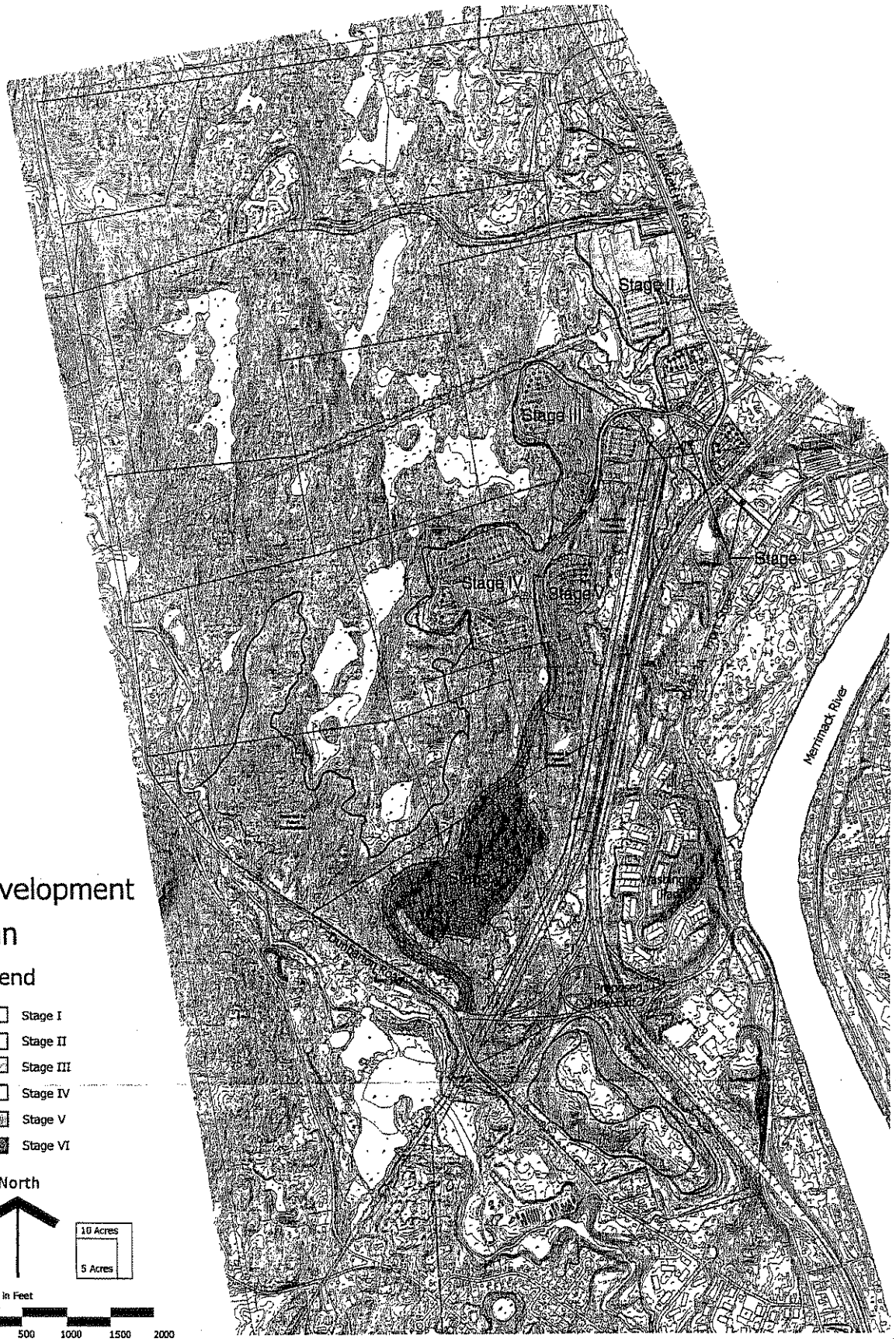
### Stage VI

This phase of development represents the largest single investment in the development program. Once Stage V development is completed, the construction of over 5,000 LF of roadway is required to provide access to Dunbarton Road, and to access the 35.6 acre development Area F. The development cost of the road is disproportionate to the amount of development area made available by the construction of the road. The provision of a second access from Dunbarton Road, and the proposed new highway interchange will be needed to realize the full potential of the more northerly areas of the property, and to proceed with development of properties in excess of the capacity of the existing Hackett Hill Road access.

It should be noted that phasing of development activity is dependent on market conditions and the areas of the property that attract developer attention. In other words, the phasing outlined above represents the work that will be required to bring certain areas of the property to market. Phasing of the development can be modified in order to advance certain areas of the property to meet demand.

# ·HACKETT·HILL·MASTER·PLAN·

## CITY OF MANCHESTER, NEW HAMPSHIRE




## Development Plan

### Legend

- Stage I
- Stage II
- Stage III
- Stage IV
- Stage V
- Stage VI

North

10 Acres

5 Acres

Scale in Feet

0 500 1000 1500 2000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*155 Dow Street, Suite 400, Manchester, NH 03101*
*603/622.5450 FAX 603/622.7908*

*650 Elm Street, Manchester, NH 03105*
*603/669.1854 FAX 603/669.7324*

## lackett Hill Master Plan

'reliminary Development Pro Forma

December 18, 2003

| | Year 1 | Year 2 | Year 3 | Year 4 | Year 5 | Year 6 | Year 7 | Year 8 | Year 9 | Year 10 | Year 11 | Year 12 | Total for 12 Yr. Period |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| liscellaneous Acquisition Cost | $300,000 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $0 | $ 300,000 |
| onstruction Cost | $210,000 | $0 | $2,031,000 | $0 | $0 | $6,773,000 | $0 | $0 | $0 | $0 | $0 | $0 | $ 9,014,000 |
| ncillary Costs | $175,000 | $333,000 | $112,000 | $165,000 | $0 | $1,000,000 | $368,000 | $98,000 | $83,300 | $17,920 | $17,920 | $0 | $ 2,370,140 |
| larketing Cost | $0 | $186,400 | $89,600 | $132,000 | $0 | $0 | $294,400 | $78,400 | $66,640 | $14,336 | $14,336 | $0 | $ 876,112 |
| iterest Cost (5%) | $0 | $39,250 | $0 | $0 | $0 | $0 | $211,950 | $32,499 | $0 | $0 | $0 | $0 | $ 283,698 |
| dministrative Cost | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $100,000 | $0 | $ 1,100,000 |
| lunicipal Operating Cost | $0 | $12,000 | $85,840 | $130,250 | $174,650 | $174,650 | $174,650 | $267,900 | $291,500 | $315,000 | $360,000 | $404,000 | $ 2,390,440 |
| **otal Cost** | **$785,000** | **$670,650** | **$2,418,440** | **$527,250** | **$274,650** | **$8,047,650** | **$1,149,000** | **$576,799** | **$541,440** | **$447,256** | **$492,256** | **$404,000** | **$ 16,334,390** |
| | | | | | | | | | | | | | |
| ales Revenue | $0 | $2,330,000 | $1,120,000 | $1,650,000 | $0 | $0 | $3,680,000 | $980,000 | $833,000 | $179,200 | $179,200 | $0 | $ 10,951,400 |
| otal Assessed Valuation (Cumulative) | $0 | $5,200,000 | $20,620,000 | $23,581,000 | $41,200,000 | $41,200,000 | $41,200,000 | $63,750,000 | $69,560,000 | $75,200,000 | $86,000,000 | $96,750,000 | |
| ax Revenue | $0 | $133,536 | $529,522 | $605,560 | $1,058,016 | $1,058,016 | $1,058,016 | $1,637,100 | $1,786,301 | $1,931,136 | $2,208,480 | $2,484,540 | $ 14,490,222 |
| **otal Revenue** | **$0** | **$2,463,536** | **$1,649,522** | **$2,255,560** | **$1,058,016** | **$1,058,016** | **$4,738,016** | **$2,617,100** | **$2,619,301** | **$2,110,336** | **$2,387,680** | **$2,484,540** | **$ 25,441,622** |
| ash Flow | -$785,000 | $1,792,886 | -$768,918 | $1,728,310 | $783,366 | -$6,989,634 | $3,589,016 | $2,040,301 | $2,077,861 | $1,663,080 | $1,895,424 | $2,080,540 | |
| **et Cost/Benefit (Cumulative)** | **-$785,000** | **$1,007,886** | **$238,968** | **$1,967,278** | **$2,750,644** | **-$4,238,990** | **-$649,974** | **$1,390,327** | **$3,468,188** | **$5,131,268** | **$7,026,692** | **$9,107,232** | |
| **et New Jobs (Cumulative)** | | 930 | 1378 | 2038 | 2038 | 2038 | 3510 | 3902 | 4235 | 4950 | 5600 | 5600 | |
| **et New Payroll (Cumulative)** | | $ 32,550,000 | $ 48,230,000 | $ 71,330,000 | $ 71,330,000 | $ 71,330,000 | $ 122,850,000 | $ 136,570,000 | $ 148,225,000 | $ 173,250,000 | $ 196,000,000 | $ 196,000,000 | |

ssumptions:

) All calculations are in current dollars; the current tax rate of $25.68 was used
) Land Sales will be spread equally (by phase) over the life of the project
) Project duration will be 11 years
) Land sales price will average $100,000/Acre
) Assumed assessed valuation is $60/SF & $100,000/acre land value
) Tax revenue from buildout is realized the year after land sale
) Total tax increment is available for project financing
) 600,000 SF of construction is possible before access to Dunbarton Road is required
) Ancillary costs include MDC Note payable (10% of land sales revenue) & Front Street Improvements in the second year. Year 6 cost includes contribution to new interchange.
0) Timeframe for new Exit 7 work is 7-8 years out from present
1) Municipal Operating Cost is based on $296/1000 SF constructed
2) New Jobs data is based on 4/1000 SF GLA
3) New Payroll data is based on average $35,000/year positions.

VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



| | | | | | | |
|---|---|---|---|---|---|---|
| Project #: | 51027 | Date Prepare | REV. | 12/18/2003 | | |
| Project: | Hackett Hill | Basis for Estimate: | | Hackett Hill Master Plan | | |
| Location: | Manchester, NH | Estimated By: | | CJD | REV. NLS | |
| | COST SUMMARY | Checked By: | | RGL | | |
| | | | | | Total Cost | Money Currently Committed |
| | **ROADWAYS, PARKING AND BUILDING PAD PREP:** | | | | | |
| | STAGE 1 REV. ENTRANCE (New Alignment) | | | | $209,900 | $0 |
| | STAGE 2 - AREAS A & C (parking & building pad prep) | ***REMOVED*** | | | $0 | $0 |
| | STAGE 3 - ROAD - B | | | | $2,031,700 | $0 |
| | STAGE 4 - ROAD - A (Sta. 66+50 to Sta. 70+00) | | | | $967,000 | $0 |
| | STAGE 5 - ROAD - A (Sta. 58+00 to Sta. 66+50) | | | | $1,020,400 | $0 |
| | STAGE 6 - ROAD - A (Sta. 0+00 to Sta. 58+00) | | | | $4,785,200 | $0 |
| | **TOTAL COST - SITE WORK** (Includes Engineering/Contingencies) | | | | **$9,014,200** | **$0** |
| | **ANCILLARY AND RELATED COSTS** | | | | | |
| | Preliminary Studies, Design and Survey | | | | $175,000 | $175,000 |
| | MHRA Administrative Expense Allowance (11 yrs @ $100,000) | | | | $1,100,000 | $0 |
| | Project Marketing and Soft Costs (8% of Projected Sales) | | | | $876,112 | $0 |
| | Front Street Intersection Improvements | | | | $100,000 | $0 |
| | Exit 7 Participation | | | | $1,000,000 | $0 |
| | Manchester Development Corporation Note Payable | | | | $1,095,140 | $760,000 |
| | **TOTAL ANCILLARY AND RELATED COSTS** | | | | **$4,346,252** | **$935,000** |
| | **LAND ACQUISITION COST** | | | | | |
| | Miscellaneous Acquisition | | | | $300,000 | $0 |
| | **TOTAL LAND ACQUISITION COST** | | | | $300,000 | $0 |
| | **COST ADJUSTMENTS** | | | | | |
| | Fire Station Land Allowance | | | | -$200,000 | $0 |
| | **TOTAL COST ADJUSTMENTS** | | | | -$200,000 | $0 |
| | **TOTAL DEVELOPMENT COSTS** | | | | **$13,460,452** | **$935,000** |

Assumptions:

- costs are in current dollars

**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | NLS |
| | STAGE 1 - REV. ENTRANCE (New Alignment sta 0+00-6+00) | Checked By: | |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | | | | | | |
| | Site Preparation | | | | | $5,600 |
| | Earthwork (general) | | | | | $10,930 |
| | Erosion Control | | | | | $2,200 |
| | Storm Drainage | | | | | $51,270 |
| | Sanitary Sewer | | | | | $0 |
| | Electric/Telephone/Cable | | | | | $0 |
| | Gas | | | | | $0 |
| | Water Distribution | | | | | $0 |
| | Paving/Curbing | | | | | $55,904 |
| | Site Structures | | | | | $9,000 |
| | Loam & Seed | | | | | $5,000 |
| | Landscaping | | | | | $35,000 |
| | | | | | | |
| | | | | | | |
| | Subtotal | | | | | $174,904 |
| | | | | | | |
| | Premium Costs | | | | | |
| | | | | | | |
| | Engineering - 10% of Subtotal | | | | | $17,490 |
| | | | | | | |
| | Contigencies - 10% of Subtotal | | | | | $17,490 |
| | | | | | | |
| | Total Cost - Site Work | | | | | $209,900 |
| | | | | | | |
| | | | | | | |

Assumptions:

- earth material on site is good for reuse

VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



Project #: 51027
Project: Hackett Hill
Location: Manchester, NH
STAGE 1 - REV. ENTRANCE (New Alignment sta 0+00-6+00)

Date Prepared: 12/18/2003
Basis for Estimate: Hackett Hill Master Plan
Estimated By: NLS
Checked By:

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | SITE PREPARATION | | | | | $5,600 |
| | Clearing and Grubbing | AC | $5,600 | 1 | $5,600 | |
| | | | | | | |
| | | | | | | |
| | EARTHWORK (GENERAL) | | | | | $10,930 |
| | Common Excavation (Roadway) | CY | $4.60 | 1,550 | $7,130 | |
| | Rock Excavation (Roadway) | CY | $12.00 | 150 | $1,800 | |
| | Load & Haul | CY | $3.00 | 0 | $0 | |
| | Fine Grading (Pavement) | SY | $1.00 | 2,000 | $2,000 | |
| | | | | | | |
| | | | | | | |
| | EROSION CONTROL | | | | | $2,200 |
| | Hay Bales for Barrier | EA | $6.50 | 200 | $1,300 | |
| | Silt Fence Barrier | LF | $2.10 | 400 | $840 | |
| | Catch Basin Sediment Trap | EA | $30.00 | 2 | $60 | |
| | | | | | | |
| | | | | | | |
| | STORM DRAINAGE | | | | | $51,270 |
| | Catch Basins/Manhole - 4' Diameter | EA | $1,500 | 6 | $9,000 | |
| | 24" Reinforced Concrete Pipe | LF | $33.00 | 1,200 | $39,600 | |
| | Frames/Grates/Covers | EA | $445.00 | 6 | $2,670 | |
| | | | | | | |
| | PAVING/CURBING | | | | | $55,904 |
| | Hot Bituminous Pavement, Machine (2.5" Thick) | Ton | $47.80 | 330 | $15,774 | |
| | Crushed Gravel (9" Thick) | CY | $13.50 | 600 | $8,100 | |
| | Bank Run Gravel (12" thick) | CY | $10.35 | 800 | $8,280 | |
| | 4" Reflectorized Line - Painted | LF | $0.10 | 2,400 | $240 | |
| | Traffic Signs | EA | $55.00 | 2 | $110 | |
| | Vertical Granite Curb | LF | $18.00 | 1,300 | $23,400 | |
| | | | | | | |
| | | | | | | |
| | SITE STRUCTURES | | | | | $9,000 |
| | Guardrail | LF | $14.00 | 0 | $0 | |
| | Sidewalk | LF | $15.00 | 600 | $9,000 | |
| | | | | | | |
| | LOAM & SEED | | | | | $5,000 |
| | General (Loam, seeding, mulch, fertilizer, lime) | AC | $5,000 | 1.00 | $5,000 | |
| | | | | | | |
| | | | | | | |
| | LANDSCAPING | | | | | $35,000 |
| | | | | | | |
| | | | | | | |
| | | | | | | |

**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV.NLS |
| | STAGE 3 - Road B (sta 0+00-19+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | | | | | | |
| | Site Preparation | | | | | $117,600 |
| | Earthwork (general) | | | | | $796,456 |
| | Erosion Control | | | | | $6,780 |
| | Storm Drainage | | | | | $188,615 |
| | Sanitary Sewer | | | | | $65,225 |
| | Electric/Telephone/Cable | | | | | $58,000 |
| | Gas | | | | | $39,140 |
| | Water Distribution | | | | | $127,595 |
| | Paving/Curbing | | | | | $174,360 |
| | Site Structures | | | | | $52,300 |
| | Loam & Seed | | | | | $22,000 |
| | Landscaping | | | | | $45,000 |
| | | | | | | |
| | | | | | | |
| | Subtotal | | | | | $1,693,071 |
| | | | | | | |
| | Premium Costs | | | | | |
| | | | | | | |
| | Engineering - 10% of Subtotal | | | | | $169,307.10 |
| | | | | | | |
| | Contigencies - 10% of Subtotal | | | | | $169,307 |
| | | | | | | |
| | Total Cost - Site Work | | | | | $2,031,700 |
| | | | | | | |
| | | | | | | |

Assumptions:

- earth material on site is good for reuse
- existing utilities found in existing Road A are suitable for future use pending testing for verification

VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



Project #: 51027
Project: Hackett Hill
Location: Manchester, NH
STAGE 3 - Road B (sta 0+00-19+00)

Date Prepared: 12/18/2003
Basis for Estimate: Hackett Hill Master Plan
Estimated By: CJD REV.NLS
Checked By: RGL

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | **SITE PREPARATION** | | | | | **$117,600** |
| | Clearing and Grubbing | AC | $5,600.00 | 21 | $117,600 | |
| | | | | | | |
| | | | | | | |
| | **EARTHWORK (GENERAL)** | | | | | **$796,456** |
| | Common Excavation (Roadway) | CY | $4.60 | 10,560 | $48,576 | |
| | Rock Excavation (Roadway) | CY | $12.00 | 21,440 | $257,280 | |
| | Load & Haul | CY | $21.00 | 23,000 | $483,000 | |
| | Fine Grading (Pavement) | SY | $1.00 | 7,600 | $7,600 | |
| | Area B1-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area B1-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | Area B2-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area B2-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | | | | | | |
| | | | | | | |
| | **EROSION CONTROL** | | | | | **$6,780** |
| | Hay Bales for Barrier | EA | $6.50 | 600 | $3,900 | |
| | Silt Fence Barrier | LF | $2.10 | 1,200 | $2,520 | |
| | Catch Basin Sediment Trap | EA | $30.00 | 12 | $360 | |
| | Temporary Building Pad Cover | AC | $1,500.00 | 0 | $0 | |
| | | | | | | |
| | **STORM DRAINAGE** | | | | | **$188,615** |
| | Catch Basins/Manhole - 4' Diameter | EA | $1,500.00 | 15 | $22,500 | |
| | 24" Reinforced Concrete Pipe | LF | $33.00 | 3,800 | $125,400 | |
| | 24" Flared End Section | EA | $2,000.00 | 2 | $4,000 | |
| | 24" RCP Culvert | LF | $50.20 | 200 | $10,040 | |
| | 24" Headwall | EA | $5,000.00 | 4 | $20,000 | |
| | Frames/Grates/Covers | EA | $445.00 | 15 | $6,675 | |
| | | | | | | |
| | | | | | | |
| | **SANITARY SEWER** | | | | | **$65,225** |
| | Sewer Manhole - 4' diameter | EA | $2,000.00 | 9 | $18,000 | |
| | 8" PVC (SDR 35) Sewer Pipe | LF | $25.00 | 1,800 | $45,000 | |
| | Frames/Covers | EA | $445.00 | 5 | $2,225 | |
| | | | | | | |
| | | | | | | |
| | **ELECTRICAL / TELEPHONE / CABLE** | | | | | **$58,000** |
| | Power Stanchion | EA | $1,000.00 | 1 | $1,000 | |
| | 4" PVC Conduit (6 duct bank) | LF | $30.00 | 1,900 | $57,000 | |
| | | | | | | |
| | | | | | | |
| | **GAS** | | | | | **$39,140** |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 1,900 | $38,000 | |
| | 8" Tee Fitting | EA | $285.00 | 4 | $1,140 | |
| | | | | | | |
| | | | | | | |
| | **WATER DISTRIBUTION** | | | | | **$127,595** |
| | Hydrant Assembly - 6" Dia. | EA | $1,500.00 | 4 | $6,000 | |
| | 8" Tee Fitting | EA | $285.00 | 7 | $1,995 | |
| | 8"x8" Tapping Sleeve | EA | $3,000.00 | 1 | $3,000 | |

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**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV.NLS |
| | STAGE 3 - Road B (sta 0+00-19+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | Gate Valves, Incl. Box and Cover | EA | $800.00 | 8 | $6,400 | |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 1,900 | $38,000 | |
| | Capacity Increase Allowance | U | $72,200.00 | 1 | $72,200 | |
| | | | | | | |
| | PAVING/CURBING | | | | | $174,360 |
| | Hot Bituminous Pavement, Machine (2.5" Thick) | Ton | $47.80 | 1,100 | $52,580 | |
| | Crushed Gravel (9" Thick) | CY | $13.50 | 1,900 | $25,650 | |
| | Bank Run Gravel (12" thick) | CY | $10.35 | 2,600 | $26,910 | |
| | 4" Reflectorized Line - Painted | LF | $0.10 | 3,800 | $380 | |
| | Traffic Signs | EA | $55.00 | 8 | $440 | |
| | Vertical Granite Curb | LF | $18.00 | 3,800 | $68,400 | |
| | | | | | | |
| | | | | | | |
| | SITE STRUCTURES | | | | | $52,300 |
| | Guardrail | LF | $14.00 | 1,700 | $23,800 | |
| | Sidewalk (8' Bit.) | LF | $15.00 | 1,900 | $28,500 | |
| | | | | | | |
| | LOAM & SEED | | | | | $22,000 |
| | General (Loam, seeding, mulch, fertilizer, lime) | AC | $5,000.00 | 4.40 | $22,000 | |
| | | | | | | |
| | | | | | | |
| | LANDSCAPING | | | | | $45,000 |
| | | | | | | |

**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 4 - Road A (sta 66+50-70+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | | | | | | |
| | Site Preparation | | | | | $140,000 |
| | Earthwork (general) | | | | | $76,058 |
| | Erosion Control | | | | | $1,770 |
| | Storm Drainage | | | | | $32,880 |
| | Sanitary Sewer | | | | | $13,640 |
| | Electric/Telephone/Cable | | | | | $11,500 |
| | Gas | | | | | $7,285 |
| | Water Distribution | | | | | $22,835 |
| | Paving/Curbing | | | | | $32,310 |
| | Loam & Seed | | | | | $27,500 |
| | Landscaping | | | | | $10,000 |
| | Road A - Existing (Sta 72+00 to 92+00) | | | | | $430,000 |
| | | | | | | |
| | | | | | | |
| | Subtotal | | | | | $805,778 |
| | | | | | | |
| | Premium Costs | | | | | |
| | | | | | | |
| | Engineering - 10% of Subtotal | | | | | $80,578 |
| | | | | | | |
| | Contigencies - 10% of Subtotal | | | | | $80,578 |
| | | | | | | |
| | Total Cost - Site Work | | | | | $967,000 |
| | | | | | | |
| | | | | | | |

Assumptions:

- earth material on site is good for reuse
- existing utilities found in existing roadways and parking lots are suitable for future use pending testing for verification

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VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 4 - Road A (sta 66+50-70+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | **SITE PREPARATION** | | | | | $140,000 |
| | Clearing and Grubbing | AC | $5,600.00 | 25 | $140,000 | |
| | | | | | | |
| | | | | | | |
| | **EARTHWORK (GENERAL)** | | | | | $76,058 |
| | Common Excavation (Roadway) | CY | $4.60 | 1,200 | $5,520 | |
| | Rock Excavation (Roadway) | CY | $12.00 | 2,300 | $27,600 | |
| | Load & Haul | CY | $21.00 | 1,978 | $41,538 | |
| | Fine Grading (Pavement) | SY | $1.00 | 1,400 | $1,400 | |
| | Area E-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area E-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | | | | | | |
| | | | | | | |
| | **EROSION CONTROL** | | | | | $1,770 |
| | Hay Bales for Barrier | EA | $6.50 | 150 | $975 | |
| | Silt Fence Barrier | LF | $2.10 | 350 | $735 | |
| | Catch Basin Sediment Trap | EA | $30.00 | 2 | $60 | |
| | Temporary Building Pad Cover | AC | $1,500.00 | 0 | $0 | |
| | | | | | | |
| | **STORM DRAINAGE** | | | | | $32,880 |
| | Catch Basins/Manhole - 4' Diameter | EA | $1,500.00 | 4 | $6,000 | |
| | 24" Reinforced Concrete Pipe | LF | $33.00 | 700 | $23,100 | |
| | 24" Flared End Section | EA | $2,000.00 | 1 | $2,000 | |
| | Frames/Covers/Grates | EA | $445.00 | 4 | $1,780 | |
| | | | | | | |
| | | | | | | |
| | **SANITARY SEWER** | | | | | $13,640 |
| | Sewer Manhole - 4' diameter | EA | $2,000.00 | 2 | $4,000 | |
| | 8" PVC (SDR 35) Sewer Pipe | LF | $25.00 | 350 | $8,750 | |
| | Frames/Covers | EA | $445.00 | 2 | $890 | |
| | | | | | | |
| | | | | | | |
| | **ELECTRICAL / TELEPHONE / CABLE** | | | | | $11,500 |
| | Power Stanchion | EA | $1,000.00 | 1 | $1,000 | |
| | 4" PVC Conduit (6 duct bank) | LF | $30.00 | 350 | $10,500 | |
| | | | | | | |
| | | | | | | |
| | **GAS** | | | | | $7,285 |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 350 | $7,000 | |
| | 8" Tee Fitting | EA | $285.00 | 1 | $285 | |
| | | | | | | |
| | | | | | | |
| | **WATER DISTRIBUTION** | | | | | $22,835 |
| | Hydrant Assembly - 6" Dia. | EA | $1,500.00 | 1 | $1,500 | |
| | 8" Tee Fitting | EA | $285.00 | 1 | $285 | |
| | 8"x8" Tapping Sleeve | EA | $3,000.00 | 1 | $3,000 | |
| | Gate Valves, Incl. Box and Cover | EA | $800.00 | 2 | $1,600 | |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 350 | $7,000 | |
| | Capacity Increase Allowance | U | $9,450.00 | 1 | $9,450 | |
| | | | | | | |

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VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 4 - Road A (sta 66+50-70+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | PAVING/CURBING | | | | | $32,310 |
| | Hot Bituminous Pavement, Machine (2.5" Thick) | Ton | $47.80 | 200 | $9,560 | |
| | Crushed Gravel (9" Thick) | CY | $13.50 | 350 | $4,725 | |
| | Bank Run Gravel (12" thick) | CY | $10.35 | 500 | $5,175 | |
| | 4" Reflectorized Line - Painted | LF | $0.10 | 1,400 | $140 | |
| | Traffic Signs | EA | $55.00 | 2 | $110 | |
| | Vertical Granite Curb | LF | $18.00 | 700 | $12,600 | |
| | | | | | | |
| | | | | | | |
| | SITE STRUCTURES | | | | | $38,470 |
| | Guardrail | LF | $14.00 | 230 | $3,220 | |
| | Sidewalk (8' Bit.) | LF | $15.00 | 2,350 | $35,250 | |
| | | | | | | |
| | LOAM & SEED | | | | | $27,500 |
| | General (Loam, seeding, mulch, fertilizer, lime) | AC | $5,000.00 | 6 | $27,500 | |
| | | | | | | |
| | | | | | | |
| | LANDSCAPING | | | | | $10,000 |
| | | | | | | |
| | | | | | | |
| | ROAD A (EXIST sta 72+00 TO 92+00) | | | | | $430,000 |
| | Cold Planing Existing Pavement | SY | $5.00 | 6,700 | $33,500 | |
| | Bituminous Concrete Overlay (1.5") | TON | $30.00 | 2,000 | $60,000 | |
| | Storm Drainage | LF | $49.00 | 4,000 | $196,000 | |
| | Electrical | LF | $25.00 | 2,000 | $50,000 | |
| | Landscaping | LS | $50,000.00 | 1 | $50,000 | |
| | Tv Inspection Sewer Lines | LF | $5.00 | 6,000 | $30,000 | |
| | Pressure Testing Water Lines | EA | $2,100.00 | 5 | $10,500 | |
| | | | | | | |
| | | | | | | |

**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 5 - Road A (Sta 58+00-66+50) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | | | | | | |
| | Site Preparation | | | | | $16,800 |
| | Earthwork (general) | | | | | $164,822 |
| | Erosion Control | | | | | $4,565 |
| | Storm Drainage | | | | | $79,790 |
| | Sanitary Sewer | | | | | $31,030 |
| | Electric/Telephone/Cable | | | | | $27,500 |
| | Gas | | | | | $17,570 |
| | Water Distribution | | | | | $352,720 |
| | Paving/Curbing | | | | | $101,415 |
| | Site Structures | | | | | $19,050 |
| | Loam & Seed | | | | | $10,000 |
| | Landscaping | | | | | $25,000 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | Subtotal | | | | | $850,262 |
| | | | | | | |
| | Premium Costs | | | | | |
| | | | | | | |
| | Engineering - 10% of Subtotal | | | | | $85,026 |
| | | | | | | |
| | Contigencies - 10% of Subtotal | | | | | $85,026 |
| | | | | | | |
| | Total Cost - Site Work | | | | | $1,020,400 |
| | | | | | | |
| | | | | | | |

Assumptions:

- earth material on site is good for reuse

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**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



Project #: 51027
Project: Hackett Hill
Location: Manchester, NH
STAGE 5 - Road A (Sta 58+00-66+50)

Date Prepared: 12/18/2003
Basis for Estimate: Hackett Hill Master Plan
Estimated By: CJD REV. NLS
Checked By: RGL

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | **SITE PREPARATION** | | | | | **$16,800** |
| | Clearing and Grubbing | AC | $5,600.00 | 3 | $16,800 | |
| | | | | | | |
| | | | | | | |
| | **EARTHWORK (GENERAL)** | | | | | **$164,822** |
| | Common Excavation (Roadway) | CY | $4.60 | 2,140 | $9,844 | |
| | Rock Excavation (Roadway) | CY | $12.00 | 4,200 | $50,400 | |
| | Load & Haul | CY | $21.00 | 4,818 | $101,178 | |
| | Fine Grading (Pavement) | SY | $1.00 | 3,400 | $3,400 | |
| | Area D1-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area D1-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | Area D2-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area D2-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | | | | | | |
| | | | | | | |
| | **EROSION CONTROL** | | | | | **$4,565** |
| | Hay Bales for Barrier | EA | $6.50 | 400 | $2,600 | |
| | Silt Fence Barrier | LF | $2.10 | 850 | $1,785 | |
| | Catch Basin Sediment Trap | EA | $30.00 | 6 | $180 | |
| | Temporary Building Pad Cover | AC | $1,500.00 | 0 | $0 | |
| | | | | | | |
| | **STORM DRAINAGE** | | | | | **$79,790** |
| | Catch Basins/Manhole - 4' Diameter | EA | $1,500.00 | 6 | $9,000 | |
| | 24" Reinforced Concrete Pipe | LF | $33.00 | 1,700 | $56,100 | |
| | 15" Flared End Section | EA | $2,000.00 | 1 | $2,000 | |
| | 24" RCP Culvert | LF | $50.20 | 100 | $5,020 | |
| | 24" Headwall | EA | $5,000.00 | 1 | $5,000 | |
| | Frames/Grates/Covers | EA | $445.00 | 6 | $2,670 | |
| | | | | | | |
| | | | | | | |
| | **SANITARY SEWER** | | | | | **$31,030** |
| | Sewer Manhole - 4' diameter | EA | $2,000.00 | 4 | $8,000 | |
| | 8" PVC (SDR 35) Sewer Pipe | LF | $25.00 | 850 | $21,250 | |
| | Frames/Covers | EA | $445.00 | 4 | $1,780 | |
| | | | | | | |
| | | | | | | |
| | **ELECTRICAL / TELEPHONE / CABLE** | | | | | **$27,500** |
| | Power Stanchion | EA | $1,000.00 | 2 | $2,000 | |
| | 4" PVC Conduit (6 duct bank) | LF | $30.00 | 850 | $25,500 | |
| | | | | | | |
| | | | | | | |
| | **GAS** | | | | | **$17,570** |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 850 | $17,000 | |
| | 8" Tee Fitting | EA | $285.00 | 2 | $570 | |
| | | | | | | |
| | | | | | | |
| | **WATER DISTRIBUTION** | | | | | **$352,720** |
| | Hydrant Assembly - 6" Dia. | EA | $1,500.00 | 2 | $3,000 | |
| | 8" Tee Fitting | EA | $285.00 | 2 | $570 | |
| | 8"x8" Tapping Sleeve | EA | $3,000.00 | 2 | $6,000 | |

VHB Vanasse Hangen Brustlin, Inc.

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 5 - Road A (Sta 58+00-66+50) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | Gate Valves, Incl. Box and Cover | EA | $800.00 | 4 | $3,200 | |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 850 | $17,000 | |
| | Capacity Increase Allowance | U | $22,950.00 | 1 | $22,950 | |
| | Fire Flow Auxiallary Supply Tank (200,000 Gal.) | U | $300,000.00 | 1 | $300,000 | |
| | | | | | | |
| | PAVING/CURBING | | | | | $101,415 |
| | Hot Bituminous Pavement, Machine (2.5" Thick) | Ton | $47.80 | 500 | $23,900 | |
| | Crushed Gravel (9" Thick) | CY | $13.50 | 850 | $11,475 | |
| | Bank Run Gravel (12" thick) | CY | $10.35 | 3,400 | $35,190 | |
| | 4" Reflectorized Line - Painted | LF | $0.10 | 1,400 | $140 | |
| | Traffic Signs | EA | $55.00 | 2 | $110 | |
| | Vertical Granite Curb | LF | $18.00 | 1,700 | $30,600 | |
| | | | | | | |
| | | | | | | |
| | SITE STRUCTURES | | | | | $19,050 |
| | Guardrail | LF | $14.00 | 450 | $6,300 | |
| | Sidewalk (8' Bit.) | LF | $15.00 | 850 | $12,750 | |
| | | | | | | |
| | LOAM & SEED | | | | | $10,000 |
| | General (Loam, seeding, mulch, fertilizer, lime) | AC | $5,000.00 | 2.00 | $10,000 | |
| | | | | | | |
| | | | | | | |
| | LANDSCAPING | | | | | $25,000 |

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**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 6 - Road A (Sta 0+00-58+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | | | | | | |
| | Site Preparation | | | | | $196,000 |
| | Earthwork (general) | | | | | $1,613,320 |
| | Erosion Control | | | | | $29,570 |
| | Storm Drainage | | | | | $522,720 |
| | Sanitary Sewer | | | | | $215,905 |
| | Electric/Telephone/Cable | | | | | $177,000 |
| | Gas | | | | | $124,550 |
| | Water Distribution | | | | | $318,820 |
| | Paving/Curbing | | | | | $538,110 |
| | Site Structures | | | | | $133,900 |
| | Loam & Seed | | | | | $70,000 |
| | Landscaping | | | | | $150,000 |
| | | | | | | |
| | | | | | | |
| | Subtotal | | | | | $4,089,895 |
| | | | | | | |
| | Premium Costs | | | | | |
| | | | | | | |
| | Engineering - 7% of Subtotal | | | | | $286,292.65 |
| | | | | | | |
| | Contigencies - 10% of Subtotal | | | | | $408,990 |
| | | | | | | |
| | Total Cost - Site Work | | | | | $4,785,200 |
| | | | | | | |
| | | | | | | |

Assumptions:

- earth material on site is good for reuse

DRAFT

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**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 6 - Road A (Sta 0+00-58+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | **SITE PREPARATION** | | | | | **$196,000** |
| | Clearing and Grubbing | AC | $5,600.00 | 35 | $196,000 | |
| | | | | | | |
| | | | | | | |
| | **EARTHWORK (GENERAL)** | | | | | **$1,613,320** |
| | Common Excavation (Roadway) | CY | $4.60 | 46,200 | $212,520 | |
| | Rock Excavation (Roadway) | CY | $12.00 | 93,800 | $1,125,600 | |
| | Load & Haul | CY | $3.00 | 84,000 | $252,000 | |
| | Fine Grading (Pavement) | SY | $1.00 | 23,200 | $23,200 | |
| | Area F-Common Excavation | CY | $4.60 | 0 | $0 | |
| | Area F-Rock Excavation | CY | $12.00 | 0 | $0 | |
| | Area F- Load & Haul | CY | $3.00 | 0 | $0 | |
| | | | | | | |
| | | | | | | |
| | **EROSION CONTROL** | | | | | **$29,570** |
| | Hay Bales for Barrier | EA | $6.50 | 2,500 | $16,250 | |
| | Silt Fence Barrier | LF | $2.10 | 5,800 | $12,180 | |
| | Catch Basin Sediment Trap | EA | $30.00 | 38 | $1,140 | |
| | Temporary Building Pad Cover | AC | $1,500.00 | 0 | $0 | |
| | | | | | | |
| | **STORM DRAINAGE** | | | | | **$522,720** |
| | Catch Basins/Manhole - 4' Diameter | EA | $1,500.00 | 40 | $60,000 | |
| | 24" Reinforced Concrete Pipe | LF | $33.00 | 11,600 | $382,800 | |
| | 15" Flared End Section | EA | $2,000.00 | 6 | $12,000 | |
| | 24" RCP Culvert | LF | $50.20 | 600 | $30,120 | |
| | 24" Headwall | EA | $5,000.00 | 4 | $20,000 | |
| | Frames/Covers/Grates | EA | $445.00 | 40 | $17,800 | |
| | | | | | | |
| | | | | | | |
| | **SANITARY SEWER** | | | | | **$215,905** |
| | Sewer Manhole - 4' diameter | EA | $2,000.00 | 29 | $58,000 | |
| | Frames/Covers | EA | $445.00 | 29 | $12,905 | |
| | 8" PVC (SDR 35) Sewer Pipe | LF | $25.00 | 5,800 | $145,000 | |
| | | | | | | |
| | | | | | | |
| | **ELECTRICAL / TELEPHONE / CABLE** | | | | | **$177,000** |
| | Power Stanchion | EA | $1,000.00 | 3 | $3,000 | |
| | 4" PVC Conduit (6 duct bank) | LF | $30.00 | 5,800 | $174,000 | |
| | | | | | | |
| | | | | | | |
| | **GAS** | | | | | **$124,550** |
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 5,800 | $116,000 | |
| | 8" Tee Fitting | EA | $285.00 | 30 | $8,550 | |
| | | | | | | |
| | | | | | | |
| | **WATER DISTRIBUTION** | | | | | **$318,820** |
| | Hydrant Assembly - 6" Dia. | EA | $1,500.00 | 12 | $18,000 | |
| | 8" Tee Fitting | EA | $285.00 | 12 | $3,420 | |
| | 8"x8" Tapping Sleeve | EA | $3,000.00 | 4 | $12,000 | |
| | Gate Valves, Incl. Box and Cover | EA | $800.00 | 16 | $12,800 | |

**VHB** *Vanasse Hangen Brustlin, Inc.*

# SITE CONSTRUCTION COST ESTIMATE



| | | | |
|---|---|---|---|
| Project #: | 51027 | Date Prepared: | 12/18/2003 |
| Project: | Hackett Hill | Basis for Estimate: | Hackett Hill Master Plan |
| Location: | Manchester, NH | Estimated By: | CJD REV. NLS |
| | STAGE 6 - Road A (Sta 0+00-58+00) | Checked By: | RGL |

| Item No. | Item Description | Units | Unit Cost | Quantity | Cost | Subtotal |
|---|---|---|---|---|---|---|
| | 8" Ductile Iron, Mechanical Joints | LF | $20.00 | 5,800 | $116,000 | |
| | Capacity Increase Allowance | U | $156,600.00 | 1 | $156,600 | |
| | | | | | | |
| | PAVING/CURBING | | | | | $538,110 |
| | Hot Bituminous Pavement, Machine (2.5" Thick) | Ton | $47.80 | 3,500 | $167,300 | |
| | Crushed Gravel (9" Thick) | CY | $13.50 | 5,800 | $78,300 | |
| | Bank Run Gravel (12" thick) | CY | $10.35 | 7,800 | $80,730 | |
| | 4" Reflectorized Line - Painted | LF | $0.10 | 23,200 | $2,320 | |
| | Traffic Signs | EA | $55.00 | 12 | $660 | |
| | Vertical Granite Curb | LF | $18.00 | 11,600 | $208,800 | |
| | | | | | | |
| | | | | | | |
| | SITE STRUCTURES | | | | | $133,900 |
| | Guardrail | LF | $14.00 | 3,350 | $46,900 | |
| | Sidewalk (8' Bit.) | LF | $15.00 | 5,800 | $87,000 | |
| | | | | | | |
| | LOAM & SEED | | | | | $70,000 |
| | General (Loam, seeding, mulch, fertilizer, lime) | AC | $5,000.00 | 14.00 | $70,000 | |
| | | | | | | |
| | | | | | | |
| | LOAM & SEED | | | | | $150,000 |

P

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

The Committee on Lands and Buildings respectfully advises, after due and careful consideration, that it has requested the Manchester Housing and Redevelopment Authority to appear before the Board of Mayor and Aldermen on December 7 to provide a recommendation relative to the French Hall property.

Respectfully submitted,

Clerk of Committee

# PRESENTATION - CITY CLERK POSITION

By Christine Martinsen, H.R. Analyst

December, 2004

- In September, I was given a request which was submitted by Carol Johnson to analyze the positions in the City Clerk's Office to determine if positions were transferred from Ordinance Violations and the Traffic Department to the City Clerk's Office, whether or not any of the positions would be impacted by streamlining services.

- In order to analyze the positions correctly, I requested that Ms. Johnson provide me with the current duties and responsibilities of the positions as well as the proposed duties and responsibilities if the streamlining of services were to take effect.

- Upon reviewing the various class specifications, the point factor assignments and the organizational structure within the City Clerk's Office as well as other Departments, it was apparent that the point factor assignment for the City Clerk position under Supervision Exercised is under evaluated ~~dating back to 1999~~.

- The City Clerk position was receiving points that would have been appropriate if that position were only responsible for one small organizational unit with only a small number of employees.

- The City Clerk position was assigned 35 points for this factor when in fact it should have been assigned at least 40 points.

- The current point assignments for the City Clerk position is 800.

- By correcting the point assignments, the total points for the City Clerk position should be a minimum of 805 rather than the current 800.

- Correcting the point assignments for the City Clerk position would result in 805 points which is a salary grade 27.

- If the proposed streamlining were to be approved, this would not impact on the point assignments for the City Clerk's position if the original points are corrected.

- **If the proposed streamlining were to be approved, this would not impact on any other positions in the City Clerk's Office.**

- **There are no other department head positions that are one point short of a higher salary grade.**

- **Other positions that have been analyzed and it has been determined that the 1999 point assignments were incorrect are:**

| | |
|---|---|
| **Youth Services Director** | **From salary grade 26 to 23** |
| **Assessor – Chair** | **From salary grade 26 to 25** |
| **Economic Dev Dir** | **From salary grade 26 to 28** |
| **Ordinance Violations Sup** | **From salary grade 17 to 15** |
| **Ass't to the Assessors** | **From salary grade 17 to 16** |

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# CITY OF MANCHESTER

## Office of the City Clerk

Leo R. Bernier
City Clerk

Carol A. Johnson
Deputy City Clerk

Paula L-Kang
Deputy Clerk
Administrative Services

Matthew Normand
Deputy Clerk
Licensing & Facilities

Patricia Piecuch
Deputy Clerk
Financial Administration

Memo To: Board of Mayor and Aldermen

From: Armand Forest
Alderman – Ward 12

Date: November 16, 2004

Re: City Clerk Position

The Human Resources Committee was recently informed that the salary grade of the City Clerk was miscalculated in 1999. There was no action taken for which to file a report.

I am advising the Board that of my request that Christine Martinsen of the Human Resources Department make a presentation to the full Board at the December 7 meeting of the Board regarding this matter.

IN BOARD OF MAYOR & ALDERMEN

DATE: November 16, 2004

ON MOTION OF ALD. Forest

SECONDED BY ALD. Roy

VOTED TO Request that Christine Martinsen of Human Resources make a presentation to the full Board on Dec. 7, 2004.

CITY CLERK

12

One City Hall Plaza, Manchester, NH 03101 Phone (603) 624-6455 Fax (603) 624-6481
www.ManchesterNH.gov

IN BOARD OF MAYOR & ALDERMEN

DATE: November 16, 2004

ON MOTION OF ALD. Garrity

SECONDED BY ALD. DeVries

VOTED TO table.

CITY CLERK

# 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 pursuant to RSA 232:22a Hillcrest Avenue be reclassified from a Class VI to a Class IV highway contingent upon a design plan of improvements acceptable to the Highway Department submitted by a licensed NH engineer, and a bond for the cost of construction presented in the design plan that is acceptable to the Highway Department, being received by the Highway Department.

Such reclassification to become effective upon certification by the Public Works Director to the City Clerk that such items have been received and are acceptable to the Highway Department.

Respectfully submitted,

Clerk of Committee

13

**City of Manchester**
**Department of Highways**

227 Maple Street
Manchester, New Hampshire 03103-5596
(603) 624-6444 Fax # (603) 624-6487

**Commission**
Edward J. Beleski
- Chairman
Henry R. Bourgeois
William F. Kelley
Michael W. Lowry
William A. Varkas

Frank C. Thomas, P.E.
Public Works Director

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

RECEIVED
MANCHESTER CITY CLERK
'04 SEP 20 P1:11

September 16, 2004

Paula LeBlond-Kang
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: Hillcrest Avenue alteration

Paula:

We have reviewed the petition for alteration from class VI to a class IV of the portion of Hillcrest Avenue. The Highway Department supports the petition conditional that the street be improved to the City street standards.

In order for the street to be improved a design plan of the improvements must be submitted by a licensed New Hampshire engineer for review by the Highway Department. Waivers for improvements that do not meet our standards may be requested of the Director of Public Works.

If you have any questions please contact me at the Highway Department at telephone number 624-6444 extension 301.

Sincerely,

Frank Thomas

Frank A. Thomas, P.E.

Director of Public Woks

Cc: File

Attorney Andrew Sullivan

13

## *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 alteration of a class VI street to a class IV street.**

The undersigned, Tony Roxo, owner of Tax Map 532, Lots 32 and 33 (which abut Hillcrest Avenue), by and through his agent, Atty. Andrew H. Sullivan, respectfully represents that for the accommodation of the public, there is occasion for altering a portion of a certain highway known as Hillcrest Avenue in Manchester, New Hampshire as shown on Plan entitled: "Elmhurst" dated April 1909 and prepared by Frank A. Gay, C.E., recorded in HCRD as Plan No. 408. The lay out of the entire length of Hillcrest Avenue was on June 27, 1910 as recorded in Book 9, Page 107 of the records of the Highways, Streets and Bridges of the City Clerk of the City of Manchester.

**DESCRIPTION OF PORTION OF ROAD FOR WHICH ALTERATION IS PETITIONED:**

**Beginning at the current westerly terminus of the Class IV section of Hillcrest Avenue and extending to a point 34' east of the easterly right of way line of South Elm Street, measured at the centerline of Hillcrest Avenue. This altered section of Hillcrest Avenue is to be 50' wide.**

NOW THEREFORE, the undersigned hereby respectfully requests you to alter the above-described section of Hillcrest Avenue so that henceforth it shall be a Class IV Road.

Dated at the City of Manchester, New Hampshire this September 15, 2004.

TONY ROXO

By: Andrew H. Sullivan
Name: Andrew H. Sullivan, Esq.
Title: Attorney/Agent for Tony Roxo

Cc: Tony Roxo
J. Wichert
M. Miccio

13

C:\Documents and Settings\Andrew Sullivan\My Documents\Petition to City and Mayor.doc

IN BOARD OF MAYOR & ALDERMEN

DATE: November 16, 2004

ON MOTION OF ALD. Guinta

SECONDED BY ALD. Forest

VOTED TO table.

CITY CLERK

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

The Committee on Traffic/Public Safety respectfully recommends, after due and careful consideration, that Ordinance:

> "Amending Section 70.57(A) Parking Rates of the Code of Ordinances of the City of Manchester by increasing the monthly parking garage rates."

providing for increase of parking garage rates from $65.00 monthly to $70.00 monthly, as enclosed herein, be adopted with an effective date of January 1, 2005.

Respectfully submitted,

Clerk of Committee

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# City of Manchester
# New Hampshire

*In the year Two Thousand and* Four

## AN ORDINANCE

"Amending Section 70.57(A) Parking Rates of the Code of Ordinances of the City of Manchester by increasing the monthly parking garage rates."

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

I. Amending Section 70.57 (A) (2) Parking Rates by removing language ~~struck through~~ and replacing same with language ***bolded and italicized*** as follows:

(A) Parking garage rates:

(2) Monthly rate ~~$65.00~~ ***$70.00*** from 6:00 a.m. to 7:00 p.m. Monday through Friday excluding holidays: Center of NH Garage, Victory Garage, Fleet Bank Garage, Wall Street Garage

II. This Ordinance shall take effect January 1, 2005.

14