BOARD OF MAYOR AND ALDERMEN

December 3, 2025 at 7:00 PM
Aldermanic Chambers, City Hall (3rd Floor)

Mayor and All Aldermen

AGENDA

The Mayor calls the meeting to order in joint session with the Library Trustees.

The Mayor calls for the Pledge of Allegiance.

A moment of silence is observed.

The Clerk calls the roll.

Board of Aldermen: Aldermen Morgan, Goonan, Long, Fajardo, T. Sapienza, Kantor, O'Neil, Levasseur, Terrio, E. Sapienza, Burkush, Barry, Vincent, Thomas

Library Trustees: Vanessa Blais, Patricia Cornell, Israel Piedra, Eleanor Dahar, Bob Lord, Martha Rossignol, Ken Snow

The Mayor advises that nominations are in order to appoint Cordelia Burpee to replace Trustee Dahar, and to reappoint Israel Piedra, both terms to expire October 2032.

The Mayor advises that a motion is in order to close nominations.

The Mayor advises that unless the Board desires to suspend the rules, the nominations will layover until the next meeting.

If there is no further business to come before the joint session, a motion is in order to adjourn.

The Mayor calls the regular meeting of the Board of Mayor and Aldermen to order.

The Clerk calls the roll.

PUBLIC COMMENT

1. The Mayor advises that the purpose of the public comment session is to give residents of Manchester the opportunity to address the Board. All people wishing to speak must sign up with their name, address and topic prior to 7 PM. Once called, they will have up to three minutes to speak and any comments must be directed to the chair and concluded when their time is up. If the Clerk calls their name and they are not present to speak, they will not be given a second opportunity. Any resident wishing to speak will come forward to the nearest microphone, clearly state their name and address when recognized and give their comments.

PRESENTATION

2. Presentation from Water Works regarding plans for a new Administration Building and Vehicle Storage Garage.
(Note: This presentation is related to consent agenda item #20; this item will need to be removed from the consent agenda in the case the Board wishes to approve the project.)

CONSENT AGENDA

Accept and Remand Funds

3. Donation from Digital Federal Credit Union to the Fire Department in the amount of $2,500.

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

4. 50/50 Sidewalk Petitions (Residential)
99 Etsy Ave
112 Salmon St
142 Talbot St
195 Bismark St
503 Hanover St
743 Pine St

Information to be Received and Filed

5. Communication from Comcast regarding Xfinity services and pricing.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

6. Resolutions:

"Amending the FY2022 and FY2024 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of One Hundred Thousand Dollars ($100,000) for the FY2024 CIP 611124 Brook Street Shelter Operations"

"Amending the FY2023, FY2024 and FY2025 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Two Million Eight Hundred Thousand Dollars ($2,800,000) for the FY2023 CIP 710723 CMOM Study, Design & Construction - Sewer Bond, FY2024 CIP 710824 Secondary Clarifier Design and Construction and FY2025 CIP 710125 MS4 FY25 Construction - Enterprise"

"Amending the FY2021, FY2022 and FY2023 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Four Hundred Ninety-Seven Thousand Four Hundred Two Dollars and Fourteen Cents ($497,402.14) for the FY2023 CIP 710723 CMOM Study, Design & Construction - Sewer Bond"

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Thirty Thousand Dollars ($30,000) for the FY2026 CIP C070040126 Domestic Violence Prosecutor"

"Amending the FY2026 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of One Hundred Forty Thousand Dollars ($140,000) for the FY2026 CIP C160060826 Hope for NH Recovery Wilson St Emergency Recovery Housing"

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Eighty Thousand Dollars ($80,000) for the FY2026 CIP C330041326 MPD DetectaChem Spectrometers"

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Forty-Five Thousand Dollars ($45,000) for the FY2026 CIP C330041426 FY25 ILO Program"

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Eight Hundred Twenty-Six Dollars ($14,826) for the FY2026 CIP C330041526 Eight (8) Handheld Lidars"

Bond Resolution:

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty-Three Million Six Hundred Thousand Dollars ($23,600,000) for the 2026 CIP C500071126 Pearl Street Parking Garage."

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

7. Advising that the update on the City's Revolving Loan Fund has been accepted. *(Unanimous vote)*

8. Advising that the following Finance Department reports:
- Accounts Receivable over 90 days
- Aging Report
- Outstanding Receivables

have been accepted.
(Unanimous vote)

9. Advising that the City's Monthly Financial Reports (unaudited) for the first three and four months of FY26 have been accepted.
(Unanimous vote)

10. Recommending that Ordinance Amendments:

"Amending Chapter 92 (Fire Prevention) of the Code of Ordinances of the City of Manchester in order to align with RSA's 47:22, 153, 155-A and 160-C:6."

"Amending Chapter 117: Food Service Establishments of the Code of Ordinances of the City of Manchester by making changes to reflect the new food code and increasing various fees."

ought to pass and be Enrolled.
(Unanimous vote)

11. Recommending that the draft Zoning Ordinance of the City of Manchester ought to pass and be Enrolled.
(Unanimous vote with the exception of Alderman E. Sapienza who was opposed)

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

12. Recommending that the request from the Chair of the Heritage Commission for the enactment of a policy requiring property owners to seek official permission before altering any structure located in the historic downtown district which contains original brickwork be approved.
(Unanimous vote with the exception of Alderman Thomas who was absent)

13. Recommending that the proposed changes to Rule 8 of the Rules of the Board of Mayor and Aldermen be referred to the newly elected 2026-2027 Board of Mayor and Aldermen, and further that the new Board consider changes to Rule 6.
(Unanimous vote with the exception of Alderman Thomas who was absent)

COMMITTEE ON COMMUNITY IMPROVEMENT

14. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $2,800,000 for CIP 710723 CMOM Study, Design & Construction - Sewer Bond; CIP 710824 Secondary Clarifier Design and Construction; and CIP 710125 MS4 FY25 Construction - Enterprise be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

15. Recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $497,402.14 for CIP 710723 CMOM Study, Design & Construction - Sewer Bond be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

16. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $80,000 for CIP C330041326 MPD DetectaChem Spectrometers be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

17. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $45,000 for CIP C330041426 FY25 ILO Program be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

18. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $14,826 for CIP C330041526 Eight (8) Handheld Lidars be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

19. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $23,600,000 for CIP C500071126 Pearl Street Parking Garage be approved.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

20. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $35,000,000 for CIP WCA24.2026 Administration Building and Vehicle Storage Garage has been referred to the full Board for consideration without recommendation, and further that there be a presentation from Water Works to the Board of Mayor and Aldermen.
(Unanimous vote with the exception of Alderman Burkush, who was absent)

21. Recommending that the request from the Fire Chief for permission to apply for the FY25 Hazmat Grant in the amount of $33,000 be approved.
(Unanimous vote, with the exception of Alderman Burkush who was absent)

22. Recommending that the request from the Highway Chief Engineer for permission to bid the Cilley Road/Jewett Street traffic signal installation project be approved.
(Unanimous vote, with the exception of Alderman Burkush who was absent)

23. Recommending that the request from the Highway Chief Engineer to close CIP C500070626 Household Hazardous Waste Collection be approved.
(Unanimous vote, with the exception of Alderman Burkush who was absent)

24. Recommending that the request from the MPD Grant Coordinator to extend CIP 410325 Police ShotSpotter Gunshot Detection to December 31, 2026, be approved.
(Unanimous vote, with the exception of Alderman Burkush who was absent)

25. Recommending that the petition to discontinue a portion of Groveland Avenue be referred to a road hearing to be scheduled by the City Clerk.
(Unanimous vote, with the exception of Alderman Burkush who was absent)

COMMITTEE ON LANDS AND BUILDINGS

26. Recommending that the request from Tycoon Games for an extension of their lease at 195 McGregor Street on a month-to-month basis at a rate 5% higher than the existing rent, effective December 1, 2025, be approved with language allowing for the City to give 30-day notice of terminating the agreement.
(Unanimous vote with the exception of Alderman Thomas who was absent)

27. Recommending that the request from 39 Bremer Street LLC for an encroachment variance to facilitate a safer driveway for the proposed development on Mammoth Road be approved.
(Unanimous vote with the exceptions of Alderman Thomas who was absent, and Alderman Levasseur who abstained)

28. Recommending that Ordinance Amendment:

“Amending Section 36.40 Community Revitalization Tax Incentive of the Code of Ordinances of the City of Manchester regarding the terms of tax relief.”

ought to pass and be referred to the Committee on Bills on Second Reading for technical review.
(Unanimous vote with the exceptions of Alderman Thomas who was absent, and Alderman Levasseur who abstained)

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

29. Recommending that the following traffic regulations be approved:
CROSSWALK
On Michigan Avenue, north of Hanover Street
Alderman Fajardo
SCHOOL ZONE- 20 mph speed limit
On Smyth Road between Kennard Road and Sagamore Street
On Bruce Road between Sagamore Street and Smyth Road
Alderman Goonan
On Titus Avenue between Calef Road and S Beech Street
Alderman Burkush
(Unanimous vote)

30. Recommending that the request from the Parking Manager for permission to allow LMG to store construction equipment in the Pearl Street Lot free of charge be approved.
(Unanimous vote)

31. Recommending that Ordinance Amendment:

"Amending Chapter 117 Food Service Establishments of the Code of Ordinances of the City of Manchester to refine definitions, exemptions, and permit requirements."

ought to pass and be referred to the Committee on Bills on Second Reading for technical review.
(Unanimous vote)

JOINT SCHOOL BUILDINGS COMMITTEE

32. Advising that the Manchester School District Priority I status and financial report for October 2025 submitted by LeftField has been accepted.
(Unanimous vote with the exception of Aldermen Terrio and O'Neil, who were absent)

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

REGULAR BUSINESS

33. Nominations:
Senior Services Commission
Sheryl Ramsay to succeed Veronica Schlender as a regular member, term to expire January 1, 2029
(Note: Pursuant to Rule 23 of the Board of Mayor and Aldermen, this nomination will layover until the next meeting of the Board.)

34. Confirmations:
<u>Manchester Housing and Redevelopment Authority</u>
Mike Lopez to succeed himself as a regular member, term to expire December 31, 2030
<u>Arts Commission</u>
Shannon Sullivan to succeed herself as a regular member, term to expire December 1, 2028
Michael Truong to succeed himself as a regular member, term to expire December 1, 2028
Suzanne Riel to fill a vacancy as an alternate member, term to expire December 1, 2028
Ladies and Gentlemen, what is your pleasure?

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

36. A motion is in order to allow the Committee on Finance to meet.

37. The Mayor calls the meeting back to order.

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

39. Report(s) of this evening's remaining committees, if available.
Ladies and Gentlemen, what is your pleasure?

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

"Amending the FY2022 and FY2024 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of One Hundred Thousand Dollars ($100,000) for the FY2024 CIP 611124 Brook Street Shelter Operations"

"Amending the FY2023, FY2024 and FY2025 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Two Million Eight Hundred Thousand Dollars ($2,800,000) for the FY2023 CIP 710723 CMOM Study, Design & Construction - Sewer Bond, FY2024 CIP 710824 Secondary Clarifier Design and Construction and FY2025 CIP 710125 MS4 FY25 Construction - Enterprise"

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"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Eight Hundred Twenty-Six Dollars ($14,826) for the FY2026 CIP C330041526 Eight (8) Handheld Lidars"
If the Board so desires, a motion is in order that the Resolutions ought to pass and be Enrolled.

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

"Amending Chapter 92 (Fire Prevention) of the Code of Ordinances of the City of Manchester in order to align with RSA's 47:22, 153, 155-A and 160-C:6."

"Amending Chapter 117: Food Service Establishments of the Code of Ordinances of the City of Manchester by making changes to reflect the new food code and increasing various fees."
If the Board so desires, a motion is in order to Ordain.

42. Proposed Zoning Ordinance of the City of Manchester.
If the Board so desires, a motion is in order to Ordain.

43. A motion would be in order to enter into non-public session pursuant to RSA 91-A:3, II (a) for consideration of the dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her.

A roll call vote is required.

<u>NEW BUSINESS</u>

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

44. Report from the Committee on Community Improvement recommending that the Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of $400,000 for CIP 610625 80 Merrimack Street (Residence at Chestnut Phase II) be approved.
(Unanimous vote)
(Note: Tabled on September 4, 2024.)

45. Report from the Committee on Lands & Buildings recommending that the request from Alderman Morgan to name the soccer field at Sheridan-Emmett Park after Thamba Mbungu be approved.
(Unanimous vote with the exception of Alderman Long who abstained)
(Note: Tabled on November 19, 2024.)

ADJOURNMENT