



COMMITTEE ON COMMUNITY IMPROVEMENT

August 5, 2025 at 4:45 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Morgan, Terrio, Kantor, Long, Burkush

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$2,612 for CIP 212124 Oral Health Program.
Ladies and Gentlemen, what is your pleasure?
2. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$38,028.48 for CIP 610424 Dilapidated Buildings.
Ladies and Gentlemen, what is your pleasure?
3. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$4,227 for CIP 811522 HUD HOME-ARP Planning and Administration Support.
Ladies and Gentlemen, what is your pleasure?
4. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$20,000 for CIP C200021126 CBDO - Special Activities.
Ladies and Gentlemen, what is your pleasure?
5. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$36,500 for CIP C330040726 Domestic Violence Unit Overtime Program.
Ladies and Gentlemen, what is your pleasure?

6. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$874,780 for CIP C330040826 MPD SFY26-27 Granite Shield Project.
Ladies and Gentlemen, what is your pleasure?
7. Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of \$80,000 for CIP C410021626 School Based Dental Program - Medicaid.
Ladies and Gentlemen, what is your pleasure?
8. Communication from Emily Rice, Solicitor, requesting the end date for CIP 411125 Domestic Violence Victim-Witness Coordinator be extended until December 31, 2025.
Ladies and Gentlemen, what is your pleasure?
9. Communication from Jeff Belanger, Planning and Community Development Director, requesting line item adjustments be made to CIP C200060126 Concentrated Code Enforcement #1 and CIP C200060226 Concentrated Code Enforcement #2.
Ladies and Gentlemen, what is your pleasure?
10. Communication from Ryan Cashin, Fire Chief, requesting permission to apply for the Competitive Homeland Security Grant in the amount of \$483,000 and for the Homeland Security Hazmat Allocation in the amount of \$25,000.
Ladies and Gentlemen, what is your pleasure?
11. Communication from Caleb Dobbins, Highway Chief Engineer, requesting the end date for CIP 710925 Annual Street Reconstruction (CDBG) be extended until June 30, 2027.
Ladies and Gentlemen, what is your pleasure?
12. Communication from Josh Gagne, Chief Facilities Manager, requesting that the end date for CIP 711613 Odd Fellows Hall Operational Expense Project be extended until June 30, 2030.
Ladies and Gentlemen, what is your pleasure?
13. Communication from Faye Morrison, Parking Manager, requesting approval of two additional license plates to accommodate an addition to the division's fleet.
Ladies and Gentlemen, what is your pleasure?
14. Communication from Whitney Dade, MPD Grant Coordinator, requesting the end date for CIP 412522 2022 COSSAP Program be extended until September 30, 2026.
Ladies and Gentlemen, what is your pleasure?

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

Anna J. Thomas, MPH
Public Health Director

Philip J. Alexakos, MPH, REHS
Deputy Public Health Director

Elaine M. Michaud, JD, MPH
Deputy Public Health Director



CITY OF MANCHESTER
Health Department

BOARD OF HEALTH
Patricia Anglin, BSN, RN, NCSN
Christopher Moriarty, DMD
Lara Quiroga, M.Ed.
Ashwini Saxena M.D., Ph.D.
Mary Naczas Seigle, BSN, RN, CHPN

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Anna J. Thomas, MPH
Public Health Director, Manchester Health Department

Date: July 18, 2025

RE: Oral Health Program – Project# 212124 – Additional Funding

The Health Department will be receiving additional funding in the amount of \$2,612 (bringing the total to \$121,612) from NHDHHS to support the school-based, dental program serving students in grades K-8th who are enrolled in the Manchester School District. Additional funds will be coming, but for now they are reimbursing us for the purchase of supplies to cover the costs associated with the start of the school year.

As such, we have requested that the Planning and Community Development prepare the appropriate CIP Amending Resolution and Budget Authorization Forms necessary for the implementation of this program.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

We thank the Committee for their consideration.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2024 Community Improvement Program authorizing and appropriating funds in the amount of Two Thousand Six Hundred Twelve Dollars (\$2,612) for the FY2024 CIP 212124 Oral Health Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2024 CIP as contained in the 2024 CIP budget; and

WHEREAS, the 2024 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds in the amount of \$2,612 from NHDHHS for the FY2024 CIP 212124 Oral Health Program.”

NOW, THEREFORE, be it resolved that the 2024 CIP be amended as follows:

By increasing:

FY2024 CIP 212124 Oral Health Program-	\$2,612 State
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Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: 212124 Project Year: 2024 CIP Resolution: 6/6/2023
Title: Oral Health Program Amending Resolution: 9/2/2025
Administering Department: Health Department Revision: #4

Project Description: To support the school-based, dental program serving students in grades K-8th who are enrolled in Manchester School District.

Federal Grants Federal Grant: No **Environmental** Review Required: No
Grant Executed: Completed:

Critical Events

1. Project Initiation	9/01/2023
2. Project Completion	12/31/2025
3.	
4.	
5.	
	12/31/2025

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$70,000.00	\$0.00	\$0.00	\$70,000.00
Fringes	\$9,000.00	\$0.00	\$0.00	\$9,000.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$42,612.00	\$0.00	\$0.00	\$42,612.00
TOTAL	\$121,612.00	\$0.00	\$0.00	\$121,612.00

Revisions: #1 - 5/21/24 increasing budget by \$39,203.96 STATE (from \$4,796.04 to \$44,000) #2 - 10/01/24 increase budget by \$45,000 STATE for FY2025 (\$44,000 to \$89,000) and extend completion date from 6/30/24 to 6/30/25 #3- 7/1/2025 increase budget \$30,000 State (\$89,000 to \$119,000) funds from NHDHHS and extend completion date from 6/30/2025 to 12/31/2025 #4- 9/2/25 increase budget by \$2,612 State (\$119,000 to \$121,612) funds from NHDHHS

Comments: Funding in the amount of \$4796.04 from JSI Research & Training

Planning Department/Startup Form - 07/1/20

\$121,612.00



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use
Building Regulation
Code Enforcement
Community Improvement Program

Jeffrey D. Belanger, AICP
Director

Nicola Strong
Deputy Director – Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director – Building Regulations

MEMORANDUM

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Jeffrey Belanger, AICP
Director, Planning and Community Development

Date: July 25, 2025

Re: CIP #610424 Dilapidated Buildings – Additional Funding

The City received the proceeds from the sale of a property previously demolished at 49 West Street. Prior to the sale of the property, Community Development Block Grant (CDBG) funds (\$47,500) were expended to clear this site using the City's Dilapidated Building account. As a result of property transaction, the Planning and Community Development Department requests that all sale proceeds, in the amount of thirty-eight thousand twenty-eight dollars and forty-eight cents (\$38,028.48), be added to CIP #610424 Dilapidated Buildings for future program use.

For Committee members' information, Finance Director, Sharon Wickens, and City Tax Collector, Brenda Masewic Adams, have indicated that the transfer of funding may proceed as requested at this time.

The funds for CIP #610424 Dilapidated Buildings are used to secure compliance with demolition orders directed to owners of dilapidated buildings and for the demolition of City owned structures eliminating blight and safety hazards.

We have prepared the appropriate CIP Amending Resolution and Budget Authorization Forms necessary to take this action in the event that the Committee and the Board of Mayor and Aldermen approve this request.

Respectfully, I request that the Committee recommend the acceptance of this Amending Resolution and Budget Authorization Forms to the full Board.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2024 Community Improvement Program authorizing and appropriating funds in the amount of Thirty-Eight Thousand Twenty-Eight Dollars and Forty-Eight Cents (\$38,028.48) for the FY2024 CIP 610424 Dilapidated Buildings.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2024 CIP as contained in the 2024 CIP budget; and

WHEREAS, the 2024 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds in the amount of \$38,028.48 from the sale of property for the FY2024 CIP 610424 Dilapidated Buildings.”

NOW, THEREFORE, be it resolved that the 2024 CIP be amended as follows:

By increasing:

FY2024 CIP 610424 Dilapidated Buildings-	\$38,028.48 Other
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Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: 610424

Project Year: 2024

CIP Resolution: 6/6/2023

Title: Dilapidated Buildings

Amending Resolution: 9/2/2025

Administering Department Planning and Community Development

Revision: #3

Project Description: Funding to be used to secure compliance with demolition orders directed to owners of dilapidated buildings and funding for demolitions of city owned structures.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed: Yes

Critical Events

1.	Program Initiation	7/1/2023
2.	Program Completion	6/30/2026
3.		
4.		
5.		
		6/30/2026

Line Item Budget

	CDBG	OTHER		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$50,000.00	\$41,728.00	\$0.00	\$91,728.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$50,000.00	\$41,728.00	\$0.00	\$91,728.00

Revisions:

#1 - 7/2/24 Extend completion date from 6/30/2024 to 6/30/2025 #2 - 4/15/25 Extends completion date to 6/30/2026 and increases Other budget \$3,700 (from \$0 to \$3,700). Funds transferred from CIP #610619. #3- 9/2/25 increase budget \$38,028.48 Other (\$3,700 to \$41,728) funds from the sale of the property.

Comments:

Authorization of Entitlement funds is contingent upon HUD grant execution.



CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use
Building Regulation
Code Enforcement
Community Improvement Program

Jeffrey D. Belanger, AICP
Director

Nicola Strong
Deputy Director – Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director – Building Regulations

MEMORANDUM

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Jeffrey Belanger, AICP
Director, Planning and Community Development

JD B

Date: July 8, 2025

Re: CIP #811522 HUD HOME-ARP – Additional Funding

The City of Manchester has been notified by the Department of Housing and Urban Development (HUD) that it is entitled to an additional \$4,227 of funding, which is proposed to be added to CIP #811522. These funds will temporarily replenish the HOME-ARP program account for Planning and Administration.

We have prepared the appropriate CIP amending resolution and budget authorization forms necessary to take this action in the event that the Committee and the Board of Mayor and Aldermen approve this request.

Your review of these documents and a recommendation to the full Board is respectfully requested.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2022 Community Improvement Program authorizing and appropriating funds in the amount of Four Thousand Two Hundred Twenty-Seven Dollars (\$4,227) for the FY2022 CIP 811522 HUD HOME-ARP Planning and Administration Support.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2022 CIP as contained in the 2022 CIP budget; and

WHEREAS, the 2022 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds from the Department of Housing and Urban Development (HUD) in the amount of \$4,227 for the FY2022 CIP 811522 HUD HOME-ARP Planning and Administration Support.”

NOW, THEREFORE, be it resolved that the 2022 CIP be amended as follows:

By increasing:

FY2022 CIP 811522 HUD HOME-ARP Planning and Administration Support- \$4,227 HOME-ARP

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: 811522

Project Year: 2022

CIP Resolution: 6/8/2021

Title: HUD HOME-ARP Planning and Administration Support

Amending Resolution: 8/5/2025

Administering Department: Planning and Community Development

Revision: #2

Project Description: Funding of CIP staff/expenses for administration of CIP HUD HOME-ARP Entitlement Program.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed: Yes

Completed: Pending

Critical Events

1.	Project Initiation	10/19/2021
2.	Project Completion	9/30/2030
3.		
4.		
5.		
		9/30/2030

Line Item Budget

	HOME-ARP			TOTAL
Salaries and Wages	\$115,529.56	\$0.00	\$0.00	\$115,529.56
Fringes	\$98,697.44	\$0.00	\$0.00	\$98,697.44
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$5,000.00	\$0.00	\$0.00	\$5,000.00
TOTAL	\$219,227.00	\$0.00	\$0.00	\$219,227.00

Revisions:

Revision #1-Line item adjustment.

Revision #2- Increases budget \$4,227 (from \$215,000 to \$219,227)

Comments:

Planning Department/Startup Form - 07/1/20

\$219,227.00



MCRC CBDO Special Activities

Manchester Community Resource Center, Inc
Community Based Development Organization
434 Lake Avenue Manchester, NH 03103
603 647-8967 www.mcrcnh.org

Christopher Morgan, Chairperson
Committee on Community Improvement
1 City Hall Plaza
Manchester, New Hampshire 03101

RE: Community Based Development Organization – Request for Funding Increase

Dear Alderman Morgan,

On behalf of the Manchester Community Resource Center, I am writing to formally request the committee's consideration for an increase in funding for the FY 2026 CBDO Special Activities. We are requesting an adjustment from the current allocation of \$534,237 to a revised total of \$554,237.

This request is primarily driven by the availability of approximately \$20,000 in unprogrammed funds from the CBDO FY 2025 contract that has not yet been expended. Utilizing a portion of these funds would allow us to increase the allocation specifically to City Year New Hampshire, raising their award from \$100,000 to \$120,000. This additional funding would significantly benefit their valuable programs and initiatives within our public schools.

Thank you for your time and consideration of this important request. Please do not hesitate to contact me directly at 603 361.3038 with any questions or concerns you may have.

Respectfully Submitted,

Renie Denton,
Chief Executive Officer

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2026 Community Improvement Program authorizing and appropriating funds in the amount of Twenty Thousand Dollars (\$20,000) for the FY2026 CIP C200021126 CBDO - Special Activities.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2026 CIP as contained in the 2026 CIP budget; and

WHEREAS, the 2026 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to allow for the appropriation of funds in the amount of \$20,000 from un-programmed CDBG Funds for the FY2026 CIP C200021126 CBDO - Special Activities.”

NOW, THEREFORE, be it resolved that the 2026 CIP be amended as follows:

By increasing:

FY2026 CIP C200021126 CBDO Special Activities -	\$20,000 Other
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Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: C200021126

Project Year: 2026

CIP Resolution: 6/3/2025

Title: CBDO - Special Activities

Amending Resolution: 9/2/2025

Administering Department MCRC

Revision: #1

Project Description: Funding for CBDO Special Activities in the NRSA carried out by Manchester Community Resource Center or its subcontractors

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

1. Initiation Date	7/1/2025
2. Completion Date	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$554,237.00	\$0.00	\$0.00	\$554,237.00
TOTAL	\$554,237.00	\$0.00	\$0.00	\$554,237.00

Revisions: #1- 9/2/25 increase budget \$20,000 CDBG OTHER (\$534,237 to \$554,237) money from un-programmed CDBG**Comments:** Authorization of Entitlement funds is contingent upon HUD grant execution.

Planning Department/Startup Form - 07/1/20

\$554,237.00

Chief of Police
Peter A. Marr
Assistant Chief
Kenneth Loui



Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Gene Brown
Paul Harrington

CITY OF MANCHESTER

Police Department

June 26, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Whitney Dade, Grant Coordinator

Re: Norwin S. And Elizabeth N. Bean Foundation

Attached is a copy of the Norwin S. And Elizabeth N. Bean Foundation Award Letter in the amount of \$36,500 to support the Manchester Police Department's Domestic Violence Unit Overtime Program.

This grant is for 6/23/2025 to 6/23/2026.

The funds breakdown is as follows:

Other	\$36,500
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Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty-Six Thousand Five Hundred Dollars (\$36,500) for the FY2026 CIP C330040726 Domestic Violence Unit Overtime Program.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2026 CIP as contained in the 2026 CIP budget; and

WHEREAS, the 2026 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of \$36,500 from the Norwin S. and Elizabeth N. Bean Foundation to FY2026 CIP C330040726 Domestic Violence Unit Overtime Program;

NOW, THEREFORE, be it resolved that the 2026 CIP be amended as follows:

By adding:

FY2026 CIP C330040726 Domestic Violence Unit Overtime Program- \$36,500 Other

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: C330040726

Project Year: 2026

CIP Resolution: 6/3/2025

Title: Domestic Violence Unit Overtime Program

Amending Resolution:

Administering Department: Police Dept.

Revision:

Project Description:

Funding to support the increase of manpower to serve domestic violence petitions and stalking orders and help victims of domestic abuse and stalking.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1. Initiation Date

6/23/2025

2. Completion Date

6/23/2026

3.

4.

5.

6/23/2026

Line Item Budget

OTHER

Salaries and Wages

\$0.00

\$0.00

\$0.00

\$0.00

Fringes

\$0.00

\$0.00

\$0.00

\$0.00

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$36,500.00

\$0.00

\$0.00

\$36,500.00

TOTAL**\$36,500.00****\$0.00****\$0.00****\$36,500.00****Revisions:****Comments:**

Funding of \$36,500 from Bean Foundation Award

Norwin S. and Elizabeth N.
Bean Foundation

40 Stark Street, Manchester, NH 03101
www.beanfoundation.org

June 23, 2025

TRUSTEES

Rashida E. Mohamed, Chair

John F. Dinkel, Jr.

Thomas J. Donovan

Annette Escalante

Katy Easterly Martey

Sandra Pelletier

Richard Sigel

Sgt. Kevin O'Meara
Manchester Police Department
405 Valley Street
Manchester, NH 03103

Dear Sgt. O'Meara,

I am pleased to inform you that \$36,500.00 has been awarded to the Manchester Police Department to support the increase of manpower to serve domestic violence petitions and stalking orders and help victims of domestic abuse and stalking.

The trustees asked me to share with you that this will be the last time the Bean Foundation will be able to support this initiative. It is our sincerest hope given the importance of the work that the city of Manchester will find a way to make it a permanent part of the Police Department's budget.

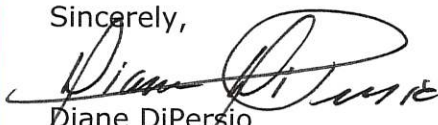
Your grant check is included with this letter, along with a Terms of Award, as well as a Probate Receipt. Please review these documents carefully. Please promptly sign and return the Probate Receipt to the McLane Law Firm in the enclosed envelope. Deposit of the grant award check signifies your acceptance of the award and your intent to comply with the terms of the award.

We require that all recipients of grant support submit a final report via email upon completion of the grant-funded project. This is typically submitted a year after your organization receives a grant. Grant recipients who do not submit final reports will not be eligible for future funding. Please visit our website at www.beanfoundation.org to download the grant report form.

We ask that publicity for your program make reference to the support provided by the Norwin S. & Elizabeth N. Bean Foundation.

If you have any questions about the grant or the terms of the award, please contact me for assistance. We wish you success in your project and look forward to learning about its results.

Sincerely,



Diane DiPersio
Foundation Director

FOUNDATION DIRECTOR

Diane DiPersio
p 603.493.7257
e diane@beanfoundation.org

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
<http://www.courts.state.nh.us>

Court Name: 9TH CIRCUIT - PROBATE DIVISION - NASHUA

Case Name: Trust u/w/o Norwin S. Bean

Case Number: 316-1994-TU-00912

(if known)

RECEIPT

1. RECEIVED FROM Thomas J. Donovan, John Dinkle, Katy E. Martey, Rich Sigel, Rashida E. Mohamed, Sandra Pelletier, and Annette Escalante, serving as:

- | | | |
|--|--|--|
| ☐ Executor | ☐ Administrator | |
| ☐ Ancillary Executor or Administrator | | ☐ Special Administrator |
| ☐ Administrator With Will Annexed | | ☐ Administrator <i>De Bonis Non</i> |
| ☐ Guardian | ☐ Conservator | ☒ Trustee |

2. The amount of money and/or personal property at inventory value:

\$ 36,500.00, in ☒ full ☐ partial satisfaction of the following:

- ☒ Distribution(s) according to terms of trust
- ☐ Distributive share upon termination of trust
- ☐ Balance upon termination of guardianship
- ☐ Balance upon termination of conservatorship
- ☐ Distributive share of decedent's estate
- ☐ Residuary share under decedent's will
- ☐ Money bequeathed under decedent's will
- ☐ Personal property bequeathed under decedent's will (specify)

☐ Other (specify) _____

6/26/2025
Date

Kristy Jordana
Recipient

Manchester Police Department
Print Name of Recipient

Norwin S. & Elizabeth N. Bean Foundation

TERMS OF AWARD

Grant awards are made only for the purpose(s) specified in the enclosed award letter. Deposit of the grant award check signifies your intent to comply with the terms and conditions of the award as outlined below and serves as our receipt for the enclosed grant award payment.

1. **Expenditure of Grant Funds** - The grant award is made only for the purpose(s) specified in the award letter, and subject to any conditions included therein.

Grants may be used to support attempts to influence legislation of any governmental body when both specifically allowed in the Resolution, and under certain circumstances. These circumstances include either (i) the grant recipient has made the election to lobby referred to in Section 501(h) of the Internal Revenue Code and a copy of Form 5168 is forwarded to the Foundation or (ii) no substantial part of the activities of the grant recipient is carrying on propaganda or otherwise attempting to influence legislation.

In any case, no part of any grant may be used for a political campaign. Grants may, however, be used to make available the result of nonpartisan analysis, study and research.

2. **Return of Grant Funds to the Norwin S. & Elizabeth N. Bean Foundation**
 - (a) Awards which have not been qualified for and paid within 12 months of the award date revert to the uncommitted balances of the funder.
 - (b) Grant funds should be expended within 12 months after payment is issued. At the end of this period, any unexpended grant funds should be returned to the Foundation, or a written request for an extension of time should be submitted to the Foundation.
 - (c) Grants will be returned if the Foundation determines that the grant recipient has not performed in accordance with the **Terms of Award**, or met the conditions described in the award letter.
 - (d) Unexpended grant balances should be returned to the Foundation if the grant recipient loses its exemption from federal income taxation as provided for under Section 501(c)(3) of the Internal Revenue Code.

Recipient: Manchester Police Department

Grant Number: GT25-0861

Chief of Police
Peter A. Marr
Assistant Chief
Kenneth Loui



Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Gene Brown
Paul Harrington

CITY OF MANCHESTER
Police Department

July 28, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Whitney Dade, Grant Coordinator

Re: SFY 2026-2027 Granite Shield (Substance Abuse Enforcement) Program

Attached is a copy of the SFY 2026-2027 Granite Shield (Substance Abuse Enforcement) Program State Grant Agreement in the amount of \$874,780 to support investigating and apprehending individuals or organizations that are involved in narcotics related drug use and trafficking.

The grant period of performance is from Governor and Council approval to 6/30/2027.

The funds breakdown is as follows:

Salary	\$586,102.60
Fringe	\$288,677.40

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



City of Manchester
New Hampshire

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Eight Hundred Seventy-Four Thousand Seven Hundred Eighty Dollars (\$874,780) for the FY2026 CIP C330040826 MPD SFY26-27 Granite Shield Project.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2026 CIP as contained in the 2026 CIP budget; and

WHEREAS, the 2026 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of \$874,780 from the State of New Hampshire Department of Safety to FY2026 CIP C330040826 MPD SFY26-27 Granite Shield Project;

NOW, THEREFORE, be it resolved that the 2026 CIP be amended as follows:

By adding:

FY2026 CIP C330040826 MPD SFY26-27 Granite Shield Project -	\$874,780 State
---	-----------------

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: C330040826

Project Year: 2026

CIP Resolution: 6/3/2025

Title: MPD SFY26-27 Granite Shield Project

Amending Resolution: 8/5/2025

Administering Department: Police Department

Revision:

Project Description: Investigating and apprehending individuals or organizations that are involved in narcotics related drug use and trafficking.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1. Initiation Date	8/5/2025
2. Completion Date	6/30/2027
3.	
4.	
5.	
	6/30/2027

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$586,102.60	\$0.00	\$0.00	\$586,102.60
Fringes	\$288,677.40	\$0.00	\$0.00	\$288,677.40
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$874,780.00	\$0.00	\$0.00	\$874,780.00

Revisions:**Comments:** Funding from State of New Hampshire Department of Safety

GRANT AGREEMENT

The State of New Hampshire and the Grantee hereby
Mutually agree as follows:
GENERAL PROVISIONS

1. Identification and Definitions.

1.1. State Agency Name: NH Department of Safety Division of State Police		1.2. State Agency Address 33 Hazen Drive Concord, NH 03305	
1.3. Grantee Name Manchester Police Department		1.4. Grantee Address 405 Valley Street Manchester, NH 03103	
1.5 Grantee Phone # 603-792-5400	1.6. Account Number 10-30770000-500580	1.7. Completion Date 6/30/2027	1.8. Grant Limitation \$874,780.00
1.9. Grant Officer for State Agency Holly Boisvert		1.10. State Agency Telephone Number (603) 271-7663	
If Grantee is a municipality or village district: "By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b."			
1.11. Grantee Signature 1		1.12. Name & Title of Grantee Signor 1	
Grantee Signature 2		Name & Title of Grantee Signor 2	
Grantee Signature 3		Name & Title of Grantee Signor 3	
1.13 State Agency Signature(s)		1.14. Name & Title of State Agency Signor(s) Amy L. Newbury, Director of Administration	
1.15. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) By: Assistant Attorney General, On: / /			
1.16. Approval by Governor and Council (if applicable) By: On: / /			

2. **SCOPE OF WORK:** In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), the Grantee identified in block 1.3 (hereinafter referred to as "the Grantee"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").

3. AREA COVERED. Except as otherwise specifically provided for herein, the Grantee shall perform the Project in, and with respect to, the State of New Hampshire.
4. EFFECTIVE DATE: COMPLETION OF PROJECT.
- 4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date in block 1.5 or on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire whichever is later (hereinafter referred to as "the effective date").
- 4.2. Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in its entirety prior to the date in block 1.6 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT.
- 5.1. The Grant Amount is identified and more particularly described in EXHIBIT C, attached hereto.
- 5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT C.
- 5.3. In accordance with the provisions set forth in EXHIBIT C, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Grantee the Grant Amount. The State shall withhold from the amount otherwise payable to the Grantee under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
- 5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Grantee for all expenses, of whatever nature, incurred by the Grantee in the performance hereof, and shall be the only, and the complete, compensation to the Grantee for the Project. The State shall have no liabilities to the Grantee other than the Grant Amount.
- 5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY GRANTEE WITH LAWS AND REGULATIONS. In connection with the performance of the Project, the Grantee shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Grantee, including the acquisition of any and all necessary permits.
7. RECORDS and ACCOUNTS.
- 7.1. Between the Effective Date and the date seven (7) years after the Completion Date the Grantee shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
- 7.2. Between the Effective Date and the date seven (7) years after the Completion Date, at any time during the Grantee's normal business hours, and as often as the State shall demand, the Grantee shall make available to the State all records pertaining to matters covered by this Agreement. The Grantee shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Grantee" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Grantee in block 1.3 of these general provisions.
8. PERSONNEL.
- 8.1. The Grantee shall, at its own expense, provide all personnel necessary to perform the Project. The Grantee warrants that all personnel engaged in the Project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
- 8.2. The Grantee shall not hire, and it shall not permit any subcontractor, subgrantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
- 8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS.
- 9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
- 9.2. Between the Effective Date and the Completion Date the Grantee shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
- 9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
- 9.4. On and after the Effective Date, all data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
- 9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT. Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Grantee notice of such termination.
11. EVENT OF DEFAULT: REMEDIES.
- 11.1. Any one or more of the following acts or omissions of the Grantee shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
- 11.1.1 Failure to perform the Project satisfactorily or on schedule; or
- 11.1.2 Failure to submit any report required hereunder; or
- 11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
- 11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.
- 11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
- 11.2.1 Give the Grantee a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Grantee notice of termination; and
- 11.2.2 Give the Grantee a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the grantee during the period from the date of such notice until such time as the State determines that the Grantee has cured the Event of Default shall never be paid to the Grantee; and
- 11.2.3 Set off against any other obligation the State may owe to the Grantee any damages the State suffers by reason of any Event of Default; and
- 11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION.
- 12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Grantee shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
- 12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Grantee to receive that portion of the Grant amount earned to and including the date of termination.
- 12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Grantee from any and all liability for damages sustained or incurred by the State as a result of the Grantee's breach of its obligations hereunder.
- 12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Grantee hereunder, the Grantee may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST. No officer, member of employee of the Grantee, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or

- approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. GRANTEE'S RELATION TO THE STATE. In the performance of this Agreement the Grantee, its employees, and any subcontractor or subgrantee of the Grantee are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Grantee nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
 15. ASSIGNMENT AND SUBCONTRACTS. The Grantee shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Grantee other than as set forth in Exhibit A without the prior written consent of the State.
 16. INDEMNIFICATION. The Grantee shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Grantee or Subcontractor, or subgrantee or other agent of the Grantee. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
 17. INSURANCE AND BOND.
 - 17.1 The Grantee shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
 - 17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
 - 17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and
 - 17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
 18. WAIVER OF BREACH. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Grantee.
 19. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
 20. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire.
 21. CONSTRUCTION OF AGREEMENT AND TERMS. This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intent of the parties hereto.
 22. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
 23. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.
 24. SPECIAL PROVISIONS. The additional or modifying provisions set forth in Exhibit A hereto are incorporated as part of this agreement.

EXHIBIT A

SPECIAL PROVISIONS

1. Grant expenses must be incurred and paid prior to June 30, 2027. All grant reimbursement requests must be submitted prior to July 15, 2027 using form DSAD 69. Only expenses approved as outlined in Exhibit B and outlined in Saf-C 2904.02 Allowable Costs may be reimbursed. Reimbursement requests shall meet all requirements of Saf-C 2908 Administrative Requirements.
2. Manchester Police Department (hereinafter referred to as “the Grantee”) shall maintain financial records, supporting documents, and all other pertinent records for a period of 3 years from the grant period end date per Saf-C 2908.01 Recordkeeping.

Grantee Initials _____
Date _____

EXHIBIT B
SCOPE OF SERVICES

1. The Department of Safety, Division of State Police (hereinafter referred to as “the State”) is awarding the Manchester Police Department, \$874,780.00 for the purpose of investigating and apprehending individuals or organizations that are involved in narcotics related drug use and trafficking.
2. “The Grantee” agrees to comply with all applicable and state laws, rules, regulations, and requirements.
3. “The Grantee” is responsible for the overall direction and assignment of all 2026-2027 Substance Abuse Enforcement Program grant funded activities.

Grantee Initials _____ Date _____

EXHIBIT C
GRANT AMOUNT AND METHOD OF PAYMENT

1. Grant Amount: \$874,780.00
2. Payment Schedule
 - a. "The Grantee" agrees that the total payment by "the State" under this grant agreement shall be up to \$874,780.00,
 - b. "The Grantee" agrees to submit reimbursement requests monthly to "the State" under this grant agreement.
 - c. "The State" shall reimburse up to \$874,780.00 to "the Grantee" upon "the State" receiving appropriate documentation of expended funds (i.e.: copies of payroll documentation and proof of payment) submitted with form DSAD 69.

Grantee Initials _____ Date _____

EXHIBIT D

Memorandum of Agreement (MOA)

Grantee Initials _____ Date _____

Anna J. Thomas, MPH
Public Health Director

Philip J. Alexakos, MPH, REHS
Deputy Public Health Director

Elaine M. Michaud, JD, MPH
Deputy Public Health Director



CITY OF MANCHESTER
Health Department

BOARD OF HEALTH
Patricia Anglin, BSN, RN, NCSN
Christopher Moriarty, DMD
Lara Quiroga, M.Ed.
Ashwini Saxena M.D., Ph.D.
Mary Naczas Seigle, BSN, RN, CHPN

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Anna Thomas, MPH
Public Health Director

Date: July 21, 2025

RE: Oral Health Program - Medicaid Reimbursements

The Manchester Health Department School Based Oral Health Program has expanded into a full-service dental program, providing diagnostics, preventive services and education to low-income children without a dentist at Manchester public schools. This care is provided by a public health dental hygienist & a public health dental assistant on the mobile dental van during school hours, and when billable, Medicaid reimbursement is processed.

As such, we have requested that the Planning and Community Development prepare the appropriate CIP Amending Resolution and Budget Authorization Forms necessary for the implementation of this program.

Your review of these documents and a recommendation for approval to the full Board is respectfully requested.

We thank the Committee for their consideration.

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Five

A RESOLUTION

“Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Eighty Thousand Dollars (\$80,000) for the FY2026 CIP C410021626 School Based Dental Program - Medicaid.”

Resolved by the Board of Mayor and Aldermen of the City of Manchester as follows:

WHEREAS, the Board of Mayor and Aldermen has approved the 2026 CIP as contained in the 2026 CIP budget; and

WHEREAS, the 2026 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of \$80,000 from the NHDHHS to FY2026 CIP C410021626;

NOW, THEREFORE, be it resolved that the 2026 CIP be amended as follows:

By adding:

FY2026 CIP C410021626 School Based Dental Program - Medicaid- \$80,000 State

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#: C410021626

Project Year: 2026

CIP Resolution: 6/3/2025

Title: School Based Dental Program - Medicaid

Amending Resolution: 9/2/2025

Administering Department: Health Department

Revision:

Project Description:

The Manchester Health Department School Based Oral Health Program has expanded into a full-service dental program, providing diagnostics, preventive services and education to low-income children without a dentist at Manchester public schools. This care is provided by a public health dental hygienist & a public health dental assistant on the mobile dental van during school hours, and when billable, Medicaid reimbursement is processed.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1. Initiation Date

9/01/2025

2. Completion Date

12/31/2026

3.

4.

5.

12/31/2026

Line Item Budget

STATE

Salaries and Wages

\$36,000.00

\$0.00

\$0.00

\$36,000.00

Fringes

\$29,000.00

\$0.00

\$0.00

\$29,000.00

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$15,000.00

\$0.00

\$0.00

\$15,000.00

TOTAL**\$80,000.00****\$0.00****\$0.00****\$80,000.00****Revisions:****Comments:**

Fund of \$80,000 from NHDHHS

Emily Gray Rice
City Solicitor

Peter R. Chiesa
Deputy City Solicitor

Gregory T. Muller
Supervising Prosecutor



John G. Blanchard
Kathleen A. Broderick
Benjamin W. Maki
Steven J. Ranfos
Melissa A. Kowalewski

Donald P. Shedd, II.
Paralegal
Kimberly M. Abaid
Paralegal

CITY OF MANCHESTER

Office of the City Solicitor

MEMORANDUM

To: Alderman Chris Morgan, Chair, Community Improvement Program Committee

From: Emily Gray Rice, Esq.
City Solicitor

Date: July 22, 2025

Re: Extension of Completion Date of CIP # 411125
(Domestic Violence Victim-Witness Coordinator)

Dear Chairman Morgan,

The City Solicitors Office respectfully requests that the end date for CIP #.411125 (Domestic Violence Victim-Witness Coordinator) be extended until 12/31/2025. The currently encumbered funds are \$29,461.81 with a balance of \$19,975.70 and will enable us to continue to fund the position as contemplated.

If you should you have any questions, please do not hesitate to contact me. Thank you for your consideration.

Very truly yours,

Emily Gray Rice, Esq.
City Solicitor
erice@manchesternh.gov
603-792-6827

CIP BUDGET AUTHORIZATION

CIP#: 411125

2025

CIP Resolution: 6/4/2024

Title: Victim - Witness Coordinator

Amending Resolution: 12/3/2024

Administering Department Solicitor's Office

Revision: #1

Project Description: Addition of a Victim-Witness Coordinator to the City Solicitor's office through FY 25.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

Program Initiation

11/19/2024

Program Completion

12/31/2025

12/31/2025

Line Item Budget

ARPA

TOTAL

Salaries and Wages

\$34,376.97

\$0.00

\$0.00

\$34,376.97

Fringes

\$15,060.54

\$0.00

\$0.00

\$15,060.54

Design/Engineering

\$0.00

\$0.00

\$0.00

\$0.00

Planning

\$0.00

\$0.00

\$0.00

\$0.00

Consultant Fees

\$0.00

\$0.00

\$0.00

\$0.00

Construction Admin

\$0.00

\$0.00

\$0.00

\$0.00

Land Acquisition

\$0.00

\$0.00

\$0.00

\$0.00

Equipment

\$0.00

\$0.00

\$0.00

\$0.00

Overhead

\$0.00

\$0.00

\$0.00

\$0.00

Construction Contracts

\$0.00

\$0.00

\$0.00

\$0.00

Other

\$0.00

\$0.00

\$0.00

\$0.00

TOTAL**\$49,437.51****\$0.00****\$0.00****\$49,437.51****Revisions:** #1- 9/2/25 Extend completion date from 6/30/2025 to 12/31/2025**Comments:** ARPA funds reallocated from existing project balances.



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use
Building Regulation
Code Enforcement
Community Improvement Program

Jeffrey D. Belanger, AICP
Director

Nicola Strong
Deputy Director – Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director – Building Regulations

MEMORANDUM

To: Alderman Chris Morgan
Chairman, CIP Committee

From: Jeffrey Belanger, AICP
Director, Planning and Community Development

EDB

Date: July 25, 2025

Re: CIP #C200060126 & #C200060226 Concentrated Code Enforcement – Line Item Adjustment

The Planning and Community Development Department respectfully requests that a line item budget modification be made to CIP #C200060126 Concentrated Code Enforcement #1 and CIP #C200060226 Concentrated Code Enforcement #2. These changes reflect the actual salary and fringe attributed to the employee that has filled this position. No additional funds are requested.

The item breakdown is as follows:

CIP #C200060126 - Concentrated Code 1

	<u>Previous</u>	<u>Revision</u>	<u>Total</u>
Salaries and Wages	\$101,300	-\$37,690	\$63,610
Fringes	\$0	\$37,690	\$37,690
Total	\$101,300	\$0	\$101,300

CIP #C200060226 - Concentrated Code 2

Salaries and Wages	\$102,300	-\$34,645	\$67,655
Fringes	\$0	\$34,645	\$34,645
Total	\$102,300	\$0	\$102,300

We have prepared the appropriate budget authorization forms necessary to take this action in the event that the Committee and the Board of Mayor and Aldermen approve this request.

CIP BUDGET AUTHORIZATION

CIP#: C200060126

Project Year: 2026

CIP Resolution: 6/3/2025

Title: Concentrated Code Enforcement 1

Amending Resolution:

Administering Department Planning & Community Development

Revision: #1

Project Description: Continuation of the Concentrated Code Enforcement Program. This program was initially created in an effort to stabilize and improve the conditions of the rental housing opportunities within the low to moderate income areas in the City.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

1. Initiation Date	7/1/2025
2. Completion Date	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	CDBG	HOME		TOTAL
Salaries and Wages	\$62,610.00	\$1,000.00	\$0.00	\$63,610.00
Fringes	\$37,690.00	\$0.00	\$0.00	\$37,690.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$100,300.00	\$1,000.00	\$0.00	\$101,300.00

Revisions: Revision #1 - 9-2-2026 - Line Item Adjustment - Salary & Wages line item (from \$101,300 to \$63,610) Fringes line item (from \$0 to \$37,690).

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

CIP BUDGET AUTHORIZATION

CIP#: C200060226

Project Year: 2026

CIP Resolution: 6/3/2025

Title: Concentrated Code Enforcement 2

Amending Resolution:

Administering Department Planning & Community Development

Revision: #1

Project Description: Continuation of the Concentrated Code Enforcement Program. This program was initially created in an effort to stabilize and improve the conditions of the rental housing opportunities within the low to moderate income areas in the City.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

1. Initiation Date	7/1/2025
2. Completion Date	6/30/2026
3.	
4.	
5.	
	6/30/2026

Line Item Budget

	CDBG			TOTAL
Salaries and Wages	\$67,655.00	\$0.00	\$0.00	\$67,655.00
Fringes	\$34,645.00	\$0.00	\$0.00	\$34,645.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$102,300.00	\$0.00	\$0.00	\$102,300.00

Revisions: Revision #1 - 9-2-2026 - Line Item Adjustment - Salary & Wages line item (from \$101,300 to \$67,655) Fringes line item (from \$0 to \$34,645).

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

Ryan J. Cashin
Chief of Department



Matthew A. K. Lamothe
Assistant Chief

David P. Flurey
Deputy Chief

City of Manchester *Fire Department*

TO: Alderman Morgan, Committee Chair
FROM: Chief Ryan Cashin
DATE: July 29, 2025
RE: Permission to Apply – Homeland Security Grant

I am writing to ask permission to apply for the following Homeland Security grants:

Competitive Homeland Security Grant (\$483,000) for ESRI Common Operator Viewer. These funds will support the hiring of a GIS Specialist (for at least three years) to assist with developing a single common operating platform that will display critical static and dynamic information in map form. Public safety, emergency management and all other critical personnel will utilize this information. The info will be displayed geospatially with external feeds such as weather, traffic counters, river gauges, etc., all overlaid.

Static data could include:

- schools
- government buildings
- roads
- residential property maps (for damage assessment)
- hospitals
- HAZMAT Tier II Facilities (all hazardous material storage locations in the city)
- etc.

The system will include the incorporation of "Interior GIS" which would allow us to capture interior floor plans with video of every school, public and private (if they agree) as well as critical facilities that would help both police and fire departments in emergency response.

Additionally it would allow us to "automate" and digitize visible representations that can be changed with the click of a mouse and shared with all necessary personnel in real time. This would include, but not be limited to, the status of:

- roads
- fire hydrants
- water lines

Homeland Security Hazmat Allocation (\$25,000) for equipment and training. These funds are our yearly allocation for the department's Hazardous Materials Response Team.

100 Merrimack Street • Manchester, NH 03101 • Telephone (603) 669-2256 • Fax: (603) 665-6802
www.ManchesterNH.gov

Timothy J. Clougherty
Public Works Director



Owen P. Friend-Gray, P.E.
Deputy Public Works Director

Commission
Kathleen Sullivan, Chair
Arthur Gatzoulis, Co-Chair
Mark MacKenzie
Amber Nicole Cannan
Andre Parent

CITY OF MANCHESTER
Department of Public Works

July 24, 2025

Board of Mayor and Alderman
c/o CITY CLERKS OFFICE
One City Hall Plaza
Manchester, New Hampshire 03103

Attention: Alderman Christopher Morgan
Chairman, CIP Committee

Subject: Extension of CIP 710925 Annual Street Reconstruction (CDBG)

Dear Alderman Morgan:

The Department of Public Works (DPW) respectfully requests the extension of CIP 710925 Annual Street Reconstruction (CDBG). These project which will expend these funds in currently under design with an anticipated advertising date later this fiscal year.

A DPW representative will be available for discussion at the next Board of Mayor and Alderman meeting. In the meantime, if you have any questions, please do not hesitate to contact me.

Very truly yours,

Caleb B. Dobbins, P.E.
Highway Chief Engineer

Cc/ Tim Clougherty, Owen Friend-Gray, Melinda Salomone-Abood

CIP BUDGET AUTHORIZATION

CIP#: 710925

2025

CIP Resolution: 6/4/2024

Title: Annual Street Reconstruction (CDBG)

Amending Resolution: 1/21/2025

Administering Department DPW-Highway

Revision: #2

Project Description: Annual CDBG program to reconstruct City streets and sidewalks that can no longer be resurfaced/maintained due to lack of curb reveal or poor base material. In addition to roadway reconstruction, the work will include storm drainage upgrades, installing/resetting curb, repairing and/or replacing sidewalks, lighting and any other right-of-way improvements determined to be required. Neighborhoods targeted for improvements must be located in income eligible Census Tracts.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2027
	6/30/2027

Line Item Budget

	CDBG	BOND		TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$657,641.59	\$24,679.30	\$0.00	\$682,320.89
TOTAL	\$657,641.59	\$24,679.30	\$0.00	\$682,320.89

Revisions: #1 - 1/21/25 increase budget \$532,320.89 (\$507,641.59 CDBG and \$24,679.30 BOND) (total budget from \$150,000 to \$682,320.89) funds from 710024 #2 - 9/2/25 Extend completion date from 6/30/2025 to 6/30/2027.

Comments: Authorization of Entitlement funds is contingent upon HUD grant execution.

Timothy J. Clougherty
Public Works Director

Owen P. Friend-Gray, P.E.
Deputy Public Works Director

Joslin Gagné
Chief of Facilities



CITY OF MANCHESTER
Department of Public Works
Facilities Division

Commission
Kathleen Sullivan, Chair
Arthur Gatzoulis, Co-Chair
Mark MacKenzie
Amber Nicole Cannan
Andre Parent

July 14, 2025

To: Alderman Morgan, Chairman, CIP Committee
From: Josh Gagné, Chief of Facilities

Re: Odd Fellows Hall Operational Expense Project: CIP 711613

Chairman Morgan, The Odd Fellows Hall Operational Expense Project was established to receive rents and to fund building operations and maintenance expenses for the Hall. The current project expired 6/30/2025

We request that the project be extended for a period of 5 years with a new completion date of 6/30/2030.

Your consideration is greatly appreciated.

Cc:
Timothy Clougherty
Owen Friend-Gray
Mindy Salomone-Abood

Sincerely,

Josh Gagné
Chief Facilities Manager
603-792-5304



CIP BUDGET AUTHORIZATION

CIP#: 711613	Project Year: 2013	CIP Resolution: 6/12/2012
Title: Odd Fellows Hall Operational Expense Project		Amending Resolution: 10/20/2020
Administering Department: Highway-Facilities		Revision: #3

Project Description: To accept rent revenues from the tenants of the building and pay for general building operational and maintenance costs which include: gas and electric utilities, pest control, elevator maintenance, building HVAC and general maintenance, EBU testing, fire alarm testing, and sprinkler testing.

Federal Grants	Federal Grant: No	Environmental	Review Required: No
	Grant Executed: N/A		Completed:

Critical Events

1	Program Initiation	5/21/2013
2	Program Completion	6/30/2030
3		
4		
5		
		6/30/2030

Line Item Budget

	OTHER			TOTAL
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$400,000.00	\$0.00	\$0.00	\$400,000.00
TOTAL	\$400,000.00	\$0.00	\$0.00	\$400,000.00

Revisions

#1 - Increases budget by \$280,000 Other and extends project completion date.
 #2 - Extend completion date to 6/30/2025. #3 - 9/2/25 Extend completion date from 6/30/25 to 6/30/2030

Comments:

This is a three year project that anticipates accepting rent revenues of about \$40,000 per year and expending approximately the same amount on the specific building maintenance items listed above. Budget revised to reflect anticipated building revenues and expenses for the next 4 years.



City of Manchester Parking Division

Faye Morrison
Parking Manager
fmorrison@manchesternh.gov
25 Vine St.
Manchester, NH 03101
603-624-6580

TO: Alderman Morgan, CIP Chair

FROM: Faye Morrison, Parking Manager

DATE: July 2, 2025

RE: Increasing number of plates for parking department

I am writing today to request additional license plates for the for two new vehicles parking needs to accommodate an increase in staffing. Specifically, a Maverick XL four passenger pick up truck, that will allow for the accommodation of the additional Parking Control Officer second shift, our current vehicle will only transport two passengers. This will enhance our capabilities to enforce in a larger route and answer constituent calls quickly.

The Escape four-wheel drive will allow the newly approved Superintendent to have access to the city in a vehicle that will also serve for his/her involvement in the snow removal process, meter installation, and other duties assigned to this individual.

The purchase of both vehicles is covered by the parking bond just approved by the board as part of the budget process and no additional funds are needed.

Chief of Police

Peter A. Marr

Assistant Chief

Kenneth Loui



Commission

John G. Cronin, *Chairman*

Eva Castillo

John Mercier

Gene Brown

Paul Harrington

CITY OF MANCHESTER
Police Department

July 29, 2025

To: Alderman Morgan, Chairman, CIP Committee

From: Whitney Dade, Grant Coordinator

Re: 2022 COSSAP Program 412522

Request a budget modification to the 2022 COSSAP Comprehensive Opioid, Stimulant and Substance Abuse Site-based Program (CIP#412522) extending the period of performance.

The ending date is to be changed from 9/30/25 to 9/30/26.

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

Michael L. Briggs Public Safety Building
405 Valley Street • Manchester, New Hampshire 03103 • (603) 668-8711 • FAX: (603) 668-8941
E-mail: ManchesterPD@manchesternh.gov • Website: www.manchesterpd.com

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY



CIP BUDGET AUTHORIZATION

CIP#: 412522

Project Year: 2022

CIP Resolution: 6/8/2021

Title: 2022 COSSAP Program

Amending Resolution: 10/15/2024

Administering Department: Police Dept

Revision: #3

Project Description:

The COSSAP grant will fund the ongoing Community Response Unit overdose outreach efforts. This Unit is a multi-disciplinary team of police officers, community health workers, and substance abuse recovery specialists who follow up with individuals who overdose in an attempt to connect the individual to resources and reduce the harm of opioids in the community. This grant will fund the overtime shifts of police officers who are assigned to the unit.

Federal Grants

Federal Grant:

No

Environmental

Review Required:

No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	4/1/2022
2.	Project Completion	9/30/2026
3.		
4.		
5.		
		9/30/2026

Line Item Budget

	STATE			TOTAL
Salaries and Wages	\$483,760.00	\$0.00	\$0.00	\$483,760.00
Fringes	\$0.00	\$0.00	\$0.00	\$0.00
Design/Engineering	\$0.00	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00	\$0.00
Consultant Fees	\$0.00	\$0.00	\$0.00	\$0.00
Construction Admin	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00	\$0.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$8,000.00	\$0.00	\$0.00	\$8,000.00
TOTAL	\$491,760.00	\$0.00	\$0.00	\$491,760.00

Revisions:

#1- 9-5-23 Line Item Budget Adjustment move \$4000 (STATE \$305,760 to \$301,760) from Salaries and Wages Fringes to Other (0 dollars to \$4,000). #2 - 10-15-24 Budget increased \$186,000 (from \$305,760 to \$491,760) and extends completion date from 12/31/2024 to 12/31/25. #3 - 8-5-25 - Extends completion date from 12/31/25 to 9/30/26

Comments: Funding Source: NH Department of Justice

Planning Department/Startup Form - 07/1/20

\$491,760.00