



BOARD OF MAYOR AND ALDERMEN

April 18, 2023 at 7:00 PM

Aldermanic Chambers, City Hall (3rd Floor)

Mayor and All Aldermen

AGENDA

The Mayor calls the meeting to order.

The Clerk calls the roll.

PUBLIC COMMENT

1. Mayor Craig 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.

PRESENTATIONS

2. Health Insurance Update by representatives from Anthem and USI.

CONSENT AGENDA

Accept BMA Minutes

3. Minutes from the 3/7 Special BMA and BMA meetings, and the 3/21 Special BMA, BMA and Finance meetings.

Information to be Received and Filed

4. Communication from Comcast regarding changes to the Xfinity channel line-up.
5. Communication from Tim Clougherty, Public Works Director, regarding the Pearl Street Lot project.

REFERRALS TO COMMITTEES

COMMITTEE ON BILLS ON SECOND READING

6. Ordinance Amendments:

"Amending Chapter 32: Boards, Commissions and Departments of the Code of Ordinances of the City of Manchester by creating a new Section 32.023 Department of Housing Stability."

"Amending Chapter 32: Boards, Commissions and Departments and Chapter 91: Health and Sanitation of the Code of Ordinances of the City of Manchester to transfer the Department of Senior Services to the Health Department."

COMMITTEE ON FINANCE

7. Resolutions:

"Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Forty-One Thousand Nine Hundred and Forty-Five Dollars (\$2,041,945) for the FY 2023 CIP 611523 2023 Healthy Homes Production Grant Program."

"Amending the FY2023 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Seventy-Eight Thousand Eight Hundred and Sixty-Eight Dollars and Fifty-Nine Cents (\$78,868.59) for the FY2023 CIP 711423 Annual Street Reconstruction."

"Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Dollars (\$2,000,000) for the FY 2023 CIP 611623 InvestNH Municipal Per-Unit Grant."

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

- 8.** Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$2,041,945 for CIP 611523 2023 Healthy Homes Production Grant Program be approved.
(Unanimous vote)
- 9.** Recommending that the request from the Traffic Engineer for a line item adjustment to the Budget Authorization for CIP 711118 Traffic Signal Corridor Upgrades be approved.
(Unanimous vote)

10. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and transfer of funds in the amount of \$78,868.59 for CIP 711423 Annual Street Reconstruction be approved.
(Unanimous vote)
11. Recommending that the request from the Central Fleet Services Director for authorization to get bids and enter into contracts for vehicles being replaced in the FY24 MER be approved.
(Unanimous vote)
12. Recommending that the request from Easter Seals to change the use of the building at 224 Spruce Street from three units of rental housing to a group home be approved.
(Unanimous vote)
13. Recommending that the summary of abatement requests submitted by the Chief Engineer be approved.
(Unanimous vote)
14. Recommending that the request from the Planning & Community Development Director for an extension of CIP projects 611619 & 611819 through May 31, 2023 be approved.
(Unanimous vote)
15. Recommending that the request from the Fire Chief for permission to apply for a FY24 EOC grant in the amount of \$2,250,000 be approved.
(Unanimous vote)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

16. Recommending that the request of the HR Director regarding the creation of a new department, Homelessness Initiatives, including the following:
 - Adoption of an ordinance creating the new Department of Homelessness Initiatives;
 - Adoption of the revised class specification for the Director of Homelessness Initiatives, grade 28;
 - Confirmation of the Mayor's nomination of Adrienne Beloin as the department head; and
 - Adoption of a new classification of Project Assistant, grade 13, to be added to the complement of the new department.be approved.
(Unanimous vote with the exception of Alderman Barry who voted in opposition)

- 17.** Recommending that the request from the Public Health Director regarding a reorganization of the Health Department including the following:
- Bring the Senior Center under the newly created Healthy Aging Branch of the Health Department;
 - Add one(1) Healthy Aging Specialist, grade 18, position to their complement and adopt the newly created class specification;
 - Add one (1) Building Maintenance Technician, grade 15;
 - Add one (1) part-time Financial Analyst, grade 19;
 - Add one (1) Public Health Administrator, grade 24;
 - Fund one (1) Public Health Specialist II, grade 20, with 50% city funds and 50% ARPA funds;
 - Allocate city funds to cover the cost of 50% of an existing full-time Administrative Assistant, grade 13, due to grant funding coming to an end;
 - Eliminate three (3) Community Health Workers, grade 15, ARPA funded positions; and
 - Move 80% of the cost of an existing Community Health Nurse position, grade 20, into ARPA funding due to grant funding coming to an end
- be approved.
(*Unanimous vote*)
- 18.** Recommending that the request from the Deputy Public Works Director for the following changes to their complement:
- Eliminate one (1) vacant Accounting Specialist II, grade 12, and replace with one (1) Accounting Technician, grade 14; and.
 - Eliminate one (1) vacant Timekeeper, grade 12, position and replace with one (1) Administrative Assistant III, grade 14.
- be approved.
(*Unanimous vote*)
- 19.** Recommending that the request from the Fire Chief for the following changes to their complement:
- Amend the class specification for the Fire Training Officer to that of Training Coordinator;
 - Amend the class specification for Firefighter to specify that a Class B CDL with air brake endorsement be obtained within two years of hire date; and
 - Eliminate the Investigation and Compliance Specialist, grade 17, and replace with a newly created NET Team Coordinator, grade 17, and adopt the new class specification.
- be approved.
(*Unanimous vote*)

- 20.** Recommending that the request from the Parking Manager regarding reorganization of the Parking Division and the following changes:
- Adopt new classifications for Downtown Maintenance Worker I, grade 10, and Downtown Maintenance Worker II, grade 12;
 - Eliminate the Parking Maintenance Worker, grade 10, positions and replace with the newly created Downtown Maintenance Worker I (one full-time and one part-time);
 - Add one (1) additional full-time and two (2) additional part-time Downtown Maintenance Worker I, grade 10, positions to their complement to be funded with CBSD funds;
 - Add one (1) full-time Downtown Maintenance Worker II, grade 12;
 - Add one(1) part-time Customer Service Representative I, grade 11, position;
 - Fund one (1) unfunded Parking Control Officer, grade 12.
- be approved.
(*Unanimous vote*)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

- 21.** Recommending that the request from Total Image Running to use the Arms Lot for the TI 10 miler/10k event scheduled for Saturday, May 13, 2023 be approved.
(*Unanimous vote*)
- 22.** Recommending that the request from Stark Brewing to use a section of Arms Lot for a Micro Mayhem Wrestling event scheduled for Sunday, May 21, 2023 be approved.
(*Unanimous vote, with the exception of Alderman Stewart who voted in opposition*)
- 23.** Recommending that the request from DEKA to use a portion of the southeast corner of Arms Lot for the ARMI BioFabUSA Meeting in the Millyard event scheduled for Thursday, June 1 through Saturday, June 10, 2023 be approved.
(*Unanimous vote*)
- 24.** Advising that the request for amendments to Section 71, Snow Emergency Regulations, of the City of Manchester Code of Ordinances, has been referred to city staff for review and creation of a draft ordinance amendment.
(*Unanimous vote*)

SPECIAL COMMITTEE ON SOLID WASTE ACTIVITIES

- 25.** Recommending that the request from the Public Works Director and Planning & Community Development Director for Manchester to define who is eligible for municipal solid waste collection by establishing criteria via city ordinances, and that the "Downtown Collection Zone" be modified, be approved.
(*Unanimous vote*)

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

REGULAR BUSINESS

- 26.** Confirmations:
Fire Commission
Robert Corbeil to succeed himself, term to expire May 1, 2026
Central Business Service District Board
Jaqueline Leary to succeed herself, term to expire May 1, 2026
Conservation Commission
Larissa Robinov to succeed Garry Hayworth, term to expire August 1, 2023
Board of Registrars
Ronald Giroux to succeed Marc Tremblay, term to expire May 1, 2026
MDC Board of Directors
Roland Martin to succeed himself, term to expire March 11, 2026
Manchester Transit Authority Board
Michelle Lauder to succeed herself, term to expire May 1, 2028
Planning Board
Bryce Kaw-uh to succeed himself, term to expire May 1, 2026
Todd Connors to succeed himself, term to expire May 1, 2026
Rafael Calderon to succeed himself, term to expire May 1, 2026
Ladies and Gentlemen, what is your pleasure?
- 27.** Budget projections to be submitted by Sharon Wickens, Finance Officer, if available.
- 28.** A motion is in order to recess the meeting to allow the Committee on Finance to meet.
- 29.** Report(s) of the Committee on Finance, if available.
Ladies and Gentlemen, what is your pleasure?
- 30.** Report(s) of the Special Committee on Alcohol, Other Drugs and Youth Services, if available.
Ladies and Gentlemen, what is your pleasure?
- 31.** Report(s) of the Committee on Accounts, Enrollment and Revenue Administration, if available.
Ladies and Gentlemen, what is your pleasure?
- 32.** Report(s) of the Committee on Administration/Information Systems, if available.
Ladies and Gentlemen, what is your pleasure?
- 33.** Report(s) of the Committee on Lands & Buildings, if available.
Ladies and Gentlemen, what is your pleasure?

34. 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 Two Million Forty-One Thousand Nine Hundred and Forty-Five Dollars (\$2,041,945) for the FY 2023 CIP 611523 2023 Healthy Homes Production Grant Program."

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If the Board so desires, a motion would be in order that the Resolutions ought to pass and be Enrolled.

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

"Amending Section 33.026 (Director of Homelessness Initiatives) of the Code of Ordinances of the City of Manchester."

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

"Amending Section 33.024 (Training Coordinator) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.026 of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024, 33.025, & 33.026 (NET Team Coordinator) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024, 33.025, & 33.026 (Healthy Aging Specialist) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024, 33.025, & 33.026 (Downtown Maintenance Worker I) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024, 33.025, & 33.026 (Downtown Maintenance Worker II) of the Code of Ordinances of the City of Manchester."

If the Board so desires, a motion is in order to Ordain.

TABLED ITEMS

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

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

“Appropriating to the Parking Fund the sum of \$5,259,137 from parking revenues for the Fiscal Year 2024.”

“Appropriating the sum of \$20,681,387 from Sewer User Rental Charges to the Environmental Protection Division for the Fiscal Year 2024.”

“Appropriating to the Manchester Airport Authority the sum of \$41,664,536 from Special Airport Revenue Funds for the Fiscal Year 2024.”

“Appropriating to the Manchester Transit Authority the sum of \$1,594,761 for the Fiscal Year 2024.”

“Appropriating to the Manchester School District the sum of \$191,759,220 for the Fiscal Year 2024.”

“Appropriating all Incremental Meals and Rooms Tax Revenue Received by the City in the Fiscal Year 2024 and held in the Civic Center Fund, for the payment of the City’s Obligations in Said Fiscal Year under the Financing Agreement.”

“Appropriating to the Manchester School Food and Nutrition Services Program the sum of \$5,819,971 from School Food and Nutrition Services Revenues for the Fiscal Year 2024.”

“Raising Monies and Making Appropriations of \$177,283,166 for the Fiscal Year 2024.”

“Appropriating to the Central Business Service District the sum of \$258,000 from Central Business Service District Funds for the Fiscal Year 2024.”

“Resolution ‘Approving the Community Improvement Program for Fiscal Year 2024, Raising and Appropriating Monies Therefore, and Authorizing Implementation of Said Program.’

If the Board so desires, a motion would be in order that the Budget Resolutions ought to pass and be Enrolled.

NEW BUSINESS

ADJOURNMENT