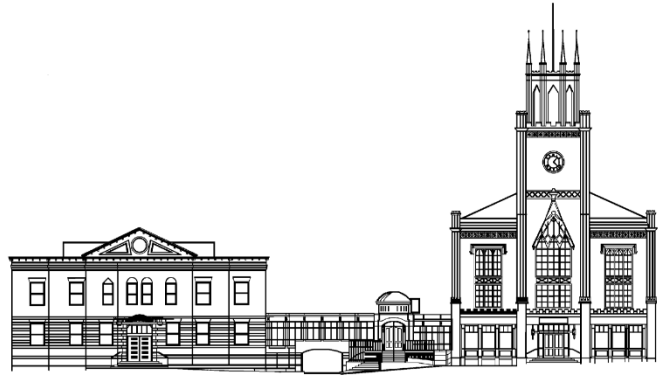




COMMITTEE ON COMMUNITY IMPROVEMENT

February 1, 2022 at 5:30 PM

Aldermanic Chambers, City Hall (3rd Floor)

Members: Aldermen Stewart, Trisciani, E. Sapienza, Cavanaugh, Heath

AGENDA

The Chairman calls the meeting to order.

The Clerk calls the roll.

1. Summary of abatement requests submitted by Fred McNeill, Chief Engineer.
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 \$28,571.43 for CIP 412322 2021 Homeland Security Grant Program Award-Hazmat.
Ladies and Gentlemen, what is your pleasure?
3. Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of \$316,338.25 to CIP 710322 Sidewalk Rehabilitation Program.
Ladies and Gentlemen, what is your pleasure?
4. Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of \$12,229.76 to CIP 710422 ADA/School Sidewalk Improvement.
Ladies and Gentlemen, what is your pleasure?
5. Amending Resolution and Budget Authorizations providing for the transfer and expenditure of funds in the amount of \$7,500 to CIP 811722 Southern NH Build Back Better Regional Challenge.
Ladies and Gentlemen, what is your pleasure?
6. Communication from Andre Parent, Fire Chief, requesting authorization to apply for the FY21 SAFER Grant, which would allow him to hire eight full-time firefighters.
Ladies and Gentlemen, what is your pleasure?

7. Communication from Anna Thomas, Public Health Director, requesting a line item adjustment to the Budget Authorization for CIP 212322 ARPA Community Health Worker Program.
Ladies and Gentlemen, what is your pleasure?
8. Communication from Owen Friend-Gray, Highway Chief Engineer, requesting a project extension for CIP 711313 Goffs Falls Road Bridge Replacement through 6/30/2022.
Ladies and Gentlemen, what is your pleasure?

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

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Department of Public Works
Environmental Protection Division

Memo

Date: 1/24/2021 22-013
To: CIP Committee
Cc: Lisa Hynes – EPD
Matthew Normand – City Clerks Office
From: Frederick McNeill 
RE: EPD Abatement Requests

The attached tables summarize the 28 sewer abatements reviewed by the Highway Commission at their monthly meeting on January 12, 2022.

Backup documentation for these sewer abatement requests is on file with the City Clerk's office. The electronic version of this request will be forwarded to you as well as the City Clerk's office.

Please let me know if you need any additional information.

Summary of Abatement Requests
January 7, 2022 to Highway Commission
January 20, 2022 to CIP/City Clerk

Number	Customer Acct #	Customer	Property Address	Abatement Rec'd Date	Request Reason	EPD Recommendation	Justification	Abatement Amount	Highway Recommendation
1	196157-40628	Selinka/Bonenfant	480-482 Old Wellington Rd	03/26/21	toilet leak	Grant	above 250% threshold - 497%	487.35	Grant
2	192801-50772	Hardman	2585 Elm St	06/11/21	toilet leak	Deny	below 250% threshold - 160%	0.00	Deny
3	146331-6492	Brasley	71 Canton St	07/21/21	toilet leak	Deny	below 250% threshold - 224%	0.00	Deny
4	181145-45012	Dupont	71 Circuit St	08/04/21	toilet leak	Grant	above 250% threshold - 395%	232.50	Grant
5	70753-52292	Cote	47 Hickory Ct	08/18/21	New Appliances	Grant	above 250% threshold - 1560%	821.25	Grant
6	194725-57482	Grimard	932 Wellington Rd	08/27/21	leaks	Grant	above 250% threshold - 418%	296.25	Grant
7	184815-17742	Pizza 911	401 S. Willow St.	09/09/21	toilet flapper	Grant	above 250% threshold - 294%	1,278.75	Grant
8	172853-1090	Gilmartin	73 Walnut St.	09/21/21	running toilet	Grant	above 250% threshold - 645%	450.00	Grant
9	185541-17916	777Lake Ave LLC	777 Lake Ave	09/22/21	toilet running vacant bldg	Grant	above 250% threshold - 4391%	371.25	Grant
10	156405-54694	Ingram	69 Thistle Way	09/23/21	Pipe burst under trailer	Grant	above 250% threshold - 333%	78.96	Grant
11	3263-2092	Champagne	112 Liberty St.	10/06/21	leaking toilet	Grant	above 250% threshold - 664%	465.00	Grant
12	126123-65140	Smallman	792-800 Hall St.	10/06/21	leaking toilet/bad flapper	Grant	above 250% threshold - 643%	1,608.75	Grant
13	81951-61946	Madden	9 Kings Ct	10/07/21	toilet leak	Grant	above 250% threshold - 422%	217.50	Grant
14	197511-24936	Balchunis	289 Concord St.	10/12/21	toilet leak	Grant	above 250% threshold - 426%	573.75	Grant
15	38979-27014	Cashin, Jr.	37 Marston St.	10/12/21	2 toilets leaking	Grant	above 250% threshold - 3700%	675.00	Grant
16	163159-61472	Pappas	307 Hillhaven Rd.	10/13/21	leaking toilets	Grant	above 250% threshold - 336%	345.00	Grant
17	107345-2254	Method	852 Beech St.	10/16/21	toilets leaking	Grant	above 250% threshold - 430%	333.75	Grant
18	150545-18134	Matta/MGM Apartments	29 Third St.	10/21/21	faucet leaking	Grant	above 250% threshold - 765%	847.50	Grant
19	193339-203610	Murphy	42 Filips Glen Dr.	10/21/21	leak in irrigation system	Deny	below 250% threshold - 143%	0.00	Deny
20	33155-22676	Lubelczyk	17 Boisvert St.	11/01/21	toilet leak	Deny	abatement granted 9/4/2018	0.00	Deny
21	86719-65068	Carier	178-180 Cedar St.	11/09/21	toilet leaking	Grant	above 250% threshold - 446%	1,260.00	Grant
22	171115-46334	Faucher	165 Cedar Hill Dr	11/15/21	hose on for 9 days	Grant	above 250% threshold - 387%	678.75	Grant
23	184341-32414	Mishra	117 Ramsay St.	11/18/21	toilet leaking	Grant	above 250% threshold - 324%	386.25	Grant
24	144373-3088	Armstrong	432 Central St.	11/20/21	toilets/ water heater	Deny	abatement granted 8/21/2017	0.00	Deny
25	189333-1678	Callinan	347 Bridge St.	11/22/21	sewer pipe burst in basement	Grant	above 250% threshold - 495%	328.25	Grant
26	168923-1542	Lugo De La Cruz	168 Laurel St.	12/02/21	toilet leaking	Grant	above 250% threshold - 352%	326.25	Grant
27	6383-4106	Moutsioulis	385 Lake Ave	12/06/21	toilet leaking	Grant	above 250% threshold - 387%	247.50	Grant
28	170281-3860	Lesnick	374 Myrtle St.	12/13/21	toilet leaking	Grant	above 250% threshold - 553%	255.00	Grant
Total Abatements								\$12,562.56	

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 3/26/2021

Customer Name: Selinka/Bonenfant

Account #: 196157-40628

Property Address: 480-482 Old Wellington Rd

Combine Billing

Reason for Request: toilet leaks

Service Dates: 11/2/20-2/1/21

Bill Date: 3/10/2021

Consumption: 169 ccf

% Increase from Average: 497%

Average Consumption: 34 ccf

Based on: 5 year average

Difference: 135 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 135 ccf at \$ 3.61 \$ 487.35

Highway
Recommendation: *Approved*

Date: 1-12-2022

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Kim Bonenfant

Address: 480 Old Wellington Road
(Street) Manchester (City) NH (State) 03104 (Unit) (Zip)

Phone Number: 603-494-5159

Customer Account Number: 196157-40628

Address of Property for which Abatement is Requested:
480 Old Wellington Road
(Street) Manchester (City) NH (State) 03104 (Unit) (Zip)

Billing Period: current

Amount of Abatement Request: _____

Reason for Abatement Request: unknown water leak
from toilet in one of the units. was
made aware from notice of high water
usage from city.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Kim Bonenfant
(Signature)

3/25/21
(Date)

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E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 6/17/2021

Customer Name: Hardman

Account #: 192801-50772
Combine Billing

Property Address: 2585 Elm St.

Reason for Request: toilet leaks

Service Dates: 8/4/20-11/20/20-2/01/21-5/3/21

Bill Date: 12/19/20-3/10/21-6/9/21

Consumption: 109 ccf

% Increase from Average: 160%

Average Consumption: 68 ccf

Based on: 6 quarter average
limited history

Difference: 41 ccf

Other Comments: August and November reads were estimates May was the good read.

EPD Recommendation: Deny - Abatement does not exceed the 250% threshold

Deny F. Monahan

Abatement Total: ccf at \$ 3.75 \$ -

Highway Recommendation: Denied

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



6-17-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Herbert Hardman

Address: 205 North Burl St.
(Street) (Unit)
Manchester NH 03104
(City) (State) (Zip)

Phone Number: _____

Customer Account Number: 192801-50772

Address of Property for which Abatement is Requested:
2585 Elm St
(Street) (Unit)
Manchester NH 03104
(City) (State) (Zip)

Billing Period: 8-4-20-11-20-20-
2-1-21-5-3-21

Amount of Abatement Request: _____

Reason for Abatement Request: toilet leaks

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)
Covid related processing

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 7/21/2021

Customer Name: Brasley

Account #: 146331-6492
Combine Billing

Property Address: 71 Canton St

Reason for Request: toilet leaks

Service Dates: 3/15/21-7/13/21

Bill Date: 7/14/2021

Consumption: 226 ccf

% Increase from Average: 224%

Average Consumption: 101 ccf

Based on: 19 quarter average
limited history

Difference: 125 ccf

Other Comments: _____

EPD Recommendation: Deny - Abatement does not exceed the 250% threshold

_____ *Deny Jm*

Abatement Total: _____ ccf at \$ 3.75 \$ _____ -

Highway Recommendation: Denied

Date: 1.12.22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: RICHARD BRASLEY
Address: 501 Titus Ave
Manchester (Street) N.H. (City) 03103 (Unit)
Phone Number: 603 315-5866 (State) (Zip)

Customer Account Number: 146331-6492

Address of Property for which Abatement is Requested:

71 Canton St
Manchester (Street) N.H. (City) 03103 (Unit)
(State) (Zip)

Billing Period: 3-15-21 - 7-13-21

Amount of Abatement Request: 633.75

Reason for Abatement Request: Tenant change Locks and won't
Let me in to repair being evicted (Toilet leaking
etc... PS (Bewd trying to evict BUT HAS (CDC EVICTION) protection)

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

Bathroom Basement floor dirt

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes No N/A

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) Carol related processing

(Date)

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E-mail: EPD@manchesternh.gov • Website: www.manchesternh.gov

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 8/4/2021

Customer Name: Dupont Account #: 181155-45012
Combine Billing

Property Address: 71 Circuit St

Reason for Request: toilet leaks

Service Dates: 4/2/21-7/21/21/ Bill Date: 8/11/2021

Consumption: 83 ccf % Increase from Average: 395%

Average Consumption: 21 ccf Based on: 5 year average

Difference: 62 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement not exceeds the 250% threshold

Approved Jm

Abatement Total: 62 ccf at \$ 3.75 \$ 232.50

Highway Recommendation: Approved Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



8-4-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Pierre Dupont
Address: 71 Circuit St
(Street)
Manchester (City) NH (State) 03103 (Unit)
Phone Number: _____ (Zip)

Customer Account Number: 181155 - 45012

Address of Property for which Abatement is Requested:
Same
(Street) (Unit)
(City) (State) (Zip)

Billing Period: 4-21-21 - 7-21-21

Amount of Abatement Request: _____

Reason for Abatement Request: toilet leaks

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)

Covid related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 8/18/2021

Customer Name: Cote Account #: 70753-52292
Combine Billing

Property Address: 47 Hickory Ct.

Reason for Request: New appliances

Service Dates: 3-22-21 - 6-21-21 Bill Date: 8/4/2021

Consumption: 234 ccf % Increase from Average: 1560%

Average Consumption: 15 ccf Based on: 5 year average

Difference: 219 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement not exceeds the 250% threshold

Approve Jim

Abatement Total: 219 ccf at \$ 3.75 \$ 821.25

Highway Recommendation: Approved Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



8-18-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Angela Cote

Address: 47 Hickory CT
(Street)

Manchester (City) NH (State) 03103 (Unit)
(Zip)

Phone Number: 603-622-1329

Customer Account Number: 70753-52292

Address of Property for which Abatement is Requested:

Same
(Street)

(City) (State) (Zip)

Billing Period: 3-22-21 - 6-21-21

Amount of Abatement Request: _____

Reason for Abatement Request: New Appliances

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Covid related processing

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✓

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 8/27/2021

Customer Name: Grimard

Account #: 194725-57482
Combine Billing

Property Address: 932 Wellington Rd

Reason for
Request: leaks

Service Dates: 5-3-21 - 8-2-21

Bill Date: 9/8/2021

Consumption: 104 ccf

% Increase
from Average: 416%

Average
Consumption: 25 ccf

Based on: 6 quarters
Limited History

Difference: 79 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement not exceeds the 250% threshold

Approved Jm

Abatement Total: 79 ccf at \$ 3.75 \$ 296.25

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Cameron Olinard

Address: 932 Wellington Rd
(Street) (Unit)

(City) (State) (Zip)

Phone Number: 603-785-3881

Customer Account Number: 194725 57482

Address of Property for which Abatement is Requested:

Same
(Street) (Unit)

(City) (State) (Zip)

Billing Period: 5-3-21 - 8-2-21

Amount of Abatement Request: _____

Reason for Abatement Request: _____

leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)

Covid related processing

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 9/9/2021

Customer Name: Pizza 911

Account #: 184815-17742
Combine Billing

Property Address: 401 S. Willow St

Reason for
Request: toilet flapper

Service Dates: 2-24-21 - 5-24-21 - 8-23-21

Bill Date: 7-7-21 & 10-7-21

Consumption: 517 ccf

% Increase
from Average: 294%

Average
Consumption: 176 ccf

Based on: 13 quarters
Limited History

Difference: 341 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement not exceeds the 250% threshold

Approved Jm

Abatement Total: 341 ccf at \$ 3.75 \$ 1,278.75

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



9-9-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: 401 S Willow St LHO Plaza 911

Address: 373 S Willow St #136
(Street) (Unit)

Manch NH
(City) (State)

Phone Number: 603-264-5500 03103
(Zip)

Customer Account Number: 184815-17742

Address of Property for which Abatement is Requested:

401 S Willow St
(Street)

Manch NH
(City) (State)

03103
(Zip)

Billing Period: 2-24-21-5-24-21-8-23-21

Amount of Abatement Request: _____

Reason for Abatement Request: toilet flapper

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Card related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 9/21/2021

Customer Name: Gilmartin

Account #: 172853-1090
Combine Billing

Property Address: 73 Walnut St.

Reason for Request: running toilet

Service Dates: 5-24-21 - 8-23-21

Bill Date: 10/7/2021

Consumption: 142 ccf

% Increase from Average: 645%

Average Consumption: 22 ccf

Based on: 5 year average

Difference: 120 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement not exceeds the 250% threshold

Approve 

Abatement Total: 120 ccf at \$ 3.75 \$ 450.00

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



9-21-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Madeline Delmartin

Address: 73 Walnut St
(Street)

Manchester (City) NH (State) 03104 (Unit)
(Zip)

Phone Number: 603-494-5851

Customer Account Number: 172853-1090

Address of Property for which Abatement is Requested:
same

(Street)

(City) (State) (Unit)

Billing Period: 5-24-21-8-23-21

Amount of Abatement Request: _____

Reason for Abatement Request: running toilet

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)

Caird related processing

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 9/22/2021

Customer Name: 777 Lake Ave LLC

Account #: 195541-17916
Combine Billing

Property Address: 777 Lake Ave.

Reason for
Request: toilet running building vacant storage only

Service Dates: 6/14/21-9/14/21

Bill Date: 10/28/2021

Consumption: 101 ccf

% Increase
from Average: 4391%

Average
Consumption: 2 ccf

Based on: Limited History
used some prior owner usage

Difference: 99 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 99 ccf at \$ 3.75 \$ 371.25

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: 777 Lake Ave LLC c/o Chris Arnold

Address: 1654 Paul Ave
(Street)

Manchester (City) NH (State) 03104 (Unit)

Phone Number: 603-801-4853 (Zip)

Customer Account Number: 195541-17916

Address of Property for which Abatement is Requested:
777 Lake Ave
(Street)

Manchester (City) NH (State) 03109 (Unit)

Billing Period: 6.14.21 to 9.14.21 (Zip)

Amount of Abatement Request: _____

Reason for Abatement Request: the building is used for storage only - no tenants. The toilet handle was broken and water was continuously running - unbeknownst to the owners.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

9.20.21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 9/23/2021

Customer Name: Ingram

Account #: 156405-54684
Combine Billing

Property Address: 69 Thistle Way

Reason for Request: Pipe burst under trailer

Service Dates: 6-2-21 - 8-31-21

Bill Date: 10/14/2021

Consumption: 60 ccf

% Increase from Average: 333%

Average Consumption: 18 ccf

Based on: 5 year average

Difference: 42 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement not exceeds the 250% threshold

Approved Jm

Abatement Total: 42 ccf at \$ 1.88 \$ 78.96

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Antoinette Ingram

Address: Lee Thistle Way
(Street) (Unit)

(City) (State) (Zip)

Phone Number: _____

Customer Account Number: 156400-54684

Address of Property for which Abatement is Requested:
same
(Street) (Unit)

(City) (State) (Zip)

Billing Period: 6-2-21-8-31-21

Amount of Abatement Request: _____

Reason for Abatement Request: Pipe burst under trailer home

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)

Covid related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/6/2021

Customer Name: Champagne

Account #: 3263-2092
Combine Billing

Property Address: 112 Liberty St

Reason for
Request: leaking toilets

Service Dates: 5-10-21 - 8-9-21

Bill Date: 9/15/2021

Consumption: 146 ccf

% Increase
from Average: 664%

Average
Consumption: 22 ccf

Based on: 5 year average

Difference: 124 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jim

Abatement Total: 124 ccf at \$ 3.75 \$ 465.00

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



10-6-2021

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Frank Champagne

Address: 57 McCarthy St
(Street)

Manchester (City) NH (State) 03104-1546 (Unit) (Zip)

Phone Number: 603-624-1654

Customer Account Number: 3263-2092

Address of Property for which Abatement is Requested:

112 Liberty St
(Street)

Manchester (City) NH (State) (Unit) (Zip)

Billing Period: 5-10-21 - 8-9-21

Amount of Abatement Request: _____

Reason for Abatement Request: Leaking toilets

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Covid related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/6/2021

Customer Name: Smallman

Account #: 126123-65140
Combine Billing

Property Address: 792-800 Hall St

Reason for
Request: leaking toilets with bad flappers

Service Dates: 5-24-21 - 8-23-21

Bill Date: 10/6/2021

Consumption: 508 ccf

% Increase
from Average: 643%

Average
Consumption: 79 ccf

Based on: 5 year average

Difference: 429 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jm

Abatement Total: 429 ccf at \$ 3.75 \$ 1,608.75

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



10-6-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Dion Smallman

Address: 6 Holly Ln
(Street)

Derry (City) MA (State) 01915-1874 (Unit) (Zip)

Phone Number: 617-951-4100

Customer Account Number: 126123-65140

Address of Property for which Abatement is Requested:

792-800 Hall St
(Street)

Manchester (City) MA (State) (Unit) (Zip)

Billing Period: 5-24-21 - 8-23-21

Amount of Abatement Request: _____

Reason for Abatement Request: leaking toilets with bad

slippers

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Could related processing

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✓

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/7/2021

Customer Name: Madden

Account #: 81951-61946
Combine Billing

Property Address: 9 Kings Ct.

Reason for Request: toilet leak

Service Dates: 7/1/21-10/21/21

Bill Date: 11/9/2021

Consumption: 76 ccf

% Increase from Average: 422%

Average Consumption: 18 ccf

Based on: 5 year average

Difference: 58 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement exceeds the 250% threshold

Approved JFM

Abatement Total: 58 ccf at \$ 3.75 \$ 217.50

Highway Recommendation: Approved

Date: 1-22-22

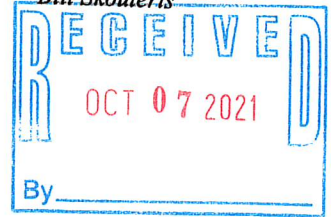
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Maureen A. Madden (William)

Address: 9 Kings Court
Manchester (City) NH (State) 03103 (Unit)
(Zip)

Phone Number: (603) 620-0888

Customer Account Number: 81951-61946

Address of Property for which Abatement is Requested:
9 Kings Court
Manchester (City) NH (State) 03103 (Unit)
(Zip)

Billing Period: 7-1-21 — 9/29/21

Amount of Abatement Request: \$ 232.50

Reason for Abatement Request: Toilet Leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Maureen A. Madden
(Signature)

10-5-2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/12/2021

Customer Name: Balchunis

Account #: 197511-24936
Combine Billing

Property Address: 289 Concord St.

Reason for Request: toilet leak

Service Dates: 2/24/21-5/24/21

Bill Date: 7/7/21

Consumption: 200 ccf

% Increase from Average: 426%

Average Consumption: 47 ccf

Based on: Limited History
Used prior owners

Difference: 153 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 153 ccf at \$ 3.75 \$ 573.75

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

rec'd
email 10-12-21

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: JAMES BAUMUNIS
Address: 289 CONCORD ST
(Street)
MANCHESTER NH (Unit)
(City) (State) 03104 (Zip)
Phone Number: 978-710-1001
Customer Account Number: 197511-24936

Address of Property for which Abatement is Requested:
289 CONCORD ST
(Street)
MANCHESTER NH (Unit)
(City) (State) 03104 (Zip)

Billing Period: 2/24/21 - 5/24/21

Amount of Abatement Request: _____

Reason for Abatement Request: HIGH CONSUMPTION FROM CONSTANT FLOWING
TOILET

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

N/A

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

James Baumunis
(Signature)

9/10/21
(Date)

✓
CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/12/2021

Customer Name: Cashin Jr

Account #: 38979-27014
Combine Billing

Property Address: 37 Marston St.

Reason for
Request: 2 toilets leaking

Service Dates: 7/1/21-9/29/21

Bill Date: 11/9/2021

Consumption: 185 ccf

% Increase
from Average: 3700%

Average
Consumption: 5 ccf

Based on: 5 year average

Difference: 180 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jm

Abatement Total: 180 ccf at \$ 3.75 \$ 675.00

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: John & Marilyn Cashin

Address: 37 Marston St.
Manchester (City) NH (State) 03102 (Unit)
(Zip)

Phone Number: 603-6240873 (State) (Zip)

Customer Account Number: 38979-27014

Address of Property for which Abatement is Requested:
37 Marston Street
Manchester (City) NH (State) 03102 (Unit)
(Zip)

Billing Period: 7-1-21 - 9-29-21

Amount of Abatement Request: _____

Reason for Abatement Request: excessive water consumption
leakage

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

(2) Toilets leaking through ceilings, walls to
Cement cellar

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

☒ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

John Cashin
Marilyn R. Cashin
(Signature)

10/8/2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/13/2021

Customer Name: Pappas

Account #: 163159-61472
Combine Billing

Property Address: 307 Hillhaven Rd

Reason for
Request: leaking toilets

Service Dates: 5-17-21 - 8-16-21

Bill Date: 9/15/2021

Consumption: 131 ccf

% Increase
from Average: 336%

Average
Consumption: 39 ccf

Based on: 5 year average

Difference: 92 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 92 ccf at \$ 3.75 \$ 345.00

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Melissa Pappas

Address: 307 Hillhaven Rd
(Street)

Manchester (City) NH (State) 03103 (Unit)
(Zip)

Phone Number: 617-413-4526

Customer Account Number: 163159 61472

Address of Property for which Abatement is Requested:

same
(Street) (Unit)

(City) (State) (Zip)

Billing Period: 5-17-21 - 8-16-21

Amount of Abatement Request: _____

Reason for Abatement Request: leaking toilets

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Card related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/16/2021

Customer Name: Methot

Account #: 107345-2254
Combine Billing

Property Address: 852 Beech St

Reason for Request: toilet leaks

Service Dates: 5-24-21 - 8-23-21

Bill Date: 9/15/2021

Consumption: 116 ccf

% Increase from Average: 430%

Average Consumption: 27 ccf

Based on: 5 year average

Difference: 89 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jm

Abatement Total: 89 ccf at \$ 3.75 \$ 333.75

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



10-16-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Douglas Maloney

Address: 802 Beech St

(Street)

Manchester

(City)

NH

(State)

03104

(Zip)

Phone Number: 603 222-6092

Customer Account Number: 107345 2254

Address of Property for which Abatement is Requested:

same

(Street)

(Unit)

(City)

(State)

(Zip)

Billing Period: 5-24-21 - 8-23-21

Amount of Abatement Request: _____

Reason for Abatement Request: toilet leaks

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature)

(Date)

Covid related processing

✓
CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/21/2021

Customer Name: Matta/MGM Apartments

Account #: 150545-18134
Combine Billing

Property Address: 29 Third St.

Reason for Request: Faucet leak

Service Dates: 7/1/21-9/29/21

Bill Date: 11/9/2021

Consumption: 260 ccf

% Increase from Average: 765%

Average Consumption: 34 ccf

Based on: 5 year average

Difference: 226 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement exceeds the 250% threshold

Approve JFM

Abatement Total: 226 ccf at \$ 3.75 \$ 847.50

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER Sewer Fee Abatement Request Form

Name: Jon Matta / MOM Apartments LLC
Address: 6 Waltham Rd
(Street) Bedford (City) NH (State) 03110 (Unit) (6) (Zip)
Phone Number: 603 714-5920
Customer Account Number: 150545-18134

Address of Property for which Abatement is Requested:
29 Third St
(Street) Manchester (City) NH (State) 152 (Unit) 03102 (Zip)

Billing Period: 7/1/21 TO 9/29/21
Amount of Abatement Request: 828.75

Reason for Abatement Request: Faucet leak in Unit #2
Tenant never informed us First Floor Faucet Sprayer
Leaking non stop and Toilet Fill Valve running constant

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

Sinks and Main Drain
See receipts for parts I supplied to
Plumber and myself

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) [Signature]

(Date) 10/15/21

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 10/21/2021

Customer Name: Murphy

Account #: 193339-203610
Combine Billing

Property Address: 42 Filips Glen Dr.

Reason for Request: leak in irrigation system

Service Dates: 6/2/21-8/31/21

Bill Date: 10/13/2021

Consumption: 10 ccf

% Increase from Average: 143%

Average Consumption: 7 ccf

Based on: 8 cycles used
Limited History

Difference: 3 ccf

Other Comments: _____

EPD Recommendation: Deny - Abatement does not exceed the 250% threshold

Deny Jm

Abatement Total: 0 ccf at \$ 3.75 \$ -

Highway Recommendation: Denied

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: JANIS MURPHY

Address: 42 Filips Glen Dr.
(Street) Manchester (City) NH (State) (Unit)

Phone Number: (931)-334-3145 (Zip)

Customer Account Number: 19339-203610

Address of Property for which Abatement is Requested:
42 Filips Glen Dr.
(Street) Manchester (City) NH (State) 03109 (Unit)
(Zip)

Billing Period: 06/02/21 - 08/31/21

Amount of Abatement Request: As per determined as bill is in excess by about \$200. of previous bills - same period

Reason for Abatement Request: Leak in irrigation system - Main pipe @ junction Box - this was repaired by Rainmaker Irrigation. - However they did not bill for services.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.
Outside @ irrigation entry into system @ junction Box

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
☒ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Janis M. Murphy
(Signature)

Oct 19 2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/1/2021

Customer Name: Lubelczyk

Account #: 33155-22676
Combine Billing

Property Address: 17 Boisvert St

Reason for Request: toilet leaks

Service Dates: 5-24-21 - 8-23-21

Bill Date: 9/15/2021

Consumption: 36 ccf

% Increase from Average: 450%

Average Consumption: 8 ccf

Based on: 5 year average

Difference: 28 ccf

Other Comments: _____

EPD Recommendation: Deny - Abatement granted 9-4-2018

Deny Hm

Abatement Total: 0 ccf at \$ 3.75 \$ -

Highway Recommendation: Denied

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



11-1-21

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Sean Lubelczyk
Address: 17 Boisvert St
(Street) (Unit)
Manchester NH 03103
(City) (State) (Zip)
Phone Number: 603-623-0943

Customer Account Number: 33155-22676

Address of Property for which Abatement is Requested:
same
(Street) (Unit)
(City) (State) (Zip)

Billing Period: 5-24-21 - 8-23-21

Amount of Abatement Request: _____

Reason for Abatement Request: Toilet leak

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

(Signature) (Date)

Card related processing

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CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/9/2021

Customer Name: Carter

Account #: 86719-65068
Combine Billing

Property Address: 178-180 Cedar St.

Reason for Request: toilet leaking

Service Dates: 3/14/21-6/14/21-9/14/21

Bill Date: 7/28/21-10/27/21

Consumption: 433 ccf

% Increase from Average: 446%

Average Consumption: 97 ccf

Based on: 5 year average

Difference: 336 ccf

Other Comments: _____

EPD Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 336 ccf at \$ 3.75 \$ 1,260.00

Highway Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: Hebert Carter

Address: C/O Real Property Mgmt 1 Leonard Ave
Hooksett (Street) NH (Unit)
(City) (State) 03106 (Zip)

Phone Number: 603-627-7368

Customer Account Number: 86719-65068

Address of Property for which Abatement is Requested:
178-180 Cedar St
Manchester (Street) NH (Unit)
(City) (State) 03103 (Zip)

Billing Period: 3/14/21 - 9/14/21

Amount of Abatement Request: ~\$1,500.-

Reason for Abatement Request: Toilet in Unit 178-4 was constantly
running + leaking into basement

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

Dirt Floor in basement - locked to tenant access

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
☐ Yes ☐ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

P. A. Wall
(Signature)

10/25/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/15/2021

Customer Name: Faucher

Account #: 171115-46334
Combine Billing

Property Address: 165 Cedar Hill Dr

Reason for
Request: hose on for 9 days

Service Dates: 6/2/21-8/31/21

Bill Date: 10/13/2021

Consumption: 244 ccf

% Increase
from Average: 387%

Average
Consumption: 63 ccf

Based on: 5 year average

Difference: 181 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jm

Abatement Total: 181 ccf at \$ 3.75 \$ 678.75

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: John Faucher

Address: 165 Cedar Hill Dr.
(Street)

Manchester NH
(City) (State)

Phone Number: 1-978-618-6848 03109
(Zip)

Customer Account Number: 171115-46334

Address of Property for which Abatement is Requested:

165 Cedar Hill Dr.
(Street)

Manchester NH 03109
(City) (State) (Unit)
(Zip)

Billing Period: 6/02/21 - 8/31/21

Amount of Abatement Request: \$500 - \$800 (?)

Reason for Abatement Request: Hose was randomly turned on
for up to possible (9 Days). Basement flooded etc.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11/10/21
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/18/2021

Customer Name: Mishra

Account #: 184341-32414

Combine Billing

Property Address: 117 Ramsay St.

Reason for
Request: toilet leaking

Service Dates: 7/1/21-9/29/21

Bill Date: 11/9/2021

Consumption: 149 ccf

% Increase
from Average: 324%

Average
Consumption: 46 ccf

Based on: 15 quarter average
limited history

Difference: 103 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved JFM

Abatement Total: 103 ccf at \$ 3.75 \$ 386.25

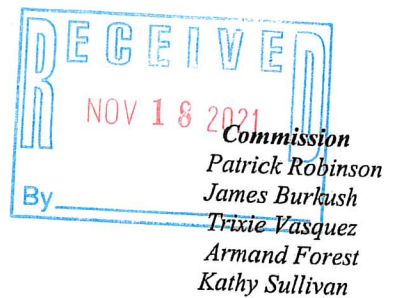
Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Bhuvan Mishra

Address: 117 Ramsay Street
(Street)

Manchester
(City)

NH
(State)

Apt. 2
(Unit)

03103
(Zip)

Phone Number: 603-867-7202

Customer Account Number: 184 341-32414

Address of Property for which Abatement is Requested:

117 Ramsay Street
(Street)

Manchester
(City)

NH
(State)

(Unit)
03103
(Zip)

Billing Period: 11/9/2021 (7/01/21 to 9/29/21)

Amount of Abatement Request: 375.00

Reason for Abatement Request: Toilet Leak (Ghost flush)
(fixed toilet flush, no more leak)

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
Yes X No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11-18-2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/20/2021

Customer Name: Armstrong

Account #: 144373-3088
Combine Billing

Property Address: 432 Central St #1

Reason for
Request: toilets/water heater

Service Dates: 3/14/21 - 6/14/21 - 9/14/21

Bill Date: 7/28/21 - 10/27/21

Consumption: 284 ccf

% Increase
from Average: 888%

Average
Consumption: 32 ccf

Based on: 5 year average

Difference: 252 ccf

Other Comments: _____

EPD
Recommendation: Deny- Previous abatement granted 2017

_____ *Deny JFM*

Abatement Total: _____
ccf at \$ 3.75 \$ -

Highway
Recommendation: Denied

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

11-2-2021

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Aaron Armstrong

Address: 432 central st apt1

(Street)

Manchester

NH

03103

(Unit)

(City)

(State)

(Zip)

Phone Number: 6032899934 or 6033617871

Customer Account Number: 1443733088

Address of Property for which Abatement is Requested:

432 central st apt1

(Street)

Manchester

NH

03103

(Unit)

(City)

(State)

(Zip)

Billing Period: 03/14/2021 to 09/14/2021

Amount of Abatement Request: \$1,300.00

Reason for Abatement Request: Water heater burst and two toilets were leaking. water did not go into the sewer it went into my dirt basement. We purchased two new toilets and 1 new water heater to replace the issues.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

the water accumulated into my basement and into my floors

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
 Yes No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Aaron Armstrong
(Signature)

11/09/2021

(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 11/22/2021

Customer Name: Callinan

Account #: 189333-1678
Combine Billing

Property Address: 347 Bridge St.

Reason for
Request: sewer pipe burst in basement

Service Dates: 5/17/21-8/16/21

Bill Date: 11/9/2021

Consumption: 109 ccf

% Increase
from Average: 495%

Average
Consumption: 22 ccf

Based on: used 11 quarters
Limited History

Difference: 87 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jm

Abatement Total: 87 ccf at \$ 3.75 \$ 326.25

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



8/24/18

Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Jean Marie Callinan

Address: 347 Bridge St

Manchester

(Street)

NH

(State)

03104

(Unit)
(Zip)

Phone Number: 978-473-4109

Customer Account Number: 189333-1678

Address of Property for which Abatement is Requested:

347 Bridge St

(Street)

Manchester

(City)

NH

(State)

03104

(Unit)
(Zip)

Billing Period: 05/17/2021 - 08/16/2021

Amount of Abatement Request: \$288.75

Reason for Abatement Request: The sewer pipe in my basement burst in August 2021 and needed to be replaced.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

The water accumulated on my basement floor my floor is concrete. The water was cleaned up by a dry vac and windows were open for ventilation.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

Yes No N/A

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

Jean Marie Callinan
(Signature)

11/19/2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/2/2021

Customer Name: Lugo De La Cruz

Account #: 168923-1542
Combine Billing

Property Address: 168 Laurel St

Reason for
Request: Toilet leaking

Service Dates: 6/14/21-9/14/21-12/14/21

Bill Date: 10/27/21 - 1/31/2022

Consumption: 250 ccf

% Increase
from Average: 352%

Average
Consumption: 71 ccf

Based on: 5 year average

Difference: 179 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved JDM

Abatement Total: 87 ccf at \$ 3.75 \$ 326.25

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burlash
Trixie Vasquez
Armand Forest
Kathy Sullivan



CITY OF MANCHESTER

Sewer Fee Abatement Request Form

Name: Hector D. Lugo de la Cruz

Address: 168 Laurel St
Manchester (City) NH (State) 03103 (Unit)
03103 (Zip)

Phone Number: 603-661-6764

Customer Account Number: 168923-1542

Address of Property for which Abatement is Requested:
168 Laurel St
Manchester (City) NH (State) 03103 (Unit)
03103 (Zip)

Billing Period: 6-14-21 - 9-14-21

Amount of Abatement Request: 510.00

Reason for Abatement Request: Toilet was ticking
making

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
☐ Yes ☒ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

[Signature]
(Signature)

11/13/2021
(Date)

✓

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/6/2021

Customer Name: Moutsoulis

Account #: 6383-4106
Combine Billing

Property Address: 385 Lake Ave

Reason for
Request: Toilet leaking

Service Dates: 6/14/21-9/14/21

Bill Date: 10/27/2021

Consumption: 89 ccf

% Increase
from Average: 387%

Average
Consumption: 23 ccf

Based on: 5 year average

Difference: 66 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approved Jim

Abatement Total: 66 ccf at \$ 3.75 \$ 247.50

Highway
Recommendation: Approved

Date: 1-12-22

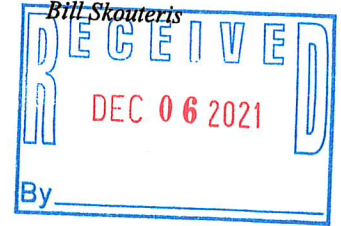
Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Raymond Hebert
Harold Sullivan
Robert R. Rivard
Rick Rothwell
Bill Skouteris



CITY OF MANCHESTER
Sewer Fee Abatement Request Form

Name: George Montross

Address: 385 Lake Ave
(Street)
Manchester N.H. (City) (State)
03103 (Unit)
(Zip)

Phone Number: 603-333-7537 (Zip)

Customer Account Number: 6383-4106

Address of Property for which Abatement is Requested:
385 Lake Ave Basement bathroom
(Street) (Unit)
Manchester N.H. 03103
(City) (State) (Zip)

Billing Period: _____

Amount of Abatement Request: _____

Reason for Abatement Request: basement toilet leaking
Replaced with new toilet.

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.

____ Yes ____ No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

George Montross
(Signature)

Dec 22 2021
(Date)

CITY OF MANCHESTER
HIGHWAY DEPARTMENT
ENVIRONMENTAL PROTECTION DIVISION
Sewer Abatement Investigation and Recommendation

Date Received: 12/13/2021

Customer Name: Lesnick

Account #: 170281-3860
Combine Billing

Property Address: 374 Myrtle St.

Reason for
Request: Toilet leaking

Service Dates: 5/17/21-8/16/21

Bill Date: 9/22/2021

Consumption: 83 ccf

% Increase
from Average: 553%

Average
Consumption: 15 ccf

Based on: 5 year average

Difference: 68 ccf

Other Comments: _____

EPD
Recommendation: Grant - Abatement exceeds the 250% threshold

Approve Jim

Abatement Total: 68 ccf at \$ 3.75 \$ 255.00

Highway
Recommendation: Approved

Date: 1-12-22

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director

Frederick J. McNeill, P.E.
Chief Engineer



Commission
Patrick Robinson
James Burkush
Trixie Vasquez
Armand Forest
Kathy Sullivan

CITY OF MANCHESTER
Sewer Fee Abatement Request Form



Name: NICHOLAS & LESUE WANT

Address: 623 BELMONT ST

MANCHESTER NH 03104
(City) (State) (Zip)

Phone Number: (603) 438-9681

Customer Account Number: 170291-3860

Address of Property for which Abatement is Requested: 374 MYRTLE ST

MANCHESTER NH 03104
(City) (State) (Zip)

Billing Period: 5-17-21 to 8-16-21

Amount of Abatement Request: \$ 180

Reason for Abatement Request: TOILET LEAK - DUE TO CHAIN DISCONNECT CAUGHT IN JAWE WHILE TENANTS AWAY. FIXED BY MAINTENANCE MGR WHEN AWARE
THANK YOU

If abatement request is due to an "extraordinary event" such as a hot water tank failure or a water pipe bursting, please state where the water accumulated (basement, outside, bathroom, etc.) and ultimately where it discharged. If it was in a basement, please indicate if the floor is dirt or concrete.

If abatement request is due to a leaking irrigation system, state if a sewer deduct meter is in place.
Yes X No

Verification that applicant does not have any outstanding debts to the City of Manchester, all work is in compliance with codes/ordinances, and all necessary City permits have been obtained and approved.

N. Want
(Signature)

12/10/2021
(Date)

Andre R. Parent
Chief of Department



Matthew A. K. Lamothe
Assistant Chief

City of Manchester
Fire Department

TO: Alderman Stewart, CIP Committee Chair

FROM: Chief Andre R. Parent 

DATE: January 21, 2022

RE: 2021 Homeland Security Grant Program Award-Hazmat

I am requesting permission to accept grant funding in the amount of \$28,571.43 from the State of NH for the 2021 Homeland Security Hazmat grant award. These funds will go towards purchasing hazmat equipment and does not require the City to match funds. I appreciate your attention to this matter.

CIP BUDGET AUTHORIZATION

CIP#: 412322

Project Year: 2022

CIP Resolution: 6/8/2021

Title: 2021 Homeland Security Grant Program Award-Hazmat

Amending Resolution: 2/15/2022

Administering Department: Fire Department

Revision:

Project Description: The Fire Dept has been awarded \$28,571.43 from the State of NH to purchase Hazmat equipment.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	1/3/2022
2.	Project Completion	8/31/2023
3.		
4.		
5.		
		8/31/2023

Line Item Budget

	STATE			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	\$28,571.43	\$0.00	\$0.00	\$28,571.43
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	\$28,571.43	\$0.00	\$0.00	\$28,571.43

Revisions:**Comments:** Funding Source: State of NH, Department of Safety

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Two

A RESOLUTION

“Amending the FY2022 Community Improvement Program, authorizing and appropriating funds in the amount of Twenty Eight Thousand Five Hundred Seventy One Dollars and 43/100 (\$28,571.43) for the FY 2022 CIP 412322 2021 Homeland Security Grant Program Award-Hazmat.”

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 allocate STATE funding from the State of NH Department of Safety to provide one-time funding to purchase hazmat equipment;

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

By adding:

FY 2022 CIP 412322 2021 Homeland Security Grant Program Award-Hazmat- \$28,571.43 STATE

Resolved, that this Resolution shall take effect upon its passage

State of New Hampshire

ROBERT L. QUINN
COMMISSIONER OF SAFETY



RICHARD C. BAILEY, JR.
EDDIE EDWARDS
ASSISTANT COMMISSIONERS

DEPARTMENT OF SAFETY

James H. Hayes Safety Building, 33 Hazen Drive, Concord, NH 03305

Tel: (603) 223-3889
Speech/Hearing Impaired
TDD Access Relay NH 1-800-735-2964

January 3, 2022

Captain Adam Iverson
Manchester Fire Department Hazmat Team
100 Merrimack Street
Manchester, NH 03101

Re: 2021 Homeland Security Grant Program Award – HazMat

Dear Captain Iverson:

It is my pleasure to inform you that upon review of your 2021 Homeland Security Grant Application, the Manchester NH HazMat Team has been awarded \$28,571.43 for HazMat equipment. These funds are awarded under the State Homeland Security Program (SHSP) portion of the 2021 Homeland Security Grant Program (HSGP) for the purchase of eligible equipment as described in your application. Please refer to the attached "Approved Items Checklist" when submitting reimbursement requests and identify the items you have purchased.

These grant awards are subject to federal program requirements and special conditions. Enclosed are your Sub-Recipient Information Reporting Form, federal grant terms and conditions, special conditions requirements, lobbying certification and acceptance of audit requirement forms. All signature forms must be returned to the Grants Management Unit within thirty (30) days of the date of this letter. Special conditions requirements must be responded to within forty-five (45) days of the date of this letter. In addition, this project must be implemented within 60 days following the grant award effective date or be subject to automatic cancellation of the grant. Failure to meet these requirements may result in a delay in reimbursement or cancellation of your grant award.

Additional information is available at

<https://www.nh.gov/safety/divisions/homeland/2021HomelandSecurityGrant.html> We, at the Department of Safety, look forward to this opportunity to work diligently with local first responders, public safety officials, and other local and state officials and agencies to prepare and protect our citizens. It is our hope that we will never have to apply these skills, or use this equipment; however, we will work together to ensure that our ability to do so will be keen.

Sincerely,

A handwritten signature in cursive script, appearing to read "Pamela Urban-Morin".

Pamela Urban-Morin
Grants Administrator

Kevin A. Sheppard, P.E.
Public Works Director



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathleen Sullivan

Timothy J. Clougherty
Deputy Public Works Director

CITY OF MANCHESTER
Department of Public Works

January 20, 2022

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

Attention: Alderman Will Stewart
Chairman, CIP Committee

Subject: Consolidation of Sidewalk CIPs

Dear Alderman Stewart:

The Department of Public Works (DPW) respectfully requests that the two following consolidations of funds occur from the listed sidewalk CIPs:

Consolidation of Cash and Bond CIPs:

- CIP#712420 (ADA Sidewalks - MTF) in the amount of:	\$ 16,442.26
- CIP#712520 (School Sidewalks - MTF) in the amount of:	\$ 19,076.00
- CIP#712620 (Discretionary Sidewalks - MTF) in the amount of:	\$ 4,090.72
- CIP#714920 (Discretionary Sidewalks - Cash) in the amount of:	\$ 1,757.18
- CIP#712721 (School Sidewalks - MTF) in the amount of:	\$ 15,382.30
- CIP#712821 (Discretionary Sidewalks - MTF) in the amount of:	\$ 9,589.79
- CIP#710222 (New Sidewalks - Bond) in the amount of:	+ \$250,000.00
Transfer Into CIP#710322 (Sidewalk Rehab - Bond) a total of:	\$316,338.25

Consolidation of CDBG CIPs:

- CIP#712521 (ADA Sidewalks - CDBG) in the amount of:	+ \$12,229.76
Transfer Into CIP#710422 (ADA/School SW - CDBG) a total of:	\$12,229.76

The reason for these two consolidation is to combine smaller CIPs together into one singular CIP for each type of major funding source that we use to repair and rehabilitate sidewalks within the City (Cash/Bond and CDBG). These consolidations will allow for improved accounting and tracking of funds as well as ease of payment for contractors.

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,

Owen Friend-Gray, P.E.
Highway Chief Engineer

cc/Kevin A. Sheppard, P.E.
Tim Clougherty
Mary Williams

CIP BUDGET AUTHORIZATION

CIP#: 712420 Project Year: 2020 CIP Resolution: 6/10/2019
Title: Infrastructure ADA Access Amending Resolution: 2/15/2022
Administering Department: Public Works-Highway Revision: #1

Project Description: Construct pedestrian ramps and other access improvements in identified areas of the City in order to address accessibility issues on City sidewalks and walkways.

Federal Grants

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

Critical Events

1.	Project Initiation	7/1/2019
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

Line Item Budget

	MTF			TOTAL
Salaries and Wage	\$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	\$33,557.74	\$0.00	\$0.00	\$33,557.74
TOTAL	\$33,557.74	\$0.00	\$0.00	\$33,557.74

Revisions:

Revision #1-Decrease budget by \$16,442.26 (from \$50,000 to \$33,557.74) and transfer to CIP #710322.

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 712520 Project Year: 2020 CIP Resolution: 6/10/2019
Title: School Sidewalk Program Amending Resolution: 2/15/2022
Administering Department: Public Works-Highway Revision: #1

Project Description: Continuation of the sidewalk construction and/or reconstruction program to and from schools and along key routes in the City, based on input provided by CIP, Police, Schools and the general public.

Federal Grants

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

Critical Events

1. Project Initiation	7/1/2019
2. Project Completion	12/31/2021
3.	
4.	
5.	
	12/31/2021

Line Item Budget

	MTF			TOTAL
Salaries and Wage	\$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	\$80,924.00	\$0.00	\$0.00	\$80,924.00
TOTAL	\$80,924.00	\$0.00	\$0.00	\$80,924.00

Revisions:

Revision #1-Decrease budget by \$19,076 (from \$100,000 to \$80,924) and transfer to CIP #710322.

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 712620 Project Year: 2020 CIP Resolution: 6/10/2019
Title: Sidewalk-Discretionary Fund Amending Resolution: 2/15/2022
Administering Department: Public Works-Highway Revision: #1

Project Description: Construction, reconstruction and/or surfacing of sidewalks at various locations throughout the City.

Federal Grants

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

Critical Events

1. Project Initiation	7/1/2019
2. Project Completion	12/31/2021
3.	
4.	
5.	
	12/31/2021

Line Item Budget

	MTF			TOTAL
Salaries and Wage	\$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	\$95,909.28	\$0.00	\$0.00	\$95,909.28
TOTAL	\$95,909.28	\$0.00	\$0.00	\$95,909.28

Revisions:

Revision #1-Decrease budget by \$4,090.72 (from \$100,000 to \$95,909.28) and transfer to CIP #710322.

Comments:

CIP BUDGET AUTHORIZATION

CIP#: 714920 Project Year: 2020 CIP Resolution: 6/10/2019
 Title: Sidewalk Improvements Amending Resolution: 2/15/2022
 Administering Department: Public Works-Highway Revision: #1

Project Description: Construction, reconstruction and/or surfacing of sidewalks at various locations throughout City. Work to include ADA ramps as needed at Street intersections.

Federal Grants

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

Critical Events

1. Program Initiation	4/1/2020
2. Program Completion	12/31/2021
3.	
4.	
5.	
	12/31/2021

Line Item Budget

	GENERAL FUND			TOTAL
Salaries and Wage	\$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	\$272,242.82	\$0.00	\$0.00	\$272,242.82
TOTAL	\$272,242.82	\$0.00	\$0.00	\$272,242.82

Revisions:

Revision #1-Decrease budget by \$1,757.18 (from \$274,000 to \$272,242.82) and transfer to CIP #710322.

Comments:

Funding to come from General Fund excess revenues as approved by the BMA on 3/3/2020.

CIP BUDGET AUTHORIZATION

CIP#: 712721

Project Year: 2021

CIP Resolution: 6/9/2020

Title: School Sidewalk Program

Amending Resolution: 2/15/2022

Administering Department: Public Works-Highway

Revision: #1

Project Description: Continuation of the sidewalk construction and/or reconstruction program to and from schools and along key routes in the City, based on input provided by CIP, Police, Schools and the general public.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/01/2020
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

Line Item Budget

	MTF			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	\$84,617.70	\$0.00	\$0.00	\$84,617.70
TOTAL	\$84,617.70	\$0.00	\$0.00	\$84,617.70

Revisions:

Revision #1-Decrease budget by \$15,382.30 (from \$100,000 to \$84,617.70) and transfer to CIP #710322.

Comments: MTF - Manchester Transportation Fund

CIP BUDGET AUTHORIZATION

CIP#: 712821

Project Year: 2021

CIP Resolution: 6/9/2020

Title: Sidewalk - Discretionary Fund

Amending Resolution: 2/15/2022

Administering Department: Public Works-Highway

Revision: #1

Project Description: Construction, reconstruction and/or surfacing of sidewalks at various locations throughout City.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/01/2020
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

Line Item Budget

	MTF			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	\$90,410.21	\$0.00	\$0.00	\$90,410.21
TOTAL	\$90,410.21	\$0.00	\$0.00	\$90,410.21

Revisions:

Revision #1-Decrease budget by \$9,589.79 (from \$100,000 to \$90,410.21) and transfer to CIP #710322.

Comments: MTF - Manchester Transportation Fund

Planning Department/Startup Form - 07/1/20

\$90,410.21

CIP BUDGET AUTHORIZATION

CIP#: 710222

Project Year: 2022

CIP Resolution: 6/8/2021

Title: New Sidewalk Expansion

Amending Resolution: 2/15/2022

Administering Department DPW-Highway

Revision: #1

Project Description: Construction of new sidewalks in locations where they have not been historically located throughout the City.

Federal Grants

Federal Grant: No

Environmental

Review Required: No

Grant Executed:

Completed:

Critical Events

1.	Project Initiation	7/1/2021
2.	Project Completion	6/30/2031
3.		
4.		
5.		
		6/30/2031

Line Item Budget

	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	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$0.00	\$0.00	\$0.00	\$0.00

Revisions: Revision #1-Decrease budget by \$250,000 (from \$250,000 to \$0) and transfer to Cip #710322.**Comments:**

Planning Department/Startup Form - 07/1/20

\$0.00

CIP BUDGET AUTHORIZATION

CIP#: 710322 Project Year: 2022 CIP Resolution: 6/8/2021
 Title: Sidewalk Rehabilitation Program Amending Resolution: 2/15/2022
 Administering Department: DPW-Highway Revision: #1

Project Description: Construction, reconstruction, and/or resurfacing of sidewalks at various locations throughout the City. Work is prioritized according to the new sidewalk master plan asset management system where surface condition and network priority, in combination with sound engineering judgment, are used to establish yearly work plans.

Federal Grants

Federal Grant: No
 Grant Executed:

Environmental

Review Required: No
 Completed:

Critical Events

1. Project Initiation	7/1/2021
2. Project Completion	6/30/2031
3.	
4.	
5.	
	6/30/2031

Line Item Budget

	BOND	MTF	GENERAL	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	\$1,000,000.00	\$64,581.07	\$1,757.18	\$1,066,338.25
TOTAL	\$1,000,000.00	\$64,581.07	\$1,757.18	\$1,066,338.25

Revisions:

Revision #1-Increase budget by \$250,000 BOND, \$64,581.07 MTF, and \$1,757.18 GENERAL (from \$750,000 to \$1,066,388.25). Funds transferred from CIP Projects #710222, #712420, #712520, #712620, 712721, #712821, and #714920.

Comments:

Planning Department/Startup Form - 07/1/20

\$1,066,338.25

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Two

A RESOLUTION

“Amending the FY2020, FY2021 and FY2022 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Three Hundred Sixteen Thousand Three Hundred Thirty Eight Dollars and 25/100 (\$316,338.25) to the FY 2022 CIP 710322 Sidewalk Rehabilitation 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 2020, 2021, and the 2022 CIP as contained in the 2020, 2021, and 2022 CIP budget; and

WHEREAS, the 2020, 2021, and 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 effect the transfer from various CIP projects to CIP #710322 Sidewalk Rehabilitation Program;

NOW, THEREFORE, be it resolved that the 2020, 2021, and 2022 CIP be amended as follows:

By decreasing:

FY 2020 CIP 712420 Infrastructure ADA Access - \$16,442.26 MTF
FY 2020 CIP 712520 School Sidewalk Program - \$19,076 MTF
FY 2020 CIP 712620 Sidewalk-Discretionary Fund - \$4,090.72 MTF
FY 2020 CIP 714920 Sidewalk Improvements - \$1,757.18 GENERAL FUND
FY 2021 CIP 712721 School Sidewalk Program - \$15,382.30 MTF
FY 2021 CIP 712821 Sidewalk-Discretionary Fund - \$9,589.79 MTF
FY 2022 CIP 710222 New Sidewalk Expansion - \$250,000 BOND

By increasing:

FY 2022 CIP 710322 Sidewalk Rehabilitation Program - \$250,000 BOND, \$64,581.07 MTF, and \$1,757.18 GENERAL FUND

Resolved, that this Resolution shall take effect upon its passage

Kevin A. Sheppard, P.E.
Public Works Director



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathleen Sullivan

Timothy J. Clougherty
Deputy Public Works Director

CITY OF MANCHESTER
Department of Public Works

January 20, 2022

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

Attention: Alderman Will Stewart
Chairman, CIP Committee

Subject: Consolidation of Sidewalk CIPs

Dear Alderman Stewart:

The Department of Public Works (DPW) respectfully requests that the two following consolidations of funds occur from the listed sidewalk CIPs:

Consolidation of Cash and Bond CIPs:

- CIP#712420 (ADA Sidewalks - MTF) in the amount of:	\$ 16,442.26
- CIP#712520 (School Sidewalks - MTF) in the amount of:	\$ 19,076.00
- CIP#712620 (Discretionary Sidewalks - MTF) in the amount of:	\$ 4,090.72
- CIP#714920 (Discretionary Sidewalks - Cash) in the amount of:	\$ 1,757.18
- CIP#712721 (School Sidewalks - MTF) in the amount of:	\$ 15,382.30
- CIP#712821 (Discretionary Sidewalks - MTF) in the amount of:	\$ 9,589.79
- CIP#710222 (New Sidewalks - Bond) in the amount of:	+ \$250,000.00
Transfer Into CIP#710322 (Sidewalk Rehab - Bond) a total of:	\$316,338.25

Consolidation of CDBG CIPs:

- CIP#712521 (ADA Sidewalks - CDBG) in the amount of:	+ \$12,229.76
Transfer Into CIP#710422 (ADA/School SW - CDBG) a total of:	\$12,229.76

The reason for these two consolidation is to combine smaller CIPs together into one singular CIP for each type of major funding source that we use to repair and rehabilitate sidewalks within the City (Cash/Bond and CDBG). These consolidations will allow for improved accounting and tracking of funds as well as ease of payment for contractors.

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,

Owen Friend-Gray, P.E.
Highway Chief Engineer

cc/Kevin A. Sheppard, P.E.
Tim Clougherty
Mary Williams

CIP BUDGET AUTHORIZATION

CIP#: 712521

Project Year: 2021

CIP Resolution: 6/9/2020

Title: Infrastructure ADA Access

Amending Resolution: 2/15/2022

Administering Department: Public Works-Highway

Revision: #2

Project Description:

Construct pedestrian ramps and other access improvements in identified areas of the City in order to address accessibility issues on City sidewalks and walkways. Streets selected for this program are generally located within the Neighborhood Revitalization Strategy Area and will improve pedestrian access within low-moderate income areas.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: Yes

Grant Executed:

Completed: Complete

Critical Events

1.	Project Initiation	7/01/2020
2.	Project Completion	12/31/2021
3.		
4.		
5.		
		12/31/2021

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	\$49,999.50	\$0.00	\$0.00	\$49,999.50
TOTAL	\$49,999.50	\$0.00	\$0.00	\$49,999.50

Revisions:

Revision #1 - \$12,229.26 transferred from CIP #710417 increasing budget from \$50,000 to \$62,229.26.

Revision #2 - Decrease budget by \$12,229.76 (from \$62,229.26 to \$49,999.50) and transfer to CIP #710422.

Comments:

Authorization of Entitlement funds is contingent upon HUD grant execution.

Planning Department/Startup Form - 07/1/20

\$49,999.50

CIP BUDGET AUTHORIZATION

CIP#: 710422	Project Year: 2022	CIP Resolution: 6/8/2021	
Title: ADA/School Sidewalk Improvement		Amending Resolution: 2/15/2022	
Administering Department: DPW-Highway		Revision: #1	

Project Description: Continuation of the sidewalk construction and/or reconstruction program to and from schools and along key routes in the City, based on input provided by CIP, Police, Schools, and the general public. Also, construct pedestrian ramps and other access improvements in identified areas of the City in order to address accessibility issues on City sidewalks and walkways. These locations will be determined on conjuncture with the recommendations from the Sidewalk Master Plan and must be located in income eligible Census Tracts.

Federal Grants	Federal Grant: Yes	Environmental	Review Required: Yes
	Grant Executed:		Completed: Yes

Critical Events

1.	Project Initiation	7/1/2021
2.	Project Completion	6/30/2022
3.		
4.		
5.		
		6/30/2022

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	\$112,229.76	\$0.00	\$0.00	\$112,229.76
Other	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL	\$112,229.76	\$0.00	\$0.00	\$112,229.76

Revisions: Revision #1- Increase budget \$12,229.76 (from \$100,000 to \$112,229.76). Transferred from CIP #712521.

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

City of Manchester *New Hampshire*

In the year Two Thousand and Twenty Two

A RESOLUTION

“Amending the FY2021 and FY2022 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Twelve Thousand Two Hundred Twenty Nine Dollars and 76/100 (\$12,229.76) to the FY 2022 CIP 710422 ADA/School Sidewalk Improvement.”

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 2021 CIP and the 2022 CIP as contained in the 2021 CIP and 2022 CIP budget; and

WHEREAS, the 2021 CIP and 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 effect the transfer from CIP #712521 Infrastructure ADA Access to CIP #710422 ADA/School Sidewalk Improvement;

NOW, THEREFORE, be it resolved that the 2021 CIP and 2022 CIP be amended as follows:

By decreasing:

FY 2021 CIP 712521 Infrastructure ADA Access - \$12,229.76 CDBG

By increasing:

FY 2022 CIP 710422 ADA/School Sidewalk Improvement;- \$12,229.76 CDBG

Resolved, that this Resolution shall take effect upon its passage



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Code Enforcement Division
Community Improvement Program
Zoning Board of Adjustment

Pamela H. Goucher, AICP
Deputy Director Planning & Zoning
Michael J. Landry, PE, Esq.
Deputy Director Building Regulations

MEMORANDUM

To: Alderman Will Stewart,
Chairman, CIP Committee

From: Leon L. LaFreniere, AICP 
Director, Planning and Community Development

Date: 01/21/2022

Re: Transfer of Funds in Support of Grant Writing Services for Submission of Build Back Better Regional Challenge Grant Application through the EDA.

In April of 2021, the City of Manchester contracted with the Regional Economic Development Center (REDC) for grant writing services to complete a grant application for the EDA's Public Works and Economic Adjustment Assistance programs. The grant application was in support of the design and engineering for ARMI's Millyard Vertiport. The City of Manchester received \$15,000 of funding from DEKA/ARMi for the total cost of grant writing services completed by the REDC.

In October of 2021, a new Federal grant opportunity became available that provided a better funding source for the Vertiport and several other City initiatives. Therefore, in coalition with DEKA/ARMi, SNHU, UNH, MTA, and the Manchester-Boston Regional Airport, the City of Manchester applied for the highly-competitive Build Back Better Regional Challenge (BBBRC) grant through the EDA. The BBBRC is designed to assist communities nationwide in building back better by accelerating the economic recovery from the coronavirus pandemic and building local economies that will be resilient to future economic shocks.

On December 13, 2021, the City was notified that out of 529 submissions, Manchester was named a finalist for the BBBRC grant. The City is one of sixty applicants chosen to move forward in Phase Two of the application process, the only finalist in New Hampshire and one of four in New England.

As the City moves forward to refine the Phase Two application, it is evident that the BBBRC grant is a better funding opportunity to advance the goals of the ARMI Vertiport while supporting economic initiatives of the City and coalition members. Therefore, a request is made to transfer the remaining \$7,500 from CIP account #812421 to CIP account #811722. The \$7,500 will be used to continue to work with the REDC in support of grant writing services for Phase Two of the BBBRC grant application.

Please see attached an authorization letter from David Rogers, Chief Development Officer of DEKA, the Amending Resolution, and the Budget Authorization Form necessary to transfer funding for the project.

CIP BUDGET AUTHORIZATION

CIP#: 812421

Project Year: 2021

CIP Resolution: 6/9/2020

Title: REDC Grant Writing Services For EDA Application Submission

Amending Resolution: 2/15/2022

Administering Department: Planning & Community Development

Revision: #1

Project Description:

PCD will work with the REDC to prepare and submit an application to the EDA for the Public Works and Economic Adjustment Assistance Grants in support of research and development of a vertiport and waterfront development in the Millyard.

Federal Grants

Federal Grant:

No

Environmental

Review Required:

No

Grant Executed:

Completed:

Critical Events

1. Program Initiation

5/18/2021

2. Program Completion

12/31/2021

3.

4.

5.

12/31/2021

Line Item Budget

OTHER

Salaries and Wages

\$0.00

\$0.00

\$0.00

TOTAL

\$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

\$7,500.00

\$0.00

\$0.00

\$7,500.00

TOTAL**\$7,500.00****\$0.00****\$0.00****\$7,500.00****Revisions:**

Revision #1-Decrease budget by \$7,500 (from \$15,000 to \$7,500) and transfer to CIP 811722.

Comments:

Contribution of OTHER funds to come from DEKA Research and Development.

Planning Department/Startup Form - 07/1/20

\$7,500.00

CIP BUDGET AUTHORIZATION

CIP#: 811722 Project Year: 2022 CIP Resolution: 6/8/2021
 Title: Southern NH Build Back Better Regional Challenge Amending Resolution: 2/15/2022
 Administering Department: Mayor's Office Revision: #1

Project Description: Funding to assist in the development of the Phase 2 Build Back Better Regional Challenge application.

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

Critical Events

1.	Project Initiation	12/21/2021
2.	Project Completion	12/31/2022
3.		
4.		
5.		
		12/31/2022

Line Item Budget

	FEDERAL	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	\$500,000.00	\$7,500.00	\$0.00	\$507,500.00
TOTAL	\$500,000.00	\$7,500.00	\$0.00	\$507,500.00

Revisions: Revision #1- Increase budget by \$7,500 (from \$500,000 to \$507,500). Funds transferred from CIP #812421.

Comments: Source of Funding - Economic Development Administration

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Two

A RESOLUTION

“Amending the FY2021 and FY2022 Community Improvement Program, authorizing, appropriating and transferring funds in the amount of Seven Thousand Five Hundred Dollars (\$7,500) to the FY 2022 CIP 811722 Southern NH Build Back Better Regional Challenge.”

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 2021 CIP and the 2022 CIP as contained in the 2021 CIP and 2022 CIP budget; and

WHEREAS, the 2021 CIP and 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 effect the transfer from CIP #812421 REDC Grant Writing Services For EDA Application Submission to CIP #811722 Southern NH Build Back Better Regional Challenge;

NOW, THEREFORE, be it resolved that the 2021 CIP and 2022 CIP be amended as follows:

By decreasing:

FY 2021 CIP 812421 REDC Grant Writing Services For EDA Application Submission - \$7,500
OTHER

By increasing:

FY 2022 CIP 811722 Southern NH Build Back Better Regional Challenge- \$7,500 OTHER

Resolved, that this Resolution shall take effect upon its passage



Jan 19, 2022

Jodie Nazaka
Economic Coordinator
City of Manchester

Dear Ms. Nazaka:

It's been a pleasure working with you on the EDA project, and we are looking forward to the Phase II submission. This letter recommends that funds that have been provided to support EDA grant preparation for the Vertiport be made available to support the BBBRC submission.

Since our Vertiport application has been incorporated into the BBBRC program, it makes the most sense that we focus our time and attention on putting forward the best proposal possible. A positive result in phase II BBBRC would satisfy the intent of our contribution.

Regards,

David Rogers

David Rogers, PhD
Chief Development Officer
DEKA

Andre R. Parent
Chief of Department



Matthew A. K. Lamothe
Assistant Chief

City of Manchester
Fire Department

TO: Alderman Stewart, CIP Committee Chair
FROM: Chief Andre R. Parent
DATE: January 21, 2022
RE: SAFER grant application

I am requesting permission to apply for the FY21 SAFER grant. If awarded, this grant will allow the fire department to hire 8 full-time firefighters/ AEMTs. The grant will cover salary and benefits for 3 years and while the grant does not have a cost share, overtime is not covered. At the end of the 3 years, it is my intention to retain these positions. Our current staffing levels do not meet the national standard of NFPA 1710 which require 4 firefighters on every apparatus. These 8 positions will be utilized to bring the department closer to the nationally recognized staffing levels. These 8 positions may also be utilized in the future plan of this department to expand our EMS capabilities. After the 3 years, the City is not obligated to fund these positions.

I appreciate your attention and consideration to this matter in our effort to better serve the citizens of Manchester.

Anna J. Thomas, MPH
Public Health Director

Philip J. Alexakos, MPH, REHS
Chief Operations Officer

Jaime L. Hoebeke, MPH, MCHES
Chief Strategy Officer



BOARD OF HEALTH

Reverend Richard D. Clegg
Stephanie P. Hewitt, MSN, FNP-BC
Robert G. Ross, DDS
Ellen Tourigny, MEd
Tanya A. Tupick, DO

CITY OF MANCHESTER
Health Department

To: Alderman Kevin Cavanaugh
Chairman, CIP Committee

From: Anna Thomas, MPH
Director, Manchester Health Department

Date: January 21, 2022

Re: Revision Project# 212322 – ARPA Community Health Worker Program

The original budget for Project# 212322 – ARPA Community Health Worker Program did not separate the fringe benefits from the salary. We have revised the budget to account for the cost of the employee's fringe benefits.

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.

Thank you.

CIP BUDGET AUTHORIZATION

CIP#: 212322

Project Year: 2022

CIP Resolution: 6/8/2021

Title: ARPA - Community Health Worker Program

Amending Resolution: 2/15/2022

Administering Department: Health Dept

Revision: #1

Project Description: Funds thirteen Community Health Workers, who will work with MPD to take over check condition calls typically taken by officers and act as a hub for addressing neighborhood-level health concerns. Evidence shows that less than 10% of check condition calls require any kind of police response. This partnership will reduce the number of unnecessary calls taken by police, and provide the proper level of care for residents seeking intervention or services. These CHW will be ward based, with an additional worker dedicated to assisting seniors.

Federal Grants

Federal Grant: Yes

Environmental

Review Required: No

Grant Executed: Yes

Completed:

Critical Events

1.	Project Initiation	8/1/2021
2.	Project Completion	12/31/2026
3.		
4.		
5.		
		12/31/2026

Line Item Budget

	FEDERAL			TOTAL
Salaries and Wages	\$3,647,503.79	\$0.00	\$0.00	\$3,647,503.79
Fringes	\$2,776,637.00	\$0.00	\$0.00	\$2,776,637.00
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	\$61,200.00	\$0.00	\$0.00	\$61,200.00
Overhead	\$0.00	\$0.00	\$0.00	\$0.00
Construction Contracts	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$30,000.00	\$0.00	\$0.00	\$30,000.00
TOTAL	\$6,515,340.79	\$0.00	\$0.00	\$6,515,340.79

Revisions:

Funds transferred from CIP #810622.

Revision #1-Adjust line items.

Comments:

Funding from the US Dept of Treasury.

Kevin A. Sheppard, P.E.
Public Works Director



Commission
Patrick Robinson, Chair
James Burkush
Trixie Dysart
Armand Forest
Kathleen Sullivan

Timothy J. Clougherty
Deputy Public Works Director

CITY OF MANCHESTER
Department of Public Works

January 20, 2022

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

Attention: Alderman Will Stewart
Chairman, CIP Committee

Subject: Extension of CIP 711313 – Goffs Falls Road Bridge Replacement

Dear Alderman Stewart:

The Department of Public Works (DPW) respectfully requests that the time frame for the Goffs Falls Road Bridge Replacement, CIP 711313, be extended by 6 months to have a completion date of 6/30/2022. All of the physical construction and ancillary site work has been completed at this time, we are just working our way through the final paperwork with the State.

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,

Owen Friend-Gray, P.E.
Highway Chief Engineer

cc/Kevin A. Sheppard, P.E.
Tim Clougherty
Mary Williams

CIP BUDGET AUTHORIZATION

CIP#: <u>711313</u>	Project Year: <u>2013</u>	CIP Resolution: <u>6/12/2012</u>
Title: <u>Goffs Falls Bridge Rehab Project</u>		Amending Resolution: <u>2/15/2022</u>
Administering Department: <u>Highway Department</u>		Revision: <u>#5</u>

Project Description: Funding for design and reconstruction or replacement of City bridges including the replacement of the Goffs Falls Road bridge.

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

Critical Events

1	Design Completion	<u>9/31/2012</u>
2	Construction	<u>6/30/2022</u>
3		
4		
5		
		<u>6/30/2022</u>

Line Item Budget

	BOND	STATE	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	\$221,143.00	\$1,779,973.45	\$0.00	\$2,001,116.45
TOTAL	\$221,143.00	\$1,779,973.45	\$0.00	\$2,001,116.45

Revisions

#1 - Increases budget by \$14,080.29 Other and extends project completion date.

#2 - Increases budget by \$150,000 State.

#3 - Increases budget by 664,321.16 State to recognize additional NHDOT State Aid-Bridge Matching funds to \$1,628,401.45

Comments:

State funding reimbursement represents 80% of the estimated project costs. Unused Bond funds were transferred from CIP #711109 to represent the City's 20% match of the project costs. State funds transferred from CIP #711010 to be counted towards City's 20% match. \$150,000 State transferred from CIP #711218.

Revision #4 - Increases budget by \$15,000 State SB 38 (transfer CIP #711218), \$19,143 Bond (transfer CIP #711319) and \$136,572 of new State Aid-Bridge Match funding. Rev #5 - Extend the completion date to 6/30/2022.