AGENDA

BOARD OF MAYOR AND ALDERMEN

January 17, 2006 **7:30 PM**
Aldermanic Chambers
City Hall (3rd Floor)

1. Mayor Guinta calls the meeting to order.

2. The Clerk calls the roll.

3. Presentation of Arts Award to Mr. Doug McIninch.

4. Presentation of the Parks, Recreation and Cemeteries Master Plan by Peter J. Smith and Company Consultants.
(Note: Master Plan Update available for viewing in the Office of the City Clerk and forwarded under separate cover to Mayor and Aldermen.)

CONSENT AGENDA

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

Approved under the supervision of the Department of Highways

A. PSNH Pole Petition #11-1097 located on South Gray Street;
PSNH Pole Petition #11-1098 located on Chenette Avenue;
PSNH Pole Petition #11-1099 located on Hayward Street; and
Verizon Pole Petition #9AAXZC located on W. River Road.

Informational – to be Received and Filed

B. Communication from Virginia Lamberton, Human Resources Director, advising of the receipt of funds in the amount of $105,271 from Anthem Blue Cross Blue Shield of NH for the prescription drug rebate.

C. Communication from Kevin Buckley, Independent City Auditor, advising of the status of the RFP process to select an external auditor for the next five years.

D. Minutes of a meeting of the Mayor's Utility Coordinating Committee held on December 21, 2005.

E. Minutes of a meeting of the MTA Commission held on November 29, 2005 and the Financial and Ridership Reports for the month of November 2005.

F. Communication from the NH Department of Revenue Administration submitting the City's 2006 Statewide Enhanced Education Tax assessment in the amount of $23,431,979.
(Note: copies forwarded to Board of Assessors and Tax Collector.)

G. Communication from U. S. Senator John Sununu relative to SB1504, Broadband Investment and Consumer Choice Act.

H. Communications from Comcast advising of accomplishments achieved in 2005 and notifying the City of some pricing changes that will go into effect for certain services beginning February 2006.

Informational Only – referred to Committee on Lands and Buildings

I. Communication from Diane Prew, Director of Information Services, advising of recent flooding at the offices of the Information Systems Department.

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

6. Nominations to be presented by Mayor Guinta, if available.

7. Mayor Guinta advises that a motion is in order to recess the regular meeting to allow the Committee on Finance to meet.

8. Mayor Guinta calls the meeting back to order.

OTHER BUSINESS

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

10. Report of the Committee on Administration/Information Systems recommending that Gill Stadium be taken out of the Enterprise system in FY2006.
(Note: Board voted on May 3, 2005 this item be referred to the next BMA initiating office in 2006 recommending that Gill Stadium be considered a top priority in being moved out of the enterprise system.)
Ladies and Gentlemen, what is your pleasure?

11. Presentation of appointments to Special Committees to be submitted by Alderman Lopez as Chairman of the Board.

12. Notice of reconsideration given by Alderman Gatsas on motion to amend a motion to adopt the same rules as the previous Board by replacing the following proposed language for Rule 16A:

> Ordinances providing for changes in class specifications, establishing positions, reclassifications and new class specifications, shall be reviewed by the Committee on Human Resources. Upon approval by the Committee, the City Clerk shall submit such ordinances to the Board of Mayor and Aldermen where the question shall be on passing same to be Ordained without referral to the committee or any other action by the Board.

(Motion to amend failed with Aldermen Roy, Long, Osborne, O'Neil, Lopez, Shea, DeVries, Smith, Thibault and Forest voting nay, and Aldermen Gatsas, Duval, Pinard and Garrity voting yea.)
Note: Should Alderman Gatsas or any member having voted with the majority (in the negative) so desire, a motion is in order to reconsider.
Ladies and Gentlemen, what is your pleasure?

13. Communication from Joanne Shaffer, Second Deputy Finance Officer/ Treasury Manager, seeking authorization to expend an additional $6,000 from the EPD Replacement Account for the replacement of a 10,000 gallon storage tank due to bids coming in higher than originally estimated at $36,000.
Ladies and Gentlemen, what is your pleasure?

14. Communication from Kevin Sheppard, Deputy Public Works Director, advising that the performance bond provision in Section 18 of a contract with Corcoran Environmental Services requires changes, and requesting the Board approve revised language to that section requiring Five Million Dollars in performance bond(s) for the life of the agreement subject to adjustment to 1½ times the fee paid by the City for pickup of recyclable materials and yard waste with cost of living adjustments upon completion of the Materials Recovery Facility.
Ladies and Gentlemen, what is your pleasure?

15. Communication from Chuck DePrima, Deputy Director of Parks, Recreation and Cemetery Department, seeking authorization for the Mayor to execute a PSNH utility easement located at Electric Street crossing the former North Weare Branch of the B&M and the Piscataquog River.
If the Board so desires, a motion is in order to authorize the Mayor to execute such easement, subject to the review and approval of the City Solicitor and the Department of Public Works.

16. Communication from William Sanders, Chief Finance Officer, Manchester School District, advising that the Board of School Committee at a meeting held on December 12, 2005 adopted a resolution returning the Ash Street School facility to the City of Manchester.
If the Board so desires, a motion is in order to accept and refer to the Committee on Lands and Buildings.

17. Warrant to be committed to the Tax Collector for collection under the Hand and Seal of the Board of Mayor and Aldermen for the collection of sewer charges.
(Note: Clerk to present amount at meeting.)
Ladies and Gentlemen, what is your pleasure?

TABLED ITEM

A motion is in order to remove the following item from the table for discussion.

18. Communication from Gerard Fleury, Executive Director of the Manchester Employee's Contributory Retirement System, advising that the System is seeking sponsorship in the NH Senate for three pieces of legislation in the 2006 session.
(Tabled 11/15/2005 pending further discussion by the Retirement Board of Trustees.)

19. NEW BUSINESS

a) Communications
b) Aldermen

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

4

CITY OF MANCHESTER
Parks, Recreation & Cemetery Department

625 Mammoth Road
Manchester, NH 03104-5491
(603) 624-6565 Administrative Office
(603) 624-6514 Cemetery Division
(603) 624-6569 Fax

COMMISSION

Stephen Johnson, Chairman
Sandra Lambert, Clerk
George "Butch" Joseph
Michael Worsley
Dennis Smith
Ronald Ludwig, Director

January 5, 2006

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

Re: PR&C Master Plan

Dear Leo,

Our consultant, Peter J. Smith and Co. Inc. has recently completed a Master Plan study for the department. The final portion of the agreement with them requires a presentation be made by them to the BMA.them. They are coming in from Buffalo, NY and would like to do the presentation at the next BMA meeting scheduled for January 17, 2006. Would it be possible to put them on the agenda for that evening? It would also be greatly appreciated if their presentation took place as early as possible given they will be driving back to Buffalo, NY the same evening. I have requested they use 20 minutes as a guideline for the length of their presentation with questions and whatever other BMA action may follow.

Thanking you in advance for your consideration in this matter.

Sincerely,

Ronald E. Ludwig

RECEIVED
JAN 6 2006
CITY CLERK'S OFFICE

11-1097
CITY

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

December 20, 2005

To the Hon. Board of Mayor and Aldermen
of the City of Manchester, New Hampshire:

PUBLIC SERVICE OF NEW HAMPSHIRE
&
VERIZON NEW ENGLAND, INC.

request a license to install and maintain underground conduits, cables and wires and to erect 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, across, and under the following public ways:

License one (1) new pole, 1105/07-1 located on South Gray Street in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE and VERIZON NEW ENGLAND".

Plan No. 11-1097
Dated: March 30, 2005

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: ENormand
Erin Normand, Distribution Projects

VERIZON NEW ENGLAND, INC.

BY: Glenn Mills
Glenn Mills, Right of Way Department

A

11-1098
TOWN

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

December 20, 2005

To the Hon. Board of Mayor and Aldermen
of the City of Manchester, New Hampshire:

PUBLIC SERVICE OF NEW HAMPSHIRE

request a license to install and maintain underground conduits, cables and wires and to erect 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, across, and under the following public ways:

License one (1) replacement pole, 504/2, located on Chenette Ave in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE".

Plan No. 11-1098
Dated: December 12, 2005

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: E Normand
Erin Normand, Distribution Projects

11-1099
CITY

A

CITY OF MANCHESTER, NH
PETITION FOR POLE LOCATION LICENSE

POLE LOCATION
FORM NO. 1

December 20, 2005

To the Hon. Board of Mayor and Aldermen
of the City of Manchester, New Hampshire:

PUBLIC SERVICE OF NEW HAMPSHIRE

request a license to install and maintain underground conduits, cables and wires and to erect 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, across, and under the following public ways:

License one (1) replacement pole, 64/18-1, located on Hayward Street in the City of Manchester.

Wherefore we pray, that we be granted a license to install and maintain underground conduits, cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with sustaining, strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked "POLE LOCATION PLAN, PUBLIC SERVICE OF NEW HAMPSHIRE".

Plan No. 11-1099
Dated: December 16, 2005

PUBLIC SERVICE OF NEW HAMPSHIRE

BY: E Normand
Erin Normand, Distribution Projects

A

Tel

9AAXZC
POLE LOCATION
FORM NO. 1

December 12, 2005

In The Board of Mayor and Alderman
of the City of Manchester, New Hampshire:

VERIZON NEW ENGLAND INC
&
PUBLIC SERVICE OF NEW HAMPSHIRE

requests a license to install and maintain underground conduits, cables and wires and to erect 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, across and under the following public ways:

The placing and licensing of 1 new pole (629/116Y) on W. River Road, in the City of Manchester, New Hampshire, as per attached.

cables and wires and to erect and maintain poles and structures with wires, cables, conduits and devices thereon together with such strengthening and protecting fixtures as may be necessary, said underground conduits, poles and structures to be installed approximately in accordance with the plan filed herewith marked Verizon New England Inc. and Public Service of New Hampshire.

No: 9AAXZC
Dated: November 3, 2005
Verizon New England, Inc.

By: _____
Right-of-Way Department

Public Service of New Hampshire
By: _____
Right-of-Way Department

B

CITY OF MANCHESTER

Human Resources Department

One City Hall Plaza
Manchester, New Hampshire 03101-4000
Tel: (603) 624-6543 (V/TTY) • Fax: (603) 628-6065

January 5, 2006

Mayor Frank Guinta and the Board of Aldermen
City of Manchester
One City Hall Plaza
Manchester, New Hampshire 03101

Dear Mayor Guinta and the Board of Aldermen:

I am very pleased to present you with a check for $105,271 from Anthem Blue Cross Blue Shield of New Hampshire for the prescription drug rebate that we negotiated into our current agreement with Anthem.

Rebates are traditionally provided by manufacturers when their products are given preferential placement on a formulary. Anthem Prescription Management, LLC, the pharmacy benefits management company for Anthem, contracts with pharmaceutical manufacturers for rebates. Rebates are part of the equation used to help determine a medication's cost effectiveness. The financial analysis used to determine the economic value of a medication is secondary to the medications clinical value as determined by the Clinical Review Sub-Committee of the Anthem Pharmacy and Therapeutics Committee. This process was put into place several years ago in order to help ensure that the Anthem National Formulary contains medications based upon their clinical quality first. This philosophy helps ensure customers a high quality benefit.

During our last RFP process for health insurance, our consultants, Group Benefit Strategies, advised me to put a mandatory requirement for rebates in the our proposal. Anthem and other bidders were told that unless they gave the City the rebates, we would not contract with them. After intense negotiations, Anthem finally agreed to give the City the rebates from the drug manufacturers. Thus, we have received this $105,271 check for the health plan year July, 2004 to June , 2005.

If you have any questions regarding the rebate, I will be happy to answer them.

Respectfully,

Virginia A Lamberton

Virginia A. Lamberton
Human Resources Director

Attachment

RECEIVED
JAN 6 2006
CITY CLERK'S OFFICE

B

ANTHEM BLUE CROSS BLUE SHIELD OF NH
3000 Goffs Falls Road
MANCHESTER NH 03111-0001

PNC BANK, N.A.
JEANNETTE, PA 15644

No. 41067715

60-162/433

DATE: 12/29/2005

PAY One Hundred Five Thousand Two Hundred Seventy-One & no/100 Dollars $***105,271.00

TO THE ORDER OF CITY OF MANCHESTER NH
1 CITY HALL PLAZA
ATTN: JANE LEPERLE
MANCHESTER NH 03101-2084

D. C. Cly

[redacted]

Detach Check at Perforation Before Depositing

ANTHEM HEALTH PLANS OF NH, INC.
An independent licensee of the Blue Cross and Blue Shield Association.
Inquiries Please Call 513/475-1327

Vendor
0000015837 CITY OF MANCHESTER NH

Check Date 12/29/2005

Check No. 41067715

INVOICE DT	INVOICE #	ANTHEM ID	COMMENT	GROSS AMOUNT	DISCOUNT TAKEN	PAID AMOUNT
12/21/2005	7/1/04-6/30/05-S	02196519		$ 105,271.00		$ 105,271.00
			Totals	$ 105,271.00		$ 105,271.00

RECEIVED
JAN 03 2006

City of Manchester
Office of the Independent Auditor

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Phone: (603) 624-6523
Fax: (603) 624-6528

January 12, 2006

Mayor Frank C. Guinta
One City Hall Plaza
Manchester, NH 03101

Dear Mayor Guinta,

This letter is to inform you of the status of the RFP process the City is currently undergoing to select an external auditor for the next five years. Every five years The City of Manchester seeks bids on the annual audit of the City's financial statements. The contract is a five-year fixed cost contract.

The RFP was released on 12/9/2005 to 20 firms who were seeking government work in the State of NH. In addition an ad was placed for two weeks in the Manchester Union Leader. Several firms responded to the request but only two firms sent representatives to the pre-proposal conference. The two firms responding were the current auditors McGladrey and Pullen of New Haven Connecticut and Urbach, Hacker and Young (UHY) out of their Boston Massachusetts Office.

Proposals are due on January 27, 2006 with a contract awarded in February. Proposals will be evaluated by representatives from the Office of the Independent Auditor, the Finance Department, Aviation and a member from the State of New Hampshire Office of the Legislative Budget Assistant's Office.

Respectfully Submitted,

Kevin Buckley

Kevin M. Buckley CPA
Independent City Auditor

D

MAYOR'S UTILITY COORDINATING COMMITTEE

December 21, 2005

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 10:05 AM.

MANCHESTER HOUSING & REDEVELOPMENT

Ward

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

#12 French Hall – Selected J.P. Sercel Assoc. (Lazer design/production firm)to develop plan for occupancy in May '06. Should close on property in January 2006.

#12 Hackett Hill – Wetlands survey and permitting process has been initiated by Oest Engineering. Evaluation of existing infrastructure underway.

#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. North Branch Construction is building and hope to open in late November. Will open as soon as water pressure problem is resolved.

#11 Brown School – Architect has completed design development drawings so that funding application can be made in February 2006.

#3 Jac-Pac – Continuing to look for interim use proposals. CMC will lease 350 parking spaces for 18 months during construction of garage/office building. Should begin in March or April '06.

Ward

D

STATE PROJECTS

#6 Candia Road [Bypass 28-I-93] - NH Department of Transportation has developed ROW plans. A two-year construction period is expected. R.S. Audley has begun work constructing drainage and dry sewer. Project is shut down for winter.

#11 Granite St./F.E. Everett Trnpk Imprv. - Work on the NHDOT "B" contract is almost complete. This includes relocation of the existing interceptor sewer, the relocation of Allard Drive and construction of a new sound wall between the southbound on-ramp and Turner Street.

The NHDOT "C" contract bids were opened on June 28th 2005. Middlesex Corp. of Mass. was low bidder at $28,687,750 which includes the City's work on Granite Street between Main St. and the river plus turnpike work. The Everett Turnpike abutment work is underway.

The City's Granite St. Bridge Contract (west abutment to Commercial Street) was awarded to E.D. Swett, the low bidder at $11.7 million. The remainder of the City's Granite Street work (Commercial St. to Elm St.) will be bid in May 2006.

#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 in 2006. The project will be split into multiple contracts and construction is expected to be complete in 2009.

PLANNING/BUILDING

SUBDIVISIONS

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

#8 Bryant Road - Approved for both condos (56) and single family housing (34). Construction well underway.

#12 Woodland Pond - 77 lot subdivision for single-family homes approved with roads off Countryside Bldvd. Work has begun in Phase 3.

#1 McLane Lane - Seven unit planned development approved by Planning Board east end of existing road.

#6 Grand View Estates - Argeriou property – 15 homes proposed on an extension of Lindstrom Lane.

Ward

#2 Sky Meadow Way - 4 unit planned development approved off Currier Drive.

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

SITE PLANS

#3 Chinburg - Multiple residential townhouses are under construction with two highrise towers to follow just south of Fisher Cats Stadium. Hoping to begin occupancy soon.

#9 Brown Ave. - The "Quik Kava" Coffee Shop is being converted to a "Dunkin' Donuts double drive-thru.

#5 310 Wilson St. - Shopping center rehab. – 73,000 SF, new overall 171,000 S.F. Retail building "B" occupied. "Stop n' Shop" open. "Vista" is demolished.

#2 166 LaGrange Ave. - Islamic Society Mosque foundation permit issued from Building Department.

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

#12 17 Riverfront Dr. - One 5-unit condo and one 4-unit condo approved. Work has resumed.

#3 795 Elm St. - Rehabilitation underway, at Merrimack Street. PSNH needs to upgrade service to building, must dig in N. Merrimack St. May take place early next year.

#12 Front St./Hackett Hill Road - 52 Unit, six building condos. Utilities in off Hackett Hill Rd. Foundations are installed.

#6 25 Lakeside Dr. - Dunkin' Donuts proposal has approval from Planning Board.

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

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

#2 747 Mammoth Rd. - ***Proposal for 6 unit apartments under review by Building Department.***

#12 3 Country Club Dr. - New eighteen unit apartment building almost complete.

D

Ward

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

#5 661 Bell St. - Combination of handicap access apartments & townhouses approved by Planning Board.

#9 915 S.Mammoth Rd. - Three self-storage units has Planning Board approval.

#7 Maple/Silver Sts. - Mill proposal to convert to housing approved by Planning Board.

#3 25 Line Dr. - Hilton Hotel "Garden View" 156 room hotel under construction. Opening April 2006.

#6 Cohas Brook Estates - "Marathon Way" 31 unit planned development. Work is well underway, some occupancies granted.

#2 978 Mammoth Rd. - Eight unit planned development approved.

#11 CMC - Proposal for new medical office building, parking garage and walkway over McGregor St. work expected to begin Spring 2006.

#6 1070 Holt Ave. - Industrial building. Work is underway.

#12 The Neighborhood @ Woodland Pond - 487 Units proposed on 110 acres bordering Gofftown and Hooksett at Hackett Hill.

Water Works Projects

Cleaning & Lining Project

a) Coolidge Ave. – Dexter to Cartier St.	*2,330 L.F. of 8"*
b) Kelley St. – Alsace St. to Notre Dame Ave.	*2,150 L.F. of 6"*
c) Hevey St. – Coolidge Ave. to Bremer St.	*1,310 L.F. of 6"*
d) Rimmon St. – Coolidge Ave. to Bremer St.	*1,170 L.F. of 6",12"*
e) Granite St. – Allard Dr. to Main St.	*900 L.F. of 10"*
f) Montgomery St. – Mason St. to Bremer St.	*800 L.F. of 6"*
g) Dubuque St. – Bremer St. to Kelley St.	*600 L.F. of 6"*
h) Cartier St. – Coolidge Ave. to Kelley St.	*430 L.F. of 6"*
i) Dexter St. – Montgomery St. to Coolidge Ave.	*180 L.F. of 8"*

D

Ward

Water Main Relays

A) W. Hillcrest – Brown Ave. easterly	*860 L.F. of 6"*
B) Spruce St. – Lincoln St. to Wilson St.	*700 L.F. of 6"*
C) Cooper St. – Donald St. southerly	*380 L.F. of 6"*
D) Belair St. – Brown Ave. westerly	*310 L.F. of 6"*
E) Quirin St. – Rimmon St. easterly	*270 L.F. of 6"*
F) Reed St. – Kelley St. northerly	*250 L.F. of 6"*
G) Cushing St. – Candia Rd. southerly	*160 L.F. of 6"*
H) Cotter Ct. -	*200 L.F. of 1.5"*
I) Montcalm St. – Dionne Dr. easterly	*150 L.F. of 2"*
J) Reed St. – Bremer St. southerly	*100 L.F. of 2"*
K) Farmer Ln. – Candia Rd. northerly	*150 L.F. of 6"*
L) Platts Ave. – Candia Rd. southerly	*300 L.F. of 6"*
M) Lavista St. – Laxson Ave. to Parkview St.	*430 L.F. of 8"*

PARKS & RECREATION PROJECTS

P&R PROJECTS - FY'04

#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 done. Work has begun by Jewett Construction.

Other Grant & Planning Projects (FY 2004)

#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. Designed by VHB. On "hold" pending property access.

#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, design 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. Berger Engineers have been chosen as design consultants. Bids were received with G.W.Tatro low bidder @ $833,000. Work is underway.

Ward

D

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. Work should be complete in October. Cemetery Brook relocation prep work begun.

#9 Precourt Trail - Precourt Trail to connect to South Manchester Rail Trail.

HIGHWAY DEPARTMENT PROJECTS

Construction Projects

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

#10 CSO-5 - So. Main North $4.5 million dollar project almost complete.

#11/12 CSO-6 - Work is underway at Second and Schiller Streets. Work to commence on Kelley, Bremer and Mason Streets. Low bidder R.D. Edmunds of Franklin, NH.

#6/8 S.Mammoth Rd. Sewer, Phase 3 - Pumping Station and sewers. Low bidder was R.D. Edmunds @ $1.3 million. Work is well underway.

#4 Ohio Avenue - Reconstruction underway from Hanover Street northerly.

#3/5 Central St. - Pine to Union to come next Spring.

#4/5 Merrimack St. - Lincoln to Wilson – next Spring.

#5 Spruce St. - Lincoln to Wilson – next Spring.

MANCHESTER AIRPORT

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

#8 Runway 6 - Runway 6 reconstruction project under design by Hoyle, Tanner and Associates. This project will be bid Jan./Feb. 2006. Construction to begin early Spring '06.

D

Ward

#8 Aerohex Hangars	- Project of new hangars in the N.E. area of the airport. Project designed by CLD for site work. Construction is delayed.
#8 Runway 24 Safety Area Extsn.Across S. Willow St.	- Design work has begun for multiple project associated with the extension of the Runway 24 Safety Area. Construction is slated for 2007.
#8 De-Icer Fluid Management	- Project is under a design/build contract to Weston.
#8 Sand/Salt Storage Facility	- New facility under design by Louis Berger Group. Facility will be built along the south side of S. Perimeter Road opposite the U.P.S. facility in Londonderry. Bid and construction date "on hold".
#8 Pettingill Rd. Surface Parking Lot	- Project under construction by Continental Paving, Inc. of Londonderry, NH. Completion expected for Spring 2006.

KEYSPAN ENERGY DELIVERY

PSNH

#3 Merrimack St.	- Need to add transformer to existing network duct due to increased downtown load, scheduled for second quarter of '06.

MANCHESTER TRAFFIC DEPARTMENT

Ward

VERIZON

#6 Candia Rd. – Massabesic Circle to I-93. Cable relocation underway, expect completion in February 2006.

#5 Spruce St. – Lincoln to Wilson conduit replacement to accommodate Highway Department reconstruction work moved to 2006.

NEXT MEETING: The next MUCC meeting has been scheduled for Wednesday, January 18th 2006 at 10: 00 AM in the **Conference Room, second floor,** at the Manchester Water Works.

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

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

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MANCHESTER TRANSIT AUTHORITY

110 ELM STREET, MANCHESTER, NH 03101-2799
TELEPHONE (603) 623-8801
FAX (603) 626-4512

JOHN H. TRISCIANI, CHAIR
DAVID F. JESPERSEN, VICE CHAIR
JOSEPH J. DESELLE
PETER ESCALERA
MAUREEN A. NAGLE

DAVID SMITH
EXECUTIVE DIRECTOR

January 4, 2006

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, January 3, 2006. Enclosed are the approved Minutes of the November 29, 2005 Commission Meeting, and the Financial and Ridership Reports for the month of November 2005.

The next scheduled Commission Meeting will be Tuesday, January 31, 2006 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

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JAN 6 2006
CITY CLERK'S OFFICE

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DAVID SMITH
EXECUTIVE DIRECTOR

Manchester Transit Authority

November 29, 2005 Commission Meeting

MEMBERS PRESENT:

Chairman John H. Trisciani
Vice Chairman David F. Jespersen
Commissioner Joseph J. Deselle
Commissioner Peter Escalera
Commissioner Maureen A. Nagle

PERSONNEL PRESENT:

David Smith, Executive Director
Karyn Bennett, Assistant Executive Director
William J. Cantwell, Supt. of Administration
Evan P. Rosset, Operations Planning Manager
Paul Beauregard, Shop Manager

1. a. Chairman TRISCIANI called the meeting to order at 5:04 PM.

b. The meeting was suspended to allow Officer Jeff Bolduc, Manchester Police Department's Senior Services Officer, an opportunity to address the Board regarding the Fourth Annual Christmas Light Tour. Officer Bolduc explained 400 seniors attend this yearly event. Each bus carries a volunteer and a police officer who guide the buses through the city to see the holiday decorations. The buses regroup and parade along Elm Street then proceed to the Senior Center for pastries and refreshments. This year the tour will be on Thursday, December 15th. Officer Bolduc asked the Board if they would again provide buses for this event. TRISCIANI asked how many buses would be required. BENNETT reported we have supplied seven buses (two transit and five school) in the past. She and Officer Bolduc will correspond and MTA will furnish whatever transit buses are

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available and get permission from the School District to use school buses. JESPERSEN made a motion to provide as many buses as needed for the Christmas Light Tour. Seconded by NAGLE. All Commissioners in favor.

c. **Minutes of October 25, 2005 Commission Meeting.** JESPERSEN made a motion to approve the Minutes of October 25, 2005 Commission Meeting as presented. Seconded by DESELLE. All Commissioners in favor.

MANAGEMENT REPORTS

2. a. **Financial Report for October 2005.** JESPERSEN made a motion to approve the Financial Report for October 2005. Seconded by NAGLE.

Transit Operation: CANTWELL reported October revenue was $17,421 (6.67%) more than budget. Operating revenue was $7,493 (27%) more than budget. Farebox income was $472 more than budget and averaged $750 per service day. The major variances for income were ticket sales reimbursement from Vista Foods and sale of fuel and maintenance services to the City. Total expenses for the month were $19,146 (6.62%) more than budget. The variances were transit operator labor, fringe benefits, and materials and supplies (fuel for MTA and City.)

School Operation: CANTWELL reported revenue was $13,828 (5.74%) more than budget due to athletics and field trips exceeding the budget by $16,000. Expenses were $3,226 less than budget. The line item variances were school operator labor increasing by $10,000 because of increased charter work, and insurance due to lower insurance premium renewal. Fuel is the most volatile item which we will be monitoring.

TRISCIANI commented on the overtime. SMITH stated transit overtime is about 7% of work hours and the budget is 5.5%.

The check register was reviewed. There were no questions from the Board.

The income statement was reviewed. TRISCIANI commented on the outstanding April and May school charter invoices. CANTWELL explained with the departure of the Athletic Director, we have had a payment setback and are working with the new Athletic Director. CANTWELL stated he is still working on the outstanding NH Unemployment invoices. They have had an increase in usage and he assumes the billing hasn't caught up. TRISCIANI questioned the Foster Grandparents' outstanding June invoice. CANTWELL will research and report to the Board. TRISCIANI suggested dealing with the School District regarding the outstanding invoices.

All Commissioners in favor of approving August 2005 Financial Report.

b. **Operations Reports for October 2005.**

Transit-School Report: BENNETT reported the Customer Service Committee was reinstated and is comprised of 3 transit operators, Andrew Bergang from SNHPC, JESPERSEN, ROSSET, and herself. Their goal is to bring forth concerns and solutions for better transit service to our customers. The Committee met with the contractor performing the COA to talk about specific issues. BENNETT and ROSSET attended a seminar called "Runcutter Course." This seminar dealt with the in's and out's of route scheduling and making driver schedules. During the month she and ROGERS attended a substance abuse seminar in Concord regarding updated FTA regulations on drug and alcohol

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testing. BENNETT would like to hire an independent auditor to review our internal process before the FTA schedules a drug and alcohol audit.

School Report: BENNETT reported this was another successful month. They met today with the School District and they are very pleased with our service this year. She reported the school operators finished their second pick of runs and explained school operators pick their school runs 10 days prior to the start of the new school year, and a second general pick is done 30 days after the start of school because of route changes made since the first day of school. There were only a couple of drivers who changed their routes which is testament that the routes were well written at the beginning of the year. BENNETT said they have had a smooth transition working with the new Athletic Director. She explained Nashua's School Transportation Coordinator met with ROSSET to look at how our operation runs with the VersaTrans software. ROSSET explained they are using Edulog software and wanted to see what we have and how it works. They were very impressed with VersaTrans.

Transit Statistics Ridership Report: ROSSET commented ridership has increased since this month last year. He referenced "Service Quality for Total Complaints" stating there were 13 transit complaints. We have more complaints this year, but feels we are capturing the complaints more efficiently. ESCALERA asked what some of the complaints are. ROSSET said most are late buses and people complaining about the schedules. BENNETT said the majority of recent complaints have been passengers being dropped off and picked up at bus stop locations only. TRISCIANI suggested making up flyers or placing an ad in the

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NH Union Leader informing the public that the bus stop locations are for their safety. ROSSET said that issue is being addressed in the next newspaper insert. TRISCIANI asked about discontinuing the bus to Car Component Technology ("CCT"). ROSSET explained there are passengers who get off along the route between Macy's and CCT so not discontinuing service at this time, but will be changing the route name. JESPERSEN suggested sending this bus into Target/Lowe's. TRISCIANI said Bedford is already paying for service along Route 3 and wondered if we need permission to go into that mall. ROSSET will talk about this with the COA consultant. SMITH stated he would be making a courtesy call to Bedford's planner and ask if they have any preference on what we do to replace the two daily trips to CCT. JESPERSEN asked how we are prepared to handle the traffic at the malls during the Christmas season. BENNETT explained they have drivers available for setbacks. They base how traffic will be by what happens on "Black Friday," the day after Thanksgiving. She explained we had no problems that day, just one setback about 11:00 AM.

Maintenance Report: BEAUREGARD reported they performed 43 preventive maintenance inspections in school, E&H, and transit. No buses were towed, but there were 6 transit road calls (two were wheelchair lifts hung up on the curb), and 2 school road calls. There was overtime because he was short one mechanic and a couple of employees were on vacation. They did 17 City work orders. There were no on the job injuries.

NEW BUSINESS

3 a. **School District and MTA Contract Negotiations.** SMITH explained they had their first school contract negotiation meeting with Karen Burkush, Barbara

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Gagne, and consultant Mark Walsh. The School District wants our contract to look like other private contracts. SMITH has read most of the private contracts in New Hampshire and ours is the most complicated contract existing. One of our issues is bus replacement. They want to talk about a multi-year contract in which the purchase of buses would be in the daily rate. They recognize the daily rate will be higher than it is now because it doesn't have a capital in it. SMITH explained since the School District has a consultant available, there might be times that we would have to use legal counsel. SMITH will keep the Board informed.

b. **Approve Engine Purchase for 2000 Paratransit Van.** SMITH explained one of our model year 2000 vans has 150,000 miles and requires a new engine. The cost for the engine is about $7,300. This will not be one of the replacement vans because the body has been completely refurbished; he recommended approval to purchase an engine. DESELLE made a motion to purchase a new engine for the 2000 Paratransit Van. Seconded by NAGLE. All Commissioners in favor.

c. **Approve Release of Bids for Two Paratransit Vans.** SMITH explained this year the Transportation Improvement Program ("TIP") includes replacement of three buses and purchase of two replacement vans. We have 3 model year 2000 vans and want to replace 2 and he would like to solicit bids soon so we don't have to worry about engine problems. The local share has been approved in the Community Improvement Program ("CIP"). Since the federal grant will be filed soon, it is time to begin the 90 day bidding process. DESELLE made a motion to solicit bids for two paratransit vans. Seconded by NAGLE. All Commissioners in favor.

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d. **Preliminary Discussion of FY 2007 CIP Projects.** SMITH explained every January we receive a request for submittal of our CIP projects. During the past couple of years we have been funded for 3 buses per year, van replacements, radio equipment, and bus stop sign procurement and all projects were approved in the CIP Program. We program projects in the approved TIP and the State TIP because we can't receive Federal funds for capital items unless they are in the State TIP. There is flexibility in the TIP and STIP to amend the projects and SMITH explained that process. Last month JESPERSEN asked about purchasing TRIM units for the fareboxes to issue transfers and SMITH encouraged the Board for additional input. The items in the approved TIP are; 3 buses per year, 2 vans (one replacement and one expansion,) replacement of 1998 supervisory car, and a general project for office equipment (hardware and software.) ESCALERA asked how we dispose of the old buses. SMITH said we sell them at the State auction. JESPERSEN suggested donating one bus to the Police and Fire Departments and let them use it for fire or bomb training. All Board members in agreement. JESPERSEN commented about programming money for a travel training program. He would like to have a part-time employee go to elderly high-rises and to people who are denied StepSaver and assist them with route training. SMITH explained that is something we would have to consider in the operating budget.

e. **Discuss Meeting with Mayor-elect Guinta.** SMITH explained he and BENNETT met with Mayor-elect Guinta. Mayor-elect Guinta scheduled 45 minute meetings with all Department Heads. The Mayor-elect thought MTA employees were City employees and SMITH informed him that we are subject to

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approval of the MTA Board. Mayor-elect Guinta has scheduled a mandatory budget meeting with all City Departments Heads on December 8th.

f. **Staff Presentation on StepSaver Scheduling.** BENNETT said StepSaver scheduling has been an issue due to the steady increase in clients and limited capacity. We've upgraded our software, but the software needs a lot of individual personal attention by the dispatcher and because of that we are not scheduling to the best of our ability. Easter Seals has software that does the scheduling, but for MTA it is not worth spending $50,000 for the program when we only have four vans; Easter Seals has over 100 vans.

ROSSET explained he and CANTWELL began researching StepSaver logs and determined that 35% of StepSaver operators' time is spent sitting. That prompted ROSSET to visit STS's Call Center. Their software (RouteMatch) has an engine that schedules the trips and an operator reviews the schedule. What we want to do is consider purchasing service from their Call Center so clients would call the MTA, StepSaver calls would get bounced to the Call Center and from there the trip would be scheduled, and then STS would send over a daily manifest.

ROSSET explained he gave STS a weeks' worth of MTA data and they found capacity that isn't being utilized. We already have the operators and the vehicles but we are not utilizing this service to its fullest capacity in slack periods of the day.

ROSSET has been going to elderly high-rises talking to residents. What they have found out is that there are people who aren't eligible for StepSaver but have a hard time with the fixed routes. ROSSET wants to have a separate class of people who are "senior eligible." We would have StepSaver clients who are ADA

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eligible, and over 65 years of age senior eligible. If a senior eligible client calls to schedule a trip at a certain time and ADA eligible clients are utilizing that time, we would negotiate another pickup time for the senior eligible client. This would allow us to provide transportation with the capacity we have for seniors having difficulty on the regular buses. The advantage is we wouldn't be bumping an ADA eligible client so we don't violate anyone's Civil Rights, but we use the capacity we have more efficiently. That is the direction he wants to go with STS. TRISCIANI asked how much STS would charge us. BENNETT explained it would be a flat rate for their service, but they are still working this out. As far as the client's charges, under ADA we can only charge up to twice the amount of the fixed route fare, but we are not regulated under law what to charge the senior eligible clients. He explained Easter Seals has a small grant they can use to help those people with their unmet needs. Federal and State agencies are on a push to get everyone to take the resources they have and use them more effectively; they look at hospital vans and other services and see vans not being productive. ESCALERA talked about the Elliot Hospitals transportation services and the rapport the drivers have with their clients. JESPERSEN talked about the efficiency of CMC's shuttle, explaining the driver calls the client 15 or 20 minutes before pickup to let them know if they are running on time. ROSSET explained another problem we have is with StepSaver subscription service (standing reservations.) Presently, clients will book trips for dialysis (i.e. Mondays, Wednesdays, and Fridays) and are on that subscription service indefinitely. Regulations say we can only have 50% of our paratransit passengers on subscription, but we have more than that amount. We may transition to no

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subscriptions and have everyone call every two weeks to book their trips so we won't have large blocks of time that are blacked out forever. At certain times we have two to three vans all focused on going to dialysis and no one gets any other service. We have to have service availability and that is why regulations say you can't make standing reservations for more than 50% of our clients. JESPERSEN asked about using a larger bus for dialysis clients. BENNETT replied we only have about 4 clients at one time, they come and go from different directions, and we can't leave them on a vehicle too long. ROSSET explained another idea they are working on for the future, that should there be an emergency situation where we need to get a person home that STS could provide a ride for that one person if they are in that area. SMITH said STS does a lot of dialysis and the advantage of common dispatching is sharing services.

JESPERSEN asked if there would be an opportunity to hook up with Route Match, like the School District does with VersaTrans. BENNETT said that has been discussed, but with the HIPPA laws, STS is unsure how they can make it so we log in and only see MTA clients.

JESPERSEN asked if they foresaw union problems of taking away work when giving a client to STS. ROSSET said there would be no violation because that driver is going to be theoretically picking up somebody else. We are not going to layoff a driver. ROSSET said we are looking for a way to use our resources better and to better serve the public.

ESCALERA asked if drivers were trained in CPR. BENNETT explained CPR certification is not a requirement.

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g. **Provide Free Transportation for Citizens Attending Mayor's Senior Luncheon.** JESPERSEN made a motion to allow senior citizens free transportation on our fixed route system going to and from the Mayor's Senior Luncheon on December 9th. Seconded by DESELLE. All Commissioners in favor.

h. **Ratify Telephone Poll to Permit JGI Eastern, Inc. to Perform Groundwater Monitoring.** JESPERSEN made a motion to approve permitting JGI Eastern, Inc. to perform groundwater monitoring for an estimated fee of $6,520.00. Seconded by NAGLE. All Commissioners in favor.

OLD BUSINESS

4. a. **"U" Pass Proposal.** SMITH talked about the proposal presented to the New Hampshire Community Technical College to fund fare-free transportation for the student body. He explained he has not received a response, but understands they have been meeting. NAGLE will be meeting with Raymond Godin to give him a copy of the survey. She explained although she would like to push things along faster, it is coming to finals time. She and SMITH have been talking and feel if they can't get the "U" pass program into effect in January, that it might be better to wait until September.

b. **Update on COA Process – Discussion of Downtown Transfer Point.** ROSSET reported he and SMITH appeared before the Traffic/Public Safety Committee and SMITH clarified our site needs for a downtown transfer point. SMITH said there was no specific proposal presented to this Committee so they passed a motion showing their general support of this project. ROSSET said after the meeting Alderman Lopez mentioned a bus shelter should be an important part of this

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transfer point. JESPERSEN asked if we are still interested in Veteran's Park or moving the location to the Verizon Wireless Arena. SMITH said ROSSET identified several locations and one was the Verizon area because there is no parking around that building. The Highway Department suggested we look at Spring Street just north of the Bank of NH. SMITH explained it's a good central location, but the street slopes, is shady throughout the day, and could get very icy. SMITH anticipates a recommendation from the consultant performing the COA for more buses to meet at one time and we will have to find enough space for that to happen.

c. **Shopper Shuttle & Focus Group Updates.** ROSSET explained he and various staff members have been participating in focus groups held at elderly high rises coordinated by Easter Seals. The residents who use our shopper shuttle service, fixed route buses, and StepSaver service are pleased with these services. They all want shopper shuttle service expanded to Stop & Shop and Wal-Mart. What they like about the shuttle is they get picked up at the front door and it's free. ROSSET would like to change the shopper shuttle so the elderly can go to various stores, has drawn up and given the drivers a copy of new routes for their review, and has not received any negative feedback. ROSSET stated he and SMITH met with Vista Foods' store manager and have meetings scheduled with the managers of Hannaford's and Stop & Shop.

NON-PUBLIC SESSION

5. a. **Non-Public Session Per RSA 91-A:3, II. (e).** NAGLE made a motion to go into Non-Public session per RSA 91-A:3, II. (e). Seconded by DESELLE. TRISCIANI, JESPERSEN, and ESCALERA voted yea. The Board went into

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Non-Public session at 6:47 PM. At 6:55 PM, on a motion by ESCALERA, seconded by JESPERSEN, with TRISCIANI, DESELLE and NAGLE voting yea, the Non-Public session adjourned. TRISCIANI reported this session was advisory only and no motions were made.

OTHER BUSINESS

6. a. **Multi-Language Schedules.** JESPERSEN asked the status of the multi-language schedules. ROSSET replied that schedule would be in the next NH Union Leader insert.

b. **Multi-Cultural Courses.** JESPERSEN talked about the possibility of transit operators attending a workshop on cultural differences. He feels it could help them understand that some cultures act differently. JESPERSEN generalized some nationalities are loud and although it sounds like arguing and anger its just communication. SMITH said the Minority Health Coalition told us that the rule of the driver not handling money is offensive to some cultures; they feel the driver doesn't want to touch the money they touched. NAGLE said the International Institute may be helpful and she will research what the Technical College can offer.

c. **Date for Next Meeting.** Tuesday, January 3, 2006.

With no further business to come before the Board, ESCALERA made a motion to adjourn the meeting at 7:00 PM. Seconded by NAGLE. All Commissioners in favor.

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MANCHESTER
TRANSIT AUTHORITY

Transit

November 2005

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Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2005

	Current	Budget	YTD	YTD Budget	YTD Net Change
Farebox Revenue					
Farebox Revenue	$16,247.40	$15,000.00	$89,000.69	$82,500.00	$6,500.69
Adult Fares	1,386.00	2,300.00	11,175.00	11,500.00	(325.00)
Adult Monthly Fares	2,442.00	2,100.00	13,002.00	10,500.00	2,502.00
Senior Citizens Fares	1,415.00	800.00	5,311.50	4,000.00	1,311.50
Senior Citizen Monthly Fare	1,190.00	1,000.00	6,212.50	5,000.00	1,212.50
Disabled Rider Fare	1,619.87	1,500.00	8,425.10	7,500.00	925.10
Student Fares	498.00	300.00	2,450.00	1,500.00	950.00
Total Farebox and Tickets	**24,798.27**	**23,000.00**	**135,576.79**	**122,500.00**	**13,076.79**
Shuttle and Excursions					
Shopping Shuttle	960.00	1,000.00	5,040.00	5,000.00	40.00
Excursion Revenue	100.00		2,591.50	2,400.00	191.50
Total Shuttle and Excursions	**1,060.00**	**1,000.00**	**7,631.50**	**7,400.00**	**231.50**
Other Revenue					
Sale of Fuel to City Departments	26,836.11	25,000.00	140,915.11	125,000.00	15,915.11
Sale of Maintenance Service to City		2,000.00	19,029.10	10,000.00	9,029.10
Advertising Revenue-Bus	11,247.50	5,000.00	32,647.74	25,000.00	7,647.74
Rental of Innercity Terminal		800.00	3,200.00	4,000.00	(800.00)
Sale of Vehicles and Equipment			1,427.50		1,427.50
Sale of Scrap Materials	162.30		319.05		319.05
Interest Income	307.04	500.00	3,140.74	2,500.00	640.74
Photo Picture ID Revenue	10.00	25.00	54.00	125.00	(71.00)
Other Non-Tranp. Revenue	0.03	25.00	42.48	125.00	(82.52)
Total Other Revenue	**38,562.98**	**33,350.00**	**200,775.72**	**166,750.00**	**34,025.72**
Total Operational Income	**64,421.25**	**57,350.00**	**343,984.01**	**296,650.00**	**47,334.01**
Operating Assistance					
City of Manchester	89,557.58	89,558.00	447,787.90	447,790.00	(2.10)
Town of Bedford	3,400.00	3,400.00	17,300.00	17,000.00	300.00
State of New Hampshire			29,680.00		29,680.00
Federal Operating Subsidy	115,732.00	106,926.00	552,960.00	534,630.00	18,330.00
Total Operating Assistance	**208,689.58**	**199,884.00**	**1,047,727.90**	**999,420.00**	**48,307.90**
Total Revenue	**273,110.83**	**257,234.00**	**1,391,711.91**	**1,296,070.00**	**95,641.91**
Expenses					
Labor					
Transit Operator Wages	56,794.73	52,822.00	291,572.61	280,403.00	11,169.61
Transit Operator Overtime Wages	5,716.59	4,844.00	28,426.32	25,171.00	3,255.32
StepSaver Operator Wages	11,112.02	10,539.00	58,251.23	55,453.00	2,798.23
StepSaver Operator Overtime Wages	1,153.07	2,630.00	5,396.54	13,150.00	(7,753.46)
Mechanic Wages	12,484.06	13,326.00	65,852.68	66,024.00	(171.32)
Mechanic Overtime Wages	413.88		2,032.44		2,032.44
Transp. Admin Wages	7,710.47	9,417.00	42,537.00	46,657.00	(4,120.00)
Transp. Admin Overtime Wages	154.84	270.00	1,799.70	1,350.00	449.70
Maint. Admin Wages	2,965.46	3,722.00	16,580.69	18,441.00	(1,860.31)
General Admin Wages	5,654.77	5,921.00	32,644.52	29,335.00	3,309.52
Gen. Admin Overtime Wages	35.47	81.00	524.84	405.00	119.84
Payroll Transaction			298.46		298.46

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Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2005

	Current	Budget	YTD	YTD Budget	YTD Net Change
Total Labor	**$104,195.36**	**$103,572.00**	**$545,917.03**	**$536,389.00**	**$9,528.03**
Fringe Benefits					
Health Insurance Expense	40,675.38	40,617.00	212,400.21	203,085.00	9,315.21
Dental Insurance Expense	921.14		5,813.96		5,813.96
Life Insurance Expense	674.40	665.00	3,466.20	3,325.00	141.20
Pension Expense	6,750.00	6,370.00	31,080.00	31,850.00	(770.00)
FICA Expense	12,003.80	9,533.78	50,599.54	48,007.03	2,592.51
Worker's Compensation	3,820.67	4,561.00	19,103.35	23,062.00	(3,958.65)
Unemployment Compensation	454.92	438.00	2,274.60	2,190.00	84.60
Transit Operator Vacation Wages	4,765.41	4,512.00	22,220.43	22,560.00	(339.57)
Transit Operator Holiday Wages	6,772.85	7,057.00	19,857.53	21,172.00	(1,314.47)
Transit Operator Sick Wages	4,811.73	2,647.00	15,173.63	13,235.00	1,938.63
Mechanic Vacation Wages	1,697.64	1,594.50	10,466.68	7,972.50	2,494.18
Mechanic Holiday Wages	2,201.36	1,143.83	5,997.96	5,719.15	278.81
Mechanic Sick Wages		95.33	3,784.72	476.65	3,308.07
Transp. Admin Vacation Wages	797.00	1,076.67	5,266.48	5,383.35	(116.87)
Transp. Admin Holiday Wages	1,892.56	703.17	4,862.08	3,515.85	1,346.23
Transp. Admin Sick Wages	121.92	210.92	570.72	1,054.60	(483.88)
Maint. Admin Vacation Wages	650.12	291.83	3,459.24	1,459.15	2,000.09
Maint. Admin Holiday Wages	683.12	379.42	1,911.36	1,897.10	14.26
Maint. Admin Sick Wages		87.58		437.90	(437.90)
Gen Admin. Vacation Wages	434.58	677.00	3,080.36	3,385.00	(304.64)
Gen. Admin Holiday Wages	962.55	442.83	3,857.91	2,214.15	1,643.76
Gen. Admin Sick Wages		132.83		664.15	(664.15)
Transit Uniform Allowance	2,526.84	779.00	5,920.28	3,895.00	2,025.28
Maintenance Uniform Allowance		504.00	99.98	2,646.00	(2,546.02)
Tool Allowance		117.00	999.88	585.00	414.88
License Reimbursement	180.00	25.00	270.00	125.00	145.00
Burden Adjustment	(11,432.68)	(14,553.00)	(57,317.41)	(72,765.00)	15,447.59
Total Fringe Benefits	**82,365.31**	**70,108.69**	**375,219.69**	**337,151.58**	**38,068.11**
Services					
Management Consultant	12,066.16	12,142.00	47,997.92	60,710.00	(12,712.08)
Commissioner Expense	6.00	83.00	437.55	415.00	22.55
Auditing Expense	2,596.00		5,305.50	4,800.00	505.50
Legal Expense	275.00	500.00	1,038.00	2,500.00	(1,462.00)
Service Bureau	676.75	1,000.00	2,836.42	5,000.00	(2,163.58)
Security Service	53.00	100.00	907.52	500.00	407.52
Outside Advertising	(1,025.26)	333.00	6,251.94	1,665.00	4,586.94
Driver and Criminal Record			308.00		308.00
Drug & Alcohol Testing	1,950.00	333.00	5,835.00	1,665.00	4,170.00
Pre-Employment Medical		83.00		415.00	(415.00)
Janitorial Service and Supplies	873.55	658.00	4,065.18	3,290.00	775.18
Bank Service Charges	684.34	500.00	3,243.23	2,500.00	743.23
Total Services	**18,155.54**	**15,732.00**	**78,226.26**	**83,460.00**	**(5,233.74)**
Materials and Supplies					
Fuel Operations	16,803.48	13,450.00	92,710.01	70,505.00	22,205.01
Sale of Fuel to City Departments	27,476.07	25,000.00	139,013.86	125,000.00	14,013.86
Maintenance Parts	7,361.36	9,667.00	29,305.70	50,190.00	(20,884.30)
Purchase Discounts	(195.37)	(250.00)	(498.67)	(1,250.00)	751.33
Tires Expense	1,066.08	1,249.00	4,329.00	6,549.00	(2,220.00)
Oil and Grease	430.61	225.00	1,397.96	1,182.00	215.96
Maintenance Supplies	1,259.67	639.00	5,548.14	3,195.00	2,353.14

E

Manchester Transit Authority
Income Statement Transit
For the Five Months Ending November 30, 2005

	Current	Budget	YTD	YTD Budget	YTD Net Change
Body Shop Supplies	$1,298.30	$148.00	$6,847.90	$740.00	$6,107.90
Hazardous Materials	85.86	246.00	333.34	1,230.00	(896.66)
Outside Parts and Labor	50.00	42.00	281.60	210.00	71.60
Repairs-Inner City Terminal	107.50	250.00	493.68	1,250.00	(756.32)
Repairs-Building and Grounds	547.20	1,425.00	4,887.37	7,125.00	(2,237.63)
Repairs-Shop Equipment	739.90	190.00	1,428.75	950.00	478.75
Repairs-Radio Equipment	(550.00)	83.00		415.00	(415.00)
Repairs-Office Equipment	253.87	217.00	1,644.94	1,085.00	559.94
Office Supplies	2,073.38	670.00	5,236.91	3,350.00	1,886.91
Transit Schedules and Tickets		584.00	510.33	2,920.00	(2,409.67)
Total Materials and Supplies	**58,807.91**	**53,835.00**	**293,470.82**	**274,646.00**	**18,824.82**
Utilities					
Electricity	1,749.51	1,900.00	8,814.07	9,500.00	(685.93)
Natural Gas	1,067.68	1,283.00	1,820.23	6,415.00	(4,594.77)
Telephone	1,039.15	594.00	3,641.67	2,970.00	671.67
Water	141.96	143.00	882.15	715.00	167.15
Total Utilities	**3,998.30**	**3,920.00**	**15,158.12**	**19,600.00**	**(4,441.88)**
Insurance					
Public Liability Insurance	11,764.00	10,583.00	58,829.00	52,915.00	5,914.00
Other Liability	1,211.23	1,374.00	5,032.23	6,870.00	(1,837.77)
Total Insurance	**12,975.23**	**11,957.00**	**63,861.23**	**59,785.00**	**4,076.23**
Other Expenses					
Dues and Memberships		83.00	1,526.00	415.00	1,111.00
Tolls and Parking			160.00		160.00
Training and Meetings	388.48	250.00	1,364.64	1,250.00	114.64
Grievance Expense		38.00		190.00	(190.00)
Depreciation	28,000.00	29,158.00	140,000.00	145,790.00	(5,790.00)
Total Other Expenses	**28,388.48**	**29,529.00**	**143,050.64**	**147,645.00**	**(4,594.36)**
Total Expenses	**308,886.13**	**288,653.69**	**1,514,903.79**	**1,458,676.58**	**56,227.21**
Net Income (Loss)	**(35,775.30)**	**(31,419.69)**	**(123,191.88)**	**(162,606.58)**	**39,414.70**

E

MANCHESTER
TRANSIT AUTHORITY

School

November 2005

E

Manchester Transit Authority
Income Statement School
For the Five Months Ending November 30, 2005

	Current	Budget	YTD	YTD Budget	YTD Net Change
Student Transportation					
Pupil Contract	$177,931.98	$187,550.00	$547,114.80	$562,650.00	($15,535.20)
Manchester Skill Center	15,585.50	16,031.00	50,140.78	41,859.00	8,281.78
Special Needs	12,823.92	12,824.00	40,252.96	59,845.00	(19,592.04)
Student Tickets	4,999.50	3,600.00	15,915.00	10,800.00	5,115.00
Total Student Transportation	**211,340.90**	**220,005.00**	**653,423.54**	**675,154.00**	**(21,730.46)**
School Charter					
Student Athletics	9,538.25	11,000.00	49,683.25	45,000.00	4,683.25
Student Fieldtrips	12,261.00	9,000.00	34,038.25	32,000.00	2,038.25
Total School Charters	**21,799.25**	**20,000.00**	**83,721.50**	**77,000.00**	**6,721.50**
Other Revenue					
Sale of Vehicles and Equipment			5,682.50		5,682.50
Interest Income	25.47	100.00	680.75	500.00	180.75
Other Non-Tranp. Revenue	113.00		185.50		185.50
Total Other Revenue	**138.47**	**100.00**	**6,548.75**	**500.00**	**6,048.75**
Total Operational Income	**233,278.62**	**240,105.00**	**743,693.79**	**752,654.00**	**(8,960.21)**
Expenses					
Labor					
School Operator Wages	88,860.42	79,070.00	319,805.90	303,556.00	16,249.90
School Operator Overtime Wages	1,288.53	6,291.00	9,347.03	21,605.00	(12,257.97)
Transit Operator Wages	44.61	615.00	44.61	2,113.00	(2,068.39)
Transit Operator Overtime Wages	3.30		3.30		3.30
Mechanic Wages	8,115.56	9,260.00	39,381.70	45,880.00	(6,498.30)
Transp. Admin Wages	8,654.08	7,061.00	41,936.63	34,984.00	6,952.63
Transp. Admin Overtime Wages	201.30	270.00	854.32	1,350.00	(495.68)
Maint. Admin Wages	2,337.38	3,186.00	14,575.69	15,640.00	(1,064.31)
General Admin Wages	3,644.21	4,457.00	15,997.46	22,083.00	(6,085.54)
Gen. Admin Overtime Wages	13.30	51.00	13.30	255.00	(241.70)
Total Labor	**113,162.69**	**110,261.00**	**441,959.94**	**447,466.00**	**(5,506.06)**
Fringe Benefits					
Health Insurance Expense	180.11		3,081.58		3,081.58
Dental Insurance Expense	(211.71)		1,405.02		1,405.02
FICA Expense	9,813.57	7,929.16	28,917.02	32,455.62	(3,538.60)
Worker's Compensation	3,022.00	3,809.00	15,110.00	14,610.00	500.00
School Operator Holiday Wages	6,208.64		6,868.34		6,868.34
School Uniform Allowance		342.00	250.00	1,710.00	(1,460.00)
Maintenance Uniform Allowance			50.00		50.00
Tool Allowance			199.99		199.99
License Reimbursement	650.00	125.00	1,840.00	625.00	1,215.00
Burden Adjustment	11,432.68	14,553.00	57,317.41	71,283.00	(13,965.59)
Total Fringe Benefits	**31,095.29**	**26,758.16**	**115,039.36**	**120,683.62**	**(5,644.26)**
Services					
Management Consultant	12,066.14	12,142.00	48,017.90	60,710.00	(12,692.10)
Commissioner Expense	6.05	83.00	448.61	415.00	33.61
Auditing Expense	3,894.00		7,958.25	7,200.00	758.25

E

Manchester Transit Authority
Income Statement School
For the Five Months Ending November 30, 2005

	Current	Budget	YTD	YTD Budget	YTD Net Change
Legal Expense		$500.00	$1,409.90	$2,500.00	($1,090.10)
Service Bureau	39.99	1,500.00	7,021.29	7,500.00	(478.71)
Security Service	48.92	150.00	586.44	750.00	(163.56)
Outside Advertising	3,705.01	1,250.00	5,378.45	6,250.00	(871.55)
Driver and Criminal Record	273.00	150.00	2,005.00	750.00	1,255.00
Drug & Alcohol Testing	1,430.00	666.00	3,570.00	3,330.00	240.00
Pre-Employment Medical		684.00		3,420.00	(3,420.00)
Janitorial Service and Supplies	873.55	658.00	2,242.15	3,290.00	(1,047.85)
Bank Service Charges	75.50	75.00	376.90	375.00	1.90
Total Services	**22,412.16**	**17,858.00**	**79,014.89**	**96,490.00**	**(17,475.11)**
Materials and Supplies					
Fuel Operations	19,631.71	16,898.00	67,661.12	55,745.00	11,916.12
Maintenance Parts	4,080.38	6,130.00	15,289.21	20,223.00	(4,933.79)
Tires Expense	2,469.86	1,723.00	6,209.36	5,684.00	525.36
Oil and Grease	304.48	343.00	1,111.68	1,132.00	(20.32)
Maintenance Supplies	347.92	444.00	3,107.18	2,220.00	887.18
Body Shop Supplies	303.50	103.00	1,398.40	515.00	883.40
Hazardous Materials	59.66	171.00	231.62	855.00	(623.38)
Outside Parts and Labor		42.00		210.00	(210.00)
Repairs-Building and Grounds	412.80	1,075.00	2,133.86	5,375.00	(3,241.14)
Repairs-Shop Equipment	509.78	143.00	979.01	715.00	264.01
Repairs-Radio Equipment	(550.00)	83.00		415.00	(415.00)
Repairs-Office Equipment	234.33	200.00	1,518.39	1,000.00	518.39
Office Supplies	702.98	1,005.00	2,968.82	5,025.00	(2,056.18)
School Schedules and Tickets	1,597.07	584.00	3,190.51	2,920.00	270.51
Total Materials and Supplies	**30,104.47**	**28,944.00**	**105,799.16**	**102,034.00**	**3,765.16**
Utilities					
Electricity	1,431.41	1,433.00	7,210.89	7,165.00	45.89
Natural Gas	873.54	968.00	1,458.24	4,840.00	(3,381.76)
Telephone	934.27	448.00	2,730.91	2,240.00	490.91
Water	116.15	108.00	491.08	540.00	(48.92)
Total Utilities	**3,355.37**	**2,957.00**	**11,891.12**	**14,785.00**	**(2,893.88)**
Insurance					
Public Liability Insurance	17,547.00	26,728.00	87,721.00	133,640.00	(45,919.00)
Other Liability	843.00	1,160.00	4,212.04	5,800.00	(1,587.96)
Total Insurance	**18,390.00**	**27,888.00**	**91,933.04**	**139,440.00**	**(47,506.96)**
Other Expenses					
Dues and Memberships	400.00	167.00	1,068.95	835.00	233.95
Tolls and Parking	2.00		3.00		3.00
Training and Meetings	691.98	333.00	1,513.97	1,665.00	(151.03)
Grievance Expense		38.00		190.00	(190.00)
Depreciation	21,000.00	20,000.00	105,000.00	100,000.00	5,000.00
Total Other Expenses	**22,093.98**	**20,538.00**	**107,585.92**	**102,690.00**	**4,895.92**
Total Expenses	**240,613.96**	**235,204.16**	**953,223.43**	**1,023,588.62**	**(70,365.19)**
Net Income (Loss)	**(7,335.34)**	**4,900.84**	**(209,529.64)**	**(270,934.62)**	**61,404.98**

Commissioners Memorandum

To: Commissioners
From: Evan Rosset, Operations Planning Manager
Date: December 28, 2005
Re: Transit Ridership Report – November 2005

MANCHESTER TRANSIT AUTHORITY

Routes	November			FYTD		
	2004	2005		FY 2005	FY 2006	
Weekdays	21	21				
Saturdays	4	4	% Change			% Change
Airport- Route #1	812	777	-4.31%	4,999	4,007	-19.84%
Lake-Hanover St. Route #2	3292	2,949	-10.42%	15,139	13,537	-10.58%
Goffsfalls Route #3	1292	1,332	3.10%	6,137	7,412	20.78%
Page-Elliot Route #4	1722	1,675	-2.73%	8,616	9,287	7.79%
Pinard-Bremer Route #5	962	958	-0.42%	5,512	5,405	-1.94%
Gossler-St. Anselm Route #6	2099	2,184	4.05%	10,631	11,612	9.23%
VA Hospital Route #7	1851	2,184	17.99%	9,609	12,535	30.45%
So. Willow Route #8	3320	3,271	-1.48%	16,010	19,019	18.79%
DW Highway-River Rd. Route #9	1996	2,086	4.51%	9,903	12,139	22.58%
Valley-Weston Rd. Route #10	3139	3,183	1.40%	16,428	18,570	13.04%
Front St. Route #11	1586	2,016	27.11%	7,493	9,827	31.15%
So. Beech Route #12	3001	3,084	2.77%	14,577	15,987	9.67%
Bedford Mall Route #13	4337	3,669	-15.40%	21,003	22,089	5.17%
VISTA SHUTTLE	0	473		1,447	2,410	66.55%
HANNAFORDS SHUTTLE	0	566		1,626	3,401	109.16%
VERIZON SHUTTLE		227		1,340	693	-48.28%
(number of events)		*5*				
Weekday Fixed Route Totals	29,409	30,634	4.17%	150,470	167,930	11.60%
Saturday Fixed Route Totals	3,124	3,410	9.15%	17,046	17,397	2.06%
MTA Specials & Excursions	0	0		145	199	
Fixed Route Weekday Average	1,400	1,459	4.17%	1,443	1,459	1.12%
Total Transit Passengers Served	**32,533**	**34,044**	**4.64%**	**167,661**	**185,526**	**10.66%**
Total StepSaver Passengers Served	738	836		4217	4,097	-2.85%

The attached graph shows system-wide ridership trends.

Evan

Evan Rosset
Operations Planning Manager

State of New Hampshire
Department of Revenue Administration

57 Regional Drive, PO Box 487, Concord, NH 03302-0487
Telephone (603) 271-3397
www.nh.gov/revenue

G. Philip Blatsos
Commissioner

MUNICIPAL SERVICES
Barbara J. Robinson
Director

Donald Borror
Assistant Director

RECEIVED
MANC CLERK
'05 DEC 16 A11 :43

STATEWIDE ENHANCED EDUCATION TAX WARRANT FOR TAX YEAR 2006

December 12, 2005

To the Selectmen or Assessors of **Manchester**

In accordance with the provisions of RSA 76:8, you are hereby required to assess the sum of **$23,431,979** for the 2006 Statewide Enhanced Education Tax. Per RSA 76:3, this amount is based on a uniform rate of $2.51/1000 of the 2004 equalized valuation without utilities in the amount of **$9,316,890,363.**

Barbara J. Robinson
Director
Municipal Services

JOHN E. SUNUNU
NEW HAMPSHIRE

DEPUTY WHIP

BANKING, HOUSING, AND URBAN AFFAIRS

COMMERCE, SCIENCE, AND TRANSPORTATION

FOREIGN RELATIONS

JOINT ECONOMIC COMMITTEE

UNITED STATES SENATE

60 PLEASANT STREET
BERLIN, NH 03570
(603) 752-6074

50 OPERA HOUSE SQUARE
CLAREMONT, NH 03743
(603) 542-4872

1589 ELM STREET, SUITE 3
MANCHESTER, NH 03101
(603) 647-7500

ONE NEW HAMPSHIRE AVENUE, SUITE 120
PORTSMOUTH, NH 03801
(603) 430-9560

111 RUSSELL SENATE OFFICE BUILDING
WASHINGTON, DC 20510
(202) 224-2841

G

December 14, 2005

Ms. Carol A. Johnson
Deputy City Clerk
City of Manchester
1 City Hall Plz
Manchester, New Hampshire 03101

Dear Carol,

Thank you for contacting me regarding S. 1504, the Broadband Investment and Consumer Choice Act.

The bill has been referred to the Senate Committee on Commerce, Science, and Transportation, which has jurisdiction over this bill. While I am still reviewing the content of S.1504, I wanted to acknowledge that I have received your letter. The Committee is preparing to tackle broad reform to our existing communications laws in the coming months, including establishing the legal framework for new Internet Protocol applications. This reform is likely to examine many different concepts and ideas. I will certainly keep your thoughts on S. 1504 in mind as this process moves forward.

Again, thank you for sharing your views with me.

Sincerely,

John E. Sununu
United States Senator

JES:pb

H

Comcast

December 5, 2005

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

Dear Mayor and Members of the Board:

As we approach the end of 2005, I wanted to take this opportunity to share with you some of the exciting accomplishments we have achieved this year. In addition to providing high-quality cable television service, Digital Cable, Comcast High-Speed Internet and Digital Phone, Comcast recently introduced its newest advanced service called Comcast Digital Voice.

New Products and Services
During the past year, Comcast has invested more than $440 million in our network to offer more choice and control in our programming, products and services. This investment has helped enable us to launch Comcast Digital Voice, our next generation voice service. This new phone product offers all of the reliability of standard phone service and includes more than a dozen popular calling features, unlimited local and long distance calling and web access to voicemail – all for one low monthly price. This exciting product has been launched throughout the New England region and has been extremely well-received by our customers.

This year, our popular Video On Demand service offerings have doubled, with 3,800 programs now available to our digital customers, the majority at no additional cost. Our On Demand menu includes hundreds of hit movies, children's programming, sports highlights, documentaries, fitness and cooking instruction and many more cable favorites – all available at the customer's convenience and with the ability to pause, rewind or fast-forward. Comcast is also proud to have launched its newest children's network this year, PBS Sprout. Full of popular programs for kids, PBS Sprout has received highly positive reviews from parents and their children.

In addition, for the third time in two years, Comcast has increased the speed of our high-speed Internet service. At 6 and 8 Mbps downstream speeds, customers can take full advantage of the ultimate broadband experience and our full suite of products on the Comcast.net web portal. Downloading music and videos has never been easier or quicker. We have also added tremendous value for our high-speed Internet customers by providing free McAfee security software, delivering virus scan, firewall protection, parental controls and identity theft safeguards at no additional cost.

Customer Care
First-rate customer service is our priority. Comcast has hired hundreds of customer care representatives in our six New England call centers to ensure that each customer has the best possible experience with our company whenever they call. Every call is answered by a well-trained employee who is dedicated to our Think Customer First philosophy. We also continue to make home visits more convenient for our customers by adding additional early morning, late evening and weekend appointments.

H

Community Investment
Throughout 2005, Comcast continued to give back to the communities we serve through our philanthropic and in-kind contributions. We strive to be more than just a cable company or even a good corporate citizen; we are committed to being a vibrant and involved community partner. Our more than 5,000 New England employees live and work in the region and are proud to be a part of a company that not only provides quality service and products but maintains a genuine partnership with its customers and elected officials. Education continues to be a top priority for Comcast. We support your schools and libraries with free cable and/or high-speed Internet connections. To date, we have provided these services to more than 3,200 schools and libraries throughout New England, representing an annual commitment of more than $4.5 million.

Thank you for reading this brief update on our company. We look forward to being your service provider for many years to come. Should you have any questions, please do not hesitate to contact me at 603-889-1363 ext. 3014.

Respectfully,

Bryan Christiansen

Bryan Christiansen
Manager of Government & Community Relations

RECEIVED
DEC - 7 2005
CITY CLERK'S OFFICE

Investment in New Hampshire

Contributing to the Economy

Invested $440 million in our network

Paid over $4.5 million in Franchise Fees

5,000 employees living and working in New England

Jobs / Customer Care

More than 90% of customers are satisfied with Comcast

Hired hundreds of customer care reps and technicians to improve the customer experience

Expanded weekend, morning and evening appointments

Giving Back

More than $4.5 million in free cable video and high-speed Internet connections to 3,200 schools, libraries and Boys & Girls Clubs across New England

Over $1 million in donations and in-kind support to New England nonprofit and charitable organizations

1,500 volunteers participated in Comcast Cares Day throughout New England

Latest Technology

Launched Comcast Digital Voice

18 HDTV channels available

More than 3,800 programs ON DEMAND

Doubled the number of programs available ON DEMAND, adding new features like Patriots ON DEMAND, Dating ON DEMAND and Karaoke ON DEMAND

comcast®

H

Comcast

December 28, 2005

RECEIVED
DEC 29 2005
CITY CLERK'S OFFICE

Via UPS Overnight Mail

City of Manchester
1 City Hall Plaza
Manchester, NH 03101

Dear Mayor and Members of the Board:

Comcast is committed to keeping the cities and towns we serve well-informed about key aspects of our business. In that spirit, I wanted to notify you of some important pricing changes that will go into effect for certain Comcast services beginning in February 2006. I also wanted to share with you many of the improvements, enhancements and value added features we have made available to our customers throughout 2005. Enclosed with this letter is a copy of the price adjustment notice that will be sent to customers over the next several weeks.

- **Prices:** Comcast makes every attempt to minimize costs and increase choice for our customers. Price changes reflect the increased value of our service, new product enhancements and a $550 million investment to improve customer service and enhance the quality and reliability of our network.

- **Investment in Innovation:** During the past year, Comcast has invested more than $440 million in our New England network, allowing us to offer more choice and control in our programming, products and services. This year, we have expanded our high-definition television line-up and doubled our Video On Demand menu to now offer more than 3,800 choices, including hit movies, children's programming, sports highlights, documentaries and many more cable favorites that are available anytime. We have increased the speed of our high-speed Internet service to 6 and 8 Mbps, allowing customers to take full advantage of our suite of products on the Comcast.net web portal. Our customers now have access to a variety of special features, such as McAfee virus protection, video clips, games, Disney kids' activities, digital music, online storage and a photo center, all at no extra cost. And finally, we launched Comcast Digital Voice, our new IP-enabled residential phone service, which offers all of the reliability of standard phone service and includes a dozen popular features as well as unlimited local and long distance calling and web access to voicemail – all for one low monthly price.

- **Customer Service Excellence:** First-rate customer service is our highest priority. To further boost the customer experience this year, Comcast invested more than $110 million, hired hundreds of customer service and field representatives and increased our early morning, late evening and weekend appointments. The vast majority of our customers continue to be highly satisfied with their Comcast service, according to independent survey results.

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- **Value into the Home:** Cable television continues to be an excellent value for our customers. Unlike our competitors, Comcast offers a variety of packages to meet the needs of all of our customers. We offer a range of services from a basic 20-channel package for about 35 cents a day to the most advanced home entertainment experience available, with hundreds of channels and thousands of Video On Demand choices.

- **Community Investment:** Comcast is proud to be a vibrant and dedicated partner in the cities and towns we serve. To that end, we work with many local and nonprofit organizations, schools and libraries throughout New England. This year alone, Comcast has worked with more than 300 organizations, helping to provide the financial, in-kind and employee resources necessary to help our local communities thrive. In addition, we continue to support your schools and libraries with free cable and/or high-speed Internet connections. To date, we have provided these services to more than 3,200 schools and libraries throughout New England, representing more than $4.5 million annually. Our more than 5,000 New England employees live and work in the region and are proud to be a part of a company that not only provides quality service and products, but maintains a genuine partnership with the communities in which we do business.

Comcast is committed to offering the best value in home entertainment with a wide variety of programming and packages to offer our customers unparalleled choice and control. Furthermore, we continue to invest in new technology to improve the programming and services we offer, including digital cable, high-definition television, high-speed Internet service and Comcast Digital Voice.

Please do not hesitate to contact me at 603-889-1363 ext. 3014 if 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

H

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 February bill.

	Current Price	New Price Feb. 1, 2006
P2 Digital Platinum Pack	$50.95	$54.25
P2 Digital Gold Pack	$39.95	$43.25
P2 Digital Silver Pack	$29.95	$33.25
P2 Digital Bronze & Premium Packs	$22.95	$26.25

	Current Price	New Price Feb. 1, 2006
P2 Digital Bronze Standard Pack	$15.95	$18.25
P2 Digital Bronze Variety Pack	$12.95	$11.25
P2 Digital Bronze Pack	$ 7.95	$10.25
P2 Digital Premier Pack	$ 6.95	$ 6.95

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 Sprout, Cartoon Network, music videos, Karaoke, home improvement shows and much 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

All prices are per month charges and do not include applicable regulatory, FCC user and franchise fees, or federal, state and local taxes.

1/06 A

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Comcast IMPORTANT Information

SERVICE, INSTALLATION & EQUIPMENT PRICES

Dear Valued Comcast Customer,

Occasionally, we must adjust our prices due to increasing operating expenses and other investments that we're making to bring you the best that technology has to offer. Effective February 1, 2006, some of our service, installation and equipment charges will change. Please see the price list below that identifies the price adjustments and lists your town's service, equipment, and installation prices. If you are currently enjoying a promotion, your price will remain in effect until your promotion's scheduled expiration date.

Our goal is to continually add value for all of our subscribers, including the offering of unique local and regional programming like NECN, CN8 and Patriots ON DEMAND. We are continuing to dedicate our efforts to introducing new products into the market, such as Comcast Digital Voice, our new residential phone product, as well as enhancing our existing services:

- **Comcast Digital Cable with ON DEMAND** – Our ON DEMAND library now contains more than 3,500 different programs, most of them FREE.
- **High-definition programming** – Up to 17 HDTV networks!
- **High-Speed Internet service** – with home networking, enhanced download speeds, and free online security tools from McAfee.

Comcast is also committed to delivering best in class service to our customers. We have hired hundreds of customer service representatives and enhanced our online support to better staff our six call centers located throughout New England. You have our commitment to be there when you need support from Comcast.

Please review the updated pricing information. If you have any questions, please call us at **1-866-660-6137** or visit our web site, www.comcast.com/information, for more information on our prices and programming changes, as well as a survey for you to provide any feedback.

Thank you for choosing Comcast; we value your business.

Sincerely,

Kevin Casey
Senior Vice President, Comcast New England

New Hampshire: Manchester

CABLE TV Prices^

	Current Price	New Price Feb. 1, 2006
Manchester, NH		
LEVELS OF SERVICE:		
Basic Service†	$10.25	$11.00
Expanded Basic Service	$33.25	$36.10
STANDARD CABLE*	**$43.50**	**$47.10**
Franchise Related Cost**/†	$ 0.05	$ 0.06
Total Standard Cable with FRC	$43.55	$47.16

* 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 equipment.

All prices listed in this notice are per month charges unless otherwise specified and do not include applicable regulatory, FCC user and franchise fees, or federal, state & local taxes. SA952377

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DIGITAL VALUE PACKAGES*^

All packages include: Interactive Program Guide, access to ON DEMAND, Digital PPV and 46 channels of music*

	Current Price	New Price Feb. 1, 2006
Comcast Digital Classic* Includes 29 digital channels with something for everyone including sports on ESPNews and movies on Flix.	$ 5.95	$ 6.20
Comcast Digital Plus* Includes all Digital Classic channels and 26 additional digital channels including DIY, PLUS 7 Encore channels and NFL Network.	$10.95	$11.20
Comcast Digital Silver* Includes Digital Classic and Digital Plus channels PLUS your choice of **1** Digital Premium Pack (listed below).	$24.95	$26.20
Comcast Digital Gold* Includes Digital Classic and Digital Plus channels PLUS your choice of **2** Digital Premium Packs (listed below).	$34.95	$37.20
Comcast Digital Platinum* Includes Digital Classic and Digital Plus channels PLUS **ALL** of our Digital Premium Packs (listed below).	$46.95	$50.20
Comcast Digital Platinum Plus Premier Pack* Includes Digital Classic and Digital Plus channels, **ALL** of our Digital Premium Packs, PLUS all Digital Premier Pack channels.	$50.95	$54.20
Comcast Digital Premier Pack† AZN Television, BET on Jazz, Bloomberg, Celticvision, CSTV, Fox Movies, Fox Soccer, fuse, NBA TV, Outdoor Channel, Oxygen, Speed Channel & Turner Classic Movies.	$ 6.95	$ 6.95
Comcast Digital Sports Pack† CSTV, Fox Soccer, FCS Atlantic, FCS Central, FCS Pacific, Gol TV, NBA TV, NFL Network, Outdoor Channel, Speed Channel, Tennis Channel & TVG.	$ 4.95	$ 6.95

* Digital capable equipment is required to view these services. These Digital Packages are the current packages offered. Packages not listed are no longer available. Prices do not include box and remote. Certain restrictions apply. Service subject to availability.

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

A LA CARTE Choices^

	Current Price	New Price Feb. 1, 2006
Comcast Digital Premium Packs‡		
HBO Premium Pack Includes: HBO, HBO2, HBO Signature, HBO Family, HBO Comedy, HBO Zone, HBO Latino, HBO ON DEMAND & HBO HD***	$18.95	$19.95
Cinemax Premium Pack Includes: Cinemax, MoreMAX, ActionMAX, ThrillerMAX, Cinemax ON DEMAND & Cinemax HD***	$18.95	$19.95
Starz Premium Pack Includes: Starz, Starz Edge, Starz InBlack, Starz Kids & Family, Starz Cinema, Starz Comedy, Starz ON DEMAND & Starz HD***	$18.95	$19.95
Showtime Premium Pack Includes: Showtime, Showtime Too, Showtime Showcase, Showtime Extreme, Showtime Beyond, Flix, Showtime ON DEMAND & Showtime HD***	$18.95	$19.95
The Movie Channel Premium Pack Includes: The Movie Channel, TMC Xtra & The Movie Channel ON DEMAND	$18.95	$19.95
Playboy Channel Includes: 24-hour adult programming. Parental control options are available.	$18.95	$19.95
Digital Video Recorder Service†/**	$ 9.95	$ 9.95
Digital Access (High-Definition or Digital) Charge for reception of premium service(s) or package on additional outlets. (per outlet)	$ 2.45	$ 2.75
TV Guide℠ Weekly Magazine	$ 4.20	$ 4.20

‡ Digital capable equipment is required to view these services. Prices do not include cable box and remote.

*** High-definition capable equipment is required.

† Minimum service level of Digital Classic required to receive this service. Digital cable box with Digital Video Recorder capabilities required.

** DVR recording times are limited. HDTV compatible DVR is available. 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.

International Channels‡^

	Current Price	New Price Feb. 1, 2006
Canales Selecto (Hispanic) Including Video On Demand en español	$ 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

‡ Digital capable equipment is required to view these services. Prices do not include cable box and remote.

ON DEMAND/iN Demand PPV‡^

	Current Price	New Price Feb. 1, 2006
General Entertainment Programming		FREE***
HBO, Cinemax, Showtime, TMC, Starz		Access included with Digital Premium Pack subscription only
Classic Hollywood Movies	$ 2.99/Movie	$ 2.99/Movie
New Released Movies	$ 3.99/Movie	$ 3.99/Movie
Movie Double Features	$ 4.99/Each	$ 4.99/Each
or	$ 5.99/Each	$ 5.99/Each
High-Definition Movies	$ 3.99/Movie	$ 3.99/Movie
to	$ 5.99/Movie	$ 5.99/Movie
Adult Programming	$ 9.99/Movie	$ 9.99/Movie
to	$13.99/Movie	$13.99/Movie
Monthly Subscription Content	$ 9.95/Each	$ 9.95/Each
to	$16.95/Each	$16.95/Each
4 Hour Adult Block	$18.99/Block	$18.99/Block
Live Sports Events & Concerts		Prices Vary By Event

‡ Digital capable equipment is required to view these services.

*** With subscription to Digital Classic or above.

COMCAST High-Speed Internet*

When purchased	
With Comcast Cable or Voice Services‡	$ 42.95
Without Comcast Cable or Voice Services	$ 57.95
Modem Lease	$ 3.00
Comcast Home Networking**	Just $2 More!
Self-Installation Kit* (one time charge only)	$ 29.95
Premium Installation (one time charge only)	$ 99.95
Professional Home Networking Installation (one time charge only) (up to 5 devices)	$149.99

* 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. Maximum speeds limited to 4.0 or 6.0 Mbps download and 384 Kbps upload, depending on CHSI plan selected. Actual speeds will vary and are not guaranteed. Many factors affect speed. Equipment (including cable modem) is required. Prices shown do not include applicable taxes and fees and are subject to change. Service is subject to terms and conditions of Comcast High-Speed Internet Subscriber agreement (and Home Networking agreement if applicable). Not all plans and prices are reflected above. Please visit www.comcast.com/information or call 1-866-660-6137 for complete service descriptions and pricing.

** Comcast Home Networking $2 more pricing reflects pricing of CHSI package that includes a $3 per month leased modem. Additional equipment may be required. Wireless cards are required for additional connections beyond the first computer. Installation charges are additional. Comcast Certified Home Networking Device required. Certain service limitations apply.

‡ Customers with Comcast Digital Voice™ or Comcast Digital Phone qualify for this price.

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COMCAST Digital Voice™ — *New in 2005!*

Stop paying extra! You can keep your current phone number and you won't have to pay more for features or local and long distance calls!

Why switch to Comcast Digital Voice™?

> Unlimited local and long distance, call anyone anytime anywhere in the U.S., Puerto Rico, Saipan, Guam and U.S. Virgin Islands.

> Enjoy 12 popular calling features, including Voice Mail, Call Waiting, Caller ID* and more.

> Web Access to Voice Mail — check your home Voice Mail anywhere in the world you have Internet access.

> One bill for all of your Comcast services: When you have Comcast Digital Voice you can enjoy the convenience of one bill for cable TV, phone and high-speed Internet.

Comcast Digital Voice™ Prices:

When purchased with:

Comcast Cable TV & Comcast High-Speed Internet $39.95
Comcast Cable TV or Comcast High-Speed Internet $44.95
Comcast Digital Voice only $54.95

For a complete listing of all charges for CDV service, please visit www.comcast.com/cdv/termsofservice or call 1-866-660-6137. CDV is for residential customers located in Comcast serviceable areas only and is subject to availability. Multiproduct discounts for the Comcast Unlimited Package require continuous subscription to all specified Comcast products. Package pricing does not include international calling; federal, state or local regulatory fees, taxes or surcharges; our Regulatory Recovery Fee, which is not a tax or government-mandated; or other applicable charges (e.g. operator service or international calls). Equipment and installation charges may apply. Service is subject to the Comcast Digital Voice Residential Subscriber Agreement and other applicable terms and conditions. Prices shown are per month charges in effect on January 1, 2006 and are subject to change.

CABLE INSTALLATION, SERVICE & EQUIPMENT

Installation Charges (one-time charges):	Current Price	New Price Feb. 1, 2006
Installation of cable, never had service before (primary outlet only)	$48.95	$45.50
Installation of cable, had service before (primary outlet only)	$30.95	$28.50
Installation/Activation of each additional outlet at time of initial installation	$15.95	$14.40
Installation/Activation of each additional outlet at any other time	$23.95	$22.45
Relocation of an existing cable outlet	$21.95	$21.45
Install amplifier at time of initial installation	$16.95	$ 8.35
Install amplifier at any other time	$38.95	$16.70
Connection of VCR/DVD at initial installation	$ 7.95	$ 7.65
Connection of VCR/DVD at any other time	$14.95	$15.05
Install A/B switch at time of initial installation	$ 9.95	$ 8.35
Install A/B switch at any other time	$16.95	$16.70

Monthly Charges:		
Basic Service only Cable Box	$ 1.25	$ 1.25
Digital or Non-Digital Cable Box*	$ 4.75	$ 4.50
High-Definition Cable Box	$ 7.95	$ 8.95
CableCARD	N/C	N/C
Remote Control**	$ 0.30	$ 0.25
Service Protection Plan	$ 2.30	$ 3.30

Service Charges & Transaction Fees (one-time charges):	Current Price	New Price Feb. 1, 2006
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)	$11.95	$12.85
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)	$16.95	$15.65
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.)	$32.95	$33.40
Customer Trouble Call	$19.95	$22.25

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

Prices do not apply to Digital Voice 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.

* Digital cable box provides access to an interactive programming guide, certain digital channels, digital music services, pay-per-view services, and certain ON DEMAND services.

** Price reduced as of January 1, 2006.

Basic & Expanded Basic Channel Line-up* Manchester 02/06

(2) WGBH-2 (PBS) / HD ch. 802†
(3) CN8
(4) WBZ-4 (CBS) / HD ch. 804†
(5) WCVB-5 (ABC) / HD ch. 805†
(6) CKSH-9 (Canadian)
(7) WHDH-7 (NBC) / HD ch. 807†
(8) WLVI-56 (WB) / HD ch. 856†
(9) WWDP-46 (Shop NBC)
(10) New England Cable News
(11) WENH-11 (PBS)
(12) WMUR-9 (ABC) / HD ch. 809†
(13) WFXT-25 (FOX) / HD ch. 825†
(14) WSBK-38 (UPN) / HD ch. 838†
(15) WPXG-21 (PAX)
(16) Access Channel
(17) WUNI-27 (UNI)
(18) WNDS-50 (IND)
(19) WNEU-60 (Telemundo)
(20) WMFP-62 (IND)
(21) WUTF-66 (Telefutura)
(22) Access Channel
(23) Access Channel
[24] Disney Channel
[25] Nickelodeon
[26] ABC Family Channel
[27] Court TV
[28] MTV
[29] VH-1
[30] fX
[31] TBS
[32] Home & Garden TV
[33] TNT
[34] E! Entertainment
[35] USA Network
[36] Lifetime
[37] A&E
[38] The Learning Channel
[39] Discovery Channel
[40] MSNBC
[41] Fox News
[42] CNN
[43] CNN Headline News
[44] C-SPAN
[45] C-SPAN2
[46] CNBC
[47] The Weather Channel
[48] ESPN Classic
[49] ESPN
[50] ESPN2
[51] NESN
[52] Fox Sports Net
[53] Bravo
[54] Food Network
[55] Spike TV
[56] EWTN/Inspirational
[58] Hallmark Channel
[59] AMC
[60] Cartoon Network
[61] Comedy Central
[62] Sci-Fi Channel
[63] Animal Planet
[64] TV Land
[65] Outdoor Life Network
[66] History Channel
[67] Travel Channel
[68] GSN/Leased Access
[69] The Golf Channel
(70) HSN
(71) QVC
[95] Product Info. Network
(96) WYDN-48 (Daystar)
(209) WGBH World*
(217) 'GBH Kids*
(237) WGBH Create*

Additional Channels

200 MoviePlex*‡

* Now available in all digital format. Digital capable equipment is required. Channels subject to availability.
† HD capable equipment is required.
‡ Minimum service level of Standard Cable required to receive this channel.

(◯) Basic Service
[ ] Expanded Basic Service

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DIGITAL Channel Line-up

Digital Classic

1 ON DEMAND
202 Flix
210 National Geographic Ch.
211 style.
212 Independent Film Channel
214 TV One
215 Women's Entertainment
218 PBS Kids Sprout
219 G4
220 Nicktoons
221 Discovery Kids
222 Toon Disney
223 Noggin
224 Nick GAS
226 Discovery Health
227 The Science Channel
229 Trinity Broadcast Network
234 Jewelry TV by ACN
235 Black Family Channel
236 The Word Network
238 EWTN
241 BBC America
245 Weatherscan Local
248 ESPNews
251 AZN Television
271 fuse - **NEW!**
273 MTV2
275 VH-1 Soul
277 VH-1 Classic
705 Canal 52MX - **NEW!**

Digital Plus —

Also includes all Digital Classic channels

201 Sundance Channel
203 Encore Action
204 Encore Love
205 Encore Mystery
206 Encore Drama
207 Encore Westerns
216 Oxygen
225 Encore WAM!
228 Nick Too
230 FitTV
231 iLife TV
233 Discovery Home Channel
239 Fine Living Channel
240 Do It Yourself Network
242 History International
243 Biography Channel
252 Discovery Times
253 Military Channel
265 NFL Network
270 Lifetime Movie Network
272 MTV Hits
276 VH-1 Country
279 Great American Country
280 MTV Jams
281 LOGO
326 Encore
711 MTV español

Digital Premier Pack

213 Turner Classic Movies
216 Oxygen
246 Bloomberg
250 Speed Channel
251 AZN Television
255 Outdoor Channel
256 Fox Soccer
257 NBA TV
261 CSTV - **NEW!**
269 Celticvision
271 fuse
274 BET on Jazz
278 Fox Movies FXM

Sports Pack

250 Speed Channel
255 Outdoor Channel
256 Fox Soccer
257 NBA TV
260 TVG
261 CSTV
262 FCS Atlantic
263 FCS Central
264 FCS Pacific
265 NFL Network
266 Tennis Channel
714 Gol TV

Digital Premium

301 HBO
302 HBO2
303 HBO Signature
304 HBO Family
305 HBO Comedy
306 HBO Zone
307 HBO Latino
321 Starz
322 Starz Edge
323 Starz InBlack
324 Starz Kids & Family
325 Starz Cinema
327 Starz Comedy
341 Cinemax
342 MoreMAX
343 ActionMAX
344 ThrillerMAX
361 Showtime
362 Showtime Too
363 Showtime Showcase
364 Showtime Extreme
365 Showtime Beyond
366 Flix
381 The Movie Channel
382 TMC Xtra
451 Playboy Channel

Pay-Per-View

401-402 Home Theater
423-430 Home Theater
435 Pleasure
451 Playboy
452 Spice
453 Playboy español
457 The Hot Network
459 The Hot Zone

High-Definition Programming*

Channels 802-882

Available Broadcasters:**

PBS
CBS
ABC
NBC
FOX
UPN[1]
WB

Additional HD Networks:***

833 TNT HD
839 Discovery HD
849 ESPN HD
868 Cinemax HD
870 HBO HD
875 Starz HD
877 Showtime HD
881 INHD
882 INHD2/NESN HD/FSN HD

Music Choice®

501 Showcase
502 Today's Country
503 Classic Country
504 Bluegrass
505 R&B and Hip-Hop
506 Classic R&B
507 Smooth R&B
508 R&B Hits
509 Rap
510 Metal
511 Rock
512 Arena Rock
513 Classic Rock
514 Alternative
515 Retro-Active
516 Electronica
517 Dance
518 Adult Alternative
519 Soft Rock
520 Hit List
521 Party Favorites
522 90's
523 80's
524 70's
525 Solid Gold Oldies
526 Singers and Standards
527 Big Band and Swing
528 Easy Listening
529 Smooth Jazz
530 Jazz
531 Blues
532 Reggae
533 Soundscapes
534 Classical Masterpieces
535 Opera
536 Light Classical
537 Show Tunes
538 Contemporary Christian
539 Gospel
540 Radio Disney
541 Sounds of the Seasons
542 Musica Urbana
543 Salsa y Merengue
544 Rock en español
545 Pop Latino
546 Mexicana

Sports Pay-Per-View

600 NBA.com
601-611 Team 1-11
621-630 MLB-NHL Game

International Channels

679 RAI
681 SPT
688 TV5
701 Zee TV
702 Zhong Tian
703 RTN

Canales Selecto Package:

704 Supercanal Caribe
705 Canal 52MX
706 Discovery en español
707 Cine Latino
708 Fox Sports en español
709 CNN en español
710 Toon Disney
711 MTV español
712 Casa Club TV
713 Cine Mexicano
714 Gol TV (English)
715 NFL Network (English)
716 The History Channel en español
717 WAPA America

Some restrictions apply.

* High-definition (HD) channels, including local signals, are subject to availability. A high-definition (HD) television set (not provided) and HD capable equipment is required. High-definition (HD) or digital capable equipment is required to receive Digital Cable channels.

** High-definition (HD) local broadcast signals are included with Basic Service subscription. See Basic and Expanded Basic channel line-up for channel numbers and availability.

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

[1] Available in Boston market towns only.

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

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City of Manchester
Information Systems Department

100 Merrimack Street
Manchester, New Hampshire 03101-2210
Phone (603) 624-6577
Fax (603) 624-6320
www.ManchesterNH.gov

Diane S. Prew
Director

January 11, 2006

Mayor Frank C. Guinta
Mayor's Office
One City Hall Plaza
Manchester, New Hampshire 03101

RE: Information Systems Department Flooding

Dear Mayor Guinta:

Upon returning from the Christmas holiday on Tuesday, December 27th, we found that more than half of our office space, located in the basement of the Central Fire Station, had been flooded.

This is the 5th time that the Information Systems Department has flooded. The first three floods were attributed to mechanical problems in the building related to the backflow check valve. This problem was rectified in 1990. For the next 14 years the department experienced no flooding problems.

At the end of May 2004 we again experienced flooding of the entire office. The cause of this flooding was attributed to hydrant flushing that may have caused the catch basin to surcharge with water backing up in the under drain to an elevation higher than the basement floor slab. With the new drainage installed down Merrimack Street in the summer of 2004, it was felt that this was a unique incident that should not reoccur.

The cause of our current problem is being aggressively researched by the Public Works Department, however, to date the cause has not been found. It appears that the water came up through the concrete slab.

As you can imagine, these occurrences are very disruptive to the department and affect the efficiency with which we are able to support the user community. To date we have been lucky that the City's computer systems were not directly affected by the flooding. However, by being below grade in the Central Fire Station there is obviously no guarantee that the next flood will not be of a magnitude to affect the computer equipment.

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I respectfully request that serious consideration be given to finding a new location for the Information Systems Department. If our systems go down, the communications network including Email, Internet and file access, public safety systems, security systems, building access systems, energy management systems, administrative systems, etc. would all be adversely affected.

Sincerely,

Diane S. Prew
Director Information Services

CC: Chief Joseph Kane
Frank Thomas
Robert MacKenzie

10

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

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that Gill Stadium be taken out of the Enterprise system in Fiscal Year 2006.

May 3, 2005.
In Committee on Finance.

On motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to recommend to the next Board of Mayor and Aldermen initiating office in January 2006 that Gill Stadium be considered a top priority in being moved out of the enterprise system.

City Clerk

Respectfully submitted,

Clerk of Committee

CITY OF MANCHESTER
Office of the City Clerk

10

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

MEMORANDUM

To: Committee on Administration/Information Systems

From: Leo R. Bernier
City Clerk

Date: February 16, 2005

Re: Gill Stadium – Removal from Enterprise System in FY2006

Please be advised that in action taken by the Board of Mayor and Aldermen at a meeting held on February 15, 2005, it was voted to accept a report of the Committee on Community Improvement relative to the above-referenced.

Enclosed for your review and further processing is a copy of a communication reflecting actions taken.

Enclosure

pc: Mayor Baines

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

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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 Gill Stadium be taken out of the Enterprise system in fiscal year 2006.

February 15, 2005.
In Board of Mayor and Aldermen.

On motion of Alderman Lopez, duly seconded by Alderman O'Neil, it was voted to refer to the Committee on Administration/Information Systems and budget process.

City Clerk

Respectfully submitted,

Clerk of Committee

12

CITY OF MANCHESTER

Human Resources Department

One City Hall Plaza
Manchester, New Hampshire 03101-4000
Tel: (603) 624-6543 (V/TTY) • Fax: (603) 628-6065

December 29, 2005

Board of Mayor and Aldermen
City of Manchester
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Proposed Change to Rule 16 A

Dear Board of Mayor and Aldermen:

Two years ago, the Board revised Rule 16 in an effort to streamline and make revisions to class specifications more expedient. While this revision has been helpful to updating class specifications, the process for reclassification of positions, establishing positions and establishing new class specifications still takes an inordinate amount of time.

Currently, a Department Head will send the Human Resources Director a request to reclassify a position, establish a position or establish a new classification. The Human Resources Director will investigate this request, complete a analysis of the request and then make a recommendation to the Human Resources and Insurance Committee (HRIC). HRIC will meet and review the request. Testimony will also be heard from the Human Resources Director as well as the Department Head making the request. Upon an affirmative vote of the HRIC, the request will then be forwarded to the Board of Mayor and Aldermen. Upon approval of the request, the request will then be forwarded to the Bills on Second Reading Committee. Once the request is reviewed and approved by the Bills on Second Reading Committee, the request is then sent back to the full Board of Mayor and Aldermen. This process often takes several months to complete which is not efficient to keeping the classification system up to date.

During my tenure, the Bills on Second Reading Committee has not made any changes or recommendations to the requests. Unfortunately, the Bills on Second Reading Committee does not meet on any regular schedule and requests have been known to be pending for three and four months. This would not appear to be an efficient way of managing our position titles or compliment. It is also not consistent for ensuring that employees are paid properly for their duties and responsibilities. Therefore, in the interest of making our City government more efficient, I would propose that the requirement for reclassifications, establishment of positions and the creation of new class specifications be exempt from going to the Bills on Second Reading Committee.

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Therefore, I am attaching a proposed amendment to Rule 16 A. As you will note, the proposal eliminates the requirement to have reclassifications, new positions and new class specifications go the Bills on Second Enrollment Committee. If approved, any such requests will continue to go to the Human Resources and Insurance Committee and the full Board of Mayor and Aldermen.

Your favorable approval of this request to change Rule 16 A would be greatly appreciated. I would be happy to answer any questions that the Board might have for this request.

Respectfully submitted,

Virginia A. Lamberton

Virginia A. Lamberton
Human Resources Director

Attachment

CHANGE TO RULE 16 A

Rule 16 A. (Ordinances Changing Job Classifications, establishing positions and new class specifications)

Ordinances providing for changes in class specifications, establishing positions, reclassifications and new class specifications, shall be reviewed by the Committee on Human Resources. Upon approval by the Committee, the City Clerk shall submit such ordinances to the Board of Mayor and Aldermen where the question shall be on passing same to be Ordained without referral to committee or any other action by the Board.

13

City of Manchester
Department of Finance

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

January 6, 2006

The Honorable Board of Mayor and Aldermen
c/o Leo Bernier, City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: Revised Request For Use of EPD Replacement Account Funds

Dear Board Members:

The initial request to expend $ 36,000 for replacement of a Sodium Hypochlorite Tank was approved at the BMA Meeting of December 6, 2005.

Subsequent to that approval, and the ensuing bid process, the actual cost of the tank came in higher than originally estimated. Attached, therefore, is a letter requesting authorization to expend an additional $ 6,000 from the EPD Replacement Account. Coupled with the previous request, this increase would provide the $ 42,000 necessary.

The Finance Department customarily requests the authorization of the Board, prior to processing payments for the funds requested. For your general information, this account currently has a cash balance of $ 379,343.03 and an uncommitted balance of $ 343,343.03.

Therefore this request is for authorization to expend additional funds, in the amount of $ 6,000.00, to provide sufficient funds for the replacement of the storage tank.

Respectfully submitted,

Joanne L. Shaffer

Joanne L. Shaffer
Second Deputy Finance Officer, Treasury Manager

Attachment(s): Initial Request, BMA Approval, Revised Request

CC: Kevin A. Clougherty
Thomas W. Seigle, P.E.
Frank Thomas, P. E.

13

City Of Manchester
Department of Highways
Environmental Protection Division

300 Winston Street
Manchester, New Hampshire 03103-6826
(603) 624-6595 Fax (603) 628-6234

Frank C. Thomas, P.E.
Public Works Director

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

M E M O R A N D U M

DATE: December 22, 2005 #05-283

TO: Kevin Clougherty

FROM: Thomas W. Seigle, P.E. T. Seigle

RE: Sodum Hypochlorite Tank Replacement

EPD received approval to use $36,000 from our replacement account to purchase the referenced tank. Our estimate of $36,000 was based on a bid for a similar tank in 2001 of $34,000 and recent discussions with a potential vendor.

Bids were received on 12/21/05 for $41,807.00. I am requesting that our authorization to use replacement funds be increased by $6,000.00 to a total of $42,000.00 to cover the increased costs.

Your prompt review would be appreciated.

RECEIVED
DEC 22 2005

/djv

cc June George – EPD
Thomas Corey – EPD

13

City of Manchester
Department of Finance

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

IN BOARD OF MAYOR & ALDERMEN

DATE: December 6, 2005

ON MOTION OF ALD. Lopez

SECONDED BY ALD. Forest

VOTED TO authorize expenditures in the amount of $36,000 from the EPD Replacement Account for a 10,000 gallon storage tank.

CITY CLERK

November 25, 2005

The Honorable Board of Mayor and Aldermen
c/o Leo Bernier, City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: Use of EPD Replacement Account Funds

Dear Board Members:

Attached is a letter requesting authorization to expend funds from the EPD Replacement Account to replace one of the original 10,000 gallon storage tanks.

The Finance Department customarily requests the authorization of the Board, prior to processing payments for the funds requested. For your general information, this account currently has an uncommitted cash balance of $ 376,942.74.

Therefore this request is for utilization of the funds, in the amount of $ 36,000.00, to enable the expenditure, for the replacement of the storage tank.

Respectfully submitted,

Joanne L. Shaffer

Joanne L. Shaffer
Second Deputy Finance Officer, Treasury Manager

Attachment

CC: Kevin A. Clougherty
Thomas W. Seigle, P.E.
Frank Thomas, P. E.

13

City Of Manchester
Department of Highways
Environmental Protection Division

300 Winston Street
Manchester, New Hampshire 03103-6826
(603) 624-6595 Fax (603) 628-6234

Frank C. Thomas, P.E.
Public Works Director

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

M E M O R A N D U M

DATE: October 31, 2005 #05-246

TO: Kevin Clougherty

FROM: Thomas W. Seigle, P.E. T. Seigle

RE: Sodium Hypochlorite Storage Tank

It is requested that we be authorized to use $36,000 from the EPD Replacement Account to replace one of our 10,000 gallon storage tanks.

The original tanks were cross-linked polyethelene and all have ultimately failed. To date we have replaced two 1,500 gallon tanks and one 10,000 gallon tank with FRP tanks, which have held up well.

This is the last of the polyethelene tanks and it is currently leaking

Your approval would be appreciated.

/djv

cc Frank C. Thomas P.E.
Kevin Sheppard, P.E.
June George – EPD
Thomas Corey – EPD

RECEIVED
OCT 31 2005

14

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

January 12, 2006

Honorable Board of Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza
Manchester, NH 03101

Attn: Mr. Leo Bernier, City Clerk

Re: Recycling, Yard Waste and
Construction of Material Recovery Facility Contract

Dear Board of Mayor and Aldermen:

I am writing to inform you that after several months of negotiations with Corcoran Environmental Services, Inc. (CES) for recycling and yard waste services and the construction of a Material Recovery Facility (MRF), and further, with the Board's approval of the contract on December 19, 2005, it has been determined that the Performance Bond that was required of CES by the City (a 10-year $5,000,000 bond), is not available from bonding agencies.

We have since negotiated a Performance Bond that is agreeable to both CES and the City Solictor. The revised language for Section 18 of the contract is attached. We believe that this bonding requirement protects the City's interests, and therefore we are requesting the Board's concurrence with this recommendation.

Mr. Frank Thomas or I will be available at your meeting to address any questions you may have regarding this recommendation.

Sincerely,

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

Cc: Frank Thomas, P.E., Joanne McLaughlin, Tom Clark, Kevin Clougherty

Attachments

RECEIVED
JAN 12 2006
CITY CLERK'S OFFICE

Previous Language:

18. BOND REQUIREMENTS.

Prior to commencing performance under the Agreement, Corcoran shall provide a Performance Bond executed by a surety company acceptable to the City in the amount of Five Million Dollars ($5,000,000). The Performance Bond shall remain in effect for the total life of this Agreement and shall be adjusted on the Agreement Anniversary date to reflect cost of living adjustments determined under Section 15 of this Agreement.

New Language:

18 BOND REQUIREMENTS.

Prior to commencing performance under the Agreement, Corcoran shall cause to be provided a Performance Bond or Bonds executed by a surety company or companies acceptable to the City in the total amount of Five Million Dollars ($5,000,000.00). Performance Bond or Bonds shall be in effect for the total life of this Agreement. Upon completion of the Materials Recovery Facility (MRF) called for in Section 10 of this Agreement the total amount of said bond or bonds shall be adjusted to an amount equal to one and one half times the amount of the fee paid by the City for pickup of recyclable materials and yard waste. On the Agreement Anniversary date the total amount of the Performance Bond or Bonds shall be adjusted to reflect cost of living adjustments determined under Section 15 of this Agreement

14

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

December 8, 2005

Solid Waste Committee of the
Honorable Board of Mayor and Aldermen
CITY OF MANCHESTER
One City Hall Plaza,
Manchester, New Hampshire 03101

Attn: Alderman Mark E. Roy, Chmn.

Re: *Recycling/Yard Waste Contracts*

Dear Committee Members:

I am writing to inform the Committee that after several months of proposal reviews and negotiations, City staff is prepared to recommend Corcoran Environmental Services (C.E.S.) as the contractor for yard waste and recycling services for the City. In our opinion, C.E.S. has submitted a proposal which will meet the City's needs, increase recycling, reduce solid waste disposal costs and increase revenues to the City. It is our anticipation that based on Corcoran's plan, the diversion rate for recyclables should increase from 8% to the State's goal of 40% over a period of 10 years, netting a savings of over $1,000,000 per year in solid waste disposal costs in future years.

Our existing contract with Waste Management, Inc. expires on February 28th 2006, therefore we are requesting the Committee's concurrence on this recommendation. A summary of the contract is attached.

Mr. Thomas and myself will be available at your meeting to address this recommendation in further detail.

Sincerely,

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

/cd

cc: Frank C. Thomas, P.E.
Joanne McLaughlin
Kevin Clougherty
Tom Clark
Mike Colby

Major Points of Contract

- Minimum of (4) recycling and (4) yard waste trucks.
- Ability to add vehicles, based on 95% collection capacity, at a cost of $200,200 per truck.
- *Phase 1* Weekly dual-stream curbside recycling collection in 18 gal. bins. Yard waste services, same.
  Phase 2 Prior to third anniversary of contract, 64-68 gallon toters provided to all residents, to provide weekly single stream recycling. Yard waste services as is.
- Collection of recycling/yard waste anticipated to be same day as refuse collections.
- Extensive education program, up to $25,000 per year.
- Obtain a ground lease from the City on a piece of property (Drop-Off Facility) located on Dunbarton Road for a term of 30 years with two 10 yr. options to extend. For the construction of a 200 ton per day regional Material Recyling Facility (MRF).
  - Lease payment of $26,000/yr. for first 3 years.
  - Lease payment of $39,000/yr. for year 4.
  - Lease escalated at 3%/yr. every third year thereafter
- City will receive host revenues of $2.50/ton for every ton of material received at the Material Recycling Facility, not including Manchester's recyclables. Host revenue escalation is tied to future tipping fee increases at MRF.
- Revenue sharing from the Material Recycling Facility as follows:

  0 to 15,000 tons, no revenues.
  15,001 to 49,999, 10% of net revenue
  50,000 + tons, 20% of net revenues

- Term of curbside collection contract for recyclables and yard waste is for 10 years with four 5-year extension options, at discretion of City.
- Penalties of $100 per occurrence up to $1,000 per day.

Major Points of Contract (Cont'd)

- Compensation for curbside yard waste programs is $770,000/yr. inflated at a maximum of 3% per year (tied to CPI).

- Compensation for recycling services:

	Year 1	Year 2	Year 3	Year 4	Year 5
Contract:	889,800	916,494	1,075,106	1,107,359	1,140,580
Est. Toter Acquisition:	--------	----------	392,700	392,700	392,700
Sub-Totals:	$ 889,800	$916,494	$1,467,806	$1,500,059	$1,533,280
Est. Addt'l. Trucks:	---------	----------	200,206	404,400	404,400
Totals:	$ 889,800	$916,494	$1,668,006	$1,904,459	$1,937,680

- Estimated Revenues/Solid Waste savings:

	Year 1	Year 2	Year 3	Year 4	Year 5
Ground Lease:	26,000	26,000	39,000	39,000	39,000
MRF Host Fee:	---------	---------	19,000	39,750	60,500
Revenue Sharing:	---------	---------	---------	59,240	93,592
Sub-Total	$ 26,000	$26,000	$ 58,000	$137,990	$192,592
MSW Disposal Savings:	30,325	33,049	317,068	512,712	743,685
Totals:	$ 56,335	$59,049	$375,068	$650,702	$936,277

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CITY OF MANCHESTER
Parks, Recreation & Cemetery Department

625 Mammoth Road
Manchester, NH 03104-5491
(603) 624-6565 Administrative Office
(603) 624-6514 Cemetery Division
(603) 624-6569 Fax

COMMISSION

Stephen Johnson, Chairman
Sandra Lambert, Clerk
George "Butch" Joseph
Michael Worsley
Dennis Smith
Ronald Ludwig, Director

January 9, 2006

The Honorable Board of Mayor and Alderman
1 City Hall Plaza
Manchester, NH 03101

Re: PSNH Utility Easement located at Electric Street Crossing the Former North Weare Branch of the Boston & Maine and the Piscataquog River

Dear Members of the Board:

Upon review of the enclosed easement by the consultant charged with designing the Piscataquog Trailway, our department and the Highway Department we have determined it to be satisfactory. Careful consideration was given to impact on future construction phases of the Piscataquog Trailway. Based on the enclosed easement plan, both horizontal & vertical clearances from the proposed overhead 34.5 kV transmission lines would accommodate the placement of prefabricated truss should the need arise.

In order to officially execute the easement, we would request that the Board of Mayor and Alderman authorize the Mayor's signature on behalf of the City subject to review by both the City Solicitor & the Department of Public Works. We will then obtain the necessary signatures from the PSNH and have the document recorded at the Hillsborough Registry Of Deeds.

Best regards,

Chuck DePrima, Deputy Director

Cc: Ronald E. Ludwig, Director
Thomas Clark, City Solicitor
Anne-Marie Sommer, Real Estate Agent, PSNH
Kevin Sheppard, Deputy Director Public Works Dept.

15

Public Service of New Hampshire

PSNH Energy Park
780 North Commercial Street, Manchester, NH 03101

Public Service Company of New Hampshire
P.O. Box 330
Manchester, NH 03105-0330
(603) 669-4000
www.psnh.com

The Northeast Utilities System

November 30, 2005

Ronald E. Ludwig, Director
Parks & Recreation Department
625 Mammoth Road
Manchester, NH 03304

Dear Ron:

As we discussed on the telephone, PSNH is requesting the right to cross City of Manchester land with an overhead 34.5 kV transmission line in the vicinity of Electric Street. For your convenience, I am attaching a copy of a proposed easement deed and plan.

I appreciate any help you can give us in obtaining these rights as quickly as possible. If you have any questions or need additional information, please call me at 634-2873.

Very truly yours,

Anne-Marie Sommer

Anne-Marie Sommer
Real Estate Agent

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Return to:
Public Service Co. of N.H.
A.M. Sommer
P.O. Box 330
Manchester, NH 03105

EASEMENT DEED

KNOW ALL MEN BY THESE PRESENTS, that the CITY OF MANCHESTER, a body corporate and politic, with a mailing address of 1 City Hall Plaza, Manchester, New Hampshire 03101-2097 (hereinafter called Grantor) for consideration paid, grants to PUBLIC SERVICE COMPANY OF NEW HAMPSHIRE, a New Hampshire corporation, with its principal place of business and mailing address at 780 North Commercial Street, P.O. Box 330, in Manchester, County of Hillsborough, State of New Hampshire 03105 (hereinafter called Grantee), and its successors and assigns, with WARRANTY covenants,

The RIGHT and EASEMENT to construct, maintain, repair, rebuild, inspect, operate, patrol and remove overhead and underground lines and facilities consisting of wires, cables, ducts, manholes, poles and towers, together with foundations, crossarms, braces, anchors, guys, grounds, and other equipment for the transmission of electric current and/or communications and/or intelligence over, under, and across a certain parcel of land situated in the City of Manchester, in the County of Hillsborough, State of New Hampshire, shown as the cross-hatched area marked as "12,800 sq. ft. Easement Area To Be Conveyed to PSNH" on a plan entitled "Easement Plan, Public Service Co. of N.H. & City of Manchester, Piscataquog River, Manchester, New Hampshire, Drawing No R-10175", dated September 30, 2005 and recorded herewith in the Hillsborough County Registry of Deeds.

Meaning and intending to describe and convey easement rights in a portion of the same premises conveyed to the Grantor by deed of The State of New Hampshire, dated February 26, 2001, recorded in the Hillsborough County Registry of Deeds at Book 6367, Page 1698.

This conveyance shall include the right to clear and keep clear the easement parcel of all trees and underbrush by such means as the Grantee may select, to remove all structures or obstructions which are found within the limits of the said parcel, to cut or trim such trees on the adjacent land of the Grantor as in the judgment of the Grantee may interfere with or endanger said lines and facilities or their maintenance and operation, and

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to pass and repass on, over and across the said parcel with personnel, vehicles and equipment for all purposes and at all times in the lawful exercise of the rights granted herein.

The Grantor for itself and its successors and assigns, covenants and agrees to and with the Grantee, its successors and assigns, that it will not erect or maintain any building or other structure, or permit the erection or maintenance of any building or other structure of any kind or nature upon the easement parcel, or change the existing grade or ground level of the easement parcel by excavation or filling.

EXECUTED this day of , 2005.

CITY OF MANCHESTER, NH

By:_____
Robert A. Baines, Mayor
Duly Authorized

State of New Hampshire
County of Hillsborough

The foregoing instrument was acknowledged before me this day of , 2005, by Robert A. Baines, Mayor of the City of Manchester, New Hampshire, on behalf of the City.

My commission expires:

_____
Notary Public/Justice of the Peace

15

Deprima, Charles

From: Thomas, Bruce
Sent: Wednesday, December 21, 2005 2:23 PM
To: Deprima, Charles
Subject: PSNH Utility Easement at Electric Street

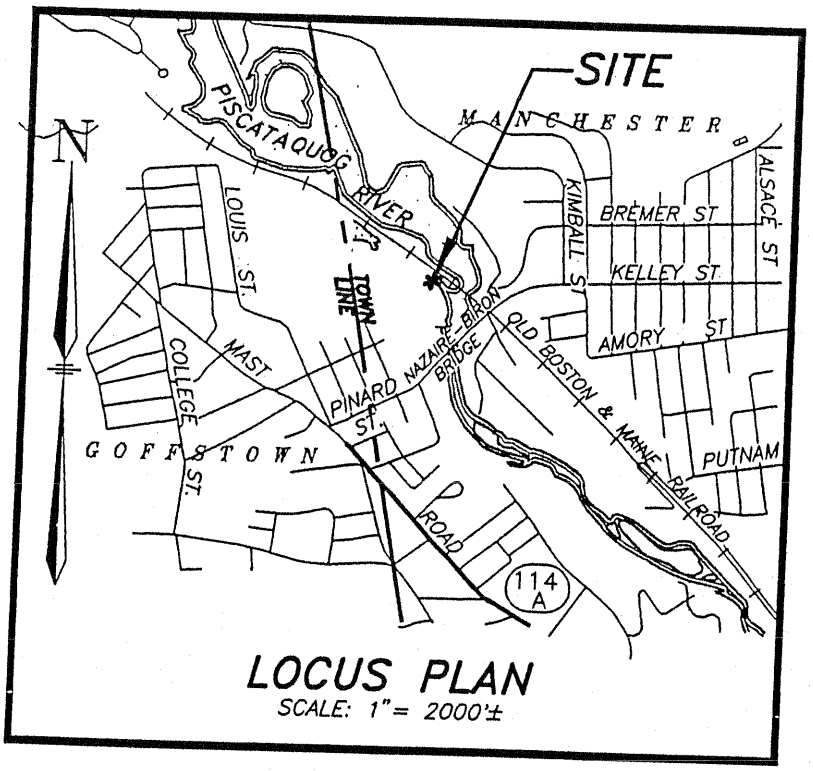
Hi Chuck,

The Highway Dept. has no issues with the propsed PSNH Utility Easement at Electric Street.

Thanks,

Bruce A. Thomas, P.E.
Engineering Manager
Manchester Department of Highways

15



LOCUS PLAN
SCALE: 1"= 2000'±

REFERENCE PLAN:

1. LAND AT KELLY'S HYDRO TO BE SOLD TO THE CITY OF MANCHESTER, NH, SCALE:1"=100' DATED AUGUST 30, 1972, DWG. #B-8431-2 BY THIS OFFICE.

2. BOUNDARY PLAN OF LAND OF PUBLIC SERVICE CO. OF NH AT KELLY'S FALLS, MANCHESTER, NH, SCALE:1"=100' DATED JULY 24, 1979 DWG. #R-8431.3 BY THIS OFFICE.

3. RIGHT-OF-WAY AND TRACK MAP THE CONCORD & MONTREAL R.R. OPERATED BY THE BOSTON AND MAINE R.R. STATION 105+60 TO STATION 158+40 SCALE:1"=100' DATED JUNE 1914 BY THE OFFICE VALUATION ENGINEER, BOSTON, MA. VAL. 23.2 SHEETS 2 AND 3.

RECEIVED
MANCHESTER CITY CLERK

'05 DEC 20 A10 :27

Manchester School District
School Administrative Unit No. 37
286 Commercial Street, Manchester, NH 03101
Tel: 603.624.6300 • Fax: 603.624.6337

Michael Ludwell, Ph.D.
Superintendent of Schools

Henry J. Aliberti Jr., Ed.D.
Assistant Superintendent
Elementary Education

Frank G. Bass, Ph.D.
Assistant Superintendent
Secondary Education

Karen G. Burkush
Assistant Superintendent
Student Services

William E. Sanders
Chief Financial Officer

RECEIVED 16
DEC 20 2005
CITY SOLICITOR'S OFFICE

TO: Thomas Arnold
Deputy City Solicitor

FROM: William Sanders
Chief Financial Officer WES

DATE: December 19, 2005

SUBJECT: Ash Street Building

This letter serves to advise that on December 12, 2005 the Board of School Committee passed the attached resolution related to returning the Ash Street School to the City of Manchester. Attached is a letter from the School Board Clerk regarding the matter.

Please advise what additional information or documentation, if any, is required to complete this process.

Cc: Michael Ludwell, Ph.D., Superintendent
Board of School Committee
Mr. Tim Clougherty
Mr. Kevin Sheppard
Mr. Frank Thomas

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Manchester School District

School Administrative Unit No. 37
286 Commercial Street, Manchester, NH 03101
Tel: 603.624.6300 • Fax: 603.624.6337

Michael Ludwell, Ph.D.
Superintendent of Schools

Henry J. Aliberti Jr., Ed.D.
Assistant Superintendent
Elementary Education

Frank G. Bass, Ph.D.
Assistant Superintendent
Secondary Education

Karen G. Burkush
Assistant Superintendent
Student Services

William E. Sanders
Chief Financial Officer

TO: William Sanders
Chief Financial Officer

FROM: Suzanne Sears Suzanne O. Sears
School Board Clerk

DATE: December 15, 2005

SUBJECT: Ash Street Building

At the Board of School Committee meeting held on Monday, December 12, 2005, a motion was made and seconded to accept a minority report regarding the Ash Street School Building from the Building and Sites Committee. The motion passed by majority vote; Comm. Beaudry, Langton, and Labanaris voted in opposition to the motion.

A motion was made by Comm. Herbert and seconded by Comm. Kelley to accept the Administration's proposal that the Board return the Ash Street School Building back to the City. The motion passed by a majority vote of 9-4. Those voting in favor of the motion were Vice-Chair Stewart and Committee Members Scott, Herbert, Soucy, Gelinas, Cote, Ouellette, Kelley, and Donovan. Those voting in opposition of the motion were Committee Members Beaudry, Langton, Labanaris, and Kruse.

17

City Of Manchester
Department of Highways
Environmental Protection Division

300 Winston Street
Manchester, New Hampshire 03103-6826
(603) 624-6595 Fax (603) 628-6234

Frank C. Thomas, P.E.
Public Works Director

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

January 9, 2006

The Honorable Board of Mayor and Aldermen
One City Hall Plaza
Manchester, New Hampshire 03101

RE: Warrant for Sewer Charges Levy 2005
Period #3

Dear Board Members:

Please be advised that the warrant for Sewer Charges encompassing all delinquent sewer rental charges from 8/19/05, to 11/17, 2005, in accordance with RSA:9 and 252:10, that are to be committed to the Collector of Taxes will be included on the agenda for the January 17, 2006 meeting of the Board of Mayor and Aldermen. A clerk will submit the amount of said warrant at the time of the meeting.

Sincerely,

June George

June George
Business Service Officer

/JG

18

CITY OF
MANCHESTER
EMPLOYEES'
CONTRIBUTORY
RETIREMENT
SYSTEM

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

RECEIVED
MANCHESTER, N.H. CITY CLERK
'05 OCT 31 A9:36

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

October 28, 2005

Honorable Members:

I am writing to inform you that the Manchester Employees' Contributory Retirement System's has sought sponsorship in the New Hampshire Senate for three pieces of legislation in the 2006 session of the legislature. Two pieces of legislation are housekeeping measures which are needed to allow the plan to operate in a more efficient manner. None of the amendments sought in either of these two legislative initiatives will impact the cost of the operation of the plan or affect the City's funding obligation. For that reason, neither of those housekeeping initiatives will require a referendum vote on a City ballot however we are seeking the concurrence of the Board of Mayor and Aldermen on each of the housekeeping bills so that the legislature will know that local authority has not been circumvented.

A third piece of legislation has been sought as a corrective measure on a previously enacted bill which is suspected of being in conflict with Federal regulations. SB-402 which became law as Chapter 159 in 2004 was identified as being possibly problematic after it was ratified by City voters in the fall of 2004. I must stress that we are still uncertain whether the provisions of that act are actually problematic because we have yet to receive a Private Letter Ruling requested of the Internal Revenue Service in February of 2005 to settle that question. This third legislative action has been requested as a placeholder so that existing language in Chapter 159 can be amended to eliminate any provisions which a Private Letter Ruling might identify as inappropriate. Even minor modification to Chapter 159 could have cost ramifications to the City but until we know the extent of possible IRS concerns and can obtain an actuarial cost associated with required changes, we cannot begin to estimate the fiscal impact. Since there would be a definite cost change, this bill will need to be ratified by the voters of Manchester as a referendum issue in the fall of 2006, assuming the measure passes in the legislature. Since the nature of this bill requires referendum, a vote of the Board of Mayor and Aldermen is not required. In the event that a favorable Private Letter Ruling is received which will allow Chapter 159 to move ahead as enacted, this corrective placeholder will be withdrawn. That may also need to be done if no reply is received from the IRS by a certain point in the legislative season in which case, a similar measure may be needed in 2007.

You have been provided with drafts of all three pieces of legislation and I will be happy to appear before you to answer questions on any of these proposed legislative bills.

Gerard E. Fleury – Executive Director
Manchester Employees' Contributory Retirement System

cc: MECRS Board of Trustees

BOARD OF MAYOR & ALDERMEN
DATE: November 15, 2005
ON MOTION OF ALD. DeVries
SECONDED BY ALD. Garrity
VOTED TO table.
CITY CLERK

This bill is a simple housekeeping measure designed to reinforce a present practice being carried out under Rulemaking Authority. We are seeking to elevate that authority to the statutory level on a recommendation from counsel.
THIS BILL WILL NOT REQUIRE A REFERENDUM ON A CITY BALLOT.

18

FOR INTRODUCTION

2006 SESSION

AN ACT relative to acceptance of tax sheltered fund from certain qualified plans for members of the Manchester employees' contributory retirement system.

SPONSORS:

COMMITTEE: Insurance

ANALYSIS

This bill establishes a statutory basis for a program presently being operated under an administrative rule for members of the city of Manchester employees' retirement system. The provisions of this bill are subject to prior approval by the Board of Mayor & Aldermen in the city of Manchester.

- -

Explanation: Matter added to current law appears in ***bold italics.***

Matter removed from current law appears [~~in brackets and struckthrough.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Six

AN ACT relative to acceptance of certain tax sheltered funds for members of the Manchester employees' contributory retirement system.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 New Section; Manchester Retirement System; Acceptance of Certain Tax Sheltered Funds for Allowable Service Purchases. Amend 1973, 218, as amended by 2002, 194, by inserting after section 29 the following new section:

218:30 Acceptance of Certain Tax Sheltered Funds.

I Acceptance of Funds. For the purposes of funding a service buyback in accordance with Chapter 218:10,III, 218:10, IV and Administrative Rule 2.6, the Manchester Employees' Contributory Retirement System may accept a trustee to trustee transfer of funds from a retirement plan that is tax-qualified as described in Section 401(k), 403(b) or 457 of the United States Internal Revenue Code of 1986, as amended. Any such transfers shall be limited to the amount necessary for a service buyback as determined by the retirement System in accordance with Chapter 218:10,VI.

II Subject to provisions. The provisions of this section shall be subject to all provisions of Chapter 218 Laws of 1974, as amended, in conformity with applicable provisions of the United States Internal Revenue Code of 1986, as amended.

III Service Credit Purchases. Service credit purchased under this section shall be creditable service for the purpose of eligibility for retirement and other benefits under Chapter 218 Laws of 1974, as amended.

IV Buybacks disallowed. A service buyback will not be allowed if the service buyback would violate Section 415(n) of the Internal Revenue Code of 1986, as amended.

V Applications. Service buybacks made pursuant to this rule shall comply with all informational requirements appearing on the "Application for Acceptance of Tax Sheltered Funds for Service Buybacks" which is provided by the Retirement System.

2 Effective Date. Section 1 of this act, shall take effect upon its passage.

18

This bill is a collection of housekeeping issues which will ensure spousal protection, refine demographics of the Pension Board, eliminate a needless waiting period associated with service buybacks, and improve pension portability options. None of these measures will affect costs to the City.
THIS BILL WILL NOT REQUIRE A REFERENDUM ON A CITY BALLOT.

18

FOR INTRODUCTION

2006 SESSION

AN ACT relative to the city of Manchester's contributory retirement system.

SPONSORS:

COMMITTEE: Insurance

ANALYSIS

This bill makes minor housekeeping refinements to the contributory retirement system of the city of Manchester originally established in 1973, 218. The provisions of this bill are subject to prior approval by the Board of Mayor & Aldermen in the city of Manchester.

- -

Explanation: Matter added to current law appears in ***bold italics.***

Matter removed from current law appears [~~in brackets and struckthrough.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Six

AN ACT relative to the city of Manchester's contributory retirement system.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Employees to Whom the Act Applies. New Section. Amend 1973, 218:4, as amended by 2002, 194, by inserting after part XX the following new section:

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218:4 Definitions.

XXI. "Spousal acknowledgment" means a written recognition, signed by a member's spouse, of the benefit payment plan selected by the member under the provisions of Chapter 218:11 II, Chapter 218:12, Chapter 218:14, & Chapter 218:15 that is filed with the retirement system on a form prescribed by the board of trustees at the time of retirement.

2 Restructuring of Board Dynamics. Amend 1973, 218:5, as amended by 2002, 194, as noted:

218:5 Retirement Board Personnel and Powers.

I. Management of the retirement system shall be vested in the retirement board consisting of 7 members, composed as follows: the city finance director; a person appointed by the board of aldermen, 2 citizens of the city, one appointed by the mayor, one elected by the employee members, neither of whom shall be an officer or employee of the city or a member of any commission of the city; [~~2~~] ***3*** members who are employees of the city, who are members of the retirement system and who shall be elected by the members. All members, including retired members and members with deferred benefits shall be permitted to vote in the elections for the board positions. Spouses of deceased members shall not be permitted to vote in the elections for the board positions. [~~The mayor shall be an ex-officio member of the board who shall have a vote only to break a tie.~~]

II. The finance director shall serve as a member of the retirement board during his or her term of office. [~~The mayor shall serve as a member of the retirement board during his or her term of office.~~] The member of the retirement board appointed by the board of aldermen shall serve a term of one year from the effective date of this act, provided his or her successors shall be appointed for 3-year terms and the term of office of each member shall continue until his or her successor is appointed and qualified. The citizen appointed by the mayor shall serve a term of 2 years from the effective date of this act, provided his or her successors shall be appointed for terms of 3 years and the term of office of each such member of the board shall continue until his or her successor is appointed and qualified. The [~~2~~] *3* members of the board who are employees of the city shall be elected for terms of one year and 2 years respectively from the effective date of

this act, provided their respective successors shall be elected for 3-year terms and the term of each office of each such member of the board shall continue until his or her successor is appointed and qualified. The citizen member of the board elected by the employees shall be elected for a term of 3 years from the effective date of this act, provided that his or her successors shall be elected for 3-year terms and the term of office for such member of the board shall continue until his or her successor is elected and qualified. The members of the retirement board shall serve without compensation. Employees of the retirement system are prohibited from serving on the retirement board.

III. A majority of voting members of the retirement board (4 members) shall constitute a quorum for the transaction of retirement board business. [~~; however, the mayor, as an ex-officio non-voting member of the retirement board shall not be counted towards such quorum~~.] Retirement board meetings cannot begin, nor can business be transacted, until the chairperson ascertains a quorum is present. For the purposes of a retirement board meeting, until a quorum is present, no debate or motion shall be in order except to recess to locate absent members of the board. All matters coming before any meeting of the retirement board or its committees shall be decided by a majority of those retirement board members present and entitled to vote, a quorum being ascertained. Proxies shall not be permitted for voting or for obtaining a quorum.

IV. In the event of a vacancy on the retirement board, such vacancy shall be filled in the same manner as the member to be succeeded was appointed or elected and for the remainder of the unexpired term. Any person who is vacating a trustee position on the board may, if the trustee's circumstances permit, continue to represent the membership as a trustee for a period not to exceed 6 months, or, until a successor is appointed or elected, whichever period is shortest.

3 Employees to Whom the Act Applies. Amend 1973, 218:10, III, as amended by 2002, 194:1, to read as follows:

218:10 Service Credit and Service Buybacks.

III. A member who ceases to be a member, withdraws his or her member contributions pursuant to section 11 of this act, and later becomes a member again, may make a request after the member's return to city employment for service buyback of prior service credit for the previous time served as a member. [~~No benefits other than the right to withdraw member contributions pursuant to section 11 of this act shall accrue with respect to such previous period of service until~~

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~~the member shall have completed 5 years of continuous service in the current period of employment~~.] If a service buyback is not made, the member's benefit shall be based solely on the member's years of service and final average earnings after the break in service.

4 New Section; Manchester Retirement System; Permissive Service Purchases for Service Withdraw from other Qualified Public Employee Retirement Plans. Amend 1973, 218, as amended by 2002, 194, by inserting after section 30 the following new section:

218:31 Credit for Service in other public retirement systems.

I. Notwithstanding any provision of Chapter 218 to the contrary, any member of the Manchester Employees' Contributory Retirement System, in service on or after June 30, 2006, who was formerly a member of a public employees' retirement system elsewhere in the United States, shall be allowed to purchase credit for such service as creditable service in the Manchester Employees' Contributory Retirement System; provided, however, that creditable service in the Manchester Employees' Contributory Retirement System which is purchased under this paragraph shall not be deemed creditable service for the purpose of eligibility for medical and surgical benefits as a retired employee under Chapter 218:28. For such members, only creditable service performed in the City of Manchester as a member of the Manchester Employees' Contributory Retirement System shall be counted as creditable service for the purpose of eligibility for medical and surgical benefits as a retired employee under Chapter 218:28. For the purposes of this section, "public employees' retirement system" shall include any retirement system established and maintained by the United States government, the members of which are federal government employees. For the purposes of this section, any military service not otherwise authorized pursuant to Chapter 218:10, I shall not be included as creditable service in a public employees' retirement system. The member shall meet the following conditions:

(a) The member has terminated employment and active membership in the other public system and has become a member of the Manchester Employees' Contributory Retirement System; and

(b) The member applies for service credit, on a form designated by the board; and

(c) The member provides such information and certification from the other public employer and other public retirement system as the board may require; and

(d) The member pays to the Manchester Employees' Contributory

Retirement System the full cost for buy-in of creditable service as provided in Chapter 218:10, IV, including prepayment of any actuarial calculation fee as determined by the board; and

(e) The amount of creditable service purchased shall be either the full length of service rendered in the other system or a pro-rata portion of such service purchasable with the maximum amount which the member is permitted to withdraw from the other system; and

(f) In no case shall the creditable service purchased exceed the service time rendered in the other public system, or include any service period for which the member remains eligible for benefits in the other public system.

II. Upon certification by the Manchester Employees' Contributory Retirement System of eligibility for other public system service credit, and upon payment by the member of the cost of such credit, and with the approval of the board of trustees, the member shall receive credit for such other public system service.

III. In no case shall other public plan service purchased as creditable service in the Manchester Employees' Contributory Retirement System under the provisions of this section be deemed to be creditable city service for the purposes of eligibility for longevity or other benefits solely within the discretion of the City of Manchester.

5 Effective Dates. Sections 1, 3 and 4 of this act, shall take effect upon its passage. Section 2 of this act shall take effect with the beginning of term following the next Mayoral Election in November, 2007.

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This bill may be needed to correct conflicts between benefit provisions enacted by SB-402, Chapter 159 Laws of 2004, which after their enactment were suspected to be in conflict with certain Internal Revenue regulations. The provisions of Chapter 159 have been placed on hold pending receipt of a Private Letter Ruling from the IRS. If the IRS does not rule favorably on Chapter 159's provisions, this bill will be used to correct the portion of that Chapter which the IRS has deemed problematic. Should the IRS find favorably on Chapter 159, this bill will be withdrawn. THIS BILL **WILL** REQUIRE A REFERENDUM ON A CITY BALLOT AS IT WILL LIKLEY AFFECT THE CITY'S PENSION COSTS.

FOR INTRODUCTION

2006 SESSION

AN ACT relative to the city of Manchester's contributory retirement system.

SPONSORS:

COMMITTEE: Insurance

ANALYSIS

This bill makes technical corrections to previously established benefits for members of the city of Manchester employees' retirement system which conflict with Internal Revenue Service regulations as presently adopted. The provisions of the bill are subject to a referendum vote in the city of Manchester.

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Explanation: Matter added to current law appears in ***bold italics.***

Matter removed from current law appears [~~in brackets and struckthrough.~~]

Matter which is either (a) all new or (b) repealed and reenacted appears in regular type.

STATE OF NEW HAMPSHIRE

In the Year of Our Lord Two Thousand Six

AN ACT relative to the city of Manchester's contributory retirement system.

Be it Enacted by the Senate and House of Representatives in General Court convened:

1 Employees to Whom the Act Applies. Amend 1973, 218:12 VI, as amended by 2002, 194, and 2004, 40 as follows:

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218:12 Retirement Benefits.

VI. Prior to a member's termination of employment, a member may elect, under rules of the board, to receive a retirement benefit of 2 percent of the member's average final earnings for all years of service or any portion thereof, provided that [~~the member shall be responsible for payment of 50 percent of the benefit based on methods and assumptions adopted by the board~~] ***the member shall be responsible for any portion of the benefit not deemed to be in conflict with Section 415(n) or with other sections of the Internal Revenue Service Codes***. The retirement system shall be responsible for the payment of the remaining [~~50 percent of the~~] ***cost associated with the*** retirement benefit based on methods and assumptions adopted by the board.

2 Referendum. At the election to be held in the city of Manchester in September or November, 2006, the city clerk then in office shall cause to be included on the ballot the following statement and question: "A contributory retirement plan for city employees was adopted by the voters of Manchester at the November 1973 election. The plan became effective in January 1974, and now, technical corrections to a previously approved benefit improvement are requested. Are you in favor of the passage of an act of the General Court of 2006, amending the city of Manchester employees contributory retirement system to eliminate existing statutory provisions which have been deemed to conflict with certain Internal Revenue Service rules?" Beneath this statement and question shall be printed the word "Yes" and the word "No" with a square immediately opposite such word in which the voter may indicate his or her choice. If a majority of the voters present and voting on the question shall signify their approval thereof, this act shall be declared adopted effective upon passage, except as otherwise provided within the act. The city clerk shall, within 10 days after said election, certify to the secretary of state the result of the vote on the question.

3 Effective Date. Section 1 of this act, shall take effect upon its passage.