

BOARD OF MAYOR AND ALDERMEN

March 21, 2023 at 7:00 PM

Mayor Craig called the meeting to order.

The Clerk called the roll.

Present: Aldermen Cavanaugh, Stewart, Long, Fajardo, T. Sapienza, Trisciani, Levasseur, Heath, E. Sapienza, Burkush, Barry, Gamache, George-Kelly

PRESENTATIONS

2. Vietnam War Plaque Presentation by Mike Lopez.

Mayor Craig stated with the Board's indulgence, we have a brief presentation that I would like to do before public comment. We have a lot of folks here. It is the 50th Anniversary of the Vietnam War and we have many Vietnam veterans here. I would ask former Alderman Lopez, Ray Goulet and everyone here to please join me.

Resolution.

Whereas, the freedom and security that residents of the United States enjoy today are a direct result of the bloodshed and continued vigilance given by the United States Armed Forces over the history of our great nation; and

Whereas, we remember and thank all 9,087,000 military personnel who served during the Vietnam War with distinction and valor, and

Whereas, the Vietnam War had a tremendous impact on U.S. troops with 303,704 wounded, 75,000 becoming severely disabled and 58,821 American lives lost throughout the war, and

Whereas, Manchester is home to approximately 6,500 veterans whose periods of military service range from the World War II era to the modern day, and

Whereas, in addition to expressing our gratitude, the city strives to offer housing, medical and mental health supports through programs designed specifically for veterans through a collaboration between private, public and non-profit actors in the City of Manchester,

Now, Therefore, I, Joyce Craig, Mayor of Manchester do hereby proclaim March 28, 2023 to be the 50th Vietnam War Veteran's Day in the city.

s/Joyce Craig

I urge all members of our community to thank a Vietnam veteran for their service and to observe and appreciate the sacrifices and contributions of those who have fought for peace and defended our democracy. Thank you.

Ray Goulet, Chapter 41, Vietnam Veterans of America, and I would like to present this informational map on the Vietnam Museum to the Mayor and Aldermen. It provides a lot of information and you can put it in a place where people can see it.

Mayor Craig responded we certainly will. Thank you very much.

Michael Lopez stated March 29 is Vietnam Day and we appreciate the City of Manchester recognizing the Vietnam veterans. One of the things I want to tell you is that the reason it is on March 29 is that was the day the combat troops left Vietnam and the last day that we received a POW from Hanoi. That is the reason that March 29, 1973 is entrenched in the 50th anniversary of Vietnam although it is over 50 years. I wanted to mention that to you. As you look at the picture, you can read all of the combat that took place in Vietnam. It is good reading and since there is a long line at the Tax Office maybe you can hang it there to give them something to read. Also, we would like to present to the Mayor this plaque recognizing all of the Vietnam veterans in the state of NH. We have a monument at the Boscawen Cemetery if you ever go up there to all of the people who gave their life in Vietnam.

Mr. Goulet stated there are 227 Vietnam veterans on this wall. Of those, eight are POW and MIA. We have already recovered two of them. We have six more to find and on behalf of all of the Vietnam veterans here tonight I would like you to accept this. Thank you to everyone.

Mr. Lopez invited all of the Vietnam veterans to come forward, including any aldermen who were Vietnam veterans.

Mr. Goulet stated can I just say one more thing about the monument. This is my wife's design. It was my idea but her design and it is in the shape of a book with the book

ends of Vietnam and the State of NH. It is the very first monument that was put in our cemetery. Thank you.

PUBLIC COMMENT

Mayor Craig advised 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.

Sara Tofanelli, Marguerite Street, stated:

I am here tonight about resources or lack thereof and access to them. While there is a lot to say, this is the brief version. I always hear people say there are so many resources, just ask. Unfortunately, that is simply not the truth. Due to availability accessibility and contradictory information, on February 25 it took me eight hours to get a gentleman into detox due to Farnum saying they had beds and then arriving and being told that they didn't nor did they know who we spoke with. Despite all of my network's help, I ultimately ended up driving him to Nashua where he remains; eight hours. Countless other times Farnum said they had beds just to arrive and be told that they don't or being told that they don't and sending someone anyway and they actually did. That is beyond unacceptable especially after Farnum has led the public to believe that it is so easy to secure a bed. Most people who ask for help are at their lowest and don't have an advocate with a network to find them treatment. It is completely unacceptable to receive contradictory information when their life is at stake. This could mean the difference between life and death. Mobile crisis is another issue. When one is having a mental health crisis and they are called, they should always come to assess a client. Why at the emergency shelter on a Sunday was a client told he was fine to wait four days, until Thursday, for a med refill after telling staff that he was having increasingly violent auditory and visual hallucinations and requesting to be brought to the ER for an anti-psychotic shot? A cop who randomly popped in personally requested an ambulance for him, otherwise, he would have remained there. The other issue is when a client does an intake at the emergency shelter they are asked what resources would be helpful. That is laughable at best because that is about all there is to do to

that. There are no resources so what is the point in asking? Why is there such an issue with getting resources down to the shelters, especially when in six weeks our most vulnerable will be back on the streets? There are no resources to bring in applications or to help people do anything so they are leaving in the same position they came in. Nothing changes if nothing changes. It is like slamming a revolving door for people trying to change their lives. It is highly unacceptable when people are losing their lives over unnecessary obstacles to getting help. It is not only extremely frustrating, it is also preventable and it leaves even more people homeless. I would like to have more places to network and be able to coordinate these resources so we can start seeing changes that the public would desperately like to see amongst our most vulnerable and continue to complain about.

Dam Wright, Manchester, stated:

A couple of nights a week these days I am hosting a laundry service for the unsheltered and homeless which has been great. The rest of the nights I am usually out there checking in on folks at the shelters or the camps and everywhere else. Usually between 7 PM and 8 PM is a good time to be spending out in front of 1269 waiting for them to open. That is after Families in Transition check-in times. I was out there the other night and I overheard an interesting conversation. It was a lady who was saying that she doesn't know where she is going to go when they close down 1269 at the end of the month. The gentleman she was speaking with wasn't aware that was happening and he said really they are going to do that and she said yes. He actually laughed and said look out Manchester. Fifty-three people aren't going to have a place to go. I am glad that we are seeing some wonderful movement but we have to be very aware of what is going to happen when 53 people at the end of this month no longer have 1269 to turn to and a month later when 40 people no longer have the Beech Street shelter. We need to make sure that these new committees and everything else that is happening is moving fast and swiftly in order to address the fact that 93 people are going to be without a place to go. That is not going to be good for anybody. I just hope that we continue to move forward with good progress. I know that the Beech Street shelter has been doing excellent work. Ed King has been fantastic over there. We are making progress but let's move forward and really think about what is about to happen

when all of these folks are looking for places to go. That is going to be rough for everybody. I look forward to working with you. Thank you.

*On motion of **Alderman T. Sapienza**, duly seconded by **Alderman Long**, it was voted to take all comments under advisement and further to receive and file any written documentation presented.*

PRESENTATIONS

3. Overview of lead poisoning and lead exposure prevention by Phil Alexakos, Deputy Public Health Director.

Phil Alexakos, Deputy Public Health Director, stated I have been part of a work group that has been looking at lead poisoning prevention and what we might do for next steps to address this persistent lifetime impactful and entirely preventable illness that affects children, their development and their future. This is more of an informational session and we will be coming back on April 4 to the Public Safety, Health & Traffic Committee to do a more formal briefing. I just wanted to plant the seed, as it is the first day of Spring, to kind of bring his information to you maybe for the first time or maybe as a refresher. This is something that is persistent and something that we need to continue to look at innovative ways of addressing. For those of you who are unaware, lead is a toxic substance. There is no safe level of lead and I can't say that enough. You are going to see, not only tonight a little bit, but in future presentations different levels where different actions take place. The body has absolutely no use for lead and it interferes with both calcium and iron which are involved in the development of tissue and the nervous system and the skeletal system. It can have not only acute affects but death being the most serious. Unfortunately, we had a pediatric fatality in 2002. I have been in public health for 29 years and that is probably one of the darkest days of my career when I went up to Dartmouth and interviewed a mom while her child was on a ventilator. It sticks with me and something that I keep close to look at different ways that we can prevent tragedies like that from occurring. As we have learned over time, the amount of lead that we have taken action on has decreased. I started in public health in 1994 and the action level was 20. The current action level which changed last year is 5. As science has shown us, there are tangible impacts on the development of children. It

impacts their learning, their I.Q., hyperactivity, etc. which are societal costs, personal costs, etc. that we need to invest in preventing. I can't say enough how important it is for us to invest because it is the future that is impacted by this particular health issue. Why is it something that we need to pay particular attention to? Age of housing is the primary risk factor. The U.S. banned lead paint in 1978 in residential use. Other countries banned it decades earlier. Ancient civilizations knew that lead was toxic but what we didn't understand was that even though lead was built to last and we have anecdotal pictures of why lead was used in paint and it was because it was durable and sturdy. Over hundreds of years, after wear and tear and friction, that lead gets ground down and becomes a dust and it is that dust that can be very impactful and something that you may not notice. That is what we are dealing with just as a consequence of time more than anything else. This is a summary of state data about our housing stock built before 1950, which is at very high risk potentially of having lead-based paint and decreasing but still at some risk in the next cohort of years. We are talking about tens of thousands of units and I will talk a little bit about what the city has done to try to improve that in a minute because I don't want to be all negative. Whenever we look at data, people just look at numbers and graphs but just be mindful that 80-110 children over the course of this data period, which was 2016-2020, had elevated blood lead levels and that is above 5 micrograms per deciliter. So 5 is an impactful number for action and these are children. These are futures if you want to put it that way. So whatever we can find for tools to invest in, these are things that we want to be thinking about moving forward. The latest state report just came out. It was put out in 2022 but it's data is from 2020. In NH and especially in higher risk communities with older housing stocks, pediatricians are urged to test children at ages 1 and 2 with a lead screen. It can as simple as a finger stick. If that is elevated, they can do a venous blood draw. The numbers and percentages to point out are 66% of one+ year olds and 56% of two+ year olds are not high numbers. In fact, pre-pandemic the numbers were upwards of 80% and 70% of those ages; still not ideal but just because our numbers are a little bit lower in aggregate on the right-hand side, that is a function of less screening. So that is something we are looking at and we have different ways of engaging with the medical community and we will talk about how we put this whole package together in a little bit. I want to just point out, and again I bold and highlight stuff to bring particular attention to it, the City of Manchester actually enacted an ordinance to combat lead

poisoning before the state had a comprehensive lead law and that is because prior to me coming on board at the Health Department, it was a community interest that was so important that we codified something at the local level. In 1993, the state put forth a comprehensive lead law that addressed screening and licensing of lead professionals doing work. The federal government then came on board and some of you who have bought or leased properties know that you get a pamphlet that says something about lead. You probably didn't read it. Basically it was a way to just raise awareness. Also in 1996, along with that package of changes, came the first HUD lead hazard reduction funds. The city receives millions of dollars that we will talk more about in committee and how many units we have been able to make lead safe over time. We are talking tens of thousands of units and maybe 100 if we are lucky per year. It is going to take time to work through this problem to abate all of those hazards so we have to think about many different strategies to reduce the risk. In 1997, the state decided that they wanted to take over all of the enforcement actions because we were pretty good at staying on top of things at the local level and I will just leave it at that. In 2006, the community said we need to look at this problem because guidance was coming out saying that at lower levels children can be impacted and that is science over time looking at decades of research following children over time to see what outcomes were related to their lead exposure. Unfortunately, this has been a bit of an experiment looking back retrospectively to try to put together what is an appropriate action. We have come to the realization that any lead is unacceptable and we need to do everything we can to prevent the exposures to begin with. There have been some other things but I am not going to get into this whole timeline. Keep in mind that over time we learn more and that should prompt us to take a look at what we are doing and try to improve protecting the public's health. Recently we put together an informal work group of mostly city agencies like the Health Department, Planning & Community Development, Solicitor's Office, Aldermen Fajardo, Heath and Long, the Conservation Law Foundation, the NAACP environmental justice group and also some contractors working in the lead space and the consensus among all of the groups is that we can do better and we can do more and we need to figure out a way to bring all voices to the table to figure out how to do this and protect families and protect our future. We are going to present something on 4/4. In this relatively short period of time, we have met with other communities. We have talked with them to gather information to figure out what we

want to do locally to get all voices to be heard and by all voices I mean stakeholders from clinicians to the education system to the criminal justice system to property owners, not just the large property owners but people who may own just a triple-decker. We need a wide array of partners. We need to hear from insurers and we need to hear from people who have been impacted. That is usually the last voice that comes to the table; who has been impacted by lead. That is a very, very important voice that we need to have so we hear all perspectives. We have actually put together a draft ordinance. I don't want people to get nervous that we are taking votes. The idea is to present an ordinance to codify a study commission. Some of you who serve in Concord might be rolling your eyes. When I think of a study commission it is not just let's meet a bunch of times and great it is over. It is having all of the members that need to have a voice at that table having a very clear mission and deliverables with timetables and a report out date. We will bring forth, this collective group, back to the Board and back to the committee a list of recommendations. It could be wide encompassing and it is up to the Board in your capacity to figure out what makes the most sense for Manchester. We are going to do our due diligence to make sure you have all of the information to make informed decisions. We will be coming to the Public Safety committee meeting on April 4. I promise to have the slides well in advance. I appreciate the time. I probably went over the 5-7 minutes that I planned. Just know that it is something that I feel very passionate about. I would be happy to talk to folks moving forward and we will see you on the 4th. If you have specific questions, we will have members of our work group there and will put forth some more concrete things for discussion.

Alderman E. Sapienza asked how much of a risk does the lead pose if it is not ingested. In other words, is it still a risk?

Mr. Alexakos replied that is a really good point. There are different routes of exposure. Typically, we think of either chewing on a surface or breaking pieces or chips. That is a method of exposure but what is really insidious is the grinding and opening of windows and doors where you have that friction. You are not necessarily going to see the pieces. One of the very interesting visuals is if you take a packet of sweetener and you put it across a surface, a couple of grains worth of lead in that context is enough to elevate a child's blood lead. It doesn't necessarily have to be pieces. It could be

ongoing hand to mouth contact because kids at that age as they are crawling and walking have a higher likelihood and propensity to put their hands in their mouth with their toys. It is not necessarily about supervising and getting into the chips, it is also the condition of the paint and maintaining it in a good condition which is a lot of what we try to message to folks.

Alderman Levasseur stated since this began 50 years ago, it would be my assumption based on the number of rehabs that have occurred in Manchester over the last 30-40 years that a lot of this lead has been abated. Do you have any statistical numbers or reasonable assumptions on how many properties still contain lead and base that on single-family versus multi? I am not assuming this but I knew that multi-families were a problem because big apartments have a lot of children in them. Do you have any numbers or statistics to show that we have made progress or are single-family homes not as bad as the multi's?

Mr. Alexakos responded single-family homes do account for a percentage of the elevations that we see. Doing home renovations in a manner which creates dust in buildings and dwellings that were built before 1978 and especially before 1950. There have been more than...I can get different numbers for you. At the committee level we can get into that level of detail so if you do have specific questions, I welcome you to bring those forward. I can break that down and work with Planning to report out on how many units we have abated over time.

Alderman Levasseur stated you showed a stat that showed that we have more homes built before...I don't remember what the actual year was. Was it 1978?

Mr. Alexakos answered there was a breakdown of pre-1950 and then 1950-1980.

Alderman Levasseur asked when did lead stop being used.

Mr. Alexakos replied lead was banned for residential use in 1978 and the reason we have a little bit of a buffer is because people may have had paint lying around and there have been instances where we have actually collected some things that people have

brought to us and you can tell how heavy that can is relative to what we use now. We do have a little bit of a buffer. Over time, it was used less and less because the companies knew this was coming because other countries had banned it decades prior.

Alderman Long stated I want to thank Alderman Fajardo for bringing this forward and I want to thank Phil for all of the knowledge that this committee is gaining. I look forward to the Public Safety Committee and setting policy that will benefit Manchester residents.

CONSENT AGENDA

Accept BMA Minutes

4. Minutes from the 2/7 BMA and the 2/21 Special BMA, BMA and Finance meetings.

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

5. 50/50 Sidewalk Petitions

Residential:

- 121 Fleming Street
- 22 Russell Street

Commercial:

- 305 Massabesic Street

Information to be Received and Filed

6. Communication from Comcast regarding a change to TV services.
7. Communication from Marcia Sink, President & CEO of Court Appointed Special Advocates for Children (CASA).

REFERRALS TO COMMITTEES

COMMITTEE ON BILLS ON SECOND READING AND PUBLIC HEARING

8. Communication from Jeff Belanger, Planning & Community Development Director, regarding an amendment to the Zoning Ordinance to encourage the construction of accessory dwelling units.

COMMITTEE ON FINANCE

9. Resolutions:

"Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Six Thousand One Hundred One Dollars and Twenty-Six Cents (\$6,101.26) for FY 2023 CIP 212123 Manchester Health Department's School Based Oral Health Program.

"Amending the FY2012 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Four Hundred Thirty Nine Thousand Nine Hundred and Fifty Four Dollars and Forty Eight Cents (1,439,954.48) for the FY2012 CIP 510712 South Manchester Rail Trail.

"Amending the FY2012 Community Improvement Program, authorizing and appropriating funds in the amount of Seventy Two Thousand Nine Hundred Twenty Dollars (\$72,920) for the FY2012 CIP 510812 Adopt-A-Site Program."

"Amending the FY 2018 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of One Million Two Hundred Forty-Nine Thousand Eight Hundred Eighty Dollars (\$1,249,880) for the FY2018 CIP 710518 SSI Compliance-Construction."

"Amending the FY 2016 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Seven Hundred Fifty Thousand Dollars (\$750,000) for the FY 2022 CIP 711222 CSO Optimization/Controls."

"Amending the FY 2016, 2019, 2020 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Three Hundred Three Thousand Eight Hundred Thirty-Six Dollars and Fifty-Seven Cents (\$303,836.57) for the FY 2022 CIP 711022 CMOM Study, Design, and Construction."

"Continuation of the Central Business Service District."

"Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2023."

Budget Resolutions:

"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.’”

REPORTS OF COMMITTEES

COMMITTEE ON COMMUNITY IMPROVEMENT

- 10.** Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$6,101.26 for CIP 212123 Manchester Health Department's School Based Oral Health program be approved.
(Unanimous vote)
- 11.** Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$1,439,954.48 for CIP 510712 South Manchester Rail Trail be approved.
(Unanimous vote)
- 12.** Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of 72,920 for CIP 510812 Adopt-A-Site (Wolfe Park) be approved.
(Unanimous vote)
- 13.** Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$1,249,880 for CIP 710518 SSI Compliance-Construction be approved.
(Unanimous vote)

14. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$303,836.57 for CIP 711022 CMOM Study, Design & Construction be approved.
(Unanimous vote)
15. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$750,000 for CIP 711222 CSO Optimization/Controls be approved.
(Unanimous vote)
16. Recommending that the summary of abatement requests submitted by the Chief Engineer be approved.
(Unanimous vote)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

17. Advising that the recommendation by the Risk Manager made during non-public session at a meeting on March 7, 2023, was accepted.
(Unanimous vote)
18. Recommending that the recommendations from the HR Director regarding changes to the health and dental plans for full-time employees for the upcoming plan year be approved.
(Unanimous vote)
20. Recommending that the request from the Deputy Public Works Director to add the position of Chief Inspector to the list of exempt employees who may receive overtime pay be approved.
(Unanimous vote)
21. Recommending that the request from the Water Works Director for the following changes to his complement:
 - Eliminate the vacant Public Service Worker II, grade 13, positions (2 unfunded and 1 funded) and replace with Public Service Worker III, grade 14, positions.
 - Approve and adopt the revised job titles and class specifications for the Distribution Operations Superintendent, Water Works Senior Supervisor, Water Works Supervisor, Water Works Emergency Technician, Equipment Operator IV, and Public Services Worker IIIbe approved.
(Unanimous vote)

COMMITTEE ON PUBLIC SAFETY, HEALTH & TRAFFIC

22. Recommending that the following traffic regulations be approved:

NO PARKING ANYTIME

On Elm Street, east side, from a point 110 feet north of Green Street to a point 40 feet further north

Alderman Long

NO PARKING LOADING ZONE

On Boutwell Street, west side, from a point 250 feet south of Kelley Street to a point 40 feet further south

Alderman Gamache

METERS- 10 HOURS 8AM-5PM, MON-SAT

On Elm Street, east side, from a point 103 feet north of Grove Street to a point 110 feet north of Green Street

On Elm Street, east side, from a point 150 feet north of Green Street to a point 50 feet north of Auburn Street South Back

Alderman Long

RESCIND ONE HOUR PARKING

On Union Street, west side, from Lowell North Back Street to Lowell Street (ORD 6233)

Alderman Fajardo

RESCIND HANDICAP PARKING ONLY

On Dearborn Street, west side, from a point 117 feet south of Summer Street to a point 25 feet south (ORD 9955)

Alderman Sapienza

RESCIND 15-MINUTE PARKING 8AM-5PM, MON-SAT

On Elm Street, east side, from 33 feet north of Green Street to a distance 22 feet north (ORD 10225)

Alderman Long

RESCIND METERS- 10 HOURS

On Elm Street, east side, from Auburn Street to a point 153 feet south of Green Street (ORD 9921)

Alderman Long

RESCIND METERS- 10 HOURS 8AM-5PM, MON-SAT

On Elm Street, east side, from a point 196 feet north of Green Street to Auburn Street (ORD 10228)

On Elm Street, east side, from a point 103 feet north of Grove Street to a point 33 feet north of Green Street

(ORD 10226)

On Elm Street, east side, from a point 55 feet north of Green Street a distance 105 feet north (ORD 10227)

Alderman Long

(Unanimous vote)

HAVING READ THE CONSENT AGENDA, ON MOTION OF **ALDERMAN LONG**,
DULY SECONDED BY **ALDERMAN CAVANAUGH**, THE CONSENT AGENDA WAS
APPROVED.

REPORTS OF COMMITTEES

COMMITTEE ON HUMAN RESOURCES/INSURANCE

- 19.** Recommending that the draft RFP for the Compensation Study submitted by the HR Director be approved.
(Unanimous vote)

Alderman E. Sapienza stated I have some questions on the RFP for the total compensation study. I read the material. It mentions studying total compensation and things like retirement. Now here in the city many of the folks in the retirement system are in the state retirement system so I am hoping that whoever gets awarded this isn't spending billable hours delving into the state retirement system because it is not within our purview anyway. That sort of thing is handled in Concord.

Lisa Drabik, HR Director, responded when we talk about including total compensation as the metric for the study, they certainly won't be delving into the retirement system and how it works but rather how much of a percentage of the employee's income the city is paying to the retirement system so you can add that in as part of their total compensation. It will also include things like insurance and other benefits that are provided to employees so that we are comparing apples to apples.

Alderman E. Sapienza stated it also mentioned COLA's and the reason I am asking about those is because by their very nature those are variable. There is nothing structured about them. If they were structured, they would be part of the scale. I understand studying the scale but the COLA's is something to be determined at the bargaining table. Again, I hope that whoever is awarded this doesn't spend a lot of billable hours delving into the matter of cost of living adjustments.

Ms. Drabik replied I understand your concern. The reason we mentioned COLA's is that over time the application of COLA's to different unions for different percentages has perhaps led to some of the internal inequities in pay. The consultant won't be asked to evaluate how much we should be giving as a COLA. It is just part of the reason why we have developed these inequities over time.

Alderman E. Sapienza stated that could actually happen all over again depending on what happens at the bargaining table and what the management of this city decides as far as the non-affiliated employees. That is just the way that is. I just wanted some clarification on those things. Thank you.

*On motion of **Alderman Cavanaugh**, duly seconded by **Alderman Long**, it was voted to accept the report and adopt its recommendation.*

REGULAR BUSINESS

- 23.** Confirmations:
Airport Commission
Marc Tremblay, term to expire March 1, 2026
MDC Board of Directors
Joshua Wright, term to expire March 11, 2026
Mike Harrington, term to expire March 11, 2026
Rebecca Kane, term to expire March 11, 2024
Planning Board
Rafael Calderon as an alternate member, term to expire May 1, 2023

*On motion of **Alderman Burkush**, duly seconded by **Alderman Heath**, it was voted to confirm the nominations.*

- 24.** Budget projections to be submitted by Sharon Wickens, Finance Officer, if available.

Sharon Wickens, Finance Officer, stated the general fund expenditure and revenue forecast as of March 21, 2023 based on department head estimates is as follows. The current projected general fund operating surplus is \$2,788,000. The operating surplus is comprised of an expenditure surplus of \$637,000 and a revenue surplus of \$2,151,000. The revenue surplus is primarily related to auto registrations, higher interest income and building permits. The expenditure surplus represents the high number of employee vacancies in many of the departments offset by the increased costs for salt, fuel, electricity and now the expectation that the health insurance line is projected to be over budget by \$1 million. The forecasted surplus also includes \$718,000 from the contingency account. There were 14 retirements through March 17 compared with 23 this same time a year ago. Severance paid through March 17 amounts to \$655,399 compared to \$854,148 a year ago. The severance reserve

account is anticipated to have a balance of \$1,019,307 after all related entries have been posted. I also supplied the overtime report as of March 11 and a summary by department of severance paid through March 17. If you look at the second page, you can see that we are doing very well with surplus. Building permits is up to \$600,000 and we expect that could grow by \$200,000 or \$300,000. Interest income could go up another \$100,000 and after talking with the Tax Collector, she is currently projecting \$900,000 over but she said it could go much higher as well. We are in a good position surplus wise. The big wrench in the wheel is health insurance. Health insurance was very high in January or so I thought until February came along and it was even higher. In January when we talked with Anthem they had identified a number of claimants with severe diagnoses like leukemia, a number of breast cancers, and a child born with sepsis. These are a lot of awful things. They are telling me now that a lot of those people have probably reached stop-loss which is \$250,000. Once it hits stop-loss, it stops but we do need to sit down and rip apart February. It is early and they are working on that now. I want to see if it is still the same claimants or if we have new ones so we can project going forward. I had a Committee on Accounts meeting earlier tonight and Alderman Levasseur brought up a few different things that we are going to look at like making sure the billing is correct and comparing ourselves to the school district. I can assure you that we are watching it and we are trying to manage through it. It is not the same situation as last year when we really didn't have surplus and it was really bad. We have a surplus to take care of this and I expect that surplus to go even higher.

Alderman Long asked with respect to the expenditures, are any of these departments going to be in the negative prior to July 1.

Ms. Wickens asked the departments under the expenditure that are currently showing in the negative.

Alderman Long answered yes.

Ms. Wickens replied the big one is probably Public Works. That would have been a lot higher but they have 40 vacancies. They are making up a lot of the increased fuel costs

and salt costs by vacancies but they are still down. Director Clougherty is very careful when he tosses money back. He wants to make sure it is a true surplus and not have to pull it back. He accounted for a big storm and we did have another big storm. He is still at a negative \$175,000. He did kind of plan for that. I don't expect it to get much worse but anything can happen. Central Fleet is your other big one. That is all utilities which went up. He can't absorb that. Central Fleet pays the utilities for all of the buildings on that campus – Public Works, Police and Central Fleet and that is why it is so high. The new one that we have on here that is showing a deficit is the Welfare Department. I think Director Michaud has communicated to the Board that she has been watching these numbers. I can tell you that she talks to me at least once a week to go through what she is seeing out there. Her best guess right now is they may be about \$75,000 short of budget. That is way better than I actually thought it was going to be. We are watching it.

Alderman Long asked so as far as this current budget year, we are comfortable with the expenditure deficits.

Ms. Wickens answered yes.

Alderman Levasseur asked how is each vacancy accounted for numerically. Is it a salary and a benefit or just a salary? You said that a major part of the surplus comes from vacancies. A vacancy means a labor need that is not being fulfilled. How is that accounted for?

Ms. Wickens answered it is in dollars.

Alderman Levasseur responded I understand but is it per vacancy per minimum salary and the benefit attached to it or is it a middle ground. How did you come up with that number?

Ms. Wickens replied there is no benefit attached to it. What you are looking at when you are looking at the departments, it is just the salary and not the benefit.

Alderman Levasseur stated I see a number like that and have been doing budgets for a long time and I have never seen a vacancy number be so big for surplus. I probably would like to see what our vacancy number is today and what it was a year ago and see why that number is as high as it is. Is it because...assume we have 100 vacancies on average every year. Are we now at 200 vacancies and that is why there is such a high surplus or do we just keep allowing these departments to run with vacancies and they manage their departments with them? We know that Public Works has a lot of vacancies and they use that money for their budget. What is different about this year with all of these vacancies?

Ms. Wickens stated I believe DPW was down the same amount last year. It is 40. This year is not any different. They are still having a hard time hiring. The other department that is having a hard time is Police. They have vacancies and are having a hard time filling positions.

Alderman Levasseur stated so the surplus is based on not filling the actual positions themselves why should we in this next budget continue with the same budget for each department or give them their increase if they are not going to be able to fill those positions next year with the labor market being as tight as it is.

Mayor Craig stated from my perspective, the ideal situation is that we do fill those positions. We want the full complement of police officers and we want the full complement...

Alderman Levasseur interjected but we can't do it and we haven't done it.

Mayor Craig responded I don't believe we can't do it.

Alderman Levasseur stated well we haven't. I would just like to see the number of vacancies we had last year compared to this year to see what the difference is and if there is room for trimming in this next budget.

Ms. Wickens responded okay.

*On motion of **Alderman Long**, duly seconded by **Alderman T. Sapienza**, it was voted to recess the meeting to allow the Committee on Finance to meet.*

Mayor Craig called the meeting back to order.

27. Report(s) of the Committee on Finance, if available.

The Committee on Finance respectfully recommends, after due and careful consideration, that Resolutions:

“Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Six Thousand One Hundred One Dollars and Twenty-Six Cents (\$6,101.26) for FY 2023 CIP 212123 Manchester Health Department’s School Based Oral Health Program.

“Amending the FY2012 Community Improvement Program, authorizing and appropriating funds in the amount of One Million Four Hundred Thirty Nine Thousand Nine Hundred and Fifty Four Dollars and Forty Eight Cents (1,439,954.48) for the FY2012 CIP 510712 South Manchester Rail Trail.

"Amending the FY2012 Community Improvement Program, authorizing and appropriating funds in the amount of Seventy Two Thousand Nine Hundred Twenty Dollars (\$72,920) for the FY2012 CIP 510812 Adopt-A-Site Program."

“Amending the FY 2018 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of One Million Two Hundred Forty-Nine Thousand Eight Hundred Eighty Dollars (\$1,249,880) for the FY2018 CIP 710518 SSI Compliance-Construction.”

“Amending the FY 2016 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Seven Hundred Fifty Thousand Dollars (\$750,000) for the FY 2022 CIP 711222 CSO Optimization/Controls.”

“Amending the FY 2016, 2019, 2020 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Three Hundred Three Thousand Eight Hundred Thirty-Six Dollars and Fifty-Seven Cents (\$303,836.57) for the FY 2022 CIP 711022 CMOM Study, Design, and Construction.”

“Continuation of the Central Business Service District.”

“Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2023.”

ought to pass and be Enrolled.

Alderman Long moved to accept the report and adopt its recommendation. Alderman Stewart duly seconded the motion.

Alderman Long stated I want to be sure that the continuation of the Central Business Service District resolution doesn't affect their budget. None of these resolutions that we are approving affect the budget correct?

Matthew Normand, City Clerk, stated the CBSD resolution just defines the boundaries. The CBSD Advisory Board has made a recommendation that will be on the next BMA agenda for information to not alter the boundaries at this time. Passing this will not affect the budget.

Alderman Long asked and the resolution authorizing the Finance Officer to make budgetary closings for FY23 won't affect it.

City Clerk Normand answered that is a typical year end resolution.

Mayor Craig *called for a vote. There being none opposed, the motion carried.*

The Committee on Finance respectfully recommends, after due and careful consideration, that Budget Resolutions:

"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.’”

ought to pass and layover.

*On motion of **Alderman Long**, duly seconded by **Alderman Cavanaugh**, it was voted to accept the report and adopt its recommendation.*

- 28.** Report(s) of the Committee on Accounts, Enrollment & Revenue Administration, if available.

There were none.

- 29.** Report(s) of the Committee on Administration/Information Systems, if available.

The Committee on Administration/Information Systems respectfully recommends, after due and careful consideration, that the request from the Board of Assessors to readopt both the Optional Veterans' Tax Credit and the All Veterans' Tax Credit be approved.

*On motion of **Alderman George-Kelly**, duly seconded by **Alderman Heath**, it was voted to accept the report and adopt its recommendation.*

- 30.** Report(s) of the Committee on Lands & Buildings, if available.

The Committee on Lands and Buildings respectfully recommends, after due and careful consideration, that the request to name the basketball courts at Wolfe Park after Chris Brickley and his father, Bill Brickley, be approved.

*On motion of **Alderman Long**, duly seconded by **Alderman Cavanaugh**, it was voted to accept the report and adopt its recommendation.*

31. Resolutions:

“Amending the FY2023 Community Improvement Program, authorizing and appropriating funds in the amount of Six Thousand One Hundred One Dollars and Twenty-Six Cents (\$6,101.26) for FY 2023 CIP 212123 Manchester Health Department’s School Based Oral Health Program.

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"Amending the FY2012 Community Improvement Program, authorizing and appropriating funds in the amount of Seventy Two Thousand Nine Hundred Twenty Dollars (\$72,920) for the FY2012 CIP 510812 Adopt-A-Site Program."

“Amending the FY 2018 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of One Million Two Hundred Forty-Nine Thousand Eight Hundred Eighty Dollars (\$1,249,880) for the FY2018 CIP 710518 SSI Compliance-Construction.”

“Amending the FY 2016 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Seven Hundred Fifty Thousand Dollars (\$750,000) for the FY 2022 CIP 711222 CSO Optimization/Controls.”

“Amending the FY 2016, 2019, 2020 and FY 2022 Community Improvement Program, authorizing, appropriating, and transferring funds in the amount of Three Hundred Three Thousand Eight Hundred Thirty-Six Dollars and Fifty-Seven Cents (\$303,836.57) for the FY 2022 CIP 711022 CMOM Study, Design, and Construction.”

“Continuation of the Central Business Service District.”

“Authorizing the Finance Officer to Make Certain Budgetary Closings for the Fiscal Year 2023.”

*On motion of **Alderman E. Sapienza**, duly seconded by **Alderman Heath**, it was voted to waive the reading by titles only.*

*On motion of **Alderman Heath**, duly seconded by **Alderman Burkush**, it was voted that the Resolutions ought to pass and be Enrolled.*

32. Ordinance:

"Amending Chapter 52: Sewers of the Code of Ordinances of the City of Manchester by amending Section 52.160, Sewer Rental Charges by increasing the user charges in the City of Manchester."

(Note: The BMA approved the increased sewer charges on October 18, 2022 but the ordinance was never done.)

*On motion of **Alderman Trisciani**, duly seconded by **Alderman Cavanaugh**, it was voted to waive the reading by title only.*

*On motion of **Alderman Heath**, duly seconded by **Alderman Long**, it was voted to suspend the rules, place this ordinance on its third and final reading without referral to committees, and Ordain.*

33. Ordinances:

"Amending Section 33.024 & 33.026 (Distribution Operations Superintendent) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.026 (Equipment Operator IV) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.026 (Public Service Worker III) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.026 (Water Works Emergency Technician) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024 & 33.026 (Water Works Senior Supervisor) of the Code of Ordinances of the City of Manchester."

"Amending Section 33.024 & 33.026 (Water Works Supervisor) of the Code of Ordinances of the City of Manchester."

*On motion of **Alderman George-Kelly**, duly seconded by **Alderman Heath**, it was voted to waive the reading by titles only.*

*On motion of **Alderman Long**, duly seconded by **Alderman Cavanaugh**, it was voted to Ordain.*

TABLED ITEM

*On motion of **Alderman Long**, duly seconded by **Alderman Cavanaugh**, it was voted to remove this item from the table.*

- 34.** Recommending that the request from the Manchester Police Department to design and construct a police training facility on a city-owned paved parking lot located on Hackett Hill Road be approved.
(Unanimous vote)
(Note: At the 3/7 BMA meeting, Chief Aldenberg asked to have this report removed from the consent agenda and tabled.)

Mayor Craig stated in discussion with Chief Aldenberg, he is looking at another location and has requested that we receive and file this item.

*On motion of **Alderman Long**, duly seconded by **Alderman Cavanaugh**, it was voted to receive and file.*

NEW BUSINESS

Alderman Fajardo stated I want to wish our colleague, Alderman Gamache, an early happy birthday this Thursday.

Alderman Heath stated I want to say thank you to DPW for the work they did during the storm. It was absolutely excellent. It was a horrible storm. Thank you.

Mayor Craig stated I want to mention a couple of things. The Citizens Shamrock Half Marathon is on Saturday, March 25 at 8:50 AM and the Shamrock Shuffle is March 26 at 10 AM. The Manchester St. Patrick's Day Parade is Sunday, March 26 at noon. Just in regards to the budget that we just talked about or the update from Ms. Wickens when we were talking about vacancies in the Police and Highway Department, I think it is important that the Board look at the overtime report. Both of those departments are at almost 100% of their overtime hours. It is important to understand the impact that not filling vacancies is having on the staff itself and also on the services we provide to the residents.

*There being no further business, on motion of **Alderman Barry**, duly seconded by **Alderman E. Sapienza**, it was voted to adjourn.*

A True Record. Attest.

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

City Clerk