BOARD OF MAYOR AND ALDERMEN

October 4, 2022 at 7:00 PM
Aldermanic Chambers, City Hall (3rd Floor)

Mayor and All Aldermen

AGENDA

The Mayor calls the meeting to order.

The Mayor calls for the Pledge of Allegiance.

A moment of silence is observed.

The Clerk calls the roll.

PUBLIC COMMENT

1. The Mayor advises that the purpose of the public comment session is to give residents of Manchester the opportunity to address the Board. All people wishing to speak will have up to three minutes to do so and any comments must be directed to the chair. Any resident wishing to speak will come forward to the nearest microphone, clearly state their name and address when recognized and give their comments.
If the Board so desires, a motion would be in order to take all comments under advisement and further to receive and file any written documentation presented.

PRESENTATIONS

2. Presentation by the Build Back Better Regional Challenge Coalition.

CONSENT AGENDA

Accept and Remand Funds

3. Communication from Sharon Wickens, Finance Officer, requesting that the additional appropriation of $1,714,484.12 in Highway Block Grant funds that the city received on August 15, 2022 be accepted and remanded for the purpose intended.

4. Donation of $5,000 from the Digital Federal Credit Union to the Fire Department which will be used towards mental health services for staff.

Accept BMA Minutes

5. Minutes from the September 6 BMA and Finance meetings.

Approve Under Supervision of the Department of Highways

6. Pole Petition:
12-0907 Straw Road (3)

Approve Under Supervision of the Department of Highways, subject to funding

7. 50/50 Sidewalk Petitions
Residential:
- 38 Austin Street
- 157 Gingras Avenue
- 253 Lake Avenue
- 393 Ray Street
- 14 Old Wellington Road
- 78 Paquette Avenue
- 253 Myrtle Street
- 265 Myrtle Street
- 274 Ray Street
- 312 Oak Street

Information to be Received and Filed

8. Communication from Sharon Wickens, Finance Officer, regarding the contingency account balance.

9. Communication from Southern NH Planning Commission regarding their transportation-related safety programs.

10. Communication from the Emergency Management Coordinator regarding Winter Sheltering and the Warming Station.

11. Update on Homelessness and SUD Initiatives.

<u>REFERRALS TO COMMITTEES</u>

COMMITTEE ON FINANCE

12. "Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Thirteen Thousand Six Hundred Forty Nine Dollars and 33/100 ($13,649.33) for the FY 2023 CIP 410323 Project Safe Neighborhood."

"Amending the FY2021 & FY 2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Fifteen Thousand Twenty Six Dollars ($15,026) for the FY2021 CIP 712123 Commercial Mower."

"Amending the FY2021 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Three Thousand Thirty Six Dollars ($3,036) for the FY2021 CIP 713621 Peterbilt Service Truck."

"Amending the FY2022 & FY2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of One Hundred Seven Thousand Dollars ($107,000) for the FY2022 CIP 711822 Auburn Streetscape."

"Amending the FY2022 and FY2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Seventy Thousand Dollars ($70,000) for the FY 2023 CIP 610123 Easterseals NH The Way Home-TBRA."

"Amending the FY2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Forty Five Thousand One Hundred and Ninety-Five Dollars 76/100 ($45,195.76) for the FY 2023 CIP 810623 ESG Initiatives ."

"Amending the FY2022 & FY2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Four Hundred Fifty Thousand Dollars ($450,000) for the FY2023 CIP 511423 School Parking Lot Rehabilitation."

<u>REPORTS OF COMMITTEES</u>

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

13. Advising that the update on the Revolving Loan Fund has been accepted.
(Unanimous vote with the exception of Aldermen Levasseur and Cavanaugh who were absent)

14. Advising that the Finance Department reports:

- Accounts receivable over 90 days
- Aging report
- Outstanding receivables

have been accepted.
(Unanimous vote with the exception of Aldermen Levasseur and Cavanaugh who were absent)

15. Recommending that Ordinance Amendments:

"Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding Juneteenth as a holiday under §33.075 Holidays."

"Amending Section 70.40 Towing of the Code of Ordinances of the City of Manchester by increasing the fees associated with vehicles towed without the consent or authorization of the owner/operator of the vehicle."

ought to pass and be Enrolled.
(Unanimous vote with the exception of Aldermen Levasseur and Cavanaugh who were absent)

COMMITTEE ON COMMUNITY IMPROVEMENT

16. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $13,649.33 for CIP 410323 Project Safe Neighborhood be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

17. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $450,000 for CIP 511423 School Parking Lot Rehabilitation be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

18. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $70,000 for CIP 610123 Easterseals NH The Way Home-Tenant Based Rental Assistance be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

19. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $107,000 for CIP 711822 Auburn Streetscape be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

20. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $45,195.76 for CIP 810623 ESG Initiatives be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

21. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $3,036 for CIP 713621 Peterbilt Service Truck be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

22. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $15,026 for CIP 712123 Commercial Mower be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

23. Recommending that the request from Jeff Belanger, Planning & Community Development Director, to extend various CIP projects through June 30, 2023 be approved.
(Unanimous vote with the exception of Alderman Cavanaugh who was absent)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

24. Recommending that the request from the Board of School Committee to increase the yearly stipend of elected school board members from $2,000 to $4,000 a year effective January 2, 2024 be approved.

The Committee also requested that representatives from the school district be available at the next BMA meeting on October 4 to answer any questions that aldermen may have.
(*Unanimous vote)*

COMMITTEE ON LANDS AND BUILDINGS

25. Recommending that with regards to the request to purchase city-owned property located at 896 Goffs Falls Road (Tax Map 871, Lot 4), the Assessor's recommendation be accepted and that City staff be allowed to negotiate the price and report back to the committee at a future date.
(Unanimous vote)

26. Recommending that the offer from Raymond St. Jean to forfeit ownership of a parcel of land located on Groveland Avenue (Tax Map 492, Lot 11) to the city be approved contingent on Margaret St. Jean signing off on the forfeiture.

The Committee also requests that the Tax Collector make Mr. & Mrs. St. Jean aware of the actual tax amount.
(Unanimous vote)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

27. Recommending that the following traffic regulations be approved:
NO PARKING ANYTIME
On Arnold Street, north side, from S Main Street to Boynton Street
Alderman Barry
On Hanover Street, south side, from Gertrude Street to a point 100 feet east
Alderman Fajardo
CROSSWALK
On Beech Hill Ave at Bradley Street, west side
Alderman Burkush
(Unanimous vote with the exception of Alderman Sharonov who was absent)

28. Recommending that the request from Liza Schoedinger to use the southeast corner of the Arms Lot for DEKA's ARMI BioFabUSA Fall Meeting from October 25, 2022 through October 27, 2022 be approved.
(Unanimous vote with the exception of Alderman Sharonov who was absent)

29. Advising that they have received and filed Items 1 and 3 of the request from Brad Pernaw on behalf of The Common Man Roadside located at 451 Commercial Street.
(Unanimous vote with the exception of Alderman Sharonov who was absent)

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

REGULAR BUSINESS

30. Communication from Jean Mugabo advising the Board of his resignation from the Housing Commission.
Ladies and Gentlemen, what is your pleasure?

31. Nominations:
Office of Youth Services
Gloria Mukendi as a regular member to replace Hassan Essa, term to expire January 1, 2024
Karen Meteyer as a regular member, term to expire January 1, 2025
Police Commission
Gene Brown as a regular member, term to expire September 15, 2025
(Note: Pursuant to Rule 20 of the Board of Mayor and Aldermen, these nominations will layover to the next meeting of the Board.)

32. Confirmation of Ryan Cashin as the Fire Chief.
Ladies and Gentlemen, what is your pleasure?

33. Confirmations:
Zoning Board of Adjustment
Nick Taylor as an alternate member to replace Anne Ketterer, term to expire 3/1/2024
Talia Burghard as an alternate member to replace Guy Guerra, term to expire 3/1/2023
Office of Youth Services Board
Katrina Ealy as a regular member, term to expire 1/1/2025
MHRA Board of Commissioners
Tom Hickman as a regular member to replace Jared Landry, term to expire 12/31/2026
MDC Board of Directors
Steven Scheiner as a regular member to replace Alex Walker, term to expire 3/11/2024
Highway Commission
Amber Cannan as a regular member, term to expire 1/15/2023
Ladies and Gentlemen, what is your pleasure?

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

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

36. The Mayor calls the meeting back to order.

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

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

39. Report(s) of the Committee on Public Safety, Health & Traffic, if available.
Ladies and Gentlemen, what is your pleasure?

40. Communication from the Board of School Committee requesting a supplemental appropriation in the amount of $3,230,310.
If the Board so desires, a motion would be in order to refer the supplemental appropriation to the Committee on Finance and a public hearing to be held on Tuesday, October 18, 2022.

41. Communication from Marc Pinard on behalf of The Edge Apartments, LLC and its affiliate, Brady Sullivan Properties, LLC requesting approval of a Facility Encroachment Agreement between Manchester Water Works and Boston and Maine Corporation, as well as the related Indemnity Agreement.
Ladies and Gentlemen, what is your pleasure?

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

"Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Thirteen Thousand Six Hundred Forty Nine Dollars and 33/100 ($13,649.33) for the FY 2023 CIP 410323 Project Safe Neighborhood."

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"Amending the FY2022 & FY2023 Community Improvement Program, authorizing and appropriating and transferring funds in the amount of Four Hundred Fifty Thousand Dollars ($450,000) for the FY2023 CIP 511423 School Parking Lot Rehabilitation."
If the Board so desires, a motion would be in order that the Resolutions ought to pass and be Enrolled.

43. Ordinance Amendments: **(A motion is in order to read by titles only.)**

"Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding Juneteenth as a holiday under §33.075 Holidays."

"Amending Section 70.40 Towing of the Code of Ordinances of the City of Manchester by increasing the fees associated with vehicles towed without the consent or authorization of the owner/operator of the vehicle."
These Ordinances having had their final reading by title only, the question is on passing same to be Ordained.

44. **A motion would be in order to enter into non-public session pursuant to RSA 91-A:3, II(d) for consideration of property acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community. A roll call vote is required.**

NEW BUSINESS

TABLED ITEMS
(A motion is in order to remove any item from the table.)

45. Ordinance Amendments:

"Amending Sections 33.025 & 33.026 (Compensation Manager) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.025 & 33.026 (Human Resources Analyst) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.024, 33.025 & 33.026 (Project Coordinator) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.025 & 33.026 (Water Works Director) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.025 & 33.026 (Water Works Deputy Director-Finance and Administration) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.025 & 33.026 (Water Works Deputy Director-Water Treatment and Supply) of the Code of Ordinances of the City of Manchester."

"Amending Sections 33.025 & 33.026 (Water Works Deputy Director-Water Distribution) of the Code of Ordinances of the City of Manchester."
If the Board so desires, a motion would be in order to Ordain.

ADJOURNMENT